



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1. Name of the Institution

Holy Cross College

- Name of the Head of the institution **Dr. Fr. Benny K. John**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03812915930**
- Mobile no **8974093501**
- Registered e-mail **principalhccagt@gmail.com**
- Alternate e-mail **iqachccagt20@gmail.com**
- Address **Jubatara, P.O.- Lembucherra, Agartala, Tripura**
- City/Town **Agartala**
- State/UT **Tripura**
- Pin Code **799210**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Tripura University**
- Name of the IQAC Coordinator **Dr. Sushobhan Sengupta**
- Phone No. **03812342555**
- Alternate phone No. **03812342555**
- Mobile **9612424132**
- IQAC e-mail address **iqachccagt20@gmail.com**
- Alternate Email address **principalhccagt@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://www.holycrosscollege.in/files_uploaded/AQAR-2021-22.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.holycrosscollege.in/admin/download/Academic%20Calender%202022-23.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.14	2017	12/09/2017	11/09/2022
Cycle 2	A+	3.37	2023	30/03/2023	29/03/2028

6. Date of Establishment of IQAC

07/07/2016

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	NA	NA	NA	NA

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 03

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Submission of AQAR

NAAC 2nd Cycle Accreditations and securing A+ Grade

Organization of Feedback from students for Teacher Evaluation

Organization CAS process

Organization of FDP/workshop/Seminars

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Updating Policy Documents of College	Addendum to Strategic Plan
Organization of FDP/Training Programme/ Workshop	IQAC organized Workshop on ERP
Organization of National Seminar	Roadmap for inclusive Growth and Development in India in collaboration with the department of commerce, holy cross college
Student satisfaction Survey	Student Satisfaction survey was conducted
Plan/Proposal for Infrastructural Development	Proposal submitted for a New canteen and a play ground

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Location	Rural
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• Mobile	9612424132				
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• Alternate Email address	principalhccagt@gmail.com				
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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.holycrosscollege.in/admin/download/Academic%20Calendar%202022-23.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.14	2017	12/09/2017	11/09/2022
Cycle 2	A+	3.37	2023	30/03/2023	29/03/2028
6.Date of Establishment of IQAC			07/07/2016		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NA	NA	NA	NA	NA	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			03		
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been uploaded on the institutional website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
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13. Whether the AQAR was placed before	No

statutory body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-22	27/04/2023
15. Multidisciplinary / interdisciplinary	
<p>In view of the National Education Policy (NEP 2020), Tripura University has taken several steps to incorporate Multidisciplinary/ Interdisciplinary aspects in the curriculum of various programme. Our college always adheres to the directions given by Tripura University. To develop the all-round capabilities of the students, Holy Cross College is determined to provide a diverse, flexible and innovative teaching- learning process, and the college has started interdisciplinary teaching where faculty of one department is sharing their expertise with students of other departments. The college has started several certificate courses of its own, so that students from any discipline can take the advantage of such courses to gain specific knowledge, enhance their skills, change attitudes, inculcate values, and acquire the art of logical and critical thinking so that they can be creative in future.</p>	
16. Academic bank of credits (ABC):	
<p>Holy Cross College is Affiliated to Tripura University and follow the directions given by the University from time to time. Tripura University vide notification "Ref.No.TU/COE/NAD/01/2019 dated 07/06/2022 " informed all concerned that University has registered itself on Academic bank of credits (ABC).</p>	
17. Skill development:	
<p>The Holy Cross Education Foundation is aiming to provide state residents with the necessary abilities to enrol in industry-relevant skill training that will enable them to obtain a better standard of living in the long run, particularly under the PMKVY and DDU-GKY flagship programmes of the Indian Government. The</p>	

vision of the college is promoting Value-Based Quality Education; hence the college takes efforts to inculcate positivity among the learners. The Holy Cross College and Asha Holy Cross are sister organizations, operating under the same foundation, and the college will partner with Asha Holy Cross to offer its students various opportunities for skill development. The College is also attempting to sign MoU's with other organizations to give our students more chances in this area.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Holy Cross College promotes the learning of both the national language, Hindi, and regional languages like Kokborok and Bengali. The institution has received approval to introduce Kokborok as another undergraduate course. Additionally, the Teacher training course in the curriculum is bilingual, allowing students to respond in either English or Bengali.

The college actively supports the preservation and promotion of art and culture through various activities such as competitions, exhibitions, and cultural programs held during different festivities throughout the year. The interaction and interdependence among students contribute to the integration of culture within the institution and society. The college organizes online sessions and webinars on Indian language and culture.

As part of curriculum, Teacher training course has the option of being bilingual, English and Bengali, and justice is done to help students so that they can answer in any language. Preservation and promoting of art and culture is encouraged through competitions, exhibitions, cultural programmes during different festivities throughout the year. The intermixing and interdependency amongst students help in the integration of culture in the institution and also in society. College has organised online Sessions and Webinars on Indian Language and Culture.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college has implemented Outcome-Based Education, emphasizing clear Course Outcomes and Program Outcomes. Teaching and learning are structured with these outcomes in mind, and assessment follows defined criteria, including Summative and Formative assessments in accordance with Tripura University guidelines. The course and program outcomes are aligned with cognitive abilities like remembering, understanding, applying, analyzing, evaluating,

and creating, as per the university's syllabus.

In addition to domain-specific skills, the learning outcomes encompass social responsiveness, ethics, and entrepreneurial skills for BBA and B.Com students, enabling them to actively contribute to the nation's economic, environmental, and social well-being. The courses aim to ignite students' minds, prepare them for society, foster scientific temper, and develop philosophical thinking, facilitating readiness for competitive exams.

The college offers various programs, each with a well-defined Programme Outcome, Course Outcome, and Programme Specific Outcome. Beyond traditional classroom teaching, the institution provides tutorial classes and implements a mentor-mentee system that prioritizes outcome-based education. To ensure students are informed about course-specific outcomes, the college conducts workshops, classroom discussions, expert lectures, and practical sessions.

20.Distance education/online education:

Due to the COVID-19 pandemic, educational institutions in the country have increasingly embraced digital platforms to engage students, conduct conferences, and hold meetings. Online teaching and learning have become integral, facilitated through platforms like Google Meet, Zoom, Microsoft Teams, and content delivery via Google Classroom and WhatsApp. Videos serve as teaching aids, and assessments are conducted through Google Forms and Mentimeter. Blended learning, combining online and offline resources, remains a prevalent practice.

Furthermore, the institution also serves as a study centre for IGNOU. While the transition to online education has had some drawbacks, it has eliminated geographical barriers, enabling collaboration between experts and students worldwide. The adoption of a hybrid education model, blending online and offline resources, aligns with the evolving educational landscape, reflecting the New Education Policy's vision.

As a result of the experiences gained during the pandemic, teachers and students now have greater access to online resources. The institution plans to expand its offerings with more certificate courses delivered through online classes and the incorporation of Massive Open Online Courses (MOOCs) into a blended learning system.

Extended Profile

1.Programme	
1.1	14
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	559
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	339
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	422
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	67
Number of full time teachers during the year	
File Description	Documents
Data Template	View File

3.2	79
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	35
Total number of Classrooms and Seminar halls	
4.2	207.20
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	111
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Holy Cross College is affiliated to Tripura University and follows the basic curriculum developed by the University. To ensure an effective curriculum, the college creates an academic calendar at the start of each academic year. Regular assessment and evaluation performance of the students is evaluated through class tests, assignments in regular basis. Moreover, students participate in various activities like class presentations, debate, peer teaching, group discussions etc., which help them to grow their interest in a variety of topics. Co-curricular mentoring:

- To promote critical thinking among the students, various competitions like debate, quiz, photography etc. are organised. Study trips are arranged by the Departments to provide real-life exposures and experiences.
- To develop the skills among the students, the institution includes student workshops, peer-group teaching, add-on courses, intellectual exhibitions in every academic plan.

Planning the Curriculum:

- Timetables are prepared far in advance and posted on campus notice boards as well as sent to students via official WhatsApp groups. Online and Offline invited lectures by distinguished individuals and experts are being conducted by the departments in regular basis to increase students' knowledge and enthusiasm in their respective subjects. Stakeholder feedback is gathered in order to suggest improvements to the college curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%201/1.1/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Holy Cross College, Agartala is affiliated with Tripura University (A Central University). The College imparts three-year degree courses in Arts, Science, Commerce, Business Administration, two-year programme of B.Ed, Master Degree in Political Science and English. In accordance with the calendar of Tripura University, the College academic calendar has largely developed. The process of internal assessment is quite open and flexible where classroom test, assignments, and other suitable means are identified by the respective departments. Process of evaluation and marks weightage for internal evaluation is communicated to the students. Holy Cross College offers specialized remedial classes for slow learners to improve the students' performances. After each Continuous Internal Evaluation (CIE), students receive feedback as per their performance. This feedback helps them identify their weak areas for improvement and make necessary adjustments to their study strategies. Students are given study related assignments to complete their topics and are continually reviewed by the teachers. Based on how well the students did in the experiments, grades are given for disciplines that contain practical assessments. All department heads have full authority to recommend re-assessment if needed for the improvement of the student.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%201/1.1/1.1.2/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

35

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution's Department of Business Administration offers courses centred on Professional ethics, emphasizing the importance of ethical conduct in the business world. Simultaneously, the Department of Political Science has introduced a course addressing Human Rights with a particular focus on Gender issues, fostering awareness and advocacy. Students are exposed to a foundational course in Environmental Studies as part of their curriculum. This course delves into the methods and motivations behind environmental sustainability, instilling a sense of responsibility towards the environment. Department of English through its curriculum inculcate spoken English to the students. Beyond formal coursework, faculty members are deeply committed in mentoring students throughout the academic year. They play a vital role in instilling essential human values and contributing to students' personal growth and character development. Furthermore, the institution's Department of Counselling Psychology boasts a team

of highly skilled counsellors who professionally nurture and shape students' characters. Their expertise ensures that students receive the necessary guidance and support to navigate the challenges they encounter during their educational journey. Collectively, these academic and personal development initiatives create a well-rounded educational experience for the students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1010

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.holycrosscollege.in/aqar-2022-23/Criterion%201/1.4/1.4.1/FEEDBACK%20ANALYSIS%20REPORT%20FROM%20THREE%20STAKEHOLDER S/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.holycrosscollege.in/aqar-2022-23/Criterion%201/1.4/1.4.1/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

559

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

231

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Holy Cross College, Agartala in its spirit believes in taking along all in the path of learning and succeeding in different arenas in life and to become a gentle and responsible soul. The assessment of the learning levels of students is a prerequisite for and hence an integral part of an effective teaching learning process. This assessment is a continuous process accomplished by both formal and informal means. The Holy Cross College has adopted an independent policy to identify advanced and slow learners among the students, so that the learning accomplishment and total development among a batch of students can be homogenous. It is always important to take extra care of slow learners and the College implements effective and devise strategies differentially for them relative to the advanced learners.

