

# **REPORT OF HOLY CROSS COLLEGE**

## **FROM APRIL 01, 2017 TO AUGUST 25, 2017**

**Submitted to**

**PEER TEAM MEMBERS**

**National Assessment and Accreditation Council**

**By**



**HOLY CROSS COLLEGE**

Affiliated with Tripura University (A Central University)  
Agartala, Tripura



Established: 2009

Recognised by UGC with 2(f) & 12(B) Status | Recognised by NCTE  
An ISO 9001:2015 Certified Institution

**Jubatara, Lembucherra P.O. | Durjoynagar P.O., Airport Road**  
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**August 29, 2017**

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**Self Study Report - Cycle 1**

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**Office of the Principal**

**HOLY CROSS COLLEGE, AGARTALA**



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### **Special Lectures:**

- Special lecture was organized on April 04, 2017 on ‘**Aids- a Social Problem**’ by Sociology dept in collaboration with the Tripura Aids Control Society and Red Ribbon Club. Mr. Shubhrajit Bhattacharjee, Deputy Director, Aids Control Society was the speaker in this programme.
- HCC, Dept. of Teacher Education conducted a special Lecture on “**Act East for Sustaining India’s Growth Story: From the Mainstream of the North East to Countering De-globalization**” sponsored by ASEAN studies Center (Ministry of External Affairs, Govt. of India) by Prof. M.P. Bezbaruah, Director, Institute of North East India Studies, Guahati University on 12th April, 2017. Prof. Gautam Basu, Vice Chancellor, MBB University chaired the session.
- Prof. Dhruva j Zaika, Vice Chancellor of Cotton College University, Guwahati gave series of lectures at the department of B.Ed as well as B.Sc. on 7<sup>th</sup> July and spoke about the need to be updated with the current technological developments and educated the audience with ideas of **astrophysics**, which is the subject he is specialized in.

### **Students Council Election:**

- Political Science Department held its meeting with the Principal on 10/04/2017. Principal expressed his desire to form the Students’ Council of the College for the academic year 2017-18. It was decided that Miss Sharmistha Rakshit, H.O.D Political Science along with other faculty members of the Department would organise the elections in the college. It was decided that the College Election Body would be officially formed in the next staff meeting that would be held on 12/04/17.
- The following process was followed for the election of the Students’ Council.
  - 17.04.2017-Nominees for student council addressed the general assembly
  - 18.04.2017- Election of the new student council
  - 19.04.2017-Results of the election declared
  - 20.04.2017- Investiture Ceremony of the newly inducted student council

### **Student Achievement in Sports:**

- Nistha Chakraborty won silver and bronze in WAKO Asia Kickboxing Championship held at Turkmenistan, Russia on 29<sup>th</sup> April, 2017.
- Uttam Tripura secured 3<sup>rd</sup> place in West District Body Building Competition, 2017, on 08/01/2017.
- Nitesh Kumar won silver in Tripura State Muaythai and Muay Boran Championship 2017 held at Agartala, India on 27<sup>th</sup> August, 2017.

### **Farewell Programme:**

- Holy Cross College Students organized a Farewell programme for the outgoing graduates of the College 05<sup>th</sup> May, 2017.

### **Observation of World Earth Day:**

- Holy Cross College observed world earth day at the campus on 8<sup>th</sup> June, 2017 along with the support of Department of Science, Technology and Environment. The Chief Guest in the program was Mr. Sukanta Banik, HOD of department of zoology, Tripura University. Mr. Pranoy Saha was the special guest and Dr. Fr. Emmanuel, Principal, Holy Cross College was the chair person in the program. The program was co-ordinated by Dr. Dipanwita choudhury Sil, department of Botany, Holy Cross College.

### **Semester Examinations for BBA students**

- Began on 9<sup>th</sup> May, 2016.

### **Semester Examinations for BA, B.Sc and B.Com students**

- Began on 1<sup>st</sup> June, 2016.

### **Parent-Teacher Meet**

- The Parent-teacher Meeting was held on 13/05/2017.
- Semester Examinations for BA, B.Sc. and B.Com. students & IGNOU Term End Exams began on 15/05/2017.

### **Achievements:**

- Dr. Fr. Emmanuel, CSC, the Principal received Rashtriya Vidya Gaurav Gold Medal on 03/06/17 from International Institute of Education & Management, New Delhi & Bharat Vidya Shiromani Award from Indian Solidarity Council, New Delhi for outstanding achievements in the field of education.

### **Admissions:**

- **05/06/2017-** Interviews & Admission process for the Academic Session-2017-2018 began.

