

# **SELF - STUDY REPORT (SSR)**

## **FOR**

### **(FIRST CYCLE ACCREDITATION)**

Submitted to  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
Nagarbhavi, Bangalore

By



**HOLY CROSS COLLEGE**  
Affiliated with Tripura University (A Central University)  
Agartala, Tripura



[www.holycrosscollege.in](http://www.holycrosscollege.in)

E-mail: [principalhccagt@gmail.com](mailto:principalhccagt@gmail.com)

Phone: 0381-2865222, 2342555, 2341128

Mobile: 9402315672, 9402122662

**Jubatara, Lembucherra P.O.,**  
West Tripura - 799 210

**Durjoynagar P.O., Airport Road,**  
Agartala, West Tripura - 799 009

March 29, 2017



## **SELF - STUDY REPORT (SSR) (FIRST CYCLE ACCREDITATION)**

*Submitted to*

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

Nagarbhavi, Bangalore - 560 072

*By*



**HOLY CROSS COLLEGE**

Established: 2009

Affiliated with Tripura University (A Central University)

Jubatara, Lembucherra P.O.,

West Tripura - 799 210

&

Durjoynagar P.O., Airport Road,

Agartala, West Tripura - 799 009

Phone: 0381-2865222, 2342555, 2341128

Mobile: 9402315672, 9402122662

Website: [www.holycrosscollege.in](http://www.holycrosscollege.in)

**March 29, 2017**



***Published By***

**HOLY CROSS COLLEGE**

Jubatara, Lembucherra P.O.,

West Tripura - 799 210

&

Durjoynagar P.O., Airport Road,

Agartala, West Tripura - 799 009

**Self Study Report - Cycle 1**

© 2017, Holy Cross College

***Printed at***

**Office of the Principal**

**HOLY CROSS COLLEGE, AGARTALA**



# HOLY CROSS COLLEGE

Recognized by UGC & NCTE and Affiliated to Tripura University (A Central University)

Jubatara, Lembucherra P.O., Mohanpur Road, Agartala – 799 210, West Tripura

& Durjoynagar P.O., Agartala – 799 009, West Tripura, INDIA

Phone: (0381) 2865222, 2342555, 2341128

Mobile: 9402315672, 9402122662

Ref. No: F. NAAC/ACCR-1 CYC/2017/01

Date: March 29, 2017

Place: Agartala

To

The Director (Assessment)

National Assessment and Accreditation Council

Post Bag no.-1075, Nagarbhavi

Bangalore - 560072

**Subject: Submission of "SSR" of Holy Cross College, Agartala, for  
1st Cycle Accreditation.**

Respected Sir,

This is to inform you that the SSR of Holy Cross College, Agartala for the 1st Cycle Accreditation has been successfully uploaded on the College web site ([www.holycrosscollege.in](http://www.holycrosscollege.in)).

Sincerely,

Dr. Fr. Emmanuel Kallarackal, CSC

Principal

Holy Cross College

Agartala, West Tripura



## Foreword

---

I take this opportunity to express our pleasure to submit the Self Study Report (SSR) of Holy Cross College, Agartala to National Assessment and Accreditation Council (NAAC), Bangalore for assessment. This College is affiliated with Tripura University (A Central University) from 2009. The College is recognized by UGC under Section 2(f) and 12 (B) of the UGC Act, 1956. Ref. No. F.No.8-668/2015 (CPP-IC) dated December 21, 2016). Our College is offering undergraduate courses: (Honours, General and Professional) in BA, B.Sc., B. Com., B.B.A. and B.Ed.

NAAC has given us a great opportunity for an in-depth self-study through which we have been able to evaluate our College and take stock of our present situations and future opportunities as desired by the NAAC. We realize we still need to grow in many areas and we hope to overcome our lacunae as we make efforts to improve ourselves.

The data and documents placed in the SSR are true to the best of our knowledge and belief. All the concerned members of our College helped sincerely to prepare this report, and no part thereof has been outsourced.

We look forward to the visit of the Honorable members of the NAAC Peer Team to our College and validate the information. We welcome them respectfully to our institution.

Dr. Fr. Emmanuel Kallarackal, CSC  
Principal  
Holy Cross College



## Preface

---

The accreditation report is a most valuable document, since the College is preparing itself for the first cycle of accreditation by National Assessment and Accreditation Council (NAAC). The document has been prepared with utmost sincerity and honesty to the best of our knowledge and belief.

Holy Cross College, Agartala is one of the premier colleges in the State of Tripura affiliated with Tripura University (A Central University). The College was established in 2009 by the Holy Cross Educational Foundation (which is under the umbrella of the Society of the Fathers of Holy Cross), a registered society under the Society's Registration Act of 1860. The registration no. is 3612 of 2000 dated 10<sup>th</sup> November 2000. The College was established with a clear vision and mission. The main objective of the College is to contribute to the transformation of prevailing social conditions so that values enshrined in the constitution of India; social justice, equality of opportunity, democratic freedom to all, tolerance and respect to all religions may be brought closer to realization, opening up to the people of India with special advantage for the people of Tripura. The College offers 7 Honours Under graduate courses, 7 elective courses, 2 Professional courses and 3 Certificate courses. The College has a total strength of 795 students consisting of 695 degree students and 100 B.Ed. trainees.

The institution is aware that the dimensions and quality of education keeps on changing with the passing of time and quality cannot be assessed by a single yard stick. Rather it can be monitored through the change in national and global trends in teaching and research. It is important for any institution of higher education to know that true service lies in imparting education, inculcating moral values and motivating young minds towards studies and research for the future not only of our country but of the entire world. The NAAC has developed certain measures for continuous improvement of the quality of higher education in India. In this report, we have tried our best to meet the expectations and demands as laid down by NAAC. Holy Cross College is committed to the core values of the NAAC.

It would not have been possible to complete this self study report without the active and constant support and co-operation of the entire Holy Cross College family. I wish to thank the head of our institution, Dr. Fr. Emmanuel Kallarackal, CSC, Principal of our College, who not only entrusted me to prepare this self study report (SSR), but worked in close collaboration with me in the preparation and completion of this report. I am indebted to him for the constant support and encouragement during the preparation of this SSR. I also wish to extend my thanks to the members of IQAC who extended all support to our team. The preparation of SSR has not been a single man's effort, rather the fruit of the team effort. I am grateful to each member of each Criterion Committee who helped us to get this SSR completed. Thanks are due to all the teaching and non-teaching Staff of Holy Cross College especially our Senior Technical Assistant, Mr. Samrat Ratna Sutradhar who has contributed much to the preparation of this SSR. I wish to place on record my



heartfelt thanks to all those who directly or indirectly supported/helped me/us in preparing the Self Study Report (SSR).

I am keen to meet the Peer Team of NAAC during their forthcoming visit to our institution. Such occasion and interaction provides all of us; the management, faculty members, supporting staff, students, alumni and other stake holders and benefactors an opportunity to enrich ourselves with their comments and suggestions. We are eagerly looking forward to welcome the NAAC Peer Team and hope they will appreciate our efforts to bring quality to our beloved institution.

