



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

HOLY CROSS COLLEGE

**HOLY CROSS COLLEGE, JUBATARA, P.O. LEMBUCHERRA, AGARTALA,
TRIPURA**

799210

www.holycrosscollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Holy Cross College is located at Jubatara, Lembucherra, P.O., Mohanpur Road, Agartala, West Tripura. As the only English medium, independent, non-profitable minority college in the state of Tripura, in its capital city of Agartala, Holy Cross College caters to the needs and education of all sects of life both nationally and internationally. The college is affiliated to the Tripura University, a Central University and has been accredited with A Grade by NAAC in the first cycle.

The college has a well-organized structure through which work is delegated by an intrinsic network of good communication and dedication. At present we have 53 teaching staff, 15 office staff, 11 transport staff, 15 helpers and 1481 students. The College offers undergraduate courses in major/minor in around 11 departments along with a teacher education department. Add on courses are also offered in a few important areas which is basically aimed at empowering the students to gather a skill set which will help them in their job performance.

A dedicated group of faculty members and students work closely in academics along with all other area of work like community service including an adopted village through NSS, NCC. A full-fledged library is upgraded regularly by the librarian in consultation with the faculty members to build a strong curriculum centre which helps the students to locate, access and use the information enrich their knowledge.

A lot of other facility like transport, hostel, well maintained canteen, campus adorned with trees to develop a green ecosystem, garbage bins placed at strategic points, proper waste management techniques, supply of cool safe drinking water and lift services.

The college has organized a lot of seminars and webinars, conferences and workshops. Cultural events are the heart of the college while sports are the soul. Students take part in the extra-curricular activities with great fervour and dedication.

The college maintains well equipped science labs, Computer lab and Language lab. There are smartboards in all the classes for effective teaching. We have a well laid out boardroom which is used for meetings.

Vision

‘To inculcate a holistic personality amongst students by educating hearts and minds.’

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 knowledge society that is emerging, ‘quality education ‘serves as the gateway to the socio- cultural and economic development of persons and the country.

We place education side by side with instruction to not only prepare useful citizens for society but also to prepare citizens with a good heart and soul. We also inspire the pursuit of academic excellence within the familial atmosphere that bonds students, faculty, staff and alumni. Our vision is to educate both the minds and hearts of students and to use their gifts to make the world a better place.

Mission

‘To prepare confident citizens of tomorrow with creative and independent thinking capacity’

We, provide adequate infrastructure, a comfortable and conducive learning environment, harness the power of technology in order to adopt innovative and modern teaching methods, enhance proficiency in spoken English and help in the all-round personality development of the students, associate with premier institutions of higher education at the national and international level, provide education of quality and relevance to all and to the marginalized sections of society, provide an education that frees people from social and cultural conditioning to enable them to make free and considered choices in areas that will not only affect their personal life but also the society and to put in place an effective quality management system.

The institution follows the ideas and teaching of their founder – ‘Blessed Basil Moreau’ -who believed that the first duty of every teacher is to produce good human beings as the society has a greater need for people of values than it has for scholars. He believed positive values influenced knowledge and not the other way round.

The institution is committed not only to academic excellence but also dedicated towards developing persons of character.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Experienced faculty competent to frame the curriculum with impetus on skilling, employability and entrepreneurship.
- Efficient Feedback System.
- Broad education spectrum- Arts, Science, Commerce, B.B.A., B. Com and B.Ed. streams.
- Sufficient Physical facilities- class rooms, laboratories, library, auditorium, play grounds, green campus.
- A well-equipped Computer lab, Internet based on line Language lab and ICT resource center.
- Teaching and Non Teaching staff and Student achievers are duly recognized.
- Proactive Placement Cell.
- Professional counsellors for student support.
- 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.
- Excellent opportunities for students to develop their talents in Sports and Games and cultural activities along with financial and other forms of support.
- Transparent mechanism for timely grievance redressal of staff, students and others.
- Seminars, debates, power point presentations by students and other co-curricular activities motivate the students towards regular attendance in classes and enhance their performance.
- A number of toppers in the University exams in last five years.
- High percentage of students progressing to further academic degrees.
- Full-fledged Food Court with hot and hygienic food at affordable prices.
- Civil Services Academy to develop skills in the students.
- Active Alumni called Basilians.
- Organizing national and international seminars, conferences and workshops.

- Admitting all applicants from SC/ST and OBC if they fulfil minimum requirements of the University.
- Successful in introducing a few courses including certificate courses.
- The campus is free from political interference.
- Smart class room made available for students.
- Ease access to public transport
- Clean toilets and safe cool drinking water facilities for student and staff.
- Student friendly campus.
- Proactive mentoring system.

Institutional Weakness

- Rural set up of College, in the suburbs of Agartala town
- The full automation of the office is still in process.
- There are not many industries in the state and hence collaboration with industries is limited.
- Additional funds from external sources are still to be explored.
- Renewable energy resources produced is not enough to satisfy the energy requirements.
- Research facilities are not fully developed.

Institutional Opportunity

- The College has one of the largest campuses in the state and has acquired land for its further development and growth.
- The scope for the college to grow into an autonomous institution.
- Creation of Infrastructure for accommodating new departments.
- Availability of faculty and student exchange programmes.

Institutional Challenge

- Earthquake prone area.
- Politically motivated strikes and bandhs in the state of Tripura.
- 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.
- Implementing e-governance in all respects.
- Enhancing the communication and employability skills of the students has become a major challenge in the present-day industry requirements.
- Strengthen Industry-Institute Interaction.
- More placements in core companies.
- Networking with other institutions for faculty and student exchange.
- Balancing the need to serve the requirements of the local rural community with the need to train students to compete nationally and globally.
- Empowering our SC/ST and women students to thrive in a more globalized and competitive environment.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Holy Cross College, Agartala is affiliated to Tripura University (A Central University) and so adheres to the basic curriculum that has been designed by the University. To achieve its academic excellence, the College prepares its academic calendar; separate class routines for B.A., B.Com., B.Sc., B.B.A. and B.Ed.; regular assessment and evaluation schedule every semester. Besides, students are also engaged in various clubs and co-curricular activities, sports, NCC and NSS activities throughout the academic year. Regular mentoring sessions are assigned to enhance the capabilities of the students and uplift their performances. The Centre for Counselling Psychology of the institution has a number of efficient counsellors, who professionally mould the characters of the students. Intra and inter-departmental and also inter-college competitions are held to encourage critical thinking among the students. Occasional field visits are organised to provide them with first-hand experience in their respective disciplines. In addition, departments also conduct students' workshops, peer-group teaching, group discussions, academic exhibitions, etc. as a part of every academic plan in the institution. The college has taken the initiatives, such as certificate courses, generation of NCC cadets, to transform its curriculum towards the outcome based education.

The members of faculty participate in the central evaluation process to ensure effective and timely declaration of the results of the colleges which are under Tripura University. The institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders, namely, students, guardians, employers, alumni and accordingly reports of the feedback forwarded to the college authority, who in turn takes actions, based on the reports and helps promote the growth and efficiency of the institution as a whole.

Teaching-learning and Evaluation

Holy Cross College is presently offering B.A Honours and Elective (English, Political Science, Sociology and History), B.Sc. Honours and Elective (Zoology, Botany and Human Physiology), BBA, B.Com. Honours and B.Ed. as per Tripura University curriculum and strictly adhering the rules and regulations given by Tripura University. Over the years, institution is known to be the epitome in providing quality education, it has also made a tremendous growth & development in course of time, especially in connection with the enrollment and academic performance of the students and infrastructural development. Today this institution reaches out far & wide as it welcomes the students from other states and neighboring countries.

Moreover, teachers continuously work on the improvement of the performances of the slow learners, the process of identification of the advance learners and provide remedial classes whenever required and for advance learner various assignments, Motivational Classes, Students Seminars, etc. are provided. Learning methods like experiential learning, participative learning and problem-solving methods are used for the students. As many of our teachers use latest ICT tools in the classroom teaching.

Teachers are encouraged to upgrade themselves by participating in orientation, refresher course, methodology programs, as well as teachers are part of curriculum development of University, paper setters, evaluation process and member of Board of undergraduate studies of Tripura University.

Research, Innovations and Extension

Criteria 3 mainly deals with different research project, seminar, book, journal publication related activities, extension activities. Under 3.1.1 List of project grants conducted during last 5 years have been documented. Percentage of departments having Research projects funded by government and non-government agencies during the last five years is documented.

Under 3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual

Property Rights (IPR) and entrepreneurship conducted during the last five years have been documented along with brochure, photograph, details of resource person and certificate of each programme.

Under 3.3.2 number of books and chapters in edited volumes/books and papers published in national/international conference proceedings per teacher during last five years was collected from the individual teachers.

Under 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 last five years was documented. We have two units of NSS, NCC and the Extension activity unit at HolyCross College Agartala. Our students have been awarded the best NSS Volunteer of the year at the Zonal level. They also performed some additional activities like, distributing food and cloths; awareness programme of Health and Hygiene', Blood donation, Plastic Free campus, Save Water, Road Safety, Health and Immunity Power, cleaning market and roads and Women Safety etc.

Under 3.4.3. number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross society have been documented. Average percentage of students participating in extension activities during last five years have been mentioned.