### **Other Events:**

- Management Committee Meeting was held on 1/06/2017
- Selection Test for the new faculty applicants to the College was held on 24/06/2017
- Staff meeting & IQAC Meeting were held on 29/06/2017

### **Inauguration of ALS-IAS Coaching Centre:**

- 30.06.2017 – Blessing of the Coaching Center by Bishop Lumen Monteiro, CSC,DD in the presence of a large group of people.
- 01.07.2017- Inauguration of ALS-IAS Coaching Centre by Shri Manik Sarkar, Hon'ble Chief Minister of Tripura

### **Seminar:**

- A Mega Seminar in Rabindra Satabarshiki Bhavan on '**How to crack Civil Services Exams?**' by Manish Kumar Gautam, ALS-IAS faculty from New Delhi was held on 02/07/2017. Scholarship Selection Test at the ALS-IAS Coaching Centre was also conducted on the same day.



### **Orientation/Refresher Course:**

- Dr. Pankaj Chakraborty, Political Science Department, participated in the UGC sponsored 21 Days Refresher Course “Gandhian Philosophy and Rural Development” from 28<sup>th</sup> April to 18<sup>th</sup> May organized by The Rural Development Department of Tripura University (A Central University) and obtained Grade ‘A’
- Mr. Shankha Shubhra Bhadra, Head, Dept. of Commerce, participated the UGC sponsored 28 Days Orientation Course from 23<sup>rd</sup> May to 19<sup>th</sup> June, 2017 organized by The Human Resource Development Centre, Mizoram University and obtained Grade ‘A’.

### **Freshers’ Day and Welome:**

- Dr. Fr. Paul Pudussery, CSC, The director of the Department of B.Ed was introduced and welcomed to the College on 21/06/2017.
- Freshers’ Day Programme was organized at the Degree College at Jubatara campus on 03/07/2017. Dr. Fr. Shaji M.L, CSC, the new Vice Principal was accorded a warm welcome on that day to the new position in the College.

### **Orientation for the Freshers’:**

- Like every year, College organized an orientation programme for the Freshers’ from 4<sup>th</sup> July 2017 to 6<sup>th</sup> July, 2017.

### **Book Fair:**

- A three day long book fair took place in the college from **5<sup>th</sup> July 2017 - 7th July, 2017** by the initiative of IQAC.
- The book fair was inaugurated by Fr. Robert Mathias, Provincial of North East Province, along with Dr. Fr. Emmanuel Kallarackal, CSC, Principal of the college; Dr. Fr. Shaji M.L. CSC, Vice Principal of the college, Fr. Sijo Joseph, Administrator of the college, Dr. Pankaj Chakraborty, Academic Dean of the College and other faculty members of the college in the Auditorium.
- The Publishers Guild of Tripura took part in the book fair and put up six stalls containing various books from literature to science, sports to adventures and various other motivational books.

### **Vanamahotsav:**

- June 5<sup>th</sup> is celebrated as World Environment Day, every year. The theme for this year was 'Connect with nature'. The Theme implores us to get outdoors and take forward the call to protect the Earth that we share.
- Holy Cross College celebrated Vanamahotsav on June 5<sup>th</sup> and planted 50 medicinal plants in the college campus. About 50 different varieties of plants were obtained from Medicinal Plant Board, Tripura for plantation. Our chief guest was the CEO of TMPB, Mr. Prasad Rao. This activity was taken up by Eco and Nature Club of the College under the leadership of Dr. Dipanwita Choudhury Shil and the team members.

### **Special Session for Students:**

- Interaction of final year students with the renowned personalities of Ramoji Krian Universe, film city of Hyderabad. Took place on 26.7.2017
- First Meeting of the Clubs for this Academic Session took place on 29.7.2017

### **6<sup>th</sup> Graduation Day Celebrations:**

- Holy Cross College, Jubatara organized the 6<sup>th</sup> Graduation Day with much enthusiasm as well as in solidarity with the flood victims of our state on the 12<sup>th</sup> of August, 2017 at Rabindra Satabarshiki Bhavan.
- Most Rev. Lumen Monteiro, CSC, DD, bishop of Agartala gave the benediction and implored God's blessings upon the outgoing graduates and their families. Rev. Fr. Robert Mathias, CSC, Chairman of Holy Cross Educational Foundation presided over the function and urged the students to follow the footsteps of Blessed Basile Moreau, Holy Cross Founder who insisted on the education of heart and mind.
- Sri. Tathagata Roy, Hon'ble Governor of Tripura was the Chief Guest of the day. Praising the education system of the Catholic Fraternity across the world, the Chief Guest of the day invited the students to excel in every sphere of life and work for their all round development.
- Rev. Dr. John Denning, CSC, President, Stonehill College, North Easton, MA. USA was the Graduation Day Speaker and inspired the graduates and all present. Congratulating the graduates on their success, he wished them well in the years ahead. He advised the graduates to engage themselves in voluntary service to the society and the nation as a whole.