For advanced learners, we have many supporting initiatives like mentoring, workshops, special lectures arranged to improve their performance at highest levels. All such initiatives are interdisciplinary in nature and aim at improving the potential of

the students. For slow learners, there are remedial classes, which are scheduled as per convenience of the students. In these classes, one to one special care is provided to the students. The overall focus is to make each student empowered with knowledge and make him/her an independent thinker.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/files_uploaded/policy%20for%20advance%20and%20slow%20learners.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1586	67

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our institution supports the use of student-centric teaching strategies to increase student engagement in problem-solving and interactive learning activities.

1. Experiential learning is an engaged learning process whereby students "learn by doing" and by reflecting on the experience. Experiential learning activities can include, but are not limited to, hands-on laboratory experiments, practicums, field exercises. The institute has adopted experiential learning in different ways, such as - lab experiments, field trips, organizing awareness campaigns at local level, industrial tours and excursions, etc.

2. A student-centered approach to raise student participation, motivation, and comprehension of the subject matter, participatory learning is a very successful approach. Additionally, it

encourages social contact and teamwork among students and enables them to learn at their own pace. Students of our college are encouraged to participate at-

? State & national level competitions such as NCC training camps, bodybuilding competition, etc,

? Numerous student events such as Literary fest, Campus bazar, different capacity building workshops and orientation programs, etc.

? Practice teaching in different educational institutes are organised for B.Ed. students.

3. Students of our college are actively participating in different problem-solving activities such as - completing regular assignments, project works, class presentations, etc. to learn to observe, understand, analyze, interpret, find solutions, and perform applications to gain a holistic understanding of a concept.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%202/2.3/Documents/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT-enabled technologies are now crucial for improving the effectiveness of teaching and learning. Faculty members must therefore stay current on new developments in this field in order to employ these ICT tools while teaching. All of Holy Cross College's teachers are motivated to get themselves prepared and trained to use ICT-enabled teaching tools to streamline the teaching and learning process. Additionally, all teachers feel at ease teaching in a virtual environment. Sufficient numbers of classrooms with ICT enabled facilities are being provided to all the departments for effective teaching-learning practice. The teaching and learning process is made more engaging and effective when teachers use these technologies to display pertinent images, graphs, charts, and maps. When necessary, teachers can also hold virtual classrooms using Zoom, Google Meet, Microsoft Team, Google

Classroom, ERP software, etc. In a typical classroom setting, teachers use LCDs and projectors and Smart Boards to deliver power-point presentations as needed. Our college effectively holds numerous workshops, seminars, webinars, special lectures, expert presentations, etc. using the virtual format. Different departments also take the initiative to create online quiz competitions using both online and offline mediums for the benefit of our students' general development.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

67

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

67

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

30

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

293.55

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Holy Cross College adheres to the rules and regulations laid down by the University and follows all changes to the letter.

1. According to the University guidelines the college will conduct two internal assessments in a semester of 20 marks per subject with 80 marks being kept for the final examination.

2. The internal assessments are conducted of 8 marks each i.e. (8+8) and the remaining 4 marks are awarded to assignments and code of conduct.

3. The internal assessment for BBA is 30 marks which are awarded on the parameter of class test, attendance and student behaviour ie (10+10+10)

4. The internal assessment for B.Ed. varies from 15 to 30 in a paper as prescribed in the syllabus of the University.

College makes the internal assessment transparent and robust in the following way-

1. The schedule of the internal assessment is published well in advance

2. The syllabus of the internal assessment is informed before the test

3. The signature of the student is taken during the internal examination.

4. The answer scripts are shown to the students

5. Improvement tests helps to better the students

File Description	Documents
Any additional information	View File
Link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%202/2.5/

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Efficient Grievance Redressal System:

HCC always work for the students, helping them to grow holistically, hence continuous evaluation and assessment were done in a most transparent manner. The college has Exam Committee which consists of 14 members across the streams of Arts, Commerce and Science, which makes it effective team to deal with the examinations and science practical. Moreover, the college continuously evaluate and assess the students through:

[a] Periodical assessment of the assignments and providing feedback to the students.

[b] One model test, a.k.a. Pre-Semester are conducted every semester, before the end semester

[c] Every month's attendance was published on the Notice Board for the students.

[d] In case of any grievance, related to evaluated paper, attendance percentage, internal marks, students can approach the Chair, Exam Committee for its redressal through Principal.

[e] Internal marks prepared by the departments for the students go through three layers of scrutiny before submission to the University.

[f] The college also help the students regarding any issues with marksheets error.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%202/2.5/2.5.2%20Internal%20exam%20policy%20_%20Grievence.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

All the departments of Holy Cross College are expected to conduct departmental meeting to finalize the programme outcomes and course outcomes. After finalizing the course outcomes, the departments then presented to the Academic Coordinator for approval. The programme outcomes and the course outcomes are merged in the

syllabus file and displayed on the website. At the end of the semester the programme outcomes and the course outcomes attainment are reviewed by each of the Departments. The programme outcomes and the course outcomes of all the courses offered by each department are displayed on the department page on the main website. At the commencement of the academic year, through the Orientation Programme students are informed about the programme outcomes. Each faculty member short-lived their relevant classes about the programme outcomes and the course outcomes. To attain the programme outcomes and course outcomes the College authority focuses on human and physical investment. The faculties are always encouraged to keep their subject knowledge updated with changing trends in teaching methodology by pursuing higher studies, joining in faculty development programmes, workshops and seminars as it improves effective attainment of programme outcomes and course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%202/2.6/2.6.1%20PO%20_%20CO%20Link.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Assessing the programme outcomes and course outcomes attainment:

1. The Continuous Internal Assessment and End-Semester

Examinations are the major tools for assessment of Programme outcomes and course outcomes attainment. The Internal Assessment includes of two tests, assignment, presentation, practical and attendance. The marks obtained by the students are recorded to programme outcomes and course outcomes.

2. To evaluate students' communication and leadership skills, each department organizing Experiential learning in the form of workshops, seminars, fests etc.

3. Students' participation in Community Development Programme and their effect on community also helps to measure programme outcomes attainment.

4. Each department scrutinizes the results and interacts with the students to take their feedback on gaps in programme outcomes and course outcomes attainment. Departments arrange some mentoring sessions too for students.

5. Each department takes Students' Feedback on Curriculum and discusses their feedback for relevant changes.

6. The departments place the results of the Continuous Internal Assessment to the Principal for approval.

7. The evaluation of programme outcome is based on the performance of the students in terms of their progression to higher studies, qualification in competitive examinations and placement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%202/2.6/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

422

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.holycrosscollege.in/agar-2022-23/Criterion%202/2.6/2.6.3%20Result%20report%202022.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.holycrosscollege.in/agar-2022-23/Criterion%202/2.7/2.7%20Student%20Satisfaction%20Survey%202022-23%20Report.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution provides a conducive atmosphere for the active promotion of innovation and incubation by providing appropriate direction. Among other things publishing news stories, research papers, and project applications are supported followed by workshops, seminars, and awareness campaigns on entrepreneurship. Students get the opportunity to network with prosperous business owners. Holy Cross College is taking an initiative to host various events such as Campus Bazaar and Monthly Exhibition of Student Self Help Groups (SSHGs). To enhance student learning, the faculty members employ a range of methods, such as interactive exercises, fieldwork and project work, computer-assisted learning, experiments, and lectures.

The college has undertaken the following projects in an effort to enhance the knowledge ecosystem:

Field Study:

- 1) "Botanical Expedition, Exploring Flora in Their Natural Habitat", College students went on a botanical field trip to Darjeeling.
- 2) In order to arrange the visit, a prior visit was conducted to the North Bengal University Medicinal Garden administration. Students have received guidance and information from the botany department regarding the goal of the visit, the value of medicinal plants. When they arrived, a skilled garden guide greeted them and gave them extensive information about various plants, their therapeutic qualities, and customary use.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

7

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities play a vital role in sensitizing students to social issues and promoting holistic development. When students participate in extension activities, they are exposed to the realities of the world outside of the classroom and learn about the challenges faced by different communities. This helps them to develop empathy, compassion, social awareness and a sense of social responsibility. Extension activities can also help students to develop a range of other skills, such as leadership, teamwork, communication and problem-solving. They can also provide opportunities for students to learn new things and to develop their creativity.

In addition to the benefits listed above, extension activities can also help students to:

- Develop a better understanding of themselves and their place in the world
- Gain confidence and self-esteem
- Improve their academic performance

- Build relationships with others
- Make a difference in their communities

Extension activities can be an essential part of a holistic education. They can help students to develop into well-rounded and socially responsible citizens.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

334

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

3

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The key physical facilities and infrastructure that are used to conduct teaching and learning successfully and efficiently are as follows:

The college has a total of 34 classrooms. A desktop computer and an LCD projector have been installed in 24 classrooms, which also includes an interactive smart board installed in F1-08, to help teachers better integrate technology into their lessons.

The institution has one auditorium, which can accommodate about 250 students. It is used to plan conferences, workshops, and seminars using ICT. The institution also has a conference room, a teaching-learning resource centre, a multipurpose hall, an office for IGNOU, an art and craft resource centre, a dance room, and two (2) counselling rooms.

The college has also started to construct a separate building for the B.Ed. course in it's new campus.

There are nine science labs with sufficient and up-to-date tools to carry out curriculum-oriented practicals.

There is one ICT resource centre where students can use 30

computers as well and there is also a language lab where 25 computers are available for the students.

There are two divisions within the college library. The reading room has a built-in area of 186.36 sq m, whilst the Book Treasury part has a built-in area of 154,77 sq m. There are 110 seats available in the reading room. The entire campus including the offices, labs, classrooms and faculty rooms, has internet access. With thirteen (13) access points and an uncapped 300 mbps bandwidth, Wi-Fi is available.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%204/4.1/4.1.1/p2-to-13-supporting-doc-Infrastructure-and-Physical-Facilities-for-Teaching-Learning.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution provides sufficient facilities for sporting events, indoor and outdoor games, yoga classes, and cultural activities. Both indoor dance halls and outdoor fields are available for sports practice purposes. After the completion of their regular college classes, some of the days, special sports coaching classes are also offered for football and volleyball. In order to showcase their cultural talents, students take part in a variety of cultural activities held throughout the year, such as Fresher's Day, Farewell Day, Graduation Day, College Fest (Tejas), Ethnic Day, Annual Sports Day, etc.

Some of the major sport facilities along with sports area available are mentioned as below:

1. Basketball court 537.56 square metre
2. Badminton court and Volleyball (also used for Throwball) 608.3 square metre
3. Multipurpose Hall (Table tennis, Carrom and Chess) 184.8 square metre

4. Front Lawn - right (used for Yoga) 720.60 square metre
5. Front Lawn - left (used for Yoga) 745.416 square metre
6. Football Ground (under construction) 2,000 square metre
7. Volleyball court (under construction) 420 square metre

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%204/4.1/4.1.2/p.15%20-%2029%204.1.2%20Supporting%20document..pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

24

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%204/4.1/4.1.3/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

459.82

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Completely automated ILMS (LibNet) Version 3.0 is available. Issuing of books is done with the help barcode readers. The OPAC (Open Public Access catalogue) is available to the users for easy access. Three Computers are used. The library offers 14438 books, 119 Encyclopedia & subject dictionaries and 21 print periodicals. The library has NLIST subscriptions for online resources including e-books and e-journals, remote access is possible. Employees and students have signed up for access to the National Digital Library (NDL) offers freely (<https://ndl.iitkgp.ac.in/>).