Under 3.5.1 a number of functional MoUs with national and International institutions, Universities, industries, corporate houses etc. during the last five years have been mentioned.

Infrastructure and Learning Resources

The college has spacious and well-ventilated classrooms equipped with ICT facilities, Science laboratories are well upgraded as per the needs of recent times, college library is fully automated as well as maintained and upgraded the stock of knowledge with books, journals and periodicals on a regular basis. The college has made an auditorium with a seating capacity of more than 450, available for different events. Few other facilities which are used for academic, cultural and sports events are a dance room, a multipurpose hall, volleyball court, badminton court, basketball court and a football field (under construction). For students, common room for both boys and girls are available along with a fully functional canteen. New facilities that have been augmented in the past five years were addition of classrooms, language lab, smart classroom, board room, staff rooms, laboratories, herbarium room, washrooms. For differently abled persons we have ramps, lift, wheel chair and other facilities. A substantial amount of expenditure was incurred on maintenance of academic and physical facilities to support the day to day activities of the college as well as for its upgradation.

Electricians, carpenters, plumbers, and other service personnel maintain civil works such as furniture repairs, masonry and plastering, painting, carpentry, plumbing, and housekeeping. In-house staff keep the campus clean, sanitary, and well-maintained to provide a pleasant learning environment.

Student Support and Progression

Holy Cross College makes sustainable efforts for students' support and is passionate about the academic excellence of students. The activities and events are published on the college website regularly. Several activities are showcased on the website and college magazine, like curricular, co-curricular, and extra-curricular achievements.

Students are informed about scholarships through circulars and students are benefited from such scholarships. Apart from the institutions own scholarship scheme for deserving students, our students have applied for three different government scholarships namely i) post matric merit scholarship for ST, post matric merit scholarship for SC and EWS, ii) Ishan Uday scholarship, and iii) Merit Scholarship for Minorities. Three hundred fifteen (315) students received scholarships and special assistance from the college itself for last five years. Other than scholarships, college encouraged students to participate in different NSS and NCC activities. The college has a transparent policy for student grievances and complaints including anti-ragging and sexual harassment issues.

A good number of students pursue higher studies at the University and in other reputed institutions within the country. During the last five years, number of students qualified for UGC/CSIR-NET/SET/JRF/GPAT and State Govt. Examinations. Due to the COVID-19 pandemic students' campus recruitment was not satisfactory but limited recruitment already done.

Number of students who participated in different sports and cultural activities at the University/state/national and international level also achieved some medals and certificates.

Every year Holy Cross College has formed a student council and a number of students are selected as well as involved in organizing and executing the co-curricular activities of the college. College also has a number of student volunteers who have adequate representation in various management activities.

Holy Cross College alumni group has performed in lots of activities and events in the name of 'Basilian'. The alumni group of Holy Cross College is very active.

Governance, Leadership and Management

The governance structure of the college is well laid out and practiced with great effectiveness. A strong governing body guides the planning along with the managing committee who lays down the basic principles in the form of policies. Strategies are laid out which are consultative and participative by all stakeholders. Management and leadership find out ways and means to attain the goals laid down in the mission and vision statements, in tune with the core values of the institution. The faculty are motivated and facilitated to upgrade themselves regularly. Welfare measures through funds are made available for the faculty and non-teaching staff to promote a healthy working environment.

The institution believes in delegating responsibilities to each of its members which has resulted in a strong work front. The flow of communication is smooth among its members and a lot of effort is put to take up initiatives and create a positive environment even during the challenging times of lockdown. This has led to a memorandum of understanding with several institutions.

Appraisal on teaching learning process, curriculum, infrastructure, faculty, students are done through a feedback system which is then analyzed by the head of the institution and dealt with in accordance. The IQAC plays a significant role in ensuring quality culture at the institutional level.

Educating the heart and mind through quality education and mentoring system is what this institution strives to attain. The inherent dignity of each individual along with all round personality development of the students is at the heart of the institution.

Institutional Values and Best Practices

Criterion 7 deals with institutional Values and Best Practices along with Social responsibilities. For safety measures and social security CCTV cameras are installed in every floor of college building, ground and parking slots. Besides, the 'Internal Complaint Cell' is functional to redress every grievance or complaint lodged.

As a measure for environmental consciousness and sustainability, the college uses solar panels and LED bulbs. Wastes are managed by taking appropriate measures. For rain water harvesting, reservoirs and tanks are constructed so that the water can be later used for various purposes. The college is landscaped with trees and plants. The usage of plastic inside the campus is minimal.

For the differently-abled, the college has disabled friendly and barrier free environment. Ramps, elevators and a separate washroom are available for them. The institution provides an inclusive environment; in this regard Ethnic Day is observed every year for showcasing the beauty of coexistence of cultural, religious and linguistic diversities.

In order to sensitize students and employees to the constitutional obligations, the NCC - NSS conducts national programs such as Independence Day, Republic Day, etc. The College has the constitutional rights displayed, along with photograph of National and eminent leaders.

The institution has prescribed a code of conduct for students, teachers, administrators and staff. Periodically, programs are conducted in this regard. Also, a 'discipline committee' is functional to monitor adherence to the code of conduct.

The institution has many best practices, but the two best practices are **Honesty Amenity Store** for inculcating honesty and the second is providing **Mental health & Psychological wellness Program for the students** in the college, to overcome unwanted mental stress.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	HOLY CROSS COLLEGE
Address	Holy Cross College, Jubatara, P.O. Lembucherra, Agartala, Tripura
City	Agartala
State	Tripura
Pin	799210
Website	www.holycrosscollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Fr. Benny K. John Csc	0381-2915930	9436787673	0381-2342177	principalhccagt@gmail.com
IQAC / CIQA coordinator	Sushobhan Sengupta	0381-2342555	9612424132	0381-2342555	iqachccagt20@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority Status Certificate.pdf
If Yes, Specify minority status	
Religious	Religious
Linguistic	
Any Other	

Establishment Details				
State	University name	Document		
Tripura	Tripura University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	21-12-2016	View Document		
12B of UGC	21-12-2016	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
NCTE	View Document	24-05-2015	12	Affiliation is being renewed annually by Tripura University

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Holy Cross College, Jubatara, P.O. Lembucherra, Agartala, Tripura	Rural	3.55	7654.58

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BBA,Business Administration	36	Higher Secondary	English	50	39
UG	BEd,Teacher's Education	24	Higher Secondary	English	50	50
UG	BCom,Commerce	36	Higher Secondary	English	70	36
UG	BSc,Zoology	36	Higher Secondary	English	40	36
UG	BA,Political Science	36	Higher Secondary	English	60	60
UG	BA,English	36	Higher Secondary	English	140	137
UG	BA,Sociology	36	Higher Secondary	English	40	40
UG	BA,History	36	Higher Secondary	English	20	20
UG	BSc,Botany	36	Higher Secondary	English	20	18
UG	BSc,Human Physiology	36	Higher Secondary	English	30	30
UG	BA,Ba Elective	36	Higher Secondary	English	40	28
UG	BSc,Bsc Elective	36	Higher Secondary	English	40	11

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	2				4				65			
Recruited	0	0	0	0	0	0	0	0	25	28	0	53
Yet to Recruit	2				4				12			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				51
Recruited	40	0	0	40
Yet to Recruit				11

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	4	0	0	4
Yet to Recruit				4

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	10	13	0	23
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	15	15	0	30
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	4	4	0	8	

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	252	13	0	0	265
	Female	235	3	0	2	240
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Category		Year 1	Year 2	Year 3	Year 4	
SC	Male	12	24	17	15	
	Female	11	13	19	15	
	Others	0	0	0	0	
ST	Male	114	120	126	135	
	Female	93	125	130	113	
	Others	0	0	0	0	
OBC	Male	19	39	37	32	
	Female	33	37	42	38	
	Others	0	0	0	0	
General	Male	69	61	73	83	
	Female	77	66	78	74	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		428	485	522	505	

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	In view of the NEP, 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.
2. Academic bank of credits (ABC):	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 ABC.
3. Skill development:	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 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.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The Holy Cross College encourages learning of the national language, Hindi as well as the regional language Kokborok and Bengali. The institution has the permission to offer Hindi as an Under Graduate Course and has also applied to Tripura University for permission to start Kokborok as an undergraduate