- Dr. Fr. Arokiasamy Xavier, S.J., Principal, Loyola College, Chennai was the Guest of Honour and he urged the graduates to venture out in this world filled with opportunities. Sri Dilip Das, Hon'ble Sabhadipati, West Tripura District also graced the occasion with his dignified presence.
- Ms Lalita Reang and Mr. Bosco Debbarma, graduate representatives made the audience proud of the legacy of Holy Cross College by narrating their day-to-day experiences at the college. Besides, the junior students put up mind blowing dances of the Northeast region. The program concluded with a vote of thanks proposed by Dr. Fr. Shaji M.L.,CSC, the Vice-Principal of the College.

#### **Introduction of Certificate Course in HR:**

- The department of Business Administration started a certificate course in “Human Resource Management” from August 01, 2017 for the 6<sup>th</sup> Semester students of the department.

#### **Feedbacks to Teaching Faculty**

- \* Using a professional instrument, Teaching Faculty members were evaluated by the Students they teach and suggestions are given for affirmation and improvement.

#### **Feedback to TU on Syllabus:**

- Department of Business Administration and the department of Political Science have submitted feedbacks on syllabus to Tripura University after consulting the students of the concerned departments.

#### **Application for Master Level Degree Courses:**

- College has applied for Mater level courses in English, Political Science, Sociology, MBA, and Zoology on 17<sup>th</sup> August, 2017.

**Results of 2017:**

- Detailed Report of TDP/TDPH Examination RESULTS, June 2017**

<b>ENGH</b>		<b>PLSH (21)</b>	
A+	1	A+	0
A	1	A	5
B+	8	B+	1
B	23	B	5
C	17	C	5
LX	24	LX	4
Failed	4	Failed	1
Pending result	5	Pending result	0
Total Pass	79	Total Pass	20
Total Appeared	83	Total Appeared	21
<b>ELEC (29)</b>		<b>BSCH (21)</b>	
A+	0	A+	4
A	1	A	11
B+	8	B+	3
B	5	B	0
C	0	C	0
LX	14	LX	3
Failed	0	Failed	0
Pending result	1	Pending result	0
Total Pass	29	Total Pass	21
Total Appeared	29	Total Appeared	21

- **Summary of 6<sup>th</sup> Semester Results:**

<b>Total Candidate Appeared</b>	<b>154</b>
Total Candidates having A+	5
Total Candidates having A	18
Total Candidates having B+	20
Total Candidates having B	33
Total Candidates having C	22
Total Candidates having LX	45
Total Candidates Failed	5
Total Candidates Result pending	6

#### **NCC Enrollments:**

- Enrollment for new NCC batch started in August 2017.

#### **MEMORANDUM OF UNDERSTANDING: (MoU)**

- **International:**

1. Bluefield State College, West Virginia, USA
2. Global Schoolroom, Dublin, Ireland
3. Mendoza College of Business, University of Notre Dame, USA
4. Alliance for Catholic Education, University of Notre Dame, USA
5. Stonehill College, Easton, MA, USA

- **National:**

6. St. Albert's College (Autonomous), Ernakulam, Kerala
7. Loyola College, Chennai, Tamil Nadu
8. Carmel College of Arts, Science & Commerce for Women, Goa
9. Marian College, Kuttikkanam, Kerala
10. Andhra Loyola College (Autonomous), Vijayawada, Andhra Pradesh
11. Mount Carmel College (Autonomous), Bengaluru, Karnataka
12. Jeyaraj Annapackiam College for Women (Autonomous), Tamil Nadu
13. ALS Satellite Education Private Limited, New Delhi
14. Ramoji Krian Universe, Hyderabad, Telangana



## **“INVESTOR EDUCATION”:**

- A one day Seminar Organized by SEBI-BSE on 25/08/2017
  - A regional seminar was conducted by Securities Exchange Board of India (SEBI)-Bombay Stock Exchange (BSE) at Agartala on the topic “Investor Education”. The students of Commerce and Business Administration took part in this seminar. There were altogether 88 students who took part in the seminar.
  - The key speaker Shri S. Madhushudhnan, DGM SEBI spoke about various roles and responsibilities of SEBI and how the board enacted various provisions to protect the investors and how any investor can avoid falling into the traps of touts and frauds. He also elaborately explained how SEBI function in order to keep the trust of investors in the stock market and transparency at the same time. The second speaker Shri. Purshottam Saraf, Additional General Manager-BSE ltd provided an overview of Capital Market, its function and importance in India. Mr. Saraf provided various cases of capital market to explain its operations in India.
  - Shri Sajal Kumar Bhattacharya, Senior Vice President and Chief Manager, UTI Mutual Fund, spoke about the role of Mutual Funds in wealth creation. He explained briefly how mutual fund appreciates the wealth of the investors in the current situation of capital market showcasing various case studies.
  - Students asked various questions in the Q & A session and made the seminar very interactive and lively. It was a wonderful experience for the students to be a part of such a seminar.