The Library subscribes to the following electronic journals through NLIST:

- American Institute of Physics
- Annual Review
- Economic and Political Weekly
- JSTOR
- Oxford University Press
- Institute of Physics
- Indian Journals
- Royal Society of Chemistry
- H. W. Wilson
- Cambridge University Press

For further information, visit the college website at <https://hcclib.in/>.

The user has access to the following materials via the library website:

- Subscribed journals (<https://hcclib.in/journals.php>)
- Free open access journals
- Other study materials links
- Question papers

Users may access Current Awareness Services (CAS) through bulletin boards. Newspaper clippings, faculty hiring announcements, student and teacher accomplishments, suggestion boxes, laser printers etc. also kept in the college Library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.holycrosscollege.in/agar-2022-23/Criterion%204/4.2/4.2.1/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

6.56

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

71

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

1. To reach today's digitally born youngsters, the campus must be digitally prepared for effective classroom delivery, targeted information exchange, and knowledge absorption. To achieve this, 24 of the 34 classrooms are equipped with ICT. The college provides one computer with Wi-Fi connection for each department.

2. The college features one conference/seminar hall and one college auditorium, both of which are equipped with ICT.

3. There are 111 stand-alone desktop computers at the campus. Out of which, 55 machines are accessible at the ICT Center [25 are for the Language Lab and 30 are for the Computer Lab]. To access the Library OPAC, 3 computers with internet connectivity have been placed in the library.

4. Acer, Dell, Lenovo and assembled desktops/workstations are used at the college. Furthermore, there are 8 printers for the administrative division and 1 printer in the library for students.

5. The college has 24 LCD projectors (Epson), one for the conference hall, one for the auditorium and the rest for the

classrooms.

6. The college has a subscription to 'The BSNL broadband (FTTFH) with unlimited bandwidth of 300 mbps internet connection.

7. The LAN service is provided to 38 computers, while the WLAN service is offered to a total of 55 computers.

8. The college campus now has 13 Wi-Fi access points and 11 Wi-Fi routers installed.

9. The computers are outfitted with both licensed and free software.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%204/4.3/4.3.1/p.%2082%204.3.1.%20SUPPORTING%20DOCUMENT.pdf

4.3.2 - Number of Computers

111

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the year (INR in Lakhs)**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

46

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college administration oversees building construction and maintenance. Routine computer maintenance, CCTV cameras, and IT support are handled by the technical support staff. Major electronics repairs are outsourced with approval from the college administration.

Department Heads supervise lab technicians for laboratory equipment maintenance. Sports equipment and court repairs are managed by the Department of Physical Education faculty.

The college library's resources are supervised by librarians following a Collection Development Policy. Resource selection is based on faculty recommendations, university-recommended textbooks, syllabus-aligned publications, and publisher materials. Final year students need library clearance for university exam admit cards.

Maintenance tasks like furniture, masonry, painting, carpentry, plumbing, and housekeeping are managed by skilled service personnel.

To summarize, the college administration, technical support staff, external agencies, department faculty, librarians, and service personnel have distinct responsibilities for maintaining the college's infrastructure and resources. College admin handles buildings, tech support manages IT, lab techs oversee labs, Physical Education faculty deal with sports equipment, librarians

control library resources, and service personnel maintain the college's physical facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%204/4.4/4.4.2/p.%2096%20to%20100%204.4.2%20SUPPORTING%20DOCUMENT%20.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

277

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

55

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.holycrosscollege.in/agar-2022-23/Criterion%205/5.1.3/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

28

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

28

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

D. Any 1 of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

05

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

119

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Holy Cross College's active student council ensures effective student representation in academic and administrative spheres through regular meetings, discussing initiatives, planning improvement programs, and assigning roles.

- **Student Representation:** Holy Cross College prioritizes student perspectives by integrating representation on committees, boards, and councils, ensuring the inclusion of student concerns, suggestions, and feedback in decision-making.
- **Student Council Formation:** The Student Council's primary objective is to advocate for the student body by proactively collecting and understanding student input, and effectively conveying their concerns to the college administration for responsive action.
- **Enhancing Communication:** The council enhances communication within the college community through initiatives like managing notice boards, and regular newsletters, fostering effective communication between students and staff.
- **Facilitating New Student Integration:** The council supports the induction and mentoring of new first-year students, with senior students guiding newcomers to navigate college life and integrate into the broader community.
- **Collaborating with Alumni:** The Student Council actively connects current students with alumni through organized events, fostering mentorship and networking opportunities

for valuable insights and support.

- **Enhancing College Pride and Spirit:** The council actively fosters college pride and spirit through events like pep rallies, spirit weeks, and activities, promoting a strong sense of belonging and camaraderie among students.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%205/5.3.2/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

07

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Holy Cross College Alumni Association (Basilians) was started on 23rd September, 2012.

Some of the objectives of the association that were discussed were:

i. To render help towards the college for organizing the college fest

ii. To enroll all the alumni as members of the association by filling up a form made for this purpose.

iii. To plan various activities like fundraising events, cultural programmes and picnics.

Some of the contributions of the Alumni association over the years:

i. Participated in organizing the first college Fest- Tejas, 2012 and all the Fests that were conducted over the years.

ii. Our Alumni(who own local newspaper houses) always render their help to us in publishing our news and advertisements for admission and recruitments.

iii. Our Alumni have been our contact persons with various NGOs, placement drives, government Departments for organizing various programmes in the College.

iv. The Alumni association has contributed Rs 9, 22, 500 to the college during the 2022-2023 financial year.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%205/5.4.1/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year A. ? 5Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of

the institution

The aim and vision of Holy Cross College is to create integrated global citizens and world class professionals, who will work for a more just, equitable and compassionate society by imparting quality education. In the society that is emerging, 'quality education serves as the gateway to the socio- cultural and economic development of persons and the country.' The mission of the institute is to provide adequate infrastructure, a comfortable and conducive learning environment, adoption of innovative and modern teaching methods for academic excellence and developing persons of character. Education by its nature is a transformative learning process, changing human beings and through them society and its structures. This activity of transformation constitutes the core mission of education. The Governing body of this institution, 'Holy Cross Educational Foundation' guides and monitors the planning and working of the institution. The Managing Committee consisting of the members of the Governing body and representatives from the faculty and other stake holders, lay down the basic principles of the institution which the Principal implements. He delegates the duties to different committees like academic, examination, cultural, who work with the different departments. A well-defined organizational structure with various committees helps to manage the effective working of the institution. The leadership helps in setting the direction for IQAC to work towards the vision and fulfilment of the mission of the institution.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.1.1/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college promotes decentralization and participative management in academics and other activities. A strong and effective front is put forward by Committees which include the IQAC, Student Council, Exam Committee, Cultural Committee and the different departments who strive hard for betterment with innovative ideas. The administration of the college is handled by the Principal, Vice Principal, Administrator and their team. The academic and cultural activities are distributed to different group of teachers in the

form of committees. The institution involves Heads of Departments, in-charges, faculty members, at all levels of decision making, activities to be undertaken or initiatives to be implemented. Faculty members are nominated into various statutory bodies and committees for decision making and managing various functions of the institutions. Faculty, staff meetings and department meetings are held regularly, and inputs are taken from these meetings and implemented for the better functioning of the institution. Ideas are taken from alumni and stakeholders for improvement in various functions from academics to infrastructure for quality upholding of the institution. The minutes of the meetings are maintained regularly and shared with all departments who then relegate the teachers with different responsibilities. Faculty of each department mentor a group of their students for holistic development. Responsibilities are delegated to the office staff depending on their competence.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.1.2/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Holy Cross College, Agartala is affiliated with Tripura University, a Central University. It has always been an Institute with 'Holistic Education Policy' where high academic aspirations co-ordinate with an enlighten mind. Apart from being the first self-financed English Medium college in Tripura, the college has been graded A+ by NAAC (2nd Cycle: 2023). An ever-increasing number of enrolled students have exhibited extraordinary achievements in University Examination and other co-curricular activities. Following the principles of Blessed Basil Moreau, the founder of Congregation of Holy Cross, Holy Cross College, Agartala, with its superlative student friendly facilities and well qualified faculties applied for starting Master Degree courses in certain subjects. On 29.06.2022 as per Letter No. F.TU/DIR.CDC/ HCC/ 48/2010 (V-III) the college has been granted permission for introduction of Master Degree in Political Science and English along with an increase in intake capacity in Department of History, Botany and Human Physiology. Also, the college has requested permission for introducing new undergraduate

courses. New courses applied for are Bachelor of Science in Geography, Statistics, Mathematics, Computer Science, Bachelor of Social Work, Education, Kokborok, NCC, Bachelor of Physical Education, Psychology and Economics [Letter No.F/HCC/TU/CDC/PG-UG/2023/01]. The College is currently in the process of implementing NEP curriculum according to guideline provided by the UGC as well as Tripura University.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.2.1/
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Holy Cross College was founded, inspired and energised by the Congregation of Holy Cross. The College's structure is precise and open. Holy Cross Educational Foundation (HCEF) owns and operates it, and a managing committee works with the governing body to guarantee smooth operations. The College Governing Body and Managing Committee meet as needed to make decisions about policies, infrastructure, new programmes, roles, staff appointments and wage revision. The College's Patron is Rev. Bro. Paul Bednarczyk, CSC, Superior General of Holy Cross. Rev. Fr. Simon Fernandes, CSC, President of Holy Cross Educational Foundation, heads the board (HCEF). The head of the Institution is the Principal who is assisted by the Vice-Principal and Administrator for proper organisation and management of the college. They in turn are assisted by the Academic Co-ordinator, Programme Coordinator and IQAC for smooth conductivity of various activities of the college. There is an active Students' Council, Carrier Guidance and Placement Cell, Anti-sexual harassment Cell, Disciplinary Committee, Examination Committee and the Grievance Redress cell, with their own distinctive role. Administrators oversee the Student's Council. All department heads are responsible for coordinating departmental activity. All curricular and co-curricular choices are made by the Principal following full discussion with the faculty. All Meeting Minutes are preserved. IQAC plans, guides, and monitors the college's QA and QE operations. Principal consults with Management on IQAC suggestions

before making choices.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.2.2/
Link to Organogram of the institution webpage	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.2.2/6.2.2 Organogram HC C.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Holy Cross College has introduced valuable staff welfare measures to ensure better work-life, health and safety of the college staff. Wellbeing measures include:

- The college offers personnel interest-free loans from its welfare fund.
- Workers have statutory provident fund, casual leave, medical leave, special leave, and maternity leave.
- The Institution offers study leaves and paid semester leave.