With thanks and regards,

Dr. Pankaj Chakraborty  
Convener, NAAC Steering Committee and  
Coordinator, IQAC



## TABLE OF CONTENTS

No.	Details	Page No.
I	Executive Summary	9-14
II	SWOC Analysis of the College	15-16
V	Profile of the College	17-27
IV	NAAC Criteria – wise Committees (NAAC Steering Committee)	28
<b>Criteria – Wise Inputs</b>		
<b>Criterion I: Curricular Aspects</b>		
1.1	Curriculum Planning and Implementation	29-37
1.2	Academic Flexibility	37-40
1.3	Curriculum Enrichment	40-42
1.4	Feedback System	43-44
<b>Criterion II: Teaching, Learning and Evaluation</b>		
2.1	Student Enrolment and Profile	45-49
2.2	Catering to Diverse Needs of Students	50-52
2.3	Teaching – Learning Process	52-57
2.4	Teacher Quality	58-63
2.5	Evaluation Process and Reforms	63-67
2.6	Student Performance and Learning Outcomes	68-74
<b>Criterion III: Research, Consultancy and Extension</b>		
3.1	Promotion of Research	75-80
3.2	Resource Mobilization for Research	81-83
3.3	Research Facilities	83-87
3.4	Research Publications and Awards	87-90
3.5	Consultancy	90-93
3.6	Extension Activities and Institutional Social Responsibility (ISR)	93-101
3.7	Collaboration	102-107
<b>Criterion IV: Infrastructure and Learning Resources</b>		
4.1	Physical Facilities	108-124
4.2	Library as a Learning Resource	124-129
4.3	IT Infrastructure	130-145
4.4	Maintenance of Campus Facilities	145-146
<b>Criterion V: Student Support and Progression</b>		
5.1	Student Monitoring and Support	147-162
5.2	Student Progression	163-165
5.3	Student Participation and Activities	166-171



<b>Criterion VI: Governance, Leadership and Management</b>		
6.1	Institutional Vision and Leadership	172-179
6.2	Strategy Development and Deployment	180-188
6.3	Faculty Empowerment Strategies	189-191
6.4	Financial Management Resource Mobilization	192-193
6.5	Internal Quality Assurance System (IQAS)	193-198
<b>Criterion VII: Innovations and Best Practices</b>		
7.1	Environment Consciousness	199-200
7.2	Innovations	200
7.3	Best Practices	201-205
Additional Information		206-211
Financial Statements		212-234
Evaluative Reports of the Departments		235
1	Department of English	236-244
2	Department of Political Science	245-255
3	Department of Sociology	256-263
4	Department of Zoology	264-273
5	Department of Botany	274-281
6	Department of Human Physiology	282-289
7	Department of Business Administration (B.B.A.)	290-302
8	Department of Commerce (B. Com)	303-310
Declaration by the Head of the Institution		311
Certificate of Compliance		312
<b>Annexures</b>		
Annex : I	Certificate of Validity of Affiliation	313
Annex : II	UGC Recognition under Sections 2(f) & 12 (B) of UGC Act	314
Annex: III	NCTE Recognition Letter	315-317
Annex : IV	Master Plan of the College Infrastructure	318-320
Annex: V	Letter from NCMEI regarding Hearing of the Petition for Minority Certificate	321
Annex: VI	Copy of the Application for Minority Certificate	322
Annex: VII	Building Grant from the State Government	323-324
Annex: VIII	All India Survey on Higher Education (AISHE) Certificates	325-331



## Executive Summary

### Introduction

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

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

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

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



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

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

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

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

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

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



## Criterion 2: Teaching – Learning and Evaluation

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

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

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

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



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

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

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

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

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

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

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

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



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

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

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

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

### **ROADMAP OF THE VISION 2030**

Principal officiates as the head of this institution. Governing body is formed by Holy Cross Educational Foundation. Representation from the University in the management strengthens the body. Governing Body, College Managing Committee and Principal takes the major decisions in matters of policy framing. Committees like finance, academics, constructions etc. are formed by Holy Cross College. Total administration in the matter of academics, finance, infrastructure etc. is run directly through organizational management. The Principal acts as a link between the College, the Management, the University, the Government and the Public. The Vice-Principal and Administrator take care of the administrative affairs of the institution. The Academic Dean takes care of the day today matters related to academics. The Principal oversees both the academics and the administration.



A master plan called VISION 2030 has been developed by the College Management in consultation with the academia and other stakeholders. It serves as a guideline for all developmental projects. Recruitment of faculty is based on merit and in accordance with the rules and regulations of the UGC, Tripura University and Holy Cross Educational Foundation. Staff appraisal of teaching faculty takes place through Teacher Performance Record and self-appraisal reports. It is regularly monitored by the HoDs, Academic Dean and the Principal. Self appraisal reports are submitted to the HoDs and he/she forwards the same to the Academic Dean and the Principal.

Feedbacks from the students enable teachers to improve their performance. The feedbacks on teachers' performances are collected from students and processed by IQAC, the processed data sheets are provided to the teachers for self-evaluation and to make necessary corrections and modification of the teaching methodology, scholarship, motivating ability, mentoring capacity and time management. Management is providing free transport facility to the staff and a nominal fee is charged from the students.

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

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

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

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

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



## SWOC Analysis

### STRENGTHS

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

### WEAKNESSES

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



### **OPPORTUNITIES:**

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

### **CHALLENGES:**

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



## PROFILE OF THE COLLEGE

### 1. Name and Address of the College:

Name:	HOLY CROSS COLLEGE		
Address:	Jubatara, Lembucherra P.O., Mohanpur Road		
City: Agartala	Pin: 799 210	State: Tripura	District: West Tripura
Website:	<a href="http://www.holycrosscollege.in">www.holycrosscollege.in</a>		

### 2. For Communication:

Designation	Name	Telephone With STD code	Mobile	Fax	Email
Principal	Dr. Fr. Emmanuel Kallarackal, CSC	O: (0381) 2865222 M: 940-212- 2662	9402122662	(0381) 2865222	emmanuelcsc@ gmail.com
Steering Committee Co-ordinator	Dr. Pankaj Chakraborty	O: (0381) 2865222 M: 986-204- 2652	9862042652	(0381) 2865222	pankajhcc2009 @gmail.com
Programme Co-ordinator	Dr. Reba Chakravarty	O: (0381) 2865222 M: 943-613- 0543	9436130543	(0381) 2865222	rebachakravarty @gmail.com

### 3. Status of the Institution:

Affiliated College	√
Constituent College	-
Any other (specify)	-

### 4. Type of Institution:

- a. By Gender
- i. For Men
- ii. For Women
- iii. Co-education
- b. By Shift
- i. Regular
- ii. Day
- iii. Evening

**5. Is it a recognized minority Institution?**

Yes



If yes, specify the minority status (Religious/Linguistic/Any other)

and provide documentary evidence - **Christian Religious Minority institution approved by the National Commission for Minority Educational Institutions (NCMEI).**

Hearing for awarding the Minority Certificate has been completed on Jan 17, 2017 and minority status was awarded by the judge verbally in the court. However, a letter dated 28/03/2017 has been received from NCMEI stating that another hearing is fixed for 08/08/2017 at 11:00 am. **(Annex. V & VI)**