## Executive Summary

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### Introduction

Holy Cross College, a premier academic institution for Higher Education, was officially established in the state of Tripura on August 10, 2009 with a mission to disseminate higher education among the youth of the Northeast region of India in general and Tripura in particular by Holy Cross Educational Foundation. Holy Cross Educational Foundation had already established over a dozen High and Higher secondary schools in Tripura, Meghalaya, Mizoram and Arunachal Pradesh and the College was necessitated by the growth of these institutions as there was no English Medium College in the state of Tripura to take care of students coming out of the English Medium schools. Holy Cross College had a very humble yet ambitious beginning at the Holy Cross School campus with hardly any financial support from the government or non-governmental agencies. The institution was officially inaugurated by Sri Manik Sarkar, the Hon'ble Chief Minister of Tripura, in the presence of Sri Anil Sarkar, the Hon'ble Education Minister, Prof. Arunoday Saha, the Hon'ble Vice Chancellor of Tripura University and Chairman, Secretary and the Governing body members of the Educational Foundation and numerous other dignitaries from the State, University and Holy Cross Community in northeast India.

The College was initially affiliated with Tripura University with a provisional affiliation which was later made into permanent affiliation in the year 2015. It is a Catholic Minority Institution verbally approved by the National Commission for Minority Educational Institutions, Delhi, during the hearing on January 17, 2017 at 1:00 pm. It is administered by the members of the Congregation of Holy Cross who are the members of Holy Cross Educational Foundation. The College is recognized by UGC under Section 2 (f) and 12 (B) of the UGC Act, 1956. This is the first cycle accreditation by NAAC.

Now the College is emerging as a Centre of Excellence, committed to national unity and integrity by imparting value based education of international standards. The College is also committed to equip our students to face the challenges of the modern world through excellence in teaching and learning, research and extension as well as skill development and training for civil services and competitive exams.

Located at Jubatara, Lembucherra and Durjoynagar in West Tripura District of Tripura on an 18.3 acres of green, eco-friendly campus, full of plants and grassy grounds, it has an ambience conducive for learning. Presently the College has two buildings, one at Jubatara for the degree courses and another at Durjoynagar for the department of B.Ed. The college building at Jubatara is the new building of the college, the construction of which is completed about 40 percent with offices, faculty room, class rooms, science and computer laboratories, seminar hall, auditorium, library cum reading room and counselling room. The construction work continues. At present, the college offers 7 Honours courses, 7 General courses, 2 Professional courses and 3 Certificate



courses. The College has the teaching faculty strength of **42** of which **23** are permanent, **11** are contractual and **08** are Guest faculty. Among these **13** have Ph.D. Degrees, **29** have Masters and **11** with NET/SET as the highest qualification. The College has a student strength of 795 (2016-2017) consisting of 695 degree students and 100 B.Ed. trainees. More than **38.40%** belong to the Christian minority community and **3.40 %** belong to other minority communities. **61.39 %** belong to General category. SC/ST/OBC and OEC students constitute **79.46%** of the total strength. The college library with more than 7000 books and 6 academic Journals and 29 Periodicals is automated for easy access by the students, faculty, alumni and the public. The college has DEL-NET (and is in the process of getting Inflibnet) E-Resources, a Computer center, Wi-Fi facilities, Play Ground, NCC, NSS, Women's' Cell and so on.

### **Criterion 1: Curricular Aspects**

Since 2009, efforts have been made to make Holy Cross College an excellent institution of Higher Education in the state. Many students come from needy and backward classes of rural regions of the state and region to acquire higher education. Holy Cross College, Agartala which is affiliated with Tripura University (A Central University), imparts three-year degree courses in Arts, Science, Commerce and Business Administration and a two-year programme of Teacher Education (B.Ed.). Holy Cross College has been growing day by day, as a centre of excellence and advanced learning. The college faithfully complies with the prescribed syllabus of Tripura University and adds value education classes to the curriculum.

Now, the institution has sufficient infrastructure and learning resources at its disposal. Play grounds, young trees and plants, gardens etc. enhance the serenity of the College. The Library of the College is well equipped with books, journals, periodicals etc. Student amenities like book bank, fee concession, indoor and outdoor games, reading room, student common room, computer lab, etc. are provided. Institution has the facilities of water supply, fans, water coolers etc. Students of this College are admitted to the concerned courses following a transparent policy keeping the minimum qualifications laid down by the parent University. The college has sufficient number of qualified teaching faculty and dedicated non-teaching faculty. In order to conduct classes smoothly during power failures, a big generator has been commissioned.

Though the institution is situated in the suburbs of the capital city of Agartala, it caters to students from rural, poor and inaccessible areas in and around the town. To ensure participation and attendance of these students, college has provided transport facility by providing 6 buses which collects students from remote and far away areas.

Presently the three-year degree courses are designed with the curriculum for six semesters, where a university examination is conducted at the end of every semester. English, Political Science, Sociology, Zoology, Botany, Physiology, Management, Commerce are taught here in Honours (Major) and General (Elective) at U.G. level.