- Salary increases for teaching and non-teaching staff.
- Festival bonuses for non-teaching staff.
- Full-time staff gratuity.
- The college ensures CL encashment for teaching and non-teaching Staffs.
- The college reimburses the registration fees of any workshop/ Seminars participated by the teaching staffs.
- Each department has internet-enabled desktops for research and teaching.
- Every department has strain-free collar mikes and teaching tools.
- The College and Federal Bank Ltd. offer low-interest loans for staff.
- Availability of faculty transport.
- The Institute has CAS for appraisal of teaching staff.
- Existence of Staff Grievance/Complaint Cell.
- Employees receive free emergency first-aid and ambulance services.
- Non-teaching personnel get free uniforms and safety equipment.
- Generator facility is available.
- College staff can utilize the campus canteen.
- College has a sanitary pad dispenser for female staff.
- Availability of clean restrooms and water purifier in the campus.
- This college commemorates all national holidays.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.3.1/
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

24

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

College uses transparent performance reviews. The Faculty Appraisal System has been designed with the aim to help the members of teaching faculty to improve and excel in teaching, in line with the directions issued by UGC from time to time. Students

evaluate all faculty members by the questionnaire prepared by the Principal and based on that the Principal provides feedback. This is done to strengthen teachers' accountability, confidence, openness, reflection, and acceptance of situations. Principal gets HOD's feedback on new faculty appointments. College management solicits student opinion on teaching-learning methods. Teaching faculty are also evaluated based on paper presentations/publications, seminars/workshops/conferences, and Faculty Development Programs attended. College IQAC promotes teachers to enhance their API score to establish a self-evaluation system. This helps teachers to improve and participate in academic activities. Peer group evaluation helps to understand group dynamics and learning processes. Students' performance, instructional efficiency, punctuality, regularity, loyalty towards institution is reviewed. The college administrator evaluates non-teaching staff on job efficiency, demeanour and attitude toward students, teachers, and coworkers. College students submit suggestions in a suggestion box which assists to further evaluate staff performance. The college's biometric system records employee arrival and leave hours, promoting punctuality and regularity. Principal, Vice-principal, and administrator monitor staff activities and provide recommendations for improvement.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.3.5/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Holy Cross College (Reg. No. 3612/2000) is a self-funded minority institution covering its shortfall through student fees. The governing body efficiently manages budgetary resources, incorporating funds from diverse sources for administrative and academic growth. An annual spending budget is constructed by the Accounts Section, Finance Committee, and Administrator, strictly adhered to upon approval. Non-budget spending requires HCEF's approval, and all committees, cells, and departments submit financial estimates for budgeting. The Head of the Institute, aided by the Administrator and Accountant, manages finances,

combining academic and administrative budgets, with purchases approved by the Management. The Principal and Finance Committee verify transactions through internal and external audits, ensuring financial transparency. Quarterly internal audits by Holy Cross Provincial House find no irregularities. External audits by L. D'Souza and Co., Chartered Accountant, affirm institutional accounting transparency, scrutinizing procedures, receipts, payments, and regulatory compliance. The last audit for March 31, 2023, concluded in April 2023, no serious audit doubts/objections exist.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.4.1/
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

23

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Holy Cross College (Reg. No. 3612/2000) is a self-funded minority college. The organization's shortfall is covered by students' fees. The Governing Body efficiently utilises budgetary resources including the fund received from various sources (government/non-government organisations) for administrative and academic growth. Accounts Section, Finance Committee and Administrator of HCC construct an annual non-recurring and regular spending budget. Budgets are strictly followed once budget explanations are

approved. Non-budget spending requires HCEF's approval. All committees and Cells as well as every department submit an estimated financial requirement to the administrator for the upcoming academic year so that the required funds can be budgeted and sanctioned. Administrator, Accounts Section, Finance Committee and Management decide on finances. The Head of the Institute manages finances with aid from the Administrator and Accountant. The College combines academic and administrative budgets. Management approves Finance Committee's purchases. After approval, quotes are obtained and negotiations ensued. College deliver purchase orders and payments are released after delivery verification. All transactions need bills and vouchers and the verified invoices are paid by bank. Principal and Finance Committee double-check the purchases and verify the transactions. Internal and external audits are performed to assess process compliance. The College has an auditing method to maintain financial transparency and discipline. The Finance Committee, with the Principal as chairman, reviews the previous year's spending and plans and scrutinises the upcoming year's budget. Internal and external auditors check the Institution's books.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.4.3/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC plays a pivotal role in overseeing crucial tasks, primarily focusing on the preparation and timely submission of the AQAR, a significant responsibility for accreditation. The IQAC-led team aligns the institution's academic calendar with the university's, ensuring comprehensive plans from committees and department heads for effective content delivery throughout the year.

It actively supervises the teaching-learning process, suggesting methods to enhance participation, urging faculty to embrace ICT tools, and promoting professional development through workshops and courses. The IQAC guides the annual preparation of action taken reports by departments and committees.

Additionally, the IQAC contributes vital recommendations for improving infrastructural facilities, leading to the establishment of two new, spacious canteens this year. The IQAC also monitors co-curricular, extra-curricular, extension, and sports activities, fosters alumni engagement, and cultivates a research-oriented atmosphere within the institution.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.5.1/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC actively contributes to and monitors the teaching and learning processes through regular academic audits, ensuring the implementation of effective teaching methods and proper maintenance of course files. Special classes for weaker students are encouraged, and the identification and recommendation of new delivery methods aim to enhance educational quality. The scheduling of online classes, curriculum development, and feedback from stakeholders are also prioritized.

The IQAC promotes faculty engagement in online certification courses and organizes annual faculty development programs. The institution strictly adheres to the academic calendar, emphasizing an orientation program for newly admitted students. Partnerships with prestigious institutes, universities, and government agencies are facilitated through Memoranda of Understanding (MoUs), while green initiatives and supervision of entrepreneurship development initiatives are actively pursued.

Over the past five years, incremental improvements include adopting new technologies, expanding student support services, offering diverse add-on and certification courses, establishing MoUs, and promoting internship activities. These efforts collectively enhance educational quality, preparing students for future careers and maintaining competitiveness in the higher education landscape.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.5.2/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.5.3/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year
Annual Gender Sensitization Action Plan

The first-year students are sensitised by regular induction and orientation programmes, mentormentee sessions, counselling sessions, complaints in Sexual Harassment Cell. The curricular and cocurricular activities are also often scheduled to maintain gender equality in the college campus.

Following measures have been taken by our Institution to ensure

safety and security:

(i) CCTV cameras have been installed on each floor of the college building, encompassing the grounds and parking lot of students and staff. (ii) Sanitary Napkin Vending Machine are installed in the girls' and ladies staff washrooms where they can access pads in times of need. (iii) Internal Complaints Cell (ICC) has been instituted by the college in order to redress grievances whenever they emerge. Counselling

The Centre for Counselling Psychology of our Institution has organized various lectures and sessions on several topics required for the overall development of the students.

Common rooms: separate common rooms are made available for the students and also the supporting staff with required facilities inside the room.

File Description	Documents
Annual gender sensitization action plan	https://www.holycrosscollege.in/aqar-2022-23/Criterion%207/7.1%20INSTITUTIONAL%20VALUES%20AND%20SOCIAL%20RESPONSIBILITIES/7.1.1%20GENDER%20EQUITY/7.1.1%20Gender%20Sensitisation%20Annual%20plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%207/7.1%20INSTITUTIONAL%20VALUES%20AND%20SOCIAL%20RESPONSIBILITIES/7.1.1%20GENDER%20EQUITY/7.1.1%20Supporting%20Documents.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid waste Management: biodegradable wastes are disposed off in Green dustbins, non-

biodegradable wastes in blue dustbins and glass wastes are disposed in red dustbins, The non-

biodegradable wastes are further accumulated in the waste pit and the biodegradable wastes are

collected in the vermicomposting pit. The institution has also applied to the sub-divisional

municipal corporation for the collection of wastes from the college for the further process of waste

management.

2. Biomedical waste management: the biomedical wastes from the science laboratories are collected

and deposited in the dustbins specific for the purpose and appropriate steps are taken from time to

time for its management.

3. E-waste management: the electronic wastes are stored in a store room which is later exchanged

with possible required goods for the computers.

4. Waste recycling system: A waste wealth project is carried out by students of the science

department during the campus bazaar event and the students are motivated and encouraged by the

faculty expertise to make use of the waste materials such as ice cream sticks, plastics, wires, card-

boards etc. and create useful items as a part of the recycling method. By introducing this aspect,

students make use of their creative and inventive skills for new innovations in their practical lives.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other

diversities (within 200 words).

To provide an inclusive environment, the college has taken several initiatives by conducting

various programs and activities.

a. Ethnic Day Celebration: Holy Cross College celebrated the "Ethnic Day" on 24th of

January, 2023 showcasing varieties of ethnic and traditional life-styles, food tastes, and

uniforms shared by all students and teachers of the college.

b. TEJAS: The college celebrated its college fest, TEJAS 10.0 on 27th January, 2023 with

the theme, "Be the TEJAS: Bearers of Knowledge, Love and Life"

c. International Mother Language Day:

Promoting the preservation and

protection of all languages, the college organised International Mother Tongue day on

21st February, 2023 with several participation in different regional languages by the

students.

d. International Workers' Day: The college conducted a special program on 8th May,

2023 in observance of International Workers' day where all the supporting staff were

felicitated.

e. Kokborok Day: On 19th January, 2023, The Department of History organised a

program and lecture session on account of Kokborok Day which is one of the important

State commemorative days for the Indigenous people of Tripura.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Methods Implemented-

1. Boards are inscribed with the Preamble of the Indian Constitution, Fundamental Rights and

Indian Pledge are displayed on the walls of the reception.

2. The National Anthem of India is played at the end of every working day.

3. Programs conducted:

a) Two days National Workshop on Intellectual Property Rights was organised on 24th and 25th

June, 2022.

b) Independence Day was celebrated on 15th August, 2022.

c) A visit was made to the City Centre Art Gallery Exhibition based on the historical and cultural

heritage of Tripura on 16th November, 2022.

d) A Workshop on World's Aids day, was done on 1st December, 2022 conducted by the Red

Ribbon Club.

e) A Special session on Awareness about "Gender Sexuality and LGBTQIA+ Rights" was

conducted on 22nd June, 2022.

f) International Women's day was celebrated on 9th March, 2023.

g) Rabindra Jayanti on 8th May, 2023.

h) Workers' Day was held on 8th May, 2023. They were felicitated and honoured for their valuable

contribution to our Institute as well as to the society.

I) International Mother Language day was celebrated on 21st February, 2023.

j) An awareness session on 'Human Rights' was being held on 12th May, 2023. Students were given

a symposium as well by the respective department.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.holycrosscollege.in/aqar-2022-23/Criterion%207/7.1%20INSTITUTIONAL%20VALUES%20AND%20SOCIAL%20RESPONSIBILITIES/7.1.9/
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The College celebrated various National and International Commemorative days, events and festivals

in the academic year 2022-23, some of the major celebrations are:

1. Independence Day- The 15th of August is observed as the 75th Independence Day in 2022.

Tri coloured Tiranga is hoisted every year with zeal and utmost patriotism followed by the

National Anthem.

2. International Mother Language Day- On 21st February, 2023, a poetry recitation session was

organised on account of the International Mother language Day where the students recited

poems in their language.