	<p>course. 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.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>College has implemented outcome-based education with clearly stated Course Outcomes and programme outcomes. The teaching -learning is carried out with the outcomes in mind and evaluation is done according to the criteria laid down, through Summative and Formative assessments and assignments as per the rules prescribed by Tripura University. Based on the syllabus given by the University, the college has designed course outcomes and programme outcomes based on cognitive abilities namely- remembering, understanding, applying, analysing, evaluating, and creating. Apart from the domain-specific skills, learning outcomes at all levels ensure social responsiveness and ethics, as well as entrepreneurial skills for BBA and B.Com course so that student contribute proactively to economic, environmental, and social well-being of the nation. The outcome of the courses is found to ignite minds to prepare them for society, inculcate scientific temper, develop philosophical thinking and prepares them for competitive exams.</p>
<p>6. Distance education/online education:</p>	<p>The country's educational institutions are adopting digital platforms more frequently to engage students, hold conferences, and hold meetings because of the Covid -19. Online teaching- learning was introduced in the institution through different platforms like Google Meet, Zoom, Microsoft teams, material was sent through Google classroom, WhatsApp, videos were used as teaching and learning aids and assessments were taken through Google form, mentimeter. Blended form of teaching and learning is still going on. The institution is also a study centre for IGNOU. Leaving aside the negative effects of the absence of face-to-face instruction, online learning has removed geographical constraints, allowing for interaction between specialists and students from</p>

different parts of the world. The adoption of a hybrid form of education which combines online and offline resources, has been made possible by the opening of the economy, including that of educational institutions. This might be viewed as the new normal that is also anticipated in the New Education Policy. Teachers and students will no longer face restrictions on accessing online resources because of the experience learned during the Covid-19 closure period. The institution is planning to introduce more certificate courses using online mode of classes and planning to use MOOC courses as blended learning system. A well planned infra structure with smart board and language lab. is an aid in this process.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1512	1435	1313	1198	1082
File Description		Document		
Institutional data in the prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 63

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
63	49	46	46	45

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
315.92	244.98	255.70	281.77	264.30

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

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

Holy Cross College is affiliated to Tripura University and adheres to the basic curriculum that is developed by the University. The College creates an academic calendar at the start of each academic year in order to achieve academic excellence. Every semester, stream-specific (BA, B.Sc., B.Com, BBA, and B.Ed.) class schedules are created to ensure that departments run smoothly. In addition to curriculum-focused instruction, the College conducts a variety of extracurricular mentorship activities year-around on the initiative of its various clubs for the continuous advancement of its students' personalities.

Regular assessment and evaluation

The performance of the students is periodically assessed via tests and assignments. Additionally, students participate in peer teaching, group discussions, and in-class presentations to help them better understand the material and pique their interest in a variety of topics.

Co-curricular mentoring

To promote critical thinking among the students, debates are organised both inside and across departments. To give students first-hand experience in their chosen disciplines, occasionally field trips are organised and held. Every academic plan in the institution includes student workshops, peer-group teaching, and intellectual exhibitions.

Planning the Curriculum

Timetables are prepared far in advance and sent to students via official WhatsApp groups in addition to being posted on campus notice boards. In order to increase students' knowledge and enthusiasm in their subjects, departments regularly schedule invited lectures by distinguished individuals and experts. The students are highly motivated as a result of these visits. Stakeholder feedback is gathered in order to suggest improvements to the college curriculum.

Academic Calender and Continuous Internal Assessment:

Holy Cross College, Agartala is affiliated with Tripura University (A Central University), the College imparts a three-year degree courses in Arts, Science, Commerce and Business Administration and a two-year programme of B.Ed.

- The academic calendar of Holy Cross College is largely developed in accordance with the calendar of Tripura University.
- The Syllabus of the institution is set up by Tripura Central University.
- Exam timetable is prepared by the exam committee and that is circulated with the concern of the Principal.
- The internal evaluation procedure is quite open and flexible, and it begins in the classroom test Assignments, and other suitable means identified by the respective department.
- Every department faculty member in the college conducts an internal assessment examination according to departmental preference, either by way of a class test, a viva voce, or by giving students a thorough test in class prior to the semester exams for evaluation.
- Prior to the start of the semester exams, Holy Cross College offers specialized remedial lessons for slow learners in order to improve the students. Holy Cross College students are given study related tasks to complete and are continually reviewed by the teachers.
- Marks are assigned for subjects that include practical exams based on how well the students performed in the experiments.
- All the Heads of the Departments are fully empowered to suggest re -assessment if found needed for the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 05

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 2.26

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
142	0	0	0	06

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

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

Response:

In a globalized world, along with the opportunities also comes its own challenges. On one hand we see economic growth and technological enhancement, on the other hand we see diminishing human values, violation of human rights and rapid depletion of environmental resources. Modern education should inculcate among the students' (the future world citizens) sensitivity about the importance of these cross-cutting issues. Holy Cross College believes in creating global citizens and world class professionals working for a compassionate society by promoting inclusive education. This strived through approaches (through curricular and co-curricular activities) which educate both the heart and mind of the students and prepare them to make the future world a better place for all.

The Institution's Department of Business Administration offers courses related to professional ethics (as per the old syllabus). The Department of English, has offered a certificate course on "Business Communication Skills", besides the certificate course on "Spoken English". A certificate course on "Human Rights", which includes gender issues has also been offered by the Department of Political Science through which the students get an elaborate idea about the meaning and concepts of both human rights and gender studies, their significance and applicability in the practical world.

As a part of the curriculum, students of B.A, B.Sc. and B. Com. also study a paper, entitled Foundation course on 'Environmental Science' (EVS), where they learn about the ways and reasons for environment sustainability. The B.A. and B.Sc. final semester elective students do a soft study course on 'Human Rights and Gender Studies' taught by the Department of Sociology of the College.

Apart from sensitizing the students on issues like gender justice, human rights, environmental sustainability etc. in a class room environment, students are also exposed to various workshops, seminars etc. on these issues. For instance, the Department of Political Science of our college in collaboration with 'Swabhiman Tripura' organized a special session on "Gender Sensitization, Awareness on Gender Sexuality and LGBTQIA+ Rights". Our college has been the first college in the state of Tripura to have organized a session on this issue.

We also celebrate the International Women's Day in the College with the initiatives of the Internal Complaints Committee of the College by screening some movies relevant to women's issues and have held special talks on women and their rights. Moreover, the College strives to inculcate the values of environment sustainability by following the practice of gifting plants to guests who visit the College on

various occasions, instead of giving flower bouquets to them.

In addition to these activities, members of faculty mentor students throughout the academic year, instilling and inculcating human values in them. Every week there are assigned classes in departmental routines, where the students of all semesters undergo mentoring by faculty of respective departments. Competent counsellors work in the institution's Center for Counselling Psychology to professionally shape the students' personalities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 52.91

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 800

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 81.25

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
505	522	485	428	400

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
600	600	560	560	560

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 63.72

2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
195	208	220	176	209

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
348	348	325	325	236

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

Response: 24

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 using ICT tools

Response:

Through a variety of practises, including experimental learning, participatory learning, and problem-solving techniques, Holy Cross College in Agartala improves students' learning experiences both within and outside of the classroom. The following activities are planned by the departments:

- Departments are arranging one day field trips, Study tours, museum visits, industrial and institutional visits which are the part of curriculum of various department.
- Students from various department are taking part in the national and state level internship programmes.
- Final year students involved in faculty guided projects as part of their curriculum.
- College has collaborated with various other institutions for academic and cultural exchange programme for the students.
- Students actively participate in co-curricular and outreach activities organized by various committees and cells of the college.
- The students who are slow learners for them every department is organizing remedial classes in every semester.
- NSS and NCC is actively functioning in the college to provide the benefits to the students.
- Add-on Courses are offered by many departments of the college to give the extra knowledge on different areas of studies to the students.
- Seminar, Special Lectures, Webinar, invited lectures by experts are organized by the departments time to time to enhance the knowledge of the students.
- For B. Ed. Department-specific activities like Community services, School observation, School internship, Various awareness programme, museum visits, field trips, study tours, Picnic,

excoriation, Exhibition visit, PS visits, which are part of curriculum of Teacher Education, are organised.

To make the teaching-learning process more interesting and student friendly all the teachers of the college are using latest ICT tools in the classroom teaching.

- The college has around 102 desktops, 2 laptops.
- The college has total 21 classes with overhead projectors and screens.
- Currently college has BSNL broadband connection with 300 mbps speed.
- College is having free WiFi facilities for staffs and students in library and common room area.
- Printers, scanners, photocopy machines are also available in the college office and library.
- The college library has the subscription of various e-journals and e-books with inflibnet.in.
- The college has a well-established language lab with fully air conditioning facility.
- The college also have a well-equipped computer lab with high-speed internet facility for the students and staffs.
- The college had the subscription of Microsoft Teams for one year during the Covid 19 pandemic for smooth functioning of online classes.
- All the faculty members are using Google Meet, Google Classroom, Zoom and many other digital platforms for conducting online class as well as various online seminar and special lectures.
- The college has a well-designed college website and an android app for the information and other purposes.
- Some faculty members created their own blogs and website for the support of the students.
- For B. Ed Department: Classrooms and laboratories are equipped with 2 projectors and are Wi-Fi enabled to facilitate teachers to directly stream web pages and videos.
- The library of B.Ed. Department has 50 Journals, 4096 Books, 29 Tape recorders and 22 Psychological Kit etc.

File Description	Document
Upload Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 87.06

2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
22	69	65	65	65

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 75.9

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
48	41	35	37	28

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Transparent Mechanism of Internal/External Assessment:

- HCC is affiliated to Tripura University which provides guidelines, syllabus and schedules of examinations.
- According to the University guidelines, college will conduct two internal assessments in a semester containing of 20 marks per subject and the remaining 80 marks were conducted through written examination.
- The internal assessments were conducted as per the guidelines prescribed by the University in which two internal tests of 8 marks each have to be conducted (8+8) and the remaining four marks college provides based on **assignments & code of conduct**.
- The internal assessment for BBA were for 30 marks which were awarded on the parameter of Class Test, Attendance and Students Behaviour (ie 10+10+10), as per University Guideline.
- The internal assessment for B.Ed. depends on the marks of the paper as prescribed by University.
- College made the internal assessment transparent and robust by the following ways:

[a] The schedule of the internal assessment was published well in advance.