**6. Source of funding**

Government	√ <b>(Annex: VII – Building Grant)</b>
Grant-in-aid	-
Self-financed	√
Any other	-

**7. a. Date of Establishment of the College (dd / mm / yyyy): 06/07/2009****b. University to which the College is affiliated**

- Tripura University (A Central University), Suryamaninagar, Tripura(W), PIN: 799 022

Certificate of Validity of Affiliation from the affiliating university - **Please see Annexure: I**

**c. Details of UGC recognition:**

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	F. No. 8-668/2015 (CPP-I/C) Dated 21-12-2016	Recognised
ii. 12 (B)	F. No. 8-668/2015 (CPP-I/C) Dated 21-12-2016	Recognised



**d. Details of recognition/approval by statutory/ regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)**

Under Section/ Clause	Recognition/Approval Details Institution/Department/ Programme	Day, Month And Year (dd-mm-yyyy)	Validity	Remarks
i.	B.Ed (Teacher Education) F. No. ER-188.12.4/ERCAPP1812/B.Ed/2015/32012	04.05.2015	1 Year	Recognised

(Enclosed recognition/approval letter – NCTE Recognition Letter Please See Annexure III)

**8. Does the affiliating University Act provide for conferment of autonomy (as Recognized by the UGC), to its affiliated Colleges?**

Yes  No

**If yes, has the College applied for availing the autonomous status?**

Yes  No

**9. Is the College recognized**

**a. by UGC as a College with Potential for Excellence (CPE)?**

Yes  No

If yes, date of recognition (dd / mm / yyyy).....

**b. for its performance by any other governmental agency?**

Yes  No

If yes, Name of the agency ..... and Date of recognition (dd / mm / yyyy) .....

**10. Location of the campus and area in sq.mts:**

Location *	Rural
Campus area in sq. mts.	74057.47
Built up area in sq. mts.	3580+(B.Ed =1152) = <b>4732</b>

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)



**11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.**

- **Auditorium/seminar complex with infrastructural facilities -√**
- **Sports facilities**
  - \* Play Ground - √
  - \* Swimming Pool – NA
  - \* Gymnasium – √
- **Hostel**
  - \* **Boys' Hostel**
    - i. Number of Hostels- ONE
    - ii. Number of inmates – Capacity = 50, Occupied = **23**
    - iii. Facilities (Mention Available facilities) - Dormitory, Toilets, Study room, Refectory, Prayer hall
  - \* **Girls' Hostel**
    - i. Number of Hostels - ONE
    - ii. Number of inmates – Capacity= 15, Occupied= **8**
    - iii. Facilities (Mention Available facilities) – Dormitory, Toilets, Study room, Refectory, Prayer hall
  - \* **Working Women's Hostel**
    - i. Number of inmates - NA
    - ii. Facilities (Mention Available facilities) - NA
- **Residential facilities for teaching and non-teaching staff (give numbers available and cadre wise)**
  - For teaching staff: FOUR (Principal, Vice- Principal, HoD, Teaching Staff)
  - For non-teaching staff: NA
- **Cafeteria - √**
- **Health Centre – √**
  - First aid- √
  - Emergency care facility-√
  - Ambulance - √
  - Health center staff – NA
  - Qualified Doctor: Full time  Part-time
  - Qualified Nurse: Full time  Part-time



- **Facilities like banking, post office** – Applied to the concerned agencies
- **Book shop** – Available
- **Transport facilities to cater to the needs of students and staff** - √
- **Animal House** - √
- **Biological waste disposal** - √
- **Generator or other facility for managing constant supply and voltage of electricity and voltage**- √
- **Water harvesting** - √

## 12. Details of programmes offered by the College (Give data for current academic year)

The data given in this table is of current year's 1<sup>st</sup> year student's enrollment only

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ Approved Student Places	No. of Students Admitted
1.	Under-Graduate	English Hons.	3 Years	Senior Secondary (XII) Pass	English	140	106
		Political Science Hons.	3 Years	Senior Secondary (XII) Pass	English	60	46
		Sociology Hons.	3 Years	Senior Secondary (XII) Pass	English	40	36
		B.A. General	3 Years	Senior Secondary (XII) Pass	English	40	22
		B.Com	3 Years	Senior Secondary (XII) Pass	English	30	28
		BBA	3 Years	Senior Secondary (XII) Pass	English	50	24
		Zoology Hons	3 Years	Senior Secondary (XII) Pass	English	40	32
		B.Ed	2 Years	Under-Graduate	English/ Bengali	50	50

**13. Does the College offer self-financed Programmes?**Yes  No If yes, how many? **14. New programmes introduced in the College during the last five years if any?**

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	5
-----	-------------------------------------	----	--------------------------	--------	---

**15. List of the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, also do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)**

Faculty	Departments (eg. Physics, Botany, History etc.)	UG
Science	Zoology	<input checked="" type="checkbox"/>
	Botany	<input checked="" type="checkbox"/>
	Human Physiology	<input checked="" type="checkbox"/>
Arts	Political Science Hons.	<input checked="" type="checkbox"/>
	Sociology Hons.	<input checked="" type="checkbox"/>
	English Hons.	<input checked="" type="checkbox"/>
Commerce	B.Com	<input checked="" type="checkbox"/>
Any Other (Specify)	BBA	<input checked="" type="checkbox"/>
Teacher Education	B.Ed	<input checked="" type="checkbox"/>

**16. Number of Programmes offered under (Programme means a degree course like BA, B Sc, MA, M.Com...)**a. Annual System b. Semester System c. Trimester System



**17. Number of Programmes with**

- a. Choice based credit system N/A
- b. Inter/Multidisciplinary Approach N/A
- c. Any other (specify and provide details) N/A

**18. Does the College offer UG and/ or PG programmes in Teacher Education?**

Yes (UG)  No

If yes,

a. Year of Introduction of Programme (s) (dd / mm / yyyy): 04.05.2015  
and number of batches that completed the Programme 5

b. NCTE recognition details (if applicable)  
Notification No: F. No.ER - 188.12.4/ERCAPP1812/B.Ed/2015/32012  
Date (dd / mm / yyyy): 04.05.2015  
Validity: 1 Year

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?  
Yes  No

**19. Does the College offer UG or PG Programme in Physical Education?**

Yes  No

If yes,

a. Year of Introduction of Programme (s) (dd / mm / yyyy) .....  
and number of batches that completed the Programme NA

b. NCTE recognition details(if applicable)  
Notification No: .....  
Date ( dd / mm / yyyy): .....  
Validity:.....

c. Is the institution opting for assessment and accreditation of Physical Education Separately?  
Yes  No



**20. Number of teaching and non-teaching positions in the Institution:**

Positions	Teaching Faculty						Non-teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor ##		* M	* F	* M	* F
	* M	* F	* M	* F	* M	* F				
Sanctioned by the Management/Society or other authorized bodies					13	23	21	10	04	02
<i>Sanctioned</i>										
<i>Recruited</i>					13	23	21	10	04	00
<i>Yet to recruit</i>	NA	NA	NA	NA	0	0	0	0	0	0