3. Rabindra Jayanti and International Workers' Day- A cultural programme was organised in

the college on 8th May, 2023 to celebrate the International Workers' Day and Rabindra Jayanti

which included various cultural performances and special felicitation of the supporting staff of

the college.

4. International Women's Day- An awareness programme on Menstrual Health and Hygiene

was conducted in the adopted village of the college, Sipai Para in collaboration with The Period

Society, NGO, on 9th March, 2023 on account of the International Women's Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

(A) 1. Title of the practice Promoting entrepreneurship through Self Help Groups 2. Objectives of the practice Inculcating business skills, techniques and self-reliance 3. The Context Motivating students to take initiatives in Self -help ventures 4. The Practice Exhibition and sale of handcrafts and food products. 5. Evidence of Success Products are highly appreciated and purchased by the teachers, students alike 6. Problems Encountered and Resources Required Lack of resources lead to inadequate rates of production. Resources Required: Space, tables, electrical equipment, financial investment. (B) 1. Title of the practice: Mental health and psychological wellness programme for the students and faculty 2. Objectives of the Practice: counseling centre for the holistic wellbeing of the students 3. The Context Relevance of the Mental Health and Psychological wellness program in the higher educational institution 4. The Practice Taking care of stress, academic problems, mental challenges, interpersonal skills, social skills etc. 5. Evidence of success: Low rate of cognitive and depression related issues noticed

6. Problems Encountered and resources required: Lack of proper notion about the counseling encountered

File Description	Documents
Best practices in the Institutional website	https://www.holycrosscollege.in/agar-2022-23/Criterion%207/7.2%20BEST%20PRACTICES/7.2.1%20DESCRIBE%20TWO%20BEST%20PRACTICES%20SUCCESSFULLY%20IMPLEMENTED%20BY%20THE%20INSTITUTION%20AS%20PER%20NAAC%20FORMAT%20PROVIDED%20IN%20THE%20MANUAL/7.2.1.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

1. Title of the Practice: "Carrying the teaching-learning practice to every possible stratum of the student community to make education a truly liberating, egalitarian and democratizing experience" 2. Objectives of the Practice: The College as a prestigious institution believes in "Educating Hearts and Minds"; i.e. real education is the proper blending of body and mind. The institute emphasises that real learning is not confined to mugging up some passages, rather the teachers relentlessly instil new ardour into the students to prepare them for real life situations. 3. The Context: All the teachers persevere to elevate the students by putting their continual effort into transmitting knowledge to all sorts of students, whether they are ordinary or extraordinary. 4. The Practice: Teachers address and instil lessons very meticulously to students who usually hail from different sections of society where they invariably experience discrimination, prejudices and even social isolation. 5. Evidence of Success: Students involve themselves in games and sports, cultural activities, quiz competitions, debate groups, in which everyone manifests their talent in an efficient way. 6. Problems Encountered and Resources Required: Aiming at attaining an all-inclusive teaching-learning experience, teachers occasionally face some obstacles of not having relevant books on specific topics.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Holy Cross College is affiliated to Tripura University and follows the basic curriculum developed by the University. To ensure an effective curriculum, the college creates an academic calendar at the start of each academic year. Regular assessment and evaluation performance of the students is evaluated through class tests, assignments in regular basis. Moreover, students participate in various activities like class presentations, debate, peer teaching, group discussions etc., which help them to grow their interest in a variety of topics. Co-curricular mentoring:

- To promote critical thinking among the students, various competitions like debate, quiz, photography etc. are organised. Study trips are arranged by the Departments to provide real-life exposures and experiences.
- To develop the skills among the students, the institution includes student workshops, peer-group teaching, add-on courses, intellectual exhibitions in every academic plan.

Planning the Curriculum:

- Timetables are prepared far in advance and posted on campus notice boards as well as sent to students via official WhatsApp groups. Online and Offline invited lectures by distinguished individuals and experts are being conducted by the departments in regular basis to increase students' knowledge and enthusiasm in their respective subjects. Stakeholder feedback is gathered in order to suggest improvements to the college curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%201/1.1/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Holy Cross College, Agartala is affiliated with Tripura University (A Central University). The College imparts three-year degree courses in Arts, Science, Commerce, Business Administration, two-year programme of B.Ed, Master Degree in Political Science and English. In accordance with the calendar of Tripura University, the College academic calendar has largely developed. The process of internal assessment is quite open and flexible where classroom test, assignments, and other suitable means are identified by the respective departments. Process of evaluation and marks weightage for internal evaluation is communicated to the students. Holy Cross College offers specialized remedial classes for slow learners to improve the students' performances. After each Continuous Internal Evaluation (CIE), students receive feedback as per their performance. This feedback helps them identify their weak areas for improvement and make necessary adjustments to their study strategies. Students are given study related assignments to complete their topics and are continually reviewed by the teachers. Based on how well the students did in the experiments, grades are given for disciplines that contain practical assessments. All department heads have full authority to recommend re-assessment if needed for the improvement of the student.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%201/1.1/1.1.2/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation

A. All of the above

process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
14	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
2	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
35	

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution's Department of Business Administration offers courses centred on Professional ethics, emphasizing the importance of ethical conduct in the business world. Simultaneously, the Department of Political Science has introduced a course addressing Human Rights with a particular focus on Gender issues, fostering awareness and advocacy. Students are exposed to a foundational course in Environmental Studies as part of their curriculum. This course delves into the methods and motivations behind environmental sustainability, instilling a sense of responsibility towards the environment. Department of English through its curriculum inculcate spoken English to the students. Beyond formal coursework, faculty members are deeply committed in mentoring students throughout the academic year. They play a vital role in instilling essential human values and contributing to students' personal growth and character development. Furthermore, the institution's Department of Counselling Psychology boasts a team of highly skilled counsellors who professionally nurture and shape students' characters. Their expertise ensures that students receive the necessary guidance and support to navigate the challenges they encounter during their educational journey. Collectively, these academic and personal development initiatives create a well-rounded educational experience for the students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1010

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.holycrosscollege.in/agar-2022-23/Criterion%201/1.4/1.4.1/FEEDBACK%20ANALYSIS%20REPORT%20FROM%20THREE%20STAKEHOLDERS/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.holycrosscollege.in/agar-2022-23/Criterion%201/1.4/1.4.1/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

559

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

231

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Holy Cross College, Agartala in its spirit believes in taking along all in the path of learning and succeeding in different arenas in life and to become a gentle and responsible soul. The assessment of the learning levels of students is a prerequisite for and hence an integral part of an effective teaching learning process. This assessment is a continuous process accomplished by both formal and informal means. The Holy Cross College has adopted an independent policy to identify advanced and slow learners among the students, so that the learning accomplishment and total development among a batch of students can be homogenous. It is always important to take extra care of slow learners and the College implements effective and devise strategies differentially for them relative to the advanced learners.

For advanced learners, we have many supporting initiatives like mentoring, workshops, special lectures arranged to improve their performance at highest levels. All such initiatives are interdisciplinary in nature and aim at improving the potential of the students. For slow learners, there are remedial classes, which are scheduled as per convenience of the students. In these classes, one to one special care is provided to the students. The overall focus is to make each student empowered with knowledge and make him/her an independent thinker.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/files_uploaded/policy%20for%20advance%20and%20slow%20learners.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1586	67

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our institution supports the use of student-centric teaching strategies to increase student engagement in problem-solving and interactive learning activities.

1. Experiential learning is an engaged learning process whereby students "learn by doing" and by reflecting on the experience. Experiential learning activities can include, but are not limited to, hands-on laboratory experiments, practicums, field exercises. The institute has adopted experiential learning in different ways, such as - lab experiments, field trips, organizing awareness campaigns at local level, industrial tours and excursions, etc.

2. A student-centered approach to raise student participation, motivation, and comprehension of the subject matter, participatory learning is a very successful approach. Additionally, it encourages social contact and teamwork among students and enables them to learn at their own pace. Students of our college are encouraged to participate at-

? State & national level competitions such as NCC training camps, bodybuilding competition, etc,

? Numerous student events such as Literary fest, Campus bazar, different capacity building workshops and orientation programs, etc.

? Practice teaching in different educational institutes are organised for B.Ed. students.

3. Students of our college are actively participating in different problem-solving activities such as - completing regular assignments, project works, class presentations, etc. to learn to observe, understand, analyze, interpret, find solutions, and perform applications to gain a holistic understanding of a concept.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%20/2.3/Documents/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT-enabled technologies are now crucial for improving the effectiveness of teaching and learning. Faculty members must therefore stay current on new developments in this field in order to employ these ICT tools while teaching. All of Holy Cross College's teachers are motivated to get themselves prepared and trained to use ICT-enabled teaching tools to streamline the teaching and learning process. Additionally, all teachers feel at ease teaching in a virtual environment. Sufficient numbers of classrooms with ICT enabled facilities are being provided to all the departments for effective teaching-learning practice. The teaching and learning process is made more engaging and effective when teachers use these technologies to display pertinent images, graphs, charts, and maps. When necessary, teachers can also hold virtual classrooms using Zoom, Google Meet, Microsoft Team, Google Classroom, ERP software, etc. In a typical classroom setting, teachers use LCDs and projectors and Smart Boards to deliver power-point presentations as needed. Our college effectively holds numerous workshops, seminars, webinars, special lectures, expert presentations, etc. using the virtual format. Different departments also take the initiative to create online quiz

competitions using both online and offline mediums for the benefit of our students' general development.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

67

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

67

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality /

D.Sc. / D.Litt. during the year

30

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

293.55

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Holy Cross College adheres to the rules and regulations laid down by the University and follows all changes to the letter.

1. According to the University guidelines the college will conduct two internal assessments in a semester of 20 marks per subject with 80 marks being kept for the final examination.

2. The internal assessments are conducted of 8 marks each i.e. (8+8) and the remaining 4 marks are awarded to assignments and code of conduct.

3. The internal assessment for BBA is 30 marks which are awarded on the parameter of class test, attendance and student behaviour ie (10+10+10)

4.The internal assessment for B.Ed. varies from 15 to 30 in a paper as prescribed in the syllabus of the University.

College makes the internal assessment transparent and robust in the following way-

1.The schedule of the internal assessment is published well in advance

2.The syllabus of the internal assessment is informed before the test

3.The signature of the student is taken during the internal examination.

4.The answer scripts are shown to the students

5. Improvement tests helps to better the students

File Description	Documents
Any additional information	View File
Link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%202/2.5/

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Efficient Grievance Redressal System:

HCC always work for the students, helping them to grow holistically, hence continuous evaluation and assessment were done in a most transparent manner. The college has Exam Committee which consists of 14 members across the streams of Arts, Commerce and Science, which makes it effective team to deal with the examinations and science practical. Moreover, the college continuously evaluate and assess the students through:

[a] Periodical assessment of the assignments and providing feedback to the students.

[b] One model test, a.k.a. Pre-Semester are conducted every semester, before the end semester

[c] Every month's attendance was published on the Notice Board for the students.

[d] In case of any grievance, related to evaluated paper, attendance percentage, internal marks, students can approach the Chair, Exam Committee for its redressal through Principal.

[e] Internal marks prepared by the departments for the students go through three layers of scrutiny before submission to the University.