[b] The syllabus of the internal assessment was informed before the test.

[c] The signature of the students were taken in the internal assessment exams.

[d] The evaluated answer scripts are shown to the students.

[e] The students can write to the Principal of the college if they are not satisfied with the result.

[f] Students some time improves their internal marks through improvement tests.

- All of these were well informed to all the students at the beginning of the session (1st semester) in departmental orientation program, where detail discussion/interaction takes place. However, at the beginning of each semester Departmental meeting takes place where subject allotment, class routine, assignment dates, syllabus completion dates were set and after that every month regularly meeting takes place to keep all in the track. Periodical meeting with Principal also take place to take the stock of things.
- **College also appoints Academic Auditors to further supervise the functioning of the department and proposes dos and don'ts to improve the Department.**

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 layer of scrutiny before submission to the University.

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

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

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.

The College is dedicated to quality education and the reflection of it is seen in the programme outcomes and 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. programme outcomes and course outcomes attainment is connected with the teaching tools and that's why the departments are advanced from the traditional chalk and talk teaching method and use experiential learning systems like seminars, workshops, field visits etc. For attainment of programme outcomes and course outcomes, the college gives special attention on Infrastructure. The classrooms are ICT enabled and internet facilities are also available as these are important for enhancing the teaching learning effectiveness. If the attainment is not as per the expectation, the faculties arrange for supplementary attainment such as Assignments etc.

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	Document
Upload Additional information	View Document

2.6.2 Pass percentage of Students during last five years

Response: 95.87

2.6.2.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
367	327	281	207	212

2.6.2.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
370	335	300	230	219

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.22

File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 8

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	8.00	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.2 Innovation Ecosystem

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

Response:

Research infrastructure: Holy Cross College has a Research Cell to motivate and promote research culture and monitor research activity to guide the faculty members to write research projects and submit it to various supporting agencies like, DST, AICTE, DBT etc. Research Cell also helps to create research culture among faculty members and students.

Holy Cross College has allotted nine teachers who are actively engaged in research from various faculty members to make up the committee. Research activity includes both student projects and research conducted by teachers. The committee serves as an intermediary between students and faculties. In addition to providing information on different funding organisations in India and overseas, the committee runs training on how to prepare research applications, encourages educators to engage in community and student-focused research projects.

Holy Cross College hires deserving, energetic young professors through a meticulous selection procedure that includes thorough review of applications, testing of knowledge and teaching abilities through proper selection interviews in accordance with UGC criteria, and recruitment of young professors. The annual performance review process enables professors to advance to the desired level of promotion by developing their teaching, research, and administrative skills as well as their social services. Faculty members are encouraged

d to participate in professional development programmes, organise conferences, seminars, and workshops, and attend them. To participate in India and other countries, leave is allowed, and financial assistance is given.

Staff members who are both teaching and nonteaching are encouraged to advance their education and enrol in parttime PhD programmes. The institute has a clearly stated and available promotion of research policy. Teachers are urged to mentor students from various backgrounds.

Few more result oriented perspectives of the college are as follows:

- Inculcation of value system through innovative approach.
- Field Activity /Field Visit for collection of data specifically observational data.
- Walking & Social Service Camps to reach at the door step of needy is a classical research example
- Village adoption for betterment
- Research on Theology
- Use of ICT technologies, projector enabled each classroom.

Collaborations: The College has collaboration with University of Louisville, USA under which our students get an opportunity to undertake research internship of 8- 10 weeks during summers at University of Louisville. College has signed MOUs with few industries to promote real-time project development viz

1. Loreto College, Kolkata.
2. Loyola College, Chennai, Tamil Nadu.
3. Global School Room, Dublin, Ireland.
4. The ICFAI University, Tripura.
5. Sacred Heart College, Kochi.
6. Saint Edmund College, Shillong
7. Sophia girl's College, Ajmer.
8. Tripura University, Agartala.

Some other initiatives include:

1. Skill based courses.
2. Visits to industries.
3. Organization of Technofest(e.g Scimystery) to foster creativity and innovation.
4. Project work for all students.
5. Placement Cell etc.

Some co-curricular clubs which help in research and development activities:

1. Eco – Nature Club.
2. IT Club.
3. Science Club.
4. Social Outreach Club.

5. Health & Well- Being Club.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 49

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
16	16	2	7	8

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.06

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2	0	2	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.11

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
10	9	14	20	17

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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 last five years.

Response:

Holy Cross College, extension activities are going side by side with the curriculum. These activities have been mentioned on the following:

1. Awareness rally related to Save Water:

The students of Holy Cross College conducted an awareness rally related to Save Water on 12th Sept. 2019 at Sipaipara village, Lembucherra.

2. Plastic Free Drive:

To aware the people of Sipaipara village, Lembucherra the HCC has taken an initiative of 'Plastic Free Drive' at on 26th July, 2019.

3. Awareness drive related to 'Health and Hygiene':

A group of NSS Volunteers have done an awareness drive related to 'Health & Hygiene' at Sipai Para on 23/02/2019 and 19/07/ 2019.

The students of NSS Unit led the community sanitation drive on 24th September, 2018.

4. Blood donation camp

College organised Blood Donation camps on 10/02/2018, 1/11/2018, 1/11/2019, 27/2/2019, 15/11/2019 and 25/1/2022.

5. Cloth donation:

Different Departments including NSS of Holy Cross College donated cloth to the needy person on 12-02-2018, 12-10- 2018, 27-02-2019, 26-01-2021

6. Covid awareness:

The Holy Cross College NSS unit organized one-day health Awareness activities on 27th January 2021 in Debendra Chandra Nagar, Tripura.

7. Food distribution

Different Departments of Holy Cross College including NSS distributed Foods to Nirmala Shishu Bhawan and neighbourhood people on 17/12/ 2021, on 26/1/ 2021 and 1/11/ 2017.

8. Cleaning of Streets and drains:

The Holy Cross College NSS Unit have done the cleaning of streets, drains in a special camp from 06/02/2018 to 12/02/2018 and on 29-07- 2019.

9. Women's Day celebration

Holy Cross College NSS Unit, Agartala has celebrated the Women's Day on 8th March. The organized a rally started from the college campus at 11:30 am and marched through Sipai Para Village, Lembucherra.

10. Clean India Campaign

NSS Volunteers of Holy Cross College have done a Clean India Campaign on 29/10/2021 at Holy Cross College Campus and its surrounding.

11. Ration Items Distribution during COVID-19 Phase.

During the Covid-19 pandemic the NSS Volunteers have organised a very important and much needed drive that is 'Free Ration Item Distribution to the needy people on 10/05/2020.

12. Awareness drive on Road Safety

An awareness drive related to 'Road Safety' was organised by Holy Cross College NSS Unit in

association with the Traffic Police on 02/02/2021.

13. Tree Distribution:

The Holy Cross College NSS unit was conducted a rally cum door to door visit at Sipai Para Village for tree distribution and planted on 3/08/ 2018 and 31/01/ 2021, 26/01/2022.

14. Health and Immunity Power:

Students of Holy Cross College joined a rally organized by Agartala Rotary Club to aware people about the goodness of walking in the morning time. The rally held on 22nd August 2021 in the streets of Agartala.

15. Imparting Craft skill at adopted village

The NSS volunteers have visited to the adopted village (Sipai para) of Holy Cross College to impart craft skills to the villagers on 27/01/2022.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Holy Cross College, Agartala encourages students and faculties to participate in different extension activities organized by the different government /government recognized bodies. Through different extension activities our college is awarded with 15th Rashtriya Shiksha Gaurav Puraskar 2021 as Best Under Graduate College in Tripura for Industry Interface 2021. Faculty members from different departments received various awards such as best teacher award, best Poster presentation award, best paper presentation award, NSS Program Officer award, young researcher award etc. which has been enclosed as supporting document. Students from different departments also participated in different online and offline activities like debate competition, quiz competition, essay writing competition, NSS- NCC activities, drawing competition, poster presentation, photography competition, project paper presentation etc. and received awards from different government /government recognized institutes. Moreover, in 2018 one student, in 2019 two students, in 2020 six students, in 2021 nine students and in 2022 total fourteen students received ranks and medals in the final Semester Central University Examination. We have uploaded different awards received by the institute, faculty members and students by the different government /government recognized institutes year wise as supporting documents.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 28

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., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
8	6	9	4	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 44

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

Some of the major infrastructure and physical facilities which are being used for the effective and efficient conduct of teaching-learning are listed below:

- The college has 35 classrooms in total. All the classrooms are well ventilated and spacious to conduct theory classes. 22 classrooms are provided with LCD projector, computer processor, and smartboard facilities so as to integrate technology in teaching with classroom practices.

The college has one auditorium with a seating capacity of approximately 250 students. It is used for organising seminars, workshops, and conferences with ICT equipment. The college also have an interactive room for parents/students-faculty, a conference room, a teaching-learning resource centre, a multi-purpose hall, NCC,NSS & IGNOU office, Girl's Common room, Boy's common room, Art & Craft resource centre, Dance room, and counselling rooms (02). The college has also started to construct a separate building for the B.ed course in its new campus. The college has differently-abled friendly physical infrastructures like an elevator, wheelchairs and ramp facility to access the library and also a separate washroom.