## **Criterion 2: Teaching – Learning and Evaluation**

The teaching learning process at the college is focused not only on imparting knowledge but also in developing necessary life skills and proper attitude towards life which would help these young seekers of knowledge to excel in their career and their life. To be useful and productive citizens of the country, they are to be introduced to human values so that they become socially responsible citizens.

Students are the wealth of our institution. They are admitted according to their academic record and University norms. The college every year prepares the academic calendar as per the University schedule incorporating the govt. holidays and it is made available to the students. Students are required to follow the curriculum pattern as per the instructions given by the Tripura University. The Teaching-learning and Evaluation systems have been designed to suit the objectives of the college, to equip the students to succeed in a competitive technology-driven world, encourage scholarship and research and at the same time uphold moral values. They are assessed through internal assessment, projects and assignments, group discussions etc. Permanent teachers appointed by the College are with Ph.D. degrees or having Masters with NET/SET qualifications. The IQAC has been set up with representatives from faculty, alumni and community to ensure excellence in all endeavours.

Teachers, in addition to lecture and discussion methods also use audio visual tools, organizes quizzes, debates etc to impart lessons to the students. They follow University syllabus to prepare the students for the examinations. As part of the continuous assessment, tests, assignments and seminars are conducted and 20% marks are allotted for internal assessment in a transparent manner. There are effective grievance redressal systems at the college level. Remedial classes are offered to students who are in need. Tutorial classes are conducted by all departments for students with special needs. Classroom teaching is complemented through guest lectures and special lectures by experts in the field, ICT facilities, web resources and an effective tutorial/mentor system. Library facilities are well utilized by the students. Adequate numbers of computers are available and free internet facility is provided to all the students.

Teachers are encouraged to enhance their knowledge by attending national and international seminars/conferences /workshops. The College organizes every year national or international conferences, seminars, workshops and training programmes for the benefit of our staff and students. Many eminent persons/experts have visited the institution and interacted with our staff and students during the last 4 years. We have begun the process of doing internal and external academic audits. Teachers maintain diary to keep record of day to day achievements which are evaluated by the Principal. Part time lecturers and Guest lecturers are appointed by the management to augment teaching quality and to provide variety of experience. College remains open around 230 days and the academic activities take place within 200 days in a year. Teachers are evaluated through self appraisal methods, peer-evaluation, feedbacks from students and they are refreshed by college in-house orientation programmes, seminars, symposiums, workshops, Faculty Development Programmes etc. One of our teachers was the recipient of the Fulbright



scholarship and the Principal is the recipient of 'Ambassdor for Peace' award and the 'AIACHE Best Principals of India - 2015' Award. Teaching Faculty also carry out interdisciplinary teaching to support the other departments on their areas of specialization.

### **Criterion 3: Research Consultancy and Extension**

Though presently the college offers only graduate programmes, in the near future, in order to facilitate the students of this region, the college intends to start post graduate courses and add on courses. College allows study leave for teachers to pursue Ph.D. degree and to do other research works. International and National seminars and Departmental Seminars take place in the College from time to time to reorient the students and teachers. Faculty members are encouraged to publish books, research papers, attend seminars, workshops etc. in order to update themselves. The faculty members are engaged in various consultancy services, keeping in mind the ideology of the founders of the institution all the services are rendered voluntarily.

Students are trained to be socially responsible through their involvements in activities like Community Services, NSS and NCC. At present, Community Service, NSS and Social Outreach Club, Red-ribbon Club, Ethnic Club, Eco and Nature Club, Literary and Poetry Club are active in the college helping in community development, creating health and hygiene awareness, and organizing adult education, literacy programmes, voluntary blood donation camp etc. The Holy Cross Civil Services Academy & IAS Coaching Center hopefully will make significant contribution to the student community as the training is affordable and easily accessible. It also conducts coaching classes for various other competitive examinations, which is highly beneficial to the student community.

### **Criterion 4: Infrastructure and Learning Resources**

College has a campus area of 18.3 acres in land, well-equipped library, furnished classrooms, administrative building, laboratories and ICT resource center. It has a vast playground at Durjoynagar campus having facilities for Foot Ball and Cricket. The playgrounds at Jubatara campus has facilities for Hand Ball, Basket Ball, Badminton and Volley Ball. The campus is also beautified with Gardens, has a vehicle stand etc. There are sufficient numbers of class rooms and other facilities available for students. The demand for more classrooms are on the increase due to the gradual increase in the student enrollments and new courses. Separate arrangement for Gymnasium, indoor games like Table Tennis, Carom, Chess etc. are provided. A College Auditorium which could accommodate about 300 persons is also available.