[f] The college also help the students regarding any issues with marksheets error.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%202/2.5/2.5.2%20Internal%20exam%20policy%20%20Grievence.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

All the departments of Holy Cross College are expected to conduct departmental meeting to finalize the programme outcomes and course outcomes. After finalizing the course outcomes, the departments then presented to the Academic Coordinator for approval. The programme outcomes and the course outcomes are merged in the syllabus file and displayed on the website. At the end of the semester the programme outcomes and the course outcomes attainment are reviewed by each of the Departments. The programme outcomes and the course outcomes of all the courses offered by each department are displayed on the department page on the main website. At the commencement of the academic year, through the Orientation Programme students are informed about the programme outcomes. Each faculty member short-lived their relevant classes about the programme outcomes and the course outcomes. To attain the programme outcomes and course outcomes the College authority focuses on human and physical investment. The faculties are always encouraged to keep their subject knowledge updated with changing trends in teaching methodology by pursuing higher studies, joining in

faculty development programmes, workshops and seminars as it improves effective attainment of programme outcomes and course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%202/2.6/2.6.1%20PO%20%20CO%20Link.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Assessing the programme outcomes and course outcomes attainment:

1. The Continuous Internal Assessment and End-Semester Examinations are the major tools for assessment of Programme outcomes and course outcomes attainment. The Internal Assessment includes of two tests, assignment, presentation, practical and attendance. The marks obtained by the students are recorded to programme outcomes and course outcomes.
2. To evaluate students' communication and leadership skills, each department organizing Experiential learning in the form of workshops, seminars, fests etc.
3. Students' participation in Community Development Programme and their effect on community also helps to measure programme outcomes attainment.
4. Each department scrutinizes the results and interacts with the students to take their feedback on gaps in programme outcomes and course outcomes attainment. Departments arranges some mentoring session too for students.
5. Each department takes Students' Feedback on Curriculum and discuss their feedback for relevant changes.
6. The departments place the results of the Continuous Internal

Assessment to the Principal for approval.

7. The evaluation of programme outcome is based on the performance of the students in terms of their progression to higher studies, qualification in competitive examinations and placement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%202/2.6/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

422

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.holycrosscollege.in/aqar-2022-23/Criterion%202/2.6/2.6.3%20Result%20report%202022.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.holycrosscollege.in/aqar-2022-23/Criterion%202/2.7/2.7%20Student%20Satisfaction%20Survey%202022-23%20Report.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research

projects / endowments in the institution during the year (INR in Lakhs)**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

0

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution provides a conducive atmosphere for the active promotion of innovation and incubation by providing appropriate direction. Among other things publishing news stories, research papers, and project applications are supported followed by workshops, seminars, and awareness campaigns on entrepreneurship. Students get the opportunity to network with prosperous business owners. Holy Cross College is taking an initiative to host various events such as Campus Bazaar and Monthly Exhibition of Student Self Help Groups (SSHGs). To enhance student learning, the faculty members employ a range of methods, such as interactive exercises, fieldwork and project work, computer-assisted learning, experiments, and lectures.

The college has undertaken the following projects in an effort to enhance the knowledge ecosystem:

Field Study:

1) "Botanical Expedition, Exploring Flora in Their Natural Habitat", College students went on a botanical field trip to Darjeeling.

2) In order to arrange the visit, a prior visit was conducted to the North Bengal University Medicinal Garden administration. Students have received guidance and information from the botany department regarding the goal of the visit, the value of medicinal plants. When they arrived, a skilled garden guide greeted them and gave them extensive information about various plants, their therapeutic qualities, and customary use.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

7

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities play a vital role in sensitizing students to social issues and promoting holistic development. When students participate in extension activities, they are exposed to the realities of the world outside of the classroom and learn about the challenges faced by different communities. This helps them to develop empathy, compassion, social awareness and a sense of social responsibility. Extension activities can also help students to develop a range of other skills, such as leadership, teamwork, communication and problem-solving. They can also provide opportunities for students to learn new things and to develop their creativity.

In addition to the benefits listed above, extension activities can also help students to:

- Develop a better understanding of themselves and their place in the world
- Gain confidence and self-esteem

- Improve their academic performance
- Build relationships with others
- Make a difference in their communities

Extension activities can be an essential part of a holistic education. They can help students to develop into well-rounded and socially responsible citizens.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

334

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

3

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries,

corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The key physical facilities and infrastructure that are used to conduct teaching and learning successfully and efficiently are as follows:

The college has a total of 34 classrooms. A desktop computer and an LCD projector have been installed in 24 classrooms, which also includes an interactive smart board installed in F1-08, to help teachers better integrate technology into their lessons.

The institution has one auditorium, which can accommodate about 250 students. It is used to plan conferences, workshops, and seminars using ICT. The institution also has a conference room, a teaching-learning resource centre, a multipurpose hall, an office for IGNOU, an art and craft resource centre, a dance room, and two (2) counselling rooms.

The college has also started to construct a separate building for the B.Ed. course in it's new campus.

There are nine science labs with sufficient and up-to-date tools to carry out curriculum-oriented practicals.

There is one ICT resource centre where students can use 30 computers as well and there is also a language lab where 25 computers are available for the students.

There are two divisions within the college library. The reading room has a built-in area of 186.36 sq m, whilst the Book Treasury part has a built-in area of 154,77 sq m. There are 110 seats available in the reading room. The entire campus including the offices, labs, classrooms and faculty rooms, has internet access. With thirteen (13) access points and an uncapped 300 mbps bandwidth, Wi-Fi is available.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%204/4.1/4.1.1/p2-to-13-supporting-doc-Infrastructure-and-Physical-Facilities-for-Teaching-Learning.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution provides sufficient facilities for sporting events, indoor and outdoor games, yoga classes, and cultural activities. Both indoor dance halls and outdoor fields are available for sports practice purposes. After the completion of their regular college classes, some of the days, special sports coaching classes are also offered for football and volleyball. In order to showcase their cultural talents, students take part in a variety of cultural activities held throughout the year, such as Fresher's Day, Farewell Day, Graduation Day, College Fest (Tejas), Ethnic Day, Annual Sports Day, etc.

Some of the major sport facilities along with sports area available are mentioned as below:

1. Basketball court 537.56 square metre
2. Badminton court and Volleyball (also used for Throwball) 608.3 square metre
3. Multipurpose Hall (Table tennis, Carrom and Chess) 184.8 square metre

4. Front Lawn - right (used for Yoga) 720.60 square metre
5. Front Lawn - left (used for Yoga) 745.416 square metre
6. Football Ground (under construction) 2,000 square metre
7. Volleyball court (under construction) 420 square metre

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%204/4.1/4.1.2/p.15%20-%2029%204.1.2%20Supporting%20document..pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

24

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%204/4.1/4.1.3/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

459.82

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Completely automated ILMS (LibNet) Version 3.0 is available. Issuing of books is done with the help barcode readers. The OPAC (Open Public Access catalogue) is available to the users for easy access. Three Computers are used. The library offers 14438 books, 119 Encyclopedia & subject dictionaries and 21 print periodicals. The library has NLIST subscriptions for online resources including e-books and e-journals, remote access is possible. Employees and students have signed up for access to the National Digital Library (NDL) offers freely (<https://ndl.iitkgp.ac.in/>).

The Library subscribes to the following electronic journals through NLIST:

- American Institute of Physics
- Annual Review
- Economic and Political Weekly
- JSTOR
- Oxford University Press
- Institute of Physics
- Indian Journals
- Royal Society of Chemistry
- H. W. Wilson
- Cambridge University Press

For further information, visit the college website at <https://hcclib.in/>.

The user has access to the following materials via the library website:

- Subscribed journals (<https://hcclib.in/journals.php>)
- Free open access journals
- Other study materials links
- Question papers

Users may access Current Awareness Services (CAS) through bulletin boards. Newspaper clippings, faculty hiring announcements, student and teacher accomplishments, suggestion boxes, laser printers etc. also kept in the college Library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%204/4.2/4.2.1/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

6.56

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

71

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

1. To reach today's digitally born youngsters, the campus must be digitally prepared for effective classroom delivery, targeted information exchange, and knowledge absorption. To achieve this, 24 of the 34 classrooms are equipped with ICT. The college provides one computer with Wi-Fi connection for each department.

2. The college features one conference/seminar hall and one college auditorium, both of which are equipped with ICT.

3. There are 111 stand-alone desktop computers at the campus. Out of which, 55 machines are accessible at the ICT Center [25 are for the Language Lab and 30 are for the Computer Lab]. To access the Library OPAC, 3 computers with internet connectivity have been placed in the library.

4. Acer, Dell, Lenovo and assembled desktops/workstations are used at the college. Furthermore, there are 8 printers for the administrative division and 1 printer in the library for students.

5. The college has 24 LCD projectors (Epson), one for the conference hall, one for the auditorium and the rest for the classrooms.

6. The college has a subscription to 'The BSNL broadband (FTTFH) with unlimited bandwidth of 300 mbps internet connection.

7. The LAN service is provided to 38 computers, while the WLAN service is offered to a total of 55 computers.

8. The college campus now has 13 Wi-Fi access points and 11 Wi-Fi routers installed.

9. The computers are outfitted with both licensed and free software.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%204/4.3/4.3.1/p.%2082%204.3.1.%20SUPPORTING%20DOCUMENT.pdf

4.3.2 - Number of Computers

111

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

46

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college administration oversees building construction and maintenance. Routine computer maintenance, CCTV cameras, and IT support are handled by the technical support staff. Major electronics repairs are outsourced with approval from the college administration.

Department Heads supervise lab technicians for laboratory equipment maintenance. Sports equipment and court repairs are managed by the Department of Physical Education faculty.

The college library's resources are supervised by librarians following a Collection Development Policy. Resource selection is based on faculty recommendations, university-recommended textbooks, syllabus-aligned publications, and publisher materials. Final year students need library clearance for university exam admit cards.

Maintenance tasks like furniture, masonry, painting, carpentry, plumbing, and housekeeping are managed by skilled service personnel.

To summarize, the college administration, technical support staff, external agencies, department faculty, librarians, and

service personnel have distinct responsibilities for maintaining the college's infrastructure and resources. College admin handles buildings, tech support manages IT, lab techs oversee labs, Physical Education faculty deal with sports equipment, librarians control library resources, and service personnel maintain the college's physical facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%204/4.4/4.4.2/p.%2096%20to%20100%204.4.2%20SUPPORTING%20DOCUMENT%20.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

277

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

55

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.holycrosscollege.in/agar-2022-23/Criterion%205/5.1.3/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

28

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

28

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

05

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

119

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Holy Cross College's active student council ensures effective student representation in academic and administrative spheres through regular meetings, discussing initiatives, planning improvement programs, and assigning roles.