The college has two (2) cafeterias with ample seating arrangements for the students as well as teachers. The college also maintains an all-girls hostel (Maria Villa) with 50 girls capacity. The institution also has a boys hostel (Sacred Hearts) with 60 boys capacity.

- There are 3 science laboratories with adequate and well-maintained equipment to carry out curriculum oriented practical. Sufficient safety measures have been incorporated and are displayed at strategic locations in the laboratories. There is one ICT resource centre/lab with 55 computers available for students.
- The college library is divided into 2 sections. The Book Treasury section has a built-in area of 154.77 sq. m while the Reading Room has a built-in area of 186.36 sq. m. The reading room has a seating capacity of 60 students.
- Internet facility is available in the whole campus including classrooms, labs, office and faculty rooms. The Wi-Fi is enabled with 9 access points with an unlimited 300mbps bandwidth.
- There is provision of Indoor hall (Dance room) as well as open lawns to practise Yoga. The college has qualified Physical Educators and Yoga instructors.
- Special sports coaching classes are also given for football and volleyball every Saturday. In the year 2020-21 due to the COVID- 19 pandemic the sports coaching classes were suspended but the college organised online Fitness sessions where a total of 33 students participated.
- The students participate in various cultural events organised during the college like Freshers day, Farewell, Graduation day, College Fest (Tejas), Ethnic day,

Annual Sports day, etc in order to exhibit cultural talents.

- Some of the major sport facility available are furnished in the following table:

Sl. No.	Sports	Area (sq. m)
1.	Basketball court	810
2.	Badminton court and Volleyball (also used for Throwball)	1712
3.	Multipurpose Hall (Table tennis, Carrom and Chess)	187
4.	Front Lawn - right (used for Yoga)	749
5.	Front Lawn - left (used for Yoga)	742
6.	Football Ground (under-construction)	3850
7.	Volleyball court (under-construction)	200

File Description	Document
Upload Additional information	View Document

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 75.87

4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
202.67	285.25	255.01	175.31	115.56

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

- Currently ILMS (LibNet) Version: 2.0 which is fully automated.
- The Library is fully computerized by automating the issue of books with barcode readers.
- Library OPAC can be accessed through the internet. Hence, our user community can access the catalogue from anywhere at any time. Moreover, three computers are also provided at the Circulation Section for library users to access the catalogue.
- The library currently provides access to 9000 plus books, 109 references and 21 print journals. In addition, the Library has subscriptions for online resources such as e-journals, e-Books, etc through NLIST.
- All our staff and students have enrolled their membership to access the huge resources, offered by National Digital Library (NDL), freely (<https://ndl.iitkgp.ac.in/>)
- The Library subscribes following e-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
- The Library has its own portal to know the entire details of library such as working hours, collections, details on e-journals, OPAC, open access journals, etc. the portal can be access through institute home page (<https://hcclib.in/>)
- Through library website the user can access to the following resources:
 - Subscribed journals (<https://hcclib.in/journals.php>)
 - Free open access journals
 - Other study materials links
 - Question papers
- Bulletin Boards are made available outside the library to provide Current Awareness Services (CAS) to users by displaying newly acquired titles.
- Newspaper clippings on college admissions, faculty recruitment notifications, seminars conducted by the college, achievements by students and teachers etc published in local and national newspapers is maintained and suggestion box is at the entrance of the library reading room.
- The Library organises orientation programmes regularly on Library systems and services, e-resources, remote access, etc. to students for effective utilization of the different information sources available in the library.
- In order to encourage reading and convert non-reader into readers, our college library under its extension service and in collaboration with the Department of Sociology have organised a visit to an orphanage where the students organize a storytelling session and also distribute short story books. The programme was held on the account of World Book Day 2022.
- Number of teachers and students using library per day over last one year is 123.

Method of computing per day usage of library:

Selected the last month (i.e. June 2022) of the last completed academic year (2021-22) in order to find out the number of teachers and students using the library per day (physical and online access).

1. Number of users using library through physical access (June 2022): 2091
2. Number of user using library through e-access (June 2022): 7
3. Total number of working days: 17

- The total expenditure towards books and journals in the past five years has been Rs. 8,83,530 with approximately about 1435 books being added.
- The library is also facilitated with a Laser Printer. The college library provides a photocopy facility as well.

File Description	Document
Upload Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

To reach the digitally born children of these days, the campus should be digitally well equipped for effective classroom delivery, focused information sharing and knowledge assimilation. To ensure this 22 classrooms out of 35 are ICT enabled. The college provides one computer for all departments with access to Wi-Fi facility. The college conference hall is also ICT enabled to give enriching learning experience for stakeholders during guest lectures, seminars and meetings etc. The college auditorium is made with cutting edge technology and fulfils the academic appetite of the students during conferences, workshops, cultural events, etc.

Hardware Infrastructure

- The college provides both computer and internet facilities to all teachers and students on the campus which makes the teaching-learning process more effective and efficient. With the help of the computing facilities, the faculty are able to project the concepts with visual presentation which makes learning more enjoyable and interesting. The students are also given group assignments and power-point presentations, which allows them to explore their knowledge together.
- The college has 101 Stand Alone Desktop Computers of which 55 are available for students in the ICT centre for their academic projects and learning, of which 26 computers are for Language Lab and 29 computers are for Computer lab.
- 3 computers with internet facilities are installed in the library to access the Library OPAC (Online Public Access Catalogue) by students and faculty.
- The college uses Acer, Dell and Lenovo workstations.
- In addition, there are 7 printers for the administrative section and 1 printer in the library which is available for students.
- The college uses 26 LCD projectors (Epson), 1 in the conference hall, 1 in the auditorium, 1 in the

boardroom, 1 in the teaching-learning resource centre and the rest are used in the classrooms.

- The College has employed a full time IT consultant for maintenance and support of the ICT infrastructure.

Software Infrastructure:

- The college is subscribed to ‘The National Mission on Education through Information and Communication Technology’ (NMEICT) with 40 mbps bandwidth unlimited.
- Currently, the college is also subscribed to BSNL with unlimited 300mbps bandwidth.
- The LAN facility is available to 38 computers and the WLAN facility is available to a total of 55 computers.
- The college campus is Wi-Fi enabled with 9 access points and 6 Wi-Fi routers are currently installed.
- The computers are equipped with licensed and open-source software.

File Description	Document
Upload Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 27.49

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 55

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 7.25

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

2021-22	2020-21	2019-20	2018-19	2017-18
25.99	14.32	7.67	15.57	35.27

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 9.6

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
57	216	150	115	90

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 2.14

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
20	18	20	38	44

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 10.47

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
85	32	8	12	9

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
367	327	281	207	212

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 10.91

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	3	5	2

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
33	42	11	18	6

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 9

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	2	2	4	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 7.6

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	10	10	10	8

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

Introduction:

The Alumni Association of Holy Cross College was born in 2012, three years after the establishment of the College as the First Batch/Class of students passed out of the college. It was Inaugurated by the Hon'ble Chief Minister of Tripura during the first ever College Fest, "Tejas 2012". The Alumni association is called 'Basilians', a name after the name of the Founder of Holy Cross Congregation, Blessed Basil Antony

Moreau. The name was proposed by Fr. George Kallungal, CSC. Since its official inauguration, the Basilians met periodically and regularly especially during the Puja vacations. Arijit Debbarman accepted to be its first Vice-President and Merelyn Darlong its first Secretary. The Principal is the ex-officio president. Under the dynamic leadership of the Principal and the intrepid steps taken by Dr. Pankaj Chakraborty, the first Co-ordinator, Dr. Shankha Shubhra Bhadra and Ms Sharmistha Rakshit, the Asst. Co-ordinators, the Association has become very active and effective. Realizing that the life of the Association cannot continue without the cooperation of each and every member of the teaching faculty, it was resolved that teachers be automatically members of the association. It is the objective of the association that all the outgoing students become active members. The Association has been conducting various activities time and again.

Objectives of Alumni Association

- To bridge the widening gap between the former students and the institute to keep them in touch with the present growth, development, and also challenges before the institute.
- To enable the alumni to participate in activities that would contribute to the general development of the institute and the welfare of the alumni.

Financial Contribution:

Each alumni of Holy Cross College contribute some amount of money for the development and overall growth of society. For instance, in the year 2017-18 alumni contribution was 5,31,000rs, 2018-19 credited 6,51,000 rs, 2019-20 credited 8,02,500rs, 2020-21 credited 8,07,000 rs and 2021-22 credited 7,95,000 rs.

Contribution of the Alumni Association

- The alumni sports forum is very active. They assist the students for sports activities
- The Alumni helps in fund raising for different events of the college.
- Alumni contribute to the effective functioning of the IQAC. The College Alumni Association has regular meetings and they offer constructive suggestions and feedback for the growth of the college which are taken seriously by the management.
- The alumni of the college are the brand ambassadors of the college. They promote their friends and acquaintances to take admission at Holy Cross College. During the time of admission of new students, they often testify to the fact that the senior or alumni of the college guided them to take admission at HCC.
- Along with the students' alumni members also actively participate and contribute by alumni to the college especially during the annual college fest, Tejas.

https://www.holycrosscollege.in/gallery-images.php?aid=105&album_name=Basilian%20Niit_%20Alumini%20-%20202018&page=0

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

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 knowledge 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.