\* M-Male      \*F-Female

## Includes Permanent (Regular), Contractual Lecturers

**21. Qualifications of the teaching staff:**

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
Ph.D.	0	0	0	0	3	3	6
PG	0	0	0	0	4	9	13
Temporary teachers							
PG	0	0	0	0	2	6	8
Part-time teachers							
Ph.D.	0	0	0	0	02	02	04
M. Phil.	0	0	0	0	0	0	0
PG	0	0	0	0	03	03	06

**22. Number of Visiting Faculty / Guest Faculty engaged with the College:**

06
----



**23. Furnish the number of the students admitted to the College during the last four academic years.**

Categories	Year 2(2013-14)		Year 3(2014-15)		Year 4(2015-16)		Year 4(2016-17)	
	Male	Female	Male	Female	Male	Female	Male	Female
Total	71	72	124	71	154	102	171	117
Grand Total	143		195		256		288	

*\*This data does not include the deptt. of B.Ed*

**24. Details on students' enrollment in the College during the current academic year:**

Type of students	UG	Total
Students from the same state where the College is located	709	709
Students from other states of India	26	26
Foreign students	04	04
<b>Total</b>	<b>739</b>	<b>739</b>

**25. Dropout rate in UG and PG (average for the last two batches)**

Programme	Academic Year	Total no. of students admitted as per Tripura University Registration record	Total no. of students who has discontinued	Dropout Rate*
UG	2012- 2015	114	20	22.8 %
	2013- 2016	137	18	24.66 %

\* The dropout rate also includes students who were not qualified at the University exams in their first attempt.

**26. Unit Cost of Education**

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component

Rs. 19,119.00

(a) Excluding the salary component

Rs. 7,762.00

**27. Does the College offer any Programme / s in distance education mode (DEP)?**

Yes  No

If yes,

a) Is it a registered center for offering distance education programmes of another



**University**

Yes  No

**b) Name of the University which has granted such registration.**

**c) Number of programmes offered**

**d) Programmes carry the recognition of the Distance Education Council / Distance Education Bureau.**

Yes  No

**28. Provide Teacher-student ratio for each of the Programme/course offered –**

Sl. No.	Programme Level	Name of the Programme/ Course	No. of Students Admitted*	No. of Teachers Engaged	Teacher-student ratio
1.	Under-Graduate	English Hons.	271	7	1:39
		Political Science Hons.	96	4	1:24
		Sociology Hons.	60	4	1:15
		B.A. General	348	15	1:23
		B.Com	28	3	1:9
		BBA	72	8	1:9
		Zoology Hons	77	3	1:26
		Botany Elective	77	2	1:39
		Human Physiology Elective	77	2	1:39
		B.Ed	100	8	2:25

*\* This data is as per the number of students registered in the university (present students strength in the departments).*

**29. Is the College applying for**

Accreditation: Cycle 1  Yes

**30. Date of Accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re- assessment only)**

Cycle 1:.....(dd / mm / yyyy) Accreditation Outcome/Result.....  
 Cycle 2:.....(dd / mm / yyyy) Accreditation Outcome/Result.....  
 Cycle 3:.....(dd / mm / yyyy) Accreditation Outcome/Result.....

**31. Number of working days during the last academic year**

**32. Number of teaching days during the last academic year**



(Teaching days means on which lectures were engaged excluding the examination days)

**33. Date of establishment of Internal Quality Assurance Cell (IQAC)**

- IQAC 06/07/2015

**34. Details on submission of Annual Quality Assurance Reports (AQAR) to NAAC: NA**

AQAR (i)..... (dd / mm / yyyy)

AQAR (ii)..... (dd / mm / yyyy)

AQAR (iii)..... (dd / mm / yyyy)

AQAR (iv)..... (dd / mm / yyyy)

**35. Any other relevant data (not covered above) the College would like to include.**

**(Do not include explanatory/descriptive information)**

**Qualifications of the teaching staff (other qualification):**

Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent teachers</b>							
NET	NIL	NIL	NIL	NIL	3	6	9
NE-SLET	NIL	NIL	NIL	NIL	2	4	6
<b>Temporary teachers</b>							
NET	NIL	NIL	NIL	NIL	0	0	0
NE-SLET	NIL	NIL	NIL	NIL	1	0	1

- Hostel: Separate Hostel for girls is in the process of construction by the sisters of congregation of Franciscan Sisters of Mary (FSM). Separate hostel for boys is in the process of construction by the Congregation of the Fathers of Holy Cross (CSC).
- Health Centre: Periodical Health Checkup camps are organized for people of the neighbouring villages.
- Facilities like banking, post office: These facilities have been applied for with the concerned agencies.
- The College has applied to IGNOU Agartala regional centre for a registered distance education centre for offering distance education programmes



## NAAC CRITERIA – WISE COMMITTEES

**Chairperson: Dr. Fr. Emmanuel Kallarackal, CSC**

### NAAC STEERING COMMITTEE

**Convenor / Coordinator: Dr. Pankaj Chakraborty**

#### 1. Curricular Aspects

Coordinator: **Ms. Sharmistha Rakshit**

Member: Ms. Moumita Dey

Member: Ms. Barnita Majumder

Member: Ms. Elemi Debbarma

Member: Mr. Ravi Kumar Singh

#### 5. Student Support and Progression

Coordinator: **Ms. Shyamali Das**

Member: Ms. Moushumi Jena

Member: Ms. Rashmita Deb

Member: Ms. Sharmili Chakraborty

Member: Ms. Dipanwita Chakraborty

Member: Ms. Papai Pal

#### 2. Teaching, Learning and Evaluation

Coordinator: **Sr. Mariet, FSM**

Member: Mr. Sushobhan Sengupta

Member: Ms. Piyali Dhar

Member: Mr. Rajesh Kumar Nath

Member: Ms. Moushumi Debroy

Member: Mr. Shankha Shubhra Bhadra

Member: Dr. Tomina NS

#### 6. Governance, Leadership and Management

Coordinator: **Dr. Reba Chakravarty**

Member: Fr. Sijomon Joseph, CSC

Member: Ms. Moushumi Debroy

Member: Ms. Sukanya Bhattacharjee

Member: Mr. Bibal Joy Reang

#### 3. Research, Consultancy and Extension

Coordinator: **Dr. Dilip Nath**

Member: Dr. Fr. Benny K. John, CSC

Member: Mr. Mainak Majumder

Member: Sr. Jannet, SSpS

Member: Ms. Piyali Dhar

Member: Ms. Mandrita Saha

Member: Dr. Abir Shib

#### 7. Innovations and Best Practices

Coordinator: **Dr. Dipanwita Choudhuri Sil**

Member: Mr. Niloy Sengupta

Member: Ms. Sangita Chakraborty

Member: Ms. Nilanjana Chakraborty

Member: Ms. Puja Thapa

Member: Dr. Sr. Marina, BS

#### 4. Infrastructure and Learning Resources

Coordinator: **Sr. Sheela, FSM**

Member: Mr. Jinesh Augustian

Member: Ms. Beena Pradeep

Member: Mr. Sabyasachi Biswas

Member: Mr. Samrat Ratna Sutradhar

Member: Ms. Anindita Paul

Member: Ms. Kianguiliu Pamei



## **CRITERION I: CURRICULAR ASPECTS**

### **1.1. Curricular Planning and Implementation**

#### **1.1.1. State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.**

We at Holy Cross College believe in quality education and are committed to attend to the Holistic Personality Development of our students so that they can excel in life. We strive to provide the best available educational services to our students in terms of latest technologies and up gradation through periodic review and assessment also ensuring compliance with ISO 9001:2015 i.e. following a process of continual growth.