### **Criterion 5: Student Support and Progression**

The institution has a vision to the best quality education and personality development to all those who approach this alma mater. In order to facilitate academic excellence as well as skill, the college has provided various facilities like transport, counselling by establishment of a counselling cell with a qualified counsellor. There is a process of mentoring by the faculty which is carried out by a proper division of work among the faculty. In order to ensure proper physical growth, the students are not only encouraged to participate in various sports and games both outdoor and

indoor. And also the college has well equipped gymnasium. The College has an emergency Health Care unit where we have a bed for students to rest with first-aid and an ambulance, a doctor and nurse on call. The designation of one of the faculty member is as programme coordinator which ensures the participation of students in cultural activities and competitions in a well organized and planned manner. The College has one unit of NSS and another unit of NCC for female students.

To enhance academic quality of the students, our institution provides student services. As such, students can reorient themselves with many amenities. Career Counselling is also offered to the students. College with its limited capacity framed policies to impart student support by way of establishing career guidance and placement cell, counselling cell, emergency health care unit, food court, common toilets, students' common room, reprographic centre etc. Elected members of the Students Council are involved in various activities like academics, sports, cultural meet, college fest etc. Websites, College App, space for exhibiting wall magazines and journals are helpful for student support and progression.

### **Criterion 6: Organization and Management**

The Institution is administered by a well-structured and functional organizational set up. The registered society, Holy Cross Educational Foundation (HCEF) who manages the college also manages 18 other educational institutions in northeast India. The college has its own local managing committee in which the officials of the society are also members. The Principal of the college is ex-officio secretary of the local managing committee. The managing committee has two representatives of the university nominated by the registrar of Tripura University. The Principal in this capacity acts as a link between the management and the institution, coordinating matters of finance, infra-structure etc. but all matters relating to academics is within the sole authority of the Principal. The management ensures that all the employees of the institution are paid as per the management approved scales of pay. The employees provident fund scheme is provided to the employees of the institution. The Vice-Principal ably assists the Principal in the fulfillment of the above responsibility. There is a dedicated Administrator who takes care of all the administrative affairs of the institution on behalf of the Principal and the management. The Academic Dean of the College is responsible for the day to day academic affairs. Elected President, Vice-President and the members of the Students Council represents the student community.



## **Criterion 7: Innovation and Best Practices**

Conservation and environment awareness is a serious matter at Holy Cross College. Pollutant comes as the “byproduct of men’s actions”. They are residues of things human-made, used and thrown away. The answer to this problem lies rather in the intelligent management of production through regulating the “unfavorable alternation of our surroundings”. Holy Cross College creates an environment for energy conservation by its various programmes, such as waste disposal, plantation, solar energy, rainwater harvesting etc.

The important healthy and innovative ideas and methods practiced and applied in the day- to-day affairs of the college are summarized below:

1. Imparting value-based moral education.
2. Skill Enhancement and Career Preparation programme
3. Spacious, clean, well maintained campus and facilities
4. Utilization of non-conventional energy sources such as solar energy, student amenity center etc.
5. Rainwater harvesting system.
6. Participation in social forestation programmes.
7. Establishment of training center for Civil Services and other competitive examinations.
8. Sensitizing students about social responsibility and promoting leadership.
9. An active Alumni Association called ‘Basilians’.
10. Ecofriendly campus.

Finally, it is gratifying to know that the array of programmes and activities initiated by the college have resulted in phenomenal growth in general. Evidently there is a tangible improvement in the pass percentage, the number of students getting placement, the individual performance of the students and so on.

## SWOC Analysis

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### STRENGTHS

- Able and active management.
- Broad education spectrum- Arts, Science, Commerce, B.B.A., B. Com and B.Ed. streams.
- Sufficient Physical facilities- class rooms, laboratories, library, auditorium, sports grounds.
- A well-equipped Computer lab, Internet based on line Language lab and ICT resource center.
- Well-qualified, dedicated and sincere faculty members.
- Service-minded support staff.
- NSS and NCC
- Modern infra-structures and eco-friendly and calm campus.
- Very good student enrolment from Tribal and landless farmer belts in the state.
- Academically motivated students with very good results in the examinations.
- Rich and well organized Library, reading room and Science labs.
- Full-fledged Food Court with hot and hygienic food at affordable prices.
- Civil Services Academy to develop skills in the students.
- The college is bubbling with activities which keep the students engaged.
- Lot of importance and value given to “Value Education”.
- Active Alumni called “Basilians”.
- Student training for social responsibility.
- Regular remedial support to weak students.
- Organizing national and international seminars, conferences and workshops.
- DEL-NET e-resource for the library and high speed broadband connectivity to staff and students.
- Admitting all applicants from SC/ST and OBC if they fulfill minimum requirements of the University.
- Free Wi-Fi enabled campus.
- Android based college app to improve communication with students.

### WEAKNESSES

- Rural set up of College, in the suburbs of Agartala town.
- There are not many industries in the state and hence collaboration with industries is limited.
- Poverty of the locality where college is placed.
- Small alumni base since the college has only completed 7 years.
- Infra-structures are not yet fully complete.
- Campus is spread over 3 locations.
- Research facilities are not fully developed as the college presently has only UG Courses.