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, Staff Council, Student Council, Exam. Committee, Cultural Committee, and the different departments who strive hard for betterment with innovative ideas.

Decentralization and participative management have helped the college function smoothly and has increased the self-confidence and commitment of all the staff members both in academic and nonacademic areas.

These matters are streamlined, and roles and responsibilities are distributed. The administration of the college is handled by the Principal, Vice Principal, Administrator, and their team. The academic and cultural activities are relegated 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. They take initiatives, create a positive environment, work with students to help unfurl their potentials to help them stand in society. Responsibilities are delegated to the office staff depending on their competence.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

Holy Cross College is a private minority institution established, animated and invigorated by the Congregation of Holy Cross. The College has an unambiguous, precise and transparent organizational structure. The College is managed by Holy Cross Educational Foundation (HCEF), wherein, a College Managing Committee assists the College Governing Body for smooth and efficient functioning. The major decisions related to institutional policies, infrastructure construction, addition of new programmes, sanctioning of posts, appointment of staffs, salary revision and welfare measures are decided by the College Governing Body and Managing Committee as per the discussions held during the meetings of different committee.

Very Reverend Bro. Paul Bednarczyk, CSC, the Superior General of the Congregation of Holy Cross is the Patron of the college. The head of the Governing Body is Reverend Fr. Simon Fernandes, CSC, Chairman of Holy Cross Educational Foundation. The Managing Committee consists of the following members:

1. Fr. George Jacob, CSC, Secretary, HCEF.
2. Fr. Alfred Dsouza, CSC, Province Administrator.
3. Dr. Fr. Benny K. John, CSC, Principal, HCC.
4. Fr. Joe Paul, CSC, Vice-Principal and Administrator, HCC.
5. Dr. Moumita Dey, Academic Co-ordinator.
6. Dr. Rumki Nath Sen, HoD, Dept. of Zoology and Asst. Academic Co-ordinator.
7. Dr. Sushobhan Sengupta, IQAC Co-ordinator.
8. Dr. Shankha Shubra Bhadra, Chair, Exam Committee, HCC.

9. Dr. Chandrika Basu Majumdar, TU.
10. Prof. K.N. Jena, Tripura University Representative.
11. Mr. Souvik Roy Bardhan, Guardian's Representative.
12. Sri Rajat Kumar Paul, Alumni Representative of HCC.

Students' Council, Career Guidance and Placement Cell, Anti-sexual harassment Cell, Vigilance Committee, Disciplinary Committee, Examination Committee, and Grievance Redress Cell help the Principal to make and implement decisions.

Administrator oversees the Students' Council and its activities. The institution's Head leads the anti-ragging committee, which enforces the UGC anti-ragging regulations.

All department heads are responsible for coordinating departmental activities. All decisions related to curricular and co-curricular activities are taken by the principal after thorough discussion with the faculty members in the faculty meetings which are held as and when required and minutes of the meetings are kept.

Planning, guiding and monitoring of quality assurance (QA) and quality enhancement (QE) activities of the college is looked after by the IQAC for which IQAC meetings are held regularly. It usually makes recommendations and takes efforts and measures for achieving the academic excellence. Based on the recommendations of IQAC, Principal takes decisions on such matters in consultation with the management.

Following the strategic plans, devised as per NAAC recommendations allowed the College to apply for Master Degree Courses in English and Political Science on 31st December 2019 and on 9th April 2021 with vide letters F/HCC/PG/2019/181/F/HCC/TU/CDC/NC/2021.2.30 respectively. The college has also applied for increasing the intake capacity in Human Physiology, Botany, History (Major) on 9th April 2021.

The admission process has been announced in state newspapers (Letter number. F.TU/DIR.CDC/HCC/48/2010(V-III dated 29-06-2022). On August 5th-20th August 2022 forms for admission were available (both online and offline). English and Political Science MA classes are expected to begin in the academic session 2022-23.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Holy Cross College has introduced valuable staff wellness measures to ensure better work- life, health and safety of the college staff. Well being 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.
- Each department can attend and gets fund to organize national and international workshops/seminars/conferences.
- 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.
- Each department has internet-enabled desktops for research and teaching.
- Every department has strain-free collar mikes and teaching tools.
- Faculty members have designated library research locations.
- The College and Federal Bank Ltd. offer low-interest loans for staff.
- Availability of faculty transport.
- Teaching and non-teaching staff undergo annual orientation and retreats.
- Faculty performance affects promotion.
- The Institute has CAS for appraisal of teaching staff.
- Non-teaching staff are chosen based on education and experience.
- Existence of Staff Grievance/Complaint Cell.
- Reimbursement of laptops (10% up to Rs 5000) for faculty.
- A medical camp offers free health checkups for staff.
- Employees receive free emergency first-aid and ambulance services.
- Non-teaching personnel get free uniforms and safety equipments.
- 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.

Holy Cross 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 and suggest the faculty members for necessary improvements if required. 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 co-workers. 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	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 16.87

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

2021-22	2020-21	2019-20	2018-19	2017-18
40	0	0	02	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 28.74

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
44	27	10	12	3

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
22	6	22	20	15

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

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.

Internal Audit: Holy Cross Provincial House conducts internal audits quarterly. The audited report is subsequently submitted to management for examination and approval. Last audits found no irregularities or concerns.

Internal Audit objections resolution:

Institution's internal audit is conducted by the following mechanism:

- Proper examination of the previous financial statement is done.
- Applicable provisions are noted.
- Students' fees register is properly verified.
- Fee concessions, controls and policies are subjected to authorization.

- Statutory payments to different bodies like EPF, ESI, TDS, and Income Tax are checked.
- Bank pass books are checked.
- Grants, sponsorship, deposit, payments are checked.
- Departmental stock reports are also crosschecked.

Last audits found no objections/anomalies.

External Audit:

L. D'Souza and Co., Chartered Accountant, 3rd Floor, Peace Centre Building, GNB Road, Ambari, Guwahati, 781001, Assam, and Gopal Sharma and Co., Chartered Accountant, Office No-9, G.K. Tower, A.T. Road, Bharalu mukh, Guwahati-781001, Assam conducts the annual external audit.

Internal and statutory auditors consistently audit institutional accounting for transparency. No serious audit doubts/objections exist.

External Audit mechanism and objections:

- Proper examination of the procedures, policies and regulations are done.
- Verification of the receipts by JV, payments, PO etc are done.
- Verification of the salary payments, TDS, Income tax, EPF, ESI, Professional Tax, Gratuity etc are done.
- Examination of the property titles, approvals, fees payments to the regulatory bodies is done.
- Crosschecking and proper evaluation of the fees receipt is done.
- Certification of the audit report and regular tax filing are done.

Every April, the statutory financial audit is undertaken and reports are delivered to the authorities. Last audit for 31 March 2022 ended in April 2022.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality Assurance cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes.

The IQAC has 16 members at present including an alumnus, two student representatives, and a local society representative. The Principal is the Chairman and Dr. Sushoban Sengupta, the IQAC Coordinator.

The IQAC has initiated with elaborate planning, many practices for the improvement of the institution and maintaining the quality assurance through quality enhancement. IQAC monitors and reviews the teaching learning process regularly. Feedback is taken and reforms are introduced. Innovative activities are carried out so that continuous improvement can be achieved. It also puts forward suggestions to the administration for better mobilization of resources. The institute IQAC being the central body within the college, meets regularly to assess the teaching learning process in the institution, introduce innovative activities and reforms to improvise the existing methods.

Academic review

The academic calendar is prepared in advance, circulated in the institution, and followed from the first day of the semester. The calendar is prepared not only for the teaching -learning process but also to accommodate guest lectures, seminars workshops, community service, cultural program, and all activities. Admission to various programs, vacation dates, examination schedule and declaration of results are notified in the Academic Calendar. Students are apprised of the program structure, syllabi of the courses before the semester commences.

Study plan and Lesson plan is prepared by each faculty member for their subjects, for each semester. The lessons are prepared in an enriching manner and as best as possible practical work along with hands on work is included. Daily lecture Record is maintained by each faculty.

The institution has a feedback system to evaluate the teachers, the institution, and the students. Feedback is generally on teaching methodology, course delivery, attitude, strength and weaknesses, difficulties faced in the subject, with the teacher, difficulties faced in the institution, changes required in the institution. The feedback of the teaching learning process, the methodologies used are submitted to the Principal and Academic Coordinator who reviews it. For students' development-outreach programmes and community services and add on courses are conducted to sensitize the students.

Student learning outcomes: The institute through IQAC monitors the performance of the students regularly as stated below:

- (i)Regular class tests and interactions
- (ii)Group presentation on a topic, assignments, group discussions.
- (iii)Providing references, ppt, lecture notes through online portal and offline mode.
- (iv)Redressal of students' grievances by the faculty and counsellors.
- (v)Remedial classes which are taken for weak students on a regular mode.