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.

The mission of Holy Cross College is to pursue the following:

- 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.
- To put in place an effective quality management system. The College has been relentlessly in pursuit of the lofty ideals of the founding organization. The insignia says it all: while the grandeur of its motto – ‘Ad Deum Gloria’ which is translated as ‘To God be Glory’ is held fast as the supreme value. This signifies the goal of education *viz.*, making students fully alive as human persons since “the Glory of God is human fully alive” (St. Augustine), thus emphasizing the commitment of the institution to academic excellence and to form persons of character. Its regional context and specificity is indicated by the natural, rural, divine atmosphere of the campus.

Our objectives are to:

- 1) Adhere to the curriculum of Tripura University along with its prescribed norms and policies.
- 2) Leverage on the feedback obtained from students and parents.
- 3) Make continuous improvement in the teaching and learning process as well as of all the resources.



The effective dissemination of the vision and mission of the College is ensured by prioritizing it on the:

- College website
- College App “Our Holy Cross College”
- College Handbook
- College Academic calendar,
- College Magazine, ‘Jyotirgamaya’, quarterly newsletters, Alumni newsletters called ‘Basilians’, information brochures of seminars, workshops and such activities.
- There are also other college publications such as books, seminar proceedings etc.

The vision and mission of the college is displayed in the college lobby.

The **motto** of the College is ‘Holistic Education for Human Enhancement.’

### **1.1.2. How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details on the process and substantiate giving specific example(s).**

The following action plans have been developed and deployed by the college to effectively implement its curriculum:

- Well planned classtime table, class attendance register for individual subjects, teachers’ diary and teachers’ work records.
- Regular monitoring of progress in the faculty meetings, departmental meetings, and management committee meetings.
- The Heads of departments regularly hold meetings with the Principal and the administration every month.
- Invited lectures from other departments and Colleges are held besides the regular teaching hours.
- Projects, assignments and presentations are conducted individually in every semester to ensure effective learning of the lessons.
- Besides these, for the benefit of slow learners, regular mentoring sessions, team teaching as well as extra classes are conducted to augment classroom sessions.
- Regular mentor-mentee system is implemented for the benefit of all the students.

### **1.1.3. What type of support (procedural and practical support) do the teachers receive from the University and/or institution for effectively translating the curriculum and improving teaching practices?**

The following support has been given to the teachers by the College to effectively translate the curriculum and improve teaching practices.

- The College has conducted staff training programmes, orientation and counselling to students and their parents at the time of admission to the college, and orientation to new teaching faculty, training to the teaching faculty on the newly implemented semester system.
- College encourages faculty members to attend seminars, workshops and faculty development programmes in other institutions.



- Internet connectivity and ICT facilities have been made available for the entire faculty and the students.
- The Management encourages faculty to pursue research and gain new knowledge.

Sl. No.	Name of Faculty Member	Ph.D
1.	Dr. Reba Chakravarty	Ph.D
2.	Dr. Dilip Kr. Nath	Ph.D
3.	Dr. Dipanwita Choudhuri Sil	Ph.D
4.	Dr. Pankaj Chakraborty	Ph.D
5.	Dr. Fr. Benny John, CSC	Ph.D
6.	Dr. Fr. Paul Pudussery, CSC	Ph.D.
7.	Dr. Sr. Janet Tellis, SSpS	Ph.D
8.	Dr. Sr. Marina B.S.	Ph.D
9.	Moumita Dey	Ph.D
10.	Shankha Shubhra Bhadra	Ph.D
11.	Sushobhan Sengupta	Ph.D
12.	Barnita Majumder	Pursuing Ph.D
13.	Papai Pal	Pursuing Ph.D
14.	Piyali Dhar	Pursuing Ph.D
15.	Sharmistha Rakshit	Ph.D. Candidate
16.	Rashmita Deb	Ph. D. Candidate
17.	Sangita Chakraborty	Ph.D. Candidate

- The faculty members also do team-teaching and share their valuable experiences with others during their workshops.
- Faculty Enrichment Programmes are regularly conducted for the enrichment of the teaching and non-teaching faculty as well as the students.



Sl. No.	Name of the Programme	Date and Year
1.	Two-day faculty enrichment programme “on Understanding the students” conducted by Dr. Tony ThampiKayala, CSC, St. Joseph’s College of Business Administration, Bangalore	January 17-18, 2017
2.	One day faculty enrichment programme organized conducted by Dr Rajat Dey, Principal, Bhavan’s College of Teacher Education.	4 <sup>th</sup> Nov, 2016
3.	Two-day faculty enrichment programme on “Self-Understanding for Personal & Professional Excellence” by Dr. Fr. M. C. Abraham CSC	1 <sup>st</sup> - 2 <sup>nd</sup> July 2016
4.	Faculty orientation for NAAC accreditation	July 7, 2015
5.	Faculty enrichment programme by Ms Sevanti Narayan	09-05-2015
6.	Faculty enrichment Programme by the Principal and team of staff members. (Peer team teaching)	July 05, 2014
7.	“Study of Development Induced Displacement and Rehabilitation in Northeast India 1947-012” byDr. Fr. Walter Fernandes S.J.	01-04-2013
8.	Project work on “Development Induced Displacement” byDr. Fr. Walter Fernandes S.J& Fr. MelvinPereira S. J from NESRC, Guwahati.	13-06-2013
9.	“Motivational Seminar by Dr.SaloniPriya from Kolkata	16-01-2013

- A state of the art and rich library has been established with the support of the staff, alumni, benefactors and the management.
- A member of the faculty had overseas academic exposure at King’s College, USA as a part of ‘Fulbright scholar in residence programme’ from August 2015 to June 2016.

**1.1.4. Specify the initiatives taken up or contributions made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.**

Initiatives taken up/contributions made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the Tripura affiliating University in order to effectively conduct its curriculum:

- Maximum numbers of instructional hours have been ensured by engaging students in extra



classes to compensate for the loss of class hours due to unexpected holidays.

- Management and faculty members of the College participated in the orientation programme held at Tripura University (A Central University) as Semester System was introduced for all courses of the College in 2014.
- Two sessional examinations are conducted in every semester as part of the internal assessment.
- Model examinations and pre-semester examinations are held before every annual and semester examinations respectively.
- Each batch/class is assigned a class supervisor to support students.
- Each student is provided with a regular mentor as the College has been following a ‘mentor-mentee system’ right from the beginning of the institution, for the benefit of the students.
- Parent-Faculty meetings are held every year to create awareness in the parents regarding their wards’ performance.
- All students are given opportunities for ICT-aided seminar presentations, project presentations and assignments.
- Students are encouraged to do research and for three years consecutively (2011 to 2013), three students were given opportunities to go to Notre Dame University in USA to present the findings of the research in a student research based ‘Human Development Conference’ which was fully sponsored by the host University (Ford Family Foundation).
- Regional or National or International seminars are conducted every year by the various departments of the college, taking turns to organize the same and choosing a topic that cuts across various departments so that all those who wish to participate could benefit from them.