- **Student Representation:** Holy Cross College prioritizes student perspectives by integrating representation on committees, boards, and councils, ensuring the inclusion of student concerns, suggestions, and feedback in decision-making.
- **Student Council Formation:** The Student Council's primary objective is to advocate for the student body by proactively collecting and understanding student input, and effectively conveying their concerns to the college administration for responsive action.
- **Enhancing Communication:** The council enhances communication within the college community through initiatives like managing notice boards, and regular newsletters, fostering effective communication between students and staff.
- **Facilitating New Student Integration:** The council supports the induction and mentoring of new first-year students, with senior students guiding newcomers to navigate college life and integrate into the broader community.
- **Collaborating with Alumni:** The Student Council actively

connects current students with alumni through organized events, fostering mentorship and networking opportunities for valuable insights and support.

- **Enhancing College Pride and Spirit:** The council actively fosters college pride and spirit through events like pep rallies, spirit weeks, and activities, promoting a strong sense of belonging and camaraderie among students.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%205/5.3.2/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

07

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Holy Cross College Alumni Association (Basilians) was started on 23rd September, 2012.

Some of the objectives of the association that were discussed were:

- i. To render help towards the college for organizing the college fest
- ii. To enroll all the alumni as members of the association by filling up a form made for this purpose.
- iii. To plan various activities like fundraising events, cultural programmes and picnics.

Some of the contributions of the Alumni association over the years:

- i. Participated in organizing the first college Fest- Tejas, 2012 and all the Fests that were conducted over the years.
- ii. Our Alumni(who own local newspaper houses) always render their help to us in publishing our news and advertisements for admission and recruitments.
- iii. Our Alumni have been our contact persons with various NGOS, placement drives, government Departments for organizing various programmes in the College.
- iv. The Alumni association has contributed Rs 9, 22, 500 to the college during the 2022-2023 financial year.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%205/5.4.1/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) A. ? 5Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The aim and vision of Holy Cross College is to create integrated global citizens and world class professionals, who will work for a more just, equitable and compassionate society by imparting quality education. In the society that is emerging, 'quality education serves as the gateway to the socio-cultural and economic development of persons and the country.' The mission of the institute is to provide adequate infrastructure, a comfortable and conducive learning environment, adoption of innovative and modern teaching methods for academic excellence and developing persons of character. Education by its nature is a transformative learning process, changing human beings and through them society and its structures. This activity of transformation constitutes the core mission of education. The Governing body of this institution, 'Holy Cross Educational Foundation' guides and monitors the planning and working of the institution. The Managing Committee consisting of the members of the Governing body and representatives from the faculty and other stake holders, lay down the basic principles of the institution which the Principal implements. He delegates the duties to different committees like academic, examination, cultural, who work with the different departments. A well-defined organizational structure with various committees helps to manage the effective working of the institution. The leadership helps in setting the direction for IQAC to work towards the vision and fulfilment of the mission of the institution.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.1.1/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college promotes decentralization and participative management in academics and other activities. A strong and effective front is put forward by Committees which include the IQAC, Student Council, Exam Committee, Cultural Committee and

the different departments who strive hard for betterment with innovative ideas. The administration of the college is handled by the Principal, Vice Principal, Administrator and their team. The academic and cultural activities are distributed to different group of teachers in the form of committees. The institution involves Heads of Departments, in-charges, faculty members, at all levels of decision making, activities to be undertaken or initiatives to be implemented. Faculty members are nominated into various statutory bodies and committees for decision making and managing various functions of the institutions. Faculty, staff meetings and department meetings are held regularly, and inputs are taken from these meetings and implemented for the better functioning of the institution. Ideas are taken from alumni and stakeholders for improvement in various functions from academics to infrastructure for quality upholding of the institution The minutes of the meetings are maintained regularly and shared with all departments who then relegate the teachers with different responsibilities. Faculty of each department mentor a group of their students for holistic development. Responsibilities are delegated to the office staff depending on their competence.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.1.2/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Holy Cross College, Agartala is affiliated with Tripura University, a Central University. It has always been an Institute with 'Holistic Education Policy' where high academic aspirations co-ordinate with an enlighten mind. Apart from being the first self-financed English Medium college in Tripura, the college has been graded A+ by NAAC (2nd Cycle: 2023). An ever-increasing number of enrolled students have exhibited extraordinary achievements in University Examination and other co-curricular activities. Following the principles of Blessed Basil Moreau, the founder of Congregation of Holy Cross, Holy Cross College, Agartala, with its superlative student friendly facilities and well qualified faculties applied for starting Master Degree courses in certain subjects.

On 29.06.2022 as per Letter No. F.TU/DIR.CDC/ HCC/ 48/2010 (V-III) the college has been granted permission for introduction of Master Degree in Political Science and English along with an increase in intake capacity in Department of History, Botany and Human Physiology. Also, the college has requested permission for introducing new undergraduate courses. New courses applied for are Bachelor of Science in Geography, Statistics, Mathematics, Computer Science, Bachelor of Social Work, Education, Kokborok, NCC, Bachelor of Physical Education, Psychology and Economics [Letter No.F/HCC/TU/CDC/PG-UG/2023/01]. The College is currently in the process of implementing NEP curriculum according to guideline provided by the UGC as well as Tripura University.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.2.1/
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Holy Cross College was founded, inspired and energised by the Congregation of Holy Cross. The College's structure is precise and open. Holy Cross Educational Foundation (HCEF) owns and operates it, and a managing committee works with the governing body to guarantee smooth operations. The College Governing Body and Managing Committee meet as needed to make decisions about policies, infrastructure, new programmes, roles, staff appointments and wage revision. The College's Patron is Rev. Bro. Paul Bednarczyk, CSC, Superior General of Holy Cross. Rev. Fr. Simon Fernandes, CSC, President of Holy Cross Educational Foundation, heads the board (HCEF). The head of the Institution is the Principal who is assisted by the Vice-Principal and Administrator for proper organisation and management of the college. They in turn are assisted by the Academic Co-ordinator, Programme Coordinator and IQAC for smooth conductivity of various activities of the college. There is an active Students' Council, Career Guidance and Placement Cell, Anti-sexual harassment Cell, Disciplinary Committee, Examination Committee and the Grievance Redress cell, with

their own distinctive role. Administrators oversee the Student's Council. All department heads are responsible for coordinating departmental activity. All curricular and co-curricular choices are made by the Principal following full discussion with the faculty. All Meeting Minutes are preserved. IQAC plans, guides, and monitors the college's QA and QE operations. Principal consults with Management on IQAC suggestions before making choices.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.2.2/
Link to Organogram of the institution webpage	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.2.2/6.2.2 Organogram HCC.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Holy Cross College has introduced valuable staff welfare measures to ensure better work-life, health and safety of the college staff. Wellbeing measures include:

- The college offers personnel interest-free loans from its welfare fund.
- Workers have statutory provident fund, casual leave, medical leave, special leave, and maternity leave.
- The Institution offers study leaves and paid semester leave.
- Salary increases for teaching and non-teaching staff.
- Festival bonuses for non-teaching staff.
- Full-time staff gratuity.
- The college ensures CL encashment for teaching and non-teaching Staffs.
- The college reimburses the registration fees of any workshop/ Seminars participated by the teaching staffs.
- Each department has internet-enabled desktops for research and teaching.
- Every department has strain-free collar mikes and teaching tools.
- The College and Federal Bank Ltd. offer low-interest loans for staff.
- Availability of faculty transport.
- The Institute has CAS for appraisal of teaching staff.
- Existence of Staff Grievance/Complaint Cell.
- Employees receive free emergency first-aid and ambulance services.
- Non-teaching personnel get free uniforms and safety equipment.
- Generator facility is available.
- College staff can utilize the campus canteen.
- College has a sanitary pad dispenser for female staff.

- Availability of clean restrooms and water purifier in the campus.
- This college commemorates all national holidays.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.3.1/
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

24

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

College uses transparent performance reviews. The Faculty Appraisal System has been designed with the aim to help the members of teaching faculty to improve and excel in teaching,

in line with the directions issued by UGC from time to time. Students evaluate all faculty members by the questionnaire prepared by the Principal and based on that the Principal provides feedback. This is done to strengthen teachers' accountability, confidence, openness, reflection, and acceptance of situations. Principal gets HOD's feedback on new faculty appointments. College management solicits student opinion on teaching-learning methods. Teaching faculty are also evaluated based on paper presentations/publications, seminars/workshops/conferences, and Faculty Development Programs attended. College IQAC promotes teachers to enhance their API score to establish a self-evaluation system. This helps teachers to improve and participate in academic activities. Peer group evaluation helps to understand group dynamics and learning processes. Students' performance, instructional efficiency, punctuality, regularity, loyalty towards institution is reviewed. The college administrator evaluates non-teaching staff on job efficiency, demeanour and attitude toward students, teachers, and coworkers. College students submit suggestions in a suggestion box which assists to further evaluate staff performance. The college's biometric system records employee arrival and leave hours, promoting punctuality and regularity. Principal, Vice-principal, and administrator monitor staff activities and provide recommendations for improvement.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.3.5/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Holy Cross College (Reg. No. 3612/2000) is a self-funded minority institution covering its shortfall through student fees. The governing body efficiently manages budgetary resources, incorporating funds from diverse sources for administrative and academic growth. An annual spending budget is constructed by the Accounts Section, Finance Committee, and Administrator, strictly adhered to upon approval. Non-budget

spending requires HCEF's approval, and all committees, cells, and departments submit financial estimates for budgeting. The Head of the Institute, aided by the Administrator and Accountant, manages finances, combining academic and administrative budgets, with purchases approved by the Management. The Principal and Finance Committee verify transactions through internal and external audits, ensuring financial transparency. Quarterly internal audits by Holy Cross Provincial House find no irregularities. External audits by L. D'Souza and Co., Chartered Accountant, affirm institutional accounting transparency, scrutinizing procedures, receipts, payments, and regulatory compliance. The last audit for March 31, 2023, concluded in April 2023, no serious audit doubts/objections exist.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.4.1/
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

23

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Holy Cross College (Reg. No. 3612/2000) is a self-funded minority college. The organization's shortfall is covered by students' fees. The Governing Body efficiently utilises

budgetary resources including the fund received from various sources (government/non-government organisations) for administrative and academic growth. Accounts Section, Finance Committee and Administrator of HCC construct an annual non-recurring and regular spending budget. Budgets are strictly followed once budget explanations are approved. Non-budget spending requires HCEF's approval. All committees and Cells as well as every department submit an estimated financial requirement to the administrator for the upcoming academic year so that the required funds can be budgeted and sanctioned. Administrator, Accounts Section, Finance Committee and Management decide on finances. The Head of the Institute manages finances with aid from the Administrator and Accountant. The College combines academic and administrative budgets. Management approves Finance Committee's purchases. After approval, quotes are obtained and negotiations ensued. College deliver purchase orders and payments are released after delivery verification. All transactions need bills and vouchers and the verified invoices are paid by bank. Principal and Finance Committee double-check the purchases and verify the transactions. Internal and external audits are performed to assess process compliance. The College has an auditing method to maintain financial transparency and discipline. The Finance Committee, with the Principal as chairman, reviews the previous year's spending and plans and scrutinises the upcoming year's budget. Internal and external auditors check the Institution's books.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/aqar-2022-23/Criterion%206/6.4.3/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC plays a pivotal role in overseeing crucial tasks, primarily focusing on the preparation and timely submission of the AQAR, a significant responsibility for accreditation. The IQAC-led team aligns the institution's academic calendar with the university's, ensuring comprehensive plans from committees and department heads for effective content delivery throughout

the year.