Students' result analysis: An effective internal examination, proper assignments and a good evaluation system is maintained by the institution. The students' results are analyzed and if not found up to the mark in any subject or subjects then necessary steps are taken to help motivate the students, and the concerned faculty members take an extra step to identify the problem, motivate the students to work towards improvement. Students who are not able to sit for an internal exam for valid reasons are allowed to do so later.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
- 2.Collaborative quality initiatives with other institution(s)/ membership of international networks
- 3.Participation in NIRF
- 4.any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc

Response: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

According to the gender sensitization action plan of the college, new students after admissions are sensitized by regular sessions within the induction and orientation programme. The students have weekly sessions with a college counsellor. They also have weekly mentor-mentee sessions to ease the stress. For all activities in the college, equal rights and participations are ensured without gender discrimination. Besides grievance redressal, sexual harassment of women at workplace is taken care of by sexual harassment cell.

To execute the Gender Sensitization plan, the college provides safety and social security to women by providing separate common room and counselling room. Since, women's role in the workplace has become increasingly important, our institution provides gender equality, ensuring both men and women have equal opportunities to achieve social, emotional, physical, financial, and basic leadership goals.

As safety and security measure at the workplace the institution has set up CCTV cameras on every floor, providing safe parking facility under the CCTV surveillance, which ensures and protects the staff and students from wrongdoing and burglary. For catering the personal needs of the female students the institution has installed a Sanitary Napkin Vending Machine in common toilets of girls' and ladies staff washroom where needy staff and students can access pads in times of need. The institution provides information to the students in areas like career counselling, routine counselling, gender sensitization, different scholarship schemes available for girl students in the UGC Portal. The college provides separate common room for boys and girls as well as a separate washroom for the DIVYANG students.

The institution celebrates / organizes national and international commemorative days, events and festivals such as Republic Day, National Youth Day, National Unity Day, Swachh Bharat Abhiyan, Teacher's Day and International Women's Day. The National and International Commemorative days are celebrated every year to understand the significance of those specific days to instill the values of great men and women of National and International repute in the lives of students. Celebrations like National Youth Day and National Unity Day in the college campus in memory of spiritual and national leaders paves way for instilling good qualities among the youth. The students are encouraged to enact plays depicting lives of great personalities, put up debates, write slogans and speeches on the given theme. The college also encourages the students in participating in Swachh Bharat Abhiyan, where the students do a lot of cleaning in and outside the college for a day. This brings awareness among the people around and gets motivated to keep the surrounding clean and become responsible citizens. In respect of the teachers and in the loving memory of Dr. S. Radhakrishnan, the students celebrate teachers' day with great zeal and enthusiasm every year. The students organize meaningful programs on the day of International Women's Day and arrange Special lectures and talks. After all, if women progress, the family progresses and the Nation develops.

File Description	Document
Upload Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: D. Any 1 of the above

File Description	Document
Upload supporting document	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

College organizes a number of events and follows practices to reinforce its inclusive character as highlighted below:

- **CULTURAL EVENTS:**
- **Tejas**, annual cultural festival of the College which explores the talents of the students by giving them an opportunity to participate in various cultural and sports events.
- **Christmas Celebration** is enjoyed by the composite community of the college, every year.
- **INCLUSIVE CHARACTER OF HOLY CROSS COLLEGE:**

◦ **Profile of Students Enrolled:**

A cursory look at the socio-religious profile of the students would indicate that the students from almost all religions, linguistic and ethnic communities have been regularly enrolled with equal treatment and opportunities.

• **Profile of teaching & non-teaching staff:**

- Teaching and non-teaching come from not only multiple religious backgrounds but also from varied linguistic and ethnic social segments where the female ratio is at par with the male ratio.
- **Character and Composition of Governing Body/ College Management Committee:**
- Notwithstanding its minority/Christian character, the college managing committee is regularly constituted of members from different religious, gender, ethnic and linguistic backgrounds. The managing committee also includes a representative of the parents of the students.
- **LINGUA FRANCA DAY** is religiously observed with passion and emotion every year without exception to establish a kind of harmonious chord among the students and teachers with different mother tongues.
- **National Language Day** is celebrated on 21st February every year for the promotion of each language and culture.

The College also aims to educate and prepare its students and staff to uphold the constitutional principles, rights, duties and responsibilities of citizens.

The institution's policies are shaped by the institution's guiding principles. Students and Staff alike are expected to abide by the code of behaviour that has been established.

As a first step in educating students about their constitutional duties, the affiliated University's curriculum includes required classes on topics like "Understanding Human Values and Professional Ethics," and "Constitution of India."

Various National Days and activities had been observed and conducted to sensitize students and employees to the constitutional obligations-

- Every year, **Republic Day** and **Independence Day** are celebrated.+
- **National Unity Day** is celebrated on every 31st of October.
- **National Youth Day** is observed on October 15 each year.
- **Vigilance Awareness Week** is observed on every first week of November.
- **Life Skill and Leadership Skill for Peace Club Members** was organized by Jana Unnayan Samiti Tripura collaboration with Holy Cross College on 12-09-2019.
- **Rally on Gender Equality** was organized on 14th of December 2021.
- **Swachh Bharat Abhiyan** was a one day cleaning program.
- On account of **International Women's Day**, Special Lecture and Awareness Program was organized on 9th December 2021.

Along with the above mentioned events and activities, others such as Teachers' Day, Blood Donation Camp, Road Safety Rally, etc. which play a crucial role in inculcating values, duties and responsibilities as citizens of India.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

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

Response:

The two best practices successfully implemented by the Institution are –

1. Honesty Amenity Store
2. Mental Health and Psychological Wellness Program for Students

1. Title of the Practice: Honesty Amenity Store

i. Objectives of the Practice:

Amongst various good practices of the College, the one which instills the value of honesty in our students is through the Honesty Amenity Store.

ii. The Context:

The Honesty Amenity Store contains essential articles that are required on a day to day basis by the students. From this store, the students are free to buy their required articles and keep the money in the collection box according to the prices indicated on the articles they buy. This store is an unmanned store and so the students buying the articles can easily manipulate leading to misappropriation of everyday. Instead it is observed over the past few years that the loss incurred is minimum and the profit is as expected.

iii. The Practice:

The Store remains open during the college working hours so that the students can avail the facility of buying their essential articles if required. Prices of each article are listed and pasted on the wall of the store. Since it is an unmanned store, therefore, there is no vigilance on the students when they purchase the articles they require. It is expected that the buyer would deposit the requisite amount for the article in the form of cash into a collection box, kept beside the store. By the end of the week, the collection box is opened to check the amount of cash received per purchase. Simultaneously, the number of articles kept in the store is tallied with the number of articles sold out every week.

iv. Evidence of Success:

The Honesty Amenity Store helps in instilling the value of honesty among the students. The gain from this store is not only in terms of money but it helps the students gain morality in terms of honesty. Good number of students gave us confidence that they practice honesty and integrity by paying the requisite bill for the articles in an unmanned store. While many students could be tempted to manipulate the bill, the majority proved otherwise by maintaining perfect honesty.

v. Problems Encountered and Resources Required:

The problems encountered were as follows:

- In the initial years the resources essential for students were inadequate but later, according to the demands of the students the number of articles and the variety of articles improved.
- Few students were tricky in manipulating the process by not paying the bill. To overcome such evil practice the CC cameras were installed near the store after which, the situation gradually improved.

The Resources required for the Honesty Amenity Store are as follows:

- An Almirah/store rack for placing the articles for purchase
- The articles such as A4 Size papers (single sheet), pen, highlighters, scales, biscuits, cover slip, glues etc.
- A collection box.

2. Title of the Practice: Mental health & Psychological wellness Program for the students.

i. Objectives of the Practice:

Holy Cross College is the one and only college in Tripura to have a Centre for Counselling Psychology (CCP) under the supervision of trained professionals as per UGC norms.

ii. The Context:

The practice of positive mental health in an educational institution demands certain contextual relevance such as:

- The Mental Health and Psychological wellness program in the higher educational institutions is well appreciated by the educational policy makers of Tripura.
- This facility is free for all students.

iii. The Practice:

The Centre has successfully addressed the counselling needs required by the students, taking care of the stress, strain, academic problems, mental challenges, interpersonal skills, social skills, interview facing skills, finishing skills etc. The Centre has been functioning with the involvement of the in-house dedicated and trained counseling professionals as well as professionals from outside the institution as and when needed. The Centre organizes mental awareness programs regularly. The Centre involves other faculty members for obtaining required information about both the expressed and potential problems of the

students.

iv. Evidence of Success:

- It has been observed that the counselled students have been showing greater degree of socially acceptable behaviour, attitudes, and manners inside as well as outside the College. The level of their concentration in academics have improved.
- There have been rare reporting of cases of suicidal tendency, gender improper behaviour, ragging, etc. from the student's community.
- Some students with a history of substance abuses have been helped to overcome their problems successfully.
- Better stress management skills of students have been observed.
- A positive environment of team spirit among students and faculty members has been ushered in by HCC, after counselling.
- Students have started coming to the Centre spontaneously without any prompting from the teachers.
- Our target is to bring all the students under the purview of the counselling service in the coming academic sessions.
- There is a misconception that counselling is meant only for those who are mentally unhealthy and it is a stigma which has been overcome by the Centre.
- With some support from UGC and MHRD in infrastructural development, the Centre for counseling psychology of Holy Cross College can provide extension services for psychological needs of the neighborhood and people in the surrounding localities as and when needed.
- Due to dearth of trained counseling professionals in the state HCC can offer diploma and certificate level training programs in psychological counselling under the Centre for Counselling Psychology of Holy Cross College with due permission of Government.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

1. There is a Research and Development Cell, Counselling and Monitoring system for students to mobilize and monitor research related seminars, workshops and orientation programs and grants.
2. The college has a Placement Cell & Career Guidance for the students and gets the opportunities to benefit from this account.