**1.1.5. How does the institution network and interact with beneficiaries such as industry, research bodies and the University in effective operationalization of the curriculum?**

The college networks and interacts with its beneficiaries in the following ways:

- Teachers are actively involved in the external evaluation process conducted by Tripura University (A Central University).
- Industry visits and field visits for students are organized by various departments.
- The College conducts extension lectures for the students by inviting eminent personalities, researchers and experts every now and then.

Sl. No.	Departments	Resource Person	Year
1.	<b>BBA</b>		
	General Manager, RBI Agartala	Mr. Topno	2014-15
	Director, Industries & Commerce, Tripura	Mr. George Jenner	2015-16
	CEO, Tripura Info.com	Mr. Jayanta Debnath	2015-16



	Senior Journalist & Tripura Correspondent of The Telegraph	Mr. Shekhar Datta	2015-16
	First & Former VC, Tripura University	Prof. Arunodoy Saha	2015-16
	Marketing Executive , UBI Bank, Agartala Branch	Dr. N. Bhora	2014-15, 2016-17
	Prof., Deptt. of Commerce, Calcutta University	Prof. R.P. Banarjee	2015-16
	Senior Prof., Deptt. of Commerce, Bardhawan University	Prof. Ratan Khasnabish	2015-16
	Director, Directorate of Skill Development, Govt. of Tripura	Mr. S. Prabhu	2015-16
	Branch Manager, Stock Holding Corporation of India, Agartala Branch	Mr. Arnab Chakraborty	2015-16
	Assistant Commissioner, Agartala Municipal Corporation, South Zone	Mr. Rupanjan Das	2016-17
2.	<b>DEPARTMENT OF COMMERCE</b>		
	Assistant Commissioner, Agartala Municipal Corporation, South Zone	Mr. Rupanjan Das	2016-17
	Branch Manager, Stock Holding Corporation of India, Agartala Branch	Mr. Arnab Chakraborty	2015-16
3.	<b>DEPARTMENT OF POLITICAL SCIENCE</b>		
	Judge, Supreme Court of India	Hon'ble Justice Gopal Gowda	2013-14
	Judge, High Court of Tripura	Hon'ble Justice U.B. Saha	2013-14
	Law Secretary, Govt. of Tripura	Shri D. M. Jamatia	2013-14
4.	<b>DEPARTMENT OF ENGLISH</b>		
	Asst. Prof., Deptt. of English, MBB College, Agartala	Dr. Babu Ram Swami	2015-16
5.	<b>DEPARTMENT OF ZOOLOGY</b>		
	Prof. Emeritus, Deptt. of Zoology, Kalyani University	Prof. B. B. Jana	2015-16
	VC, Calcutta University	Prof. M. Premjit Singh	2015-16
	Prof., Deptt. of zoology, Tripura University	Prof. S. K. Banik	2015-16
	Dean, College of Fisheries, Agartala	Prof. R. K. Saha	2015-16
	PCCF & Member Secretary,	Dr. A. K. Gupta	2015-16



	Tripura Bio-diversity Board		
	Principal, college of Agriculture, Agartala	Dr. M. Dutta	2015-16
	Senior Scientist, ICAR, Agartala	Dr. Anup Das	2015-16
	Senior Scientist, ICAR, Agartala	Prof. Antony Gomes	2015-16
6.	<b>DEPARTMENT OF BOTANY</b>		
	Asst. Prof., Deptt. of Bio-informatics, Tripura University	Dr. Surajit Basak	2015-16
7.	<b>DEPARTMENT OF HUMAN PHYSIOLOGY</b>		
	Prof., Deptt. of Human Physiology, Tripura University	Dr. Samir Shil	2015-16

- The College encourages faculty members to go for scholarships offered by national and international institutions and organizations:

Faculty	Scheme Availed	Institute Visited	Duration
Dr. Pankaj Chakraborty	Fulbright (SIR) Scholarship	King's College, Pennsylvania, USA	(10 months) August 2014 to May 2015

**1.1.6. What are the contributions of the institution and/or its staff members to the development of the curriculum by the University? (Number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)**

- The College was provisionally affiliated to Tripura University (A Central University) from 2009 to 2015. The College is now permanently affiliated to Tripura University. It has not yet been included to be a part of the UG level Board of Studies at the University for the Development of the Curriculum, as the College is new and is at infancy stage. An application to the University to include Holy Cross College faculty to the Board of Studies has been recently submitted.
- 2 teachers were appointed by Tripura University into the various committees.

Names of Faculty	Responsibility	Year
Dr. Pankaj Chakraborty	Moderator of question papers	2017
Shankha Shubhra Bhadra	Member of the Committee for making BBA rules & regulations of Tripura University	2017



- 4 teachers of the College were appointed by Tripura University to set question papers for the final exams of the University.

Sl. No.	Faculty	Subject	University	Period
<b>Under Graduate</b>				
1	Shankha Subhra Bhadra	Business Management	Tripura University	2011-2015
2	Sharmili Chakraborty	Business Management	Tripura University	2011-2015
3	Sushobhan Sengupta	Business Management	Tripura University	2012-2015
4.	Dr. Pankaj Chakraborty	Political Science	Tripura University	2015
<b>Post Graduate</b>				
1	Dr. Pankaj Chakraborty	Political Science	Tripura University	2011-2016

**FACULTY OF THE COLLEGE APPOINTED BY TRIPURA UNIVERSITY AS EXAM EVALUATORS:**

Sl. No.	Faculty	Subject	University	Period
1	Dr. Pankaj Chakraborty	Political Science (UG)	Tripura University	2013
2	Ms. Sharmistha Rakshit	Political Science (UG)	Tripura University	2013
3	Mrs. Moumita Dey	English (UG)	Tripura University	2015
4	Mr. Rajesh Kumar Nath	Political Science (DDE, MA)	Tripura University	2016



**FACULTY OF THE COLLEGE APPOINTED BY TRIPURA UNIVERSITY AS  
EXTERNAL EXAMINERS:**

Sl. No.	Faculty	Subject	University	Period
1.	Mrs. Shyamali Das	Human Physiology (External examiner)	Tripura University	2016
2.	Mrs. Sangita Chakraborty	Physical Education	Tripura University	2017

**1.1.7. Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating University) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.**

The University provides the curriculum to follow as we are a College affiliated to the University. Yet, for Skill Development Course and Basic Computer Course (add on), we have developed our own curriculum.

**1.1.8. How does the institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?**

To achieve the stated objectives of curriculum, the College provides the following:

- Systematically monitored internal evaluation system has been introduced in the College for the teaching faculty.
- Performance of students in co-curricular and extra-curricular activities in and outside the College is closely monitored.
- Value added Programmes, Career Orientation, Value Education, Moral Education classes, students' activities, ICT aided seminars, and project presentations are conducted to effectively achieve the objectives.
- Periodical feedback from stakeholders especially from parents and students are also taken into account.