It actively supervises the teaching-learning process, suggesting methods to enhance participation, urging faculty to embrace ICT tools, and promoting professional development through workshops and courses. The IQAC guides the annual preparation of action taken reports by departments and committees.

Additionally, the IQAC contributes vital recommendations for improving infrastructural facilities, leading to the establishment of two new, spacious canteens this year. The IQAC also monitors co-curricular, extra-curricular, extension, and sports activities, fosters alumni engagement, and cultivates a research-oriented atmosphere within the institution.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.5.1/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC actively contributes to and monitors the teaching and learning processes through regular academic audits, ensuring the implementation of effective teaching methods and proper maintenance of course files. Special classes for weaker students are encouraged, and the identification and recommendation of new delivery methods aim to enhance educational quality. The scheduling of online classes, curriculum development, and feedback from stakeholders are also prioritized.

The IQAC promotes faculty engagement in online certification courses and organizes annual faculty development programs. The institution strictly adheres to the academic calendar, emphasizing an orientation program for newly admitted students. Partnerships with prestigious institutes, universities, and government agencies are facilitated through Memoranda of Understanding (MoUs), while green initiatives and supervision of entrepreneurship development initiatives are actively

pursued.

Over the past five years, incremental improvements include adopting new technologies, expanding student support services, offering diverse add-on and certification courses, establishing MoUs, and promoting internship activities. These efforts collectively enhance educational quality, preparing students for future careers and maintaining competitiveness in the higher education landscape.

File Description	Documents
Paste link for additional information	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.5.2/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.holycrosscollege.in/agar-2022-23/Criterion%206/6.5.3/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Annual Gender Sensitization Action Plan

The first-year students are sensitised by regular induction and orientation programmes, mentormentee sessions, counselling sessions, complaints in Sexual Harassment Cell. The curricular and cocurricular activities are also often scheduled to maintain gender equality in the college campus.

Following measures have been taken by our Institution to ensure safety and security:

(i) CCTV cameras have been installed on each floor of the college building, encompassing the grounds and parking lot of students and staff. (ii) Sanitary Napkin Vending Machine are installed in the girls' and ladies staff washrooms where they can access pads in times of need. (iii) Internal Complaints Cell (ICC) has been instituted by the college in order to redress grievances whenever they emerge. Counselling

The Centre for Counselling Psychology of our Institution has organized various lectures and sessions on several topics required for the overall development of the students.

Common rooms: separate common rooms are made available for the students and also the supporting staff with required facilities inside the room.

File Description	Documents
Annual gender sensitization action plan	https://www.holycrosscollege.in/agar-2022-23/Criterion%207/7.1%20INSTITUTIONAL%20VALUES%20AND%20SOCIAL%20RESPONSIBILITIES/7.1.1%20GENDER%20EQUITY/7.1.1%20Gender%20Sensitisation%20Annual%20plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.holycrosscollege.in/agar-2022-23/Criterion%207/7.1%20INSTITUTIONAL%20VALUES%20AND%20SOCIAL%20RESPONSIBILITIES/7.1.1%20GENDER%20EQUITY/7.1.1%20Supporting%20Documents.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy

C. Any 2 of the above

conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid waste Management: biodegradable wastes are disposed off in Green dustbins, non-biodegradable wastes in blue dustbins and glass wastes are disposed in red dustbins, The non-biodegradable wastes are further accumulated in the waste pit and the biodegradable wastes are collected in the vermicomposting pit. The institution has also applied to the sub-divisional municipal corporation for the collection of wastes from the college for the further process of waste management.

2. Biomedical waste management: the biomedical wastes from the science laboratories are collected and deposited in the dustbins specific for the purpose and appropriate steps are taken from time to time for its management.

3. E-waste management: the electronic wastes are stored in a store room which is later exchanged with possible required goods for the computers.

4. Waste recycling system: A waste wealth project is carried out by students of the science

department during the campus bazaar event and the students are motivated and encouraged by the

faculty expertise to make use of the waste materials such as ice cream sticks, plastics, wires, card-

boards etc. and create useful items as a part of the recycling method. By introducing this aspect,

students make use of their creative and inventive skills for new innovations in their practical lives.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways

A. Any 4 or All of the above

4. Ban on use of plastic	
5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human	A. Any 4 or all of the above

assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

To provide an inclusive environment, the college has taken several initiatives by conducting

various programs and activities.

a. Ethnic Day Celebration: Holy Cross College celebrated the "Ethnic Day" on 24th of

January, 2023 showcasing varieties of ethnic and traditional life-styles, food tastes, and

uniforms shared by all students and teachers of the college.

b. TEJAS: The college celebrated its college fest, TEJAS 10.0 on 27th January, 2023 with

the theme, "Be the TEJAS: Bearers of Knowledge, Love and Life"

c. International Mother Language Day:

Promoting the preservation and

protection of all languages, the college organised International Mother Tongue day on

21st February, 2023 with several participation in different regional languages by the

students.

d. International Workers' Day: The college conducted a special program on 8th May,

2023 in observance of International Workers' day where all the supporting staff were

felicitated.

e. Kokborok Day: On 19th January, 2023, The Department of History organised a

program and lecture session on account of Kokborok Day which is one of the important

State commemorative days for the Indigenous people of Tripura.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Methods Implemented-

1. Boards are inscribed with the Preamble of the Indian Constitution, Fundamental Rights and

Indian Pledge are displayed on the walls of the reception.

2. The National Anthem of India is played at the end of every working day.

3. Programs conducted:

a) Two days National Workshop on Intellectual Property Rights was organised on 24th and 25th

June, 2022.

- b) Independence Day was celebrated on 15th August, 2022.
- c) A visit was made to the City Centre Art Gallery Exhibition based on the historical and cultural heritage of Tripura on 16th November, 2022.
- d) A Workshop on World's Aids day, was done on 1st December, 2022 conducted by the Red Ribbon Club.
- e) A Special session on Awareness about "Gender Sexuality and LGBTQIA+ Rights" was conducted on 22nd June, 2022.
- f) International Women's day was celebrated on 9th March, 2023.
- g) Rabindra Jayanti on 8th May, 2023.
- h) Workers' Day was held on 8th May, 2023. They were felicitated and honoured for their valuable contribution to our Institute as well as to the society.
- I) International Mother Language day was celebrated on 21st February, 2023.
- j) An awareness session on 'Human Rights' was being held on 12th May, 2023. Students were given a symposium as well by the respective department.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.holycrosscollege.in/agar-2022-23/Criterion%207/7.1%20INSTITUTIONAL%20VALUES%20AND%20SOCIAL%20RESPONSIBILITIES/7.1.9/
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,

A. All of the above

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The College celebrated various National and International Commemorative days, events and festivals

in the academic year 2022-23, some of the major celebrations are:

1. Independence Day- The 15th of August is observed as the 75th Independence Day in 2022.

Tri coloured Tiranga is hoisted every year with zeal and utmost patriotism followed by the

National Anthem.

2. International Mother Language Day- On 21st February, 2023, a poetry recitation session was

organised on account of the International Mother language Day where the students recited

poems in their language.

3. Rabindra Jayanti and International Workers' Day- A cultural programme was organised in

the college on 8th May, 2023 to celebrate the International Workers' Day and Rabindra Jayanti

which included various cultural performances and special felicitation of the supporting staff of

the college.

4. International Women's Day- An awareness programme on Menstrual Health and Hygiene

was conducted in the adopted village of the college, Sipai Para in collaboration with The Period

Society, NGO, on 9th March, 2023 on account of the International Women's Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

(A) 1. Title of the practice Promoting entrepreneurship through Self Help Groups 2. Objectives of the practice Inculcating business skills, techniques and self-reliance 3. The Context Motivating students to take initiatives in Self -help ventures 4. The Practice Exhibition and sale of handcrafts and food products. 5. Evidence of Success Products are highly appreciated and purchased by the teachers, students alike 6. Problems Encountered and Resources Required Lack of resources lead to inadequate rates of production. Resources Required:

Space, tables, electrical equipment, financial investment. (B)
 1. Title of the practice: Mental health and psychological wellness programme for the students and faculty
 2. Objectives of the Practice: counseling centre for the holistic wellbeing of the students
 3. The Context Relevance of the Mental Health and Psychological wellness program in the higher educational institution
 4. The Practice Taking care of stress, academic problems, mental challenges, interpersonal skills, social skills etc.
 5. Evidence of success: Low rate of cognitive and depression related issues noticed

6. Problems Encountered and resources required: Lack of proper notion about the counseling encountered

File Description	Documents
Best practices in the Institutional website	https://www.holycrosscollege.in/agar-2022-23/Criterion%207/7.2%20BEST%20PRACTICES/7.2.1%20DESCRIBE%20TWO%20BEST%20PRACTICES%20SUCCESSFULLY%20IMPLEMENTED%20BY%20THE%20INSTITUTION%20AS%20PER%20NAAC%20FORMAT%20PROVIDED%20IN%20THE%20MANUAL/7.2.1.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

1. Title of the Practice: "Carrying the teaching-learning practice to every possible stratum of the student community to make education a truly liberating, egalitarian and democratizing experience"
 2. Objectives of the Practice: The College as a prestigious institution believes in "Educating Hearts and Minds"; i.e. real education is the proper blending of body and mind. The institute emphasises that real learning is not confined to mugging up some passages, rather the teachers relentlessly instil new ardour into the students to prepare them for real life situations.
 3. The Context: All the teachers persevere to elevate the students by putting their continual effort into transmitting knowledge to all sorts of students, whether they are ordinary or extraordinary.
 4. The Practice: Teachers address and instil lessons very meticulously to students who usually hail from different sections of society

where they invariably experience discrimination, prejudices and even social isolation. 5. Evidence of Success: Students involve themselves in games and sports, cultural activities, quiz competitions, debate groups, in which everyone manifests their talent in an efficient way. 6. Problems Encountered and Resources Required: Aiming at attaining an all-inclusive teaching-learning experience, teachers occasionally face some obstacles of not having relevant books on specific topics.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year

1. New education policy will be introduced in UG's first year in the Academic Session 2023-24.
2. To continue to provide congenial learning environment for holistic value-based education of Students.
4. To inculcate entrepreneurial abilities in students to face the challenges of corporate world.
5. To extend the physical infrastructural facilities by constructing a new academic block.
6. To undertake extension activities by adopting new villages.
7. To introduce and begin new courses and departments at both UG and PG levels.
- 8.. To undertake and promote quality research related activities by students and faculty.
9. To develop more formal linkages through MoUs
10. To organise Research oriented, syllabus based and training workshops, seminars and conferences
11. To create awareness and initiate measures for protecting and promoting environment

12. To support various Staff Welfare measures.
13. To arrange career guidance and training programmes
14. To provide multi-pronged facilities for the DIVYANGJAN.
15. To have relevant Academic and Administrative digital supporting system.
16. To mitigate chemical hazards and proper waste-management.
17. To extend gender sensitization inside the campus.
18. To set up more appliances to conserve energy in the institution.