### **OPPORTUNITIES:**

- Quality growth of tribal and multi-ethnic groups.
- Social empowerment through NSS and NCC units
- Self reliance of students through self employment
- Education base for villagers
- Employment of outgoing students.
- Opportunities to get trained for competitive exams at affordable and easily accessible location in the campus.
- SAP education for enhancing employability of our students is being introduced.
- Availability of faculty and student exchange programmes.
- HCCSA provides coaching for competitive exams.

### **CHALLENGES:**

- Earthquake prone area.
- Politically motivated strikes and bandhs in the state of Tripura.
- Fearful memories of the ethnic clashes of the 80s and 90s in Tripura which triggers of panic among the different ethnic groups when some small clash occurs in the state.
- Poor economy due to the fact that Tripura is a land-locked state with poor communications.
- Lack of sufficient financial support from Govt. as well as non-governmental agencies.
- Delayed conduct of University examinations and publication of exam results.

## HIGHLIGHTS OF THE SELF STUDY REPORT OF HOLY CROSS COLLEGE, AGARTALA

### CRITERION 1

#### CURRICULAR ASPECTS

- Along with regular academic studies, the college facilitates students '**seminars, workshops and project works** to enrich and enlighten students on various environmental and social issues.
- Holistic development of students is ensured by offering different **enrichment programs** like value education classes, employable and life skills and also through NCC and NSS Units.
- Faculty members regularly undertake **Faculty Development Programs** organized both within and outside the college.
- **New courses** are introduced every year by the college.
- Faculty members do **team teaching** (inter and intra- departmental) and share their experiences during the evaluative sessions.
- College often interacts and **networks** with its beneficiaries for upgrading itself.
- The College conducts **extension lectures** for the students by inviting eminent personalities, researchers and experts regularly
- The College offers additional **skill development and career oriented programmes/courses** for students.
- College encourages faculty members to **pursue research** and project activities.

### CRITERION 2

#### TEACHING LEARNING AND EVALUATION

- College ensures wide **publicity** of its courses through electronic, print media and College Hand Book, Quarterly Newsletter and Annual Magazine called Jyotirgamaya and College Prospectus.
- A well formulated **scientific Feedback instrument** is used to evaluate the teaching-learning process in the College. The results are shared with the stake holders.
- College appoints the **teaching faculty** as per their **qualifications** following the guidelines of UGC.
- College has established **IQAC** during the **2016-2017** academic session.



- Quality of students learning is enhanced by involving them in **workshops, field study, special & extended Lectures, projects, research and educational expos.**
- Academic Performance of students is assessed through **periodical tests**: unit tests, sessional exams, pre-semester exams, assignments, group discussions and presentations.
- Apart from research & publications, the College also encourages teachers and students to participate & organize **national or international conferences, seminars, workshops, refresher courses** and training programs for the benefit of staff and students.
- Institution ensures **transparency** by placing all needed information on the college website and Quarterly Newsletter.
- **Admissions** are open to all irrespective of socio-economic, ethnic and religious backgrounds.
- **Induction Meetings and Orientation programs** are conducted for the “Freshers” annually.
- Aptitude tests, **Awareness programs** and soft skills development classes were conducted to bring out the best in students.
- The Institution provides **service to the advance learners** in the form of coaching classes like IAS, TCS, TPS, CAT, MAT, CMAT, Banking PO, etc.
- The college seeks to enable every student to be a **socially responsible citizen** through value education classes helping them to be agents of peace, development and healing towards a compassionate society.

### CRITERION 3

#### RESEARCH CONSULTANCY AND EXTENSION

- For the development of research facilities, Holy Cross College has been in receipt of **special grants/funds** from beneficiaries such as, ICSSR-NERC, Govt. of Tripura, Tripura Bio-Diversity Board, Deptt. of Science and Technology, Govt. of Tripura, Tripura Commission for Women, King's College, USA etc.
- Faculty members have many **publications** to their credit. They are actively involved in publishing books, articles and papers in different peer-reviewed International and National journals.
- The College has signed **MoUs** with leading institutions nationally and internationally.
- **Field surveys and visits** are conducted by different departments to give students an exposure of the industries operating in the state.
- The contribution of faculty members as **researchers** has been well appreciated, recognized and honoured with prestigious awards such as **Fulbright Scholarship, Sanskriti Fellow** etc. to name a few. To promote, research, cultural understanding

and peace, the college management has always encouraged the students to participate in exchange programs in and out the country.