## **1.2. ACADEMIC FLEXIBILITY**

**1.2.1. Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc., offered by the institution.**

With a view to promote career orientation in emerging job trends and placements, the College offers the following:

- The University has given us the opportunity to offer add-on Programme for the students which is a Certificate Course in Spoken English. This course is offered by our College from 2012 onwards although the course couldnot be started due to insufficient number of takers.



- The College is offering a Skill Development Programme for the students as an add-on Course.
- A basic Course in Computer Operations is offered by the College as an add- on course

**1.2.2. Does the institution offer Programmes that facilitate twinning/dual degree? If ‘yes’, give details.**

We have not been able to begin any twinning/dual degree course yet as it is not yet been permitted by the affiliating University.

**1.2.3. Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability.**

- The College offers as many as 5 UG Hons. Courses in English, Political Science, Sociology, Zoology, Commerce, along with Botany and Physiology as General subjects, BA General Courses, BBA and B.Ed. It provides academic flexibility as well as opportunity for higher studies and employment.
- The introduction of semester system has brought certain amount of confidence in the students since the syllabus is limited to face their examinations.
- With a view to promote employability, skill development programme and other certificate courses are offered by the college.

LIST OF COURSES FOR UG PROGRAMMES – 2009-2016			
Sl. No.	Name of the course	Department	Period
1.	English Hons	English	2009-till date
2.	BA General	English, Pol. Science and Sociology	2009-till date
3.	BCA	Computer Applications	2009-2012
4.	Pol. Science Hons.	Pol. Science	2012-till date
5.	Sociology Hons.	Sociology	2015-till date
6.	Zoology Hons.	Zoology	2012-till date
7.	BSc General	Zoology, Botany and Human Physiology	2012-till date
8.	BBA	Business Administration	2010-till date
9.	B.Ed	Teacher Education	2015-till date
10.	B. Com	Commerce	2016-till date



**1.2.4. Does the institution offer self-financed Programmes? If ‘yes’, list them and indicate how they differ from other Programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

We have applied to the Department of Higher Education, Govt. of Tripura for Grant-in-aid for BA (Pol. Science Hons). As of now, all Courses offered by the College are self-financed which have the same policy in admission, curriculum and teacher qualification as that of the aided Course. The salary scale and the fee structure for students is as per University and UGC Guidelines. The self-financed Courses are listed below:

1)	English Honours
2)	Political Science Honours
3)	Sociology Honours
4)	Zoology Honours
5)	B.B.A.
6)	B.Com.
7)	B.Ed
8)	BA General
9)	B.Sc. General

**1.2.5. Does the College provide additional skill oriented Programmes, relevant to Regional and global employment markets? If ‘yes’ provide details of such Programme and the beneficiaries.**

We provide the following programmes:

- Certificate Course in Spoken English
- Certificate course in skill development
- Certificate Course in French Language
- Certificate Course in Basic Computer Applications
- Civil Services Academy functioning in the campus which offers coaching for the students for Civil Service Examinations.



**1.2.6. Does the University provide the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the course/ combination of their choice? If ‘yes’, how does the institution take advantage of such provision for the benefit of students?**

The University as of now does not permit combining the conventional face -to -face and Distant Mode of Education. But the College makes use of the facilities offered by IGNOU to offer Distance Mode of Education to students.

### **1.3. CURRICULUM ENRICHMENT**

**1.3.1. Describe the efforts by the institution to supplement the University’s Curriculum to ensure that the academic Programmes and Institution’s goals and objectives are integrated?**

In order to supplement the University’s curriculum, the college provides the following:

- The College insists on speaking in English in the campus in order to enhance English speaking abilities of the students.
- Value Education classes are part of the semester time-table.
- Internal Complaint Cell (ICC) is functioning in the College to provide platform for the grievances of female students and faculties.
- Under the auspices of the College Students’ Council, various competitions in cultural and literary events, sports and games are organized for nurturing the talents of the students.
- Leadership training programmes are organized to foster social awareness and social commitment in the students of our college.
- The College arranges an Orientation Programme at the beginning of every session for the Freshers to provide some education on Human Values and life skills.
- The Department of Teacher Education is in the process of collaborating with “Global School room”, Ireland, to enrich the curriculum, incorporating elements from Dublin University which is missing in the syllabus of Tripura University. HCC is in the process of signing an MoU in this regard.

**1.3.2. What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment markets?**

To cater to the needs of the dynamic employment markets and to help students get employment, the College has provided the following:

- Deptt. of Business Administration organizes programmes for promoting innovation and entrepreneurial abilities.
- Literary and Magazine club tries to foster reading and writing habits as well as develops critical thinking among the students.



- Students are given opportunities to interact with regional entrepreneurs and successful Alumni with business experience. This helps in moulding the character and personality of the students to make them fit to the needs of the employment market.
- Seminar, projects and assignments are mandatory for students to improve their employability.
- Placement Cell provides the students with Career awareness and Soft Skill Development sessions.

**1.3.3. Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum.**

To integrate cross cutting issues into the curriculum, the College does the following:

Department	Year	Issues
Political Science	2015	Students’ seminar on ‘Freedom of Speech and Expression as Human Right: Its Role and Limitations.’
Zoology	2015	National seminar on Bio-Diversity in collaboration with the Bio-Diversity Board, Govt. of Tripura
Botany	2015	Celebration of “Vanamahotsav” in the Campus
Political Science	2016	National seminar for faculty on ‘Women in South Asia: Problems and Prospects.’
Zoology	2017	Second Students Project Seminar on “Challenges of Climate Change.”

- Grievance cell and Internal Complaint Cell addresses women specific issues and gender issues etc.
- The College organizes community services periodically which include cleaning of the surroundings within and outside the College campus.

**1.3.4. What are the various value-added courses/enrichment Programmes offered to ensure holistic development of students?**

**Moral and Ethical Values:**

The college offers the following programmes to promote moral and ethical values:

- Spiritual and prayer sessions to inculcate morality.
- Value Education classes using the text book, “Human Values” published by All India Association of Christian Higher Education (AIACHE), India.
- Spiritual renewal programmes are regularly conducted for students by experts.

**Employable and Life Skills:**

- Computer education and training by the Computer Center of the College.
- Personality Development Programmes (PDP) by the Placement Cell.



- Training in group discussions, interviews, debates, public speaking etc.
- Coaching for Civil Services Examinations is given to the students.
- Add-on Course in Skill Development.

**Better Career options:**

- Soft Skill Development sessions are conducted in the College.
- Orientation programmes are conducted by the faculty and resource persons from various institutions from within and outside the state.

**Community Orientation:**

- College tries to inculcate social responsibility in the students through regular community services.
- Blood donation camps are organized every year in the College by the Students' Council, NCC and NSS.
- Dresses of good condition are collected from students, faculty and donated to the needy villagers around the College premises.
- Students visit orphanages, old age homes and school for the visually challenged and entertain them and spend time with them. Students also clean their campus and surroundings as part of community service.