3. There is a Students Council Cell dedicated to students for their overall development in the course of their life.
4. Holy Cross Civil Service Academy (HCCSA) The College is running an intensive skill enhancement and career development programme through HCCSA and SDC.
5. Extensive use of Information Communication Technology (ICT) methods in teaching-learning process. Wherein every classroom is ICT enabled classroom and is the only College in the entire State of Tripura with this facility.
6. In addition to the office automation and networking, the College Library also has an automation process and networking for issue and return of books. Books of various genres are available in the library which is accessible by all the students and staff who are in need.
7. Interaction with National/International experts in different fields during various seminars and workshops organized at College Campus also acts as a process of learning and exchange of ideas amongst students and experts.
8. The Alumni Association named **Basilians** is a major part of our college. The Basilians have their designated Bank Account at a Private Bank under the Leadership and care of the Principal and various activities related to the College are taken by them from time to time which add to the growth of the Institution and also motivates the College students to work hand in hand with the process.
9. The College publishes a Periodical Newsletter once in three months to acknowledge the achievements of faculty and students. The Newsletter is called , it also gives various information regarding the upcoming events and a report of the celebrated events during the last three months. The faculty and students share their views and opinions on certain topics in the periodicals on various suggested topics.
10. College has introduced eleven different Add-on Courses in various subjects along with teacher education, physical education, counseling psychology, BA (Elective) and B.Sc. (General) Bio-Science. Of the various Add-on Courses the College has successfully completed the Add-on course on Mushroom Cultivation in June 2022.
11. High speed internet broadband connection with LAN facility is available for the functioning of the College.
12. To encourage students to excel in their holistic education, the institution provides the privilege of scholarships and concessions to students of academic excellence and to economically disadvantaged students with the condition required to maintain the consistency of their results.
13. The College has adopted Sipai Para village, Jubatarra and has conducted various social activities.
14. Debate Club, Sports Club, Photography Club, Literary & Poetry Club, Outreach Club, Red Ribbon Club, Electoral Literacy Club, Theater Club and Rotaract Club (newly formed) are functioning in the College.
15. Birthday celebrations of every faculty and staff of the College is customary with cake cutting ceremonies and planting of trees in the campus by the birthday celebrants.

16. Departmental picnics as well as staff picnics are organized every year to strengthen the family spirit.
17. Educational tours and excursions are conducted on a regular basis to acquire practical knowledge on the subject.
18. Educational Expo is also conducted in the College campus to develop the skill and discover the extraordinary talents of the students in their respective subjects.
19. The college has set up a Collaborative Study and Human Library which is an interactive space where groups of students and faculty irrespective of their departments can gather during free periods and share their ideas and knowledge through discussions and conversations. The main source of knowledge is extracted from humans who share their knowledge gained from experience and study.
20. TEJAS is our annual cultural festival for exhibiting the talents of our students in sports and cultural activities.
21. Newspaper shelves with multilingual daily newspapers and magazines are set up in the library of the College for all the faculty, staff and students.
22. During Pandemic the College Authority had set up a Counselling Centre comprising of willing faculty members who could render Personal Phone Counselling to any individual who came in contact with the given phone numbers of the faculty. The student community representing the youth of the present age seemed to be affected the most by Pandemic psychologically because of the uncertainty of the future. Hence, Personal Phone Counselling by Faculty members of Holy Cross College, came to a rescue for those who seeked guidance.
23. Book Bank is a repository where students will graduate or Alumni contribute their academic books to be used by the students continuing their semesters in the college.
24. The Institution had contributed Rs. 1,74,147.00/- for the PM Care Fund during the COVID 19 pandemic on 23 April 2020. The ID of the transaction is FDRLH20114415249 through Cheaque No. - 032215.
25. Fully functional Science Laboratory for all the departments.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Scholarship programme for students who are economically weak/disadvantaged

Holy Cross College is first of its kind in the state of Tripura to practice its own scholarship programme for students who are economically weak/disadvantaged, with fees waived by 25% to 100%.

Collaborative Study and Human Library

Apart from every members of the faculty, we believe that the students can also act as a human library. These human books talk, serve as open books with whom conversations can be held. A lot of information is exchanged as this Human Library promotes dialogues with every category of student including those who have experienced prejudice on the difference in their identity with the rest. It immensely promotes the culture of collaborative study within the institution in lieu with the effective teaching learning process.

International Students

Students from Bangladesh studying presently, three more international students passed out in 2021 and 2022.

Rank Obtained in the University

Since 2018, every year students of different departments secure the top ranks in their end semester exams.

Ambulance Service

HCC is fortunate to have an Ambulance Service of its own for transporting the sick for immediate and proper treatment. It also caters to the needs of neighbours around the College.

Special Assistance to support staff

Uniform, warm clothing and Puja Bonus of Rs. 5000/- is provided to every non-teaching staff for their better living and befitting enjoyment.

Caters for the Education of Minority Communities

HCC believes in reaching out to all category of people specially to minority and underprivileged.

Digital Library Facilities

N-List: Students and Staff can access the library remotely for any information essential for research work.

Online Journal are available.

Best readers award is given.

World Book Day is observed.

The college encourages to put up a book stall in the State Book Fair.

Library automation is done using LibNet.

Loan to Staff

In this direction one of the exemplary efforts is to provide loan to teaching and non-teaching staff at zero percent interest.

Bus Service

Pick up and Drop service for the teaching and non-teaching staff made available.

Financial Assistance

Teaching and nonteaching staff are extended help in times of need.

Concluding Remarks :

Our college stands out to be special as it has a competent and dedicated team of teaching faculty, assisted by an equally efficient non-teaching staffs, who through their hard, sincere efforts have motivated students to excel in their academics, the results of which are visible in the university examinations, where students from across departments secure university medals. The college had a gradual increase in its enrolments, from 57 students in the first batch to 1390 students in the 12th batch, which validates the acceptance of our services by the community whom we serve. The institution generates scholarship for the students of minority, fee concession for the students who are financially constrained etc. To promote security, nurture harmony and brotherhood, we do extend our helping hand to all our employees through means of job security, transport allowance, financial support through incentives, welfare fund, maternity leave, picnics and recreation activities are arranged, by which we maintain the decorum of our mission in terms of service. Apart from that, we also cater to the students who are at the peripheries by providing a hostel facility to the female students of our college. Beside these, we also have a well-equipped library, computer lab, etc. to aid the students in their academic performance. The college is constantly progressing ahead with the active co-ordination between faculty and management; support and co-operation among the members of faculty within the departments as also across the departments. They are also engaged in multi-disciplinary teaching practices, through faculty exchange modes. Besides, skill development certificate courses are offered to students from all streams, which benefits the student community in enhancing and nurturing their innate talents, apart from academics. The co-curricular activities of the different clubs and committees also give opportunities to the students to exhibit their interests and potentialities. The family spirit that binds the entire team, is noteworthy and is evident when our alumni seeks guidance about their future from the faculty of the institution. It is through the alumni's association with the college that we can shine brightly as a star in the small North-eastern state of Tripura.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
2.1.2	<p>Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)</p> <p><i>2.1.2.1. Number of actual students admitted from the reserved categories year - wise during the last five years</i></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>337</td> <td>348</td> <td>325</td> <td>312</td> <td>236</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>195</td> <td>208</td> <td>220</td> <td>176</td> <td>209</td> </tr> </tbody> </table> <p><i>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years</i></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>348</td> <td>348</td> <td>325</td> <td>325</td> <td>236</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>348</td> <td>348</td> <td>325</td> <td>325</td> <td>236</td> </tr> </tbody> </table> <p>Remark : DVV has made the changes as per actual students admitted from the reserved categories as per shared report by HEI.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	337	348	325	312	236	2021-22	2020-21	2019-20	2018-19	2017-18	195	208	220	176	209	2021-22	2020-21	2019-20	2018-19	2017-18	348	348	325	325	236	2021-22	2020-21	2019-20	2018-19	2017-18	348	348	325	325	236
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2.4.1	<p>Percentage of full-time teachers against sanctioned posts during the last five years</p> <p><i>2.4.1.1. Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:</i></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>71</td> <td>70</td> <td>66</td> <td>66</td> <td>66</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	71	70	66	66	66	2021-22	2020-21	2019-20	2018-19	2017-18																									
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71	70	66	66	66																																					
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22	69	65	65	65
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Remark : DVV has excluded Physical Education.

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 organised in collaboration with industry, community and NGOs) during the last five years

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., year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
13	13	10	6	3

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
8	6	9	4	1

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

4.1.2.1. Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
202.67	285.25	294.44	175.31	115.56

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
202.67	285.25	255.01	175.31	115.56

Remark : DVV has made the changes as per shared report by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.1	<p>Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 87 Answer after DVV Verification : 63</p>