- Keeping with the ethos of the management, **Voluntary consultancy services** are provided by our faculty members from time to time in areas related to Psychological Counselling, Public Administration, Fisheries, etc. to institutes of higher learning such as Tripura University, MBB University, Civil Services Training Centres, SIPARD, IMPARC Agartala High Court and many other institutes.
- **Social outreach programs** such as visits to Old Age Homes and Orphanages, organizing Blood Donation and Free Medical Camps, Distribution of Old Clothes to villagers etc. are conducted to make the students socially responsible citizens.
- A total of 33 nos. of **eminent speakers** from across the country have visited HCC Agartala between the years 2013 - 2017.
- A total of 11 nos. of **workshops/training programs** have been conducted by the departments of English, Political Science, B.B.A, Sociology and Zoology from 2010-2017.
- **Research Expertise** is available in the varied fields of Fisheries, Agriculture, Entomology, Farming System, Indigenous Technical Knowledge, Nutritional Biochemistry, Cultural Anthropology, International Relations, English Language Teaching, Management and Teacher Education.

## CRITERION 4

### INFRASTRUCTURE AND LEARNING RESOURCES

- All class rooms have been transformed into **smart class rooms** with LCD projectors and computers with remote power point presenters and the big class rooms have been equipped with the public-address system.
- The Campus has adequate space for the **buildings and sports and recreational facilities** such as basketball court, volleyball court, gymnasium as well as food court, students' common room, and Ambulance.
- The Campus is equipped with **Central Announcement System** and Automatic Gong Bell with timer.
- The College has well equipped **Laboratories** and well established, state of the art **Library** with secure server based **E-Library** equipped with web-OPAC.
- The college has **Free Wi-Fi Facility** with Captive Portal Technology for Students and Staff.
- The college has installed sufficient number of **Fire Fighting equipments** and Fire Extinguishers.
- The College is in a process of **expansion of infrastructure** with more class rooms.
- The college has different **clubs, cells and committees**



- Holy Cross College has a **botanical and medicinal garden** and **live-stock** of birds and animals.
- The students of the college participated in **NCC and NSS** camps.
- Holy Cross College has started its own **Civil Service Academy** -"Holy Cross Civil Service Coaching Center" as a service to the students who are aspiring for Administrative jobs in the government Sector.
- The College has established a **College Advancement Cell (CAC)** which has helped to generate funds for College development.

## CRITERION 5

### STUDENT SUPPORT AND PROGRESSION

- The college provides **fee concessions** to deserving students. The College also forwards scholarship forms for deserving students for financial assistance from state government.
- Academic, personal, **career** and **psychological counseling** is made available to the students.
- For three consecutive years, **one student** of the college represented in the Human Development conference at **USA** and presented their **research papers**.
- **Seminars**, Workshops and Special Lectures are often conducted in the college.
- Every year Holy Cross College organizes its **annual cultural and academic fest "Tejas"** for the benefit of the students
- The institution has student **Grievance Redressal Cell** and Internal Complaint Cell.
- The institution has an active **Alumni Association** called "Basilians".
- **Feed backs** are taken from the **graduates** to improve the performance and quality of the institution.
- **NCC and NSS** actively function in the college.
- **Active Students' Council** 'who represent the entire student body gives feed backs to the administration for improving student services.

## CRITERION 6

### ORGANIZATION AND MANAGEMENT

- Formation of the **students' council** members through a democratic process of elections.
- **Feedback** is sought from stake holders from time to time.
- Grooming **leadership** amongst faculty and students through NCC, NSS, IQAC, CAC, different cells, committees, clubs and forums.
- College practices a system of **delegation** for operational autonomy among faculty and staff which decentralizes governance system.
- Holy Cross College promotes a culture of **participative management** at 3 levels such as strategic, tactical and operational level.
- College has developed a **Welfare Fund** from where interest free loans are given to all needy employees.
- Free travel facilities to and from the college by **college buses** for the teaching and non-teaching staff.
- **College Alumni** has regular meetings and they offer constructive suggestions and feedbacks for the growth of the college.
- Institution communicates its quality assurance policies, mechanisms and outcomes to the internal and external stakeholders through college Newsletter - '**Jyotirgamaya**' – quarterly and annual issues beside using college notice boards, websites, bulk SMS, etc.

## CRITERION 7

### INNOVATION AND BEST PRACTICES

- The College has an **Honesty Amenities Store** operational in the campus.
- Holy Cross College is running an effective **Civil Services Academy** named “Holy Cross Civil Services Coaching Centre” and **IAS Coaching Center** to provide opportunity to graduates.
- We have an active **Counseling cell** with a professional counselor.
- Since its inception, college has a **mentoring system** for the students where every teacher has a certain number of students as their mentees.
- Holy Cross College has an **eco-friendly campus** with many medicinal plants.
- Holy Cross College has **skill development** course and placement cell to help our graduates to be employable.



## **ROADMAP OF THE VISION 2030**

The Institution has developed a master plan which we have named as 'Vision 2030' to serve as a guide line for all the development projects.

- Minority status Certificate for the Institution – 2017
- NAAC Accreditation – 2017
- Get College with Potential for Excellence status from UGC – 2018
- Begin Masters level programmes – 2020
- Develop the supplementary campus – 2020
- Autonomous status for the College – 2025
- Begin the process to get University status – 2030