**1.3.5. Citing a few examples, enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum.**

A demand for training in Civil Services was reflected in the feedbacks obtained from the students, Alumnae and the public. As a result, the College established Civil Services Academy with the title: "Holy Cross Civil Services Academy."

- Taking the feedbacks from students, Alumnae and guardians into consideration, the College also established a well-stocked Library and a Computer Lab with Online Journals and other academic resources.
- In order to make our students employable, Skill Development Course is offered to our students after their graduation from the College. Students are also taken for field visits in order to connect with the local industries and other agencies. Feedbacks and suggestions are obtained during these visits.
- As per the suggestions given, an active Career Guidance Cell to look into the placement issues of the students has been established in the College.

**1.3.6. How does the institution monitor and evaluate the quality of its enrichment Programmes?**

- Every enrichment and value-added session is coordinated and monitored by different faculty members.
- With a view to ensuring high quality and all round formation, extra classes on value added seminars and sessions are offered to students.
- Regular assignments and project works are assigned as well as evaluated for different courses.
- Feedbacks and suggestions are taken from students at the end of the sessions.



## 1.4. FEEDBACK SYSTEM

### 1.4.1. What are the contributions of the institution in the design and development of the curriculum by the University?

- Even though the college has limited opportunities to contribute in the design and develop of the curriculum, as Holy Cross is an affiliated College, each department of the College enriches the syllabus by providing additional information on the courses such as:
- Objectives of each subject.
- Learning outcomes from each subject.
- Additional readings and sources for each subject.
- Number of lectures on each subject.
- Information is provided regarding field visits/ assignments required in specific subjects.
- Faculty members give their feed backs on University syllabus which is forwarded to the University for consideration.

### 1.4.2. Is there a formal mechanism to obtain feedback from students and stake holders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/ new Programmes?

The College follows the curriculum framed by Tripura University (A Central University) and the feedback collected from the students on curriculum is communicated to the University in the meetings on curriculum planning. Please note that we do not have a formal mechanism to obtain feedback on curriculum. Most of the students' feedback is collected informally in the class room by the faculty and from parents feedback is collected at the College reception counter.

### 1.4.3. How many new Programmes/Courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/Programmes? Any other relevant information regarding curricular aspects which the College would like to include.

The College has begun five new courses during the last four years. The rationale for introducing new courses/Programmes is public demand as well as availability of sufficient infra-structure like the Labs and the class rooms. As per the requests, enquiries and the number of registrations by prospective candidates, HCC requested the University for New Courses and when the University considered the application and inspected the College for its feasibility the new courses were introduced.

1. Sociology Honours
2. Zoology Honours with Botany and Human Physiology as electives
3. B.Ed. (Teacher Education)
4. B. Com
5. Permission was given by the University to introduce the Honours courses in Botany, Human Physiology, Computer Science, Hindi and Philosophy as an elective course.



**1.4.4. Any other relevant information regarding curricular aspects which the College would like to include.**

The College has made phenomenal growth during the past 7 years of its journey. It started in 2009 with 57 students on roll, 2 Courses, 11 faculty members and in the year 2016, the student strength has grown to 795 in all the 9 Courses offered by the College and the faculty strength has grown to 79 (43 Teaching + 36 Non-teaching). HCC has experienced much support, encouragement and good will from the State government as well as the general public which made this progress possible. The curriculum taught at the College has been revised by the University and the yearly system has also been replaced by the Semester system.

Keeping in mind the usefulness of various skills for the students in their future as they go out of the institution for further study or work, the College conducts Soft Skills and Communication Skill Development classes for students.



## **CRITERION II: TEACHING-LEARNING AND EVALUATION**

### **2.1. Student Enrolment and Profile**

#### **2.1.1. How does the College ensure publicity and transparency in the admission process?**

##### **Publicity:**

The institution ensures wide publicity through electronic and print media through the well-structured college website. The students have accessibility to the required information related to the courses and admission process. Progressive good results in the University exams, apolitical environment, and well established discipline ensures continuous publicity. In addition, the following methods are adopted for publicity.

- Prospectus
- College Handbook
- College Website
- College Magazine and Quarterly named 'Jyotirgamaya'.
- Wall and desk calendars –circulated to different schools and colleges in the city.
- Advertisements in Newspapers and TV channels (local)
- Advertisements at the back pages of School Diaries (for example, Holy Cross School in Agartala and Tuikarma)
- Posters and Banners are also displayed in some prominent places in the city of Agartala.
- Graduation Day Souvenir published after the Graduation day every year.

##### **Transparency**

Transparency is a distinguishing feature of the institution which is also reflected in the admission process. Transparency is implemented and ensured through the following:

- The admissions to various Programmes are carried out strictly in accordance with the rules and regulations of Tripura University (A Central University) and department of Higher Education, Govt. of Tripura.
- No personal recommendations are considered or encouraged.
- Admissions are open to all, the lists of selected candidates in the department of B.Ed is published on the website, and on the college notice board for public display as per NCTE norms.
- Effective and efficient admission help desk.
- Dissemination of information through the college website and notice board.
- It is a matter of pride for the college that no student is denied admission due to their inability to remit the fees.



**2.1.2. Explain in detail the criteria adopted and process of admission, Example: (i) Merit, (ii) Common admission test conducted by state agencies and national agencies. (iii) Combination of merit and entrance test or merit, entrance test and interview (IV) any other to the various Programmes of the Institution.**

The admission process is controlled by the College. Students are free to download the college admission forms from the college website or collect it from the office. Admission procedure is primarily based on academic records, admission tests, and interviews conducted by admissions committee.

**Process of Admissions:**

- A month before the publication of XII results the prospectus is issued.
- Filled-in applications are submitted to the college office for scrutinizing.
- The admission committee meets a week prior to the beginning of admissions.
- Process of selection of students is done based on merit and with a consideration for the students of tribal communities.
- Economic status of students is also considered in deserving cases.
- There is no common admission test conducted by the state. It is left to the discretion of the management to ensure the proper process of admission.
- Most of the students who are qualified for admission to any of the courses offered by the college are accepted to the College after a personal interview and counseling as per the availability of seats.
- An entrance exam through a questionnaire and essay writing is conducted to know the level of English proficiency, as Holy Cross College is an English Medium College.
- The interest of the students to study is given a lot of weightage at the time of admissions.
- Many students are given scholarship and exempted from tuition fees either 100%, 50% or 25% as per case in order to make studies affordable to needy and deserving students.
- Fees are remitted immediately after the admissions.
- The students who do not get the subject they applied for are kept in the waiting list.
- In case there is vacancy there is transfer of students from one Deptt. to another.

**2.1.3. Give the minimum and maximum percentage of marks for admission at entry level for each of the Programmes offered by the College and provide a comparison with other Colleges under the affiliating University within the city/district.**

The following data corresponds to the academic year 2016-17

SL. NO.	PROGRAMME	MAXIMUM MARKS (%)	*MINIMUM MARKS (%)
1	B.A. English (H)	98%	40%
2	B.A. Political Science(H)	92%	40%
3	B.A. Sociology (H)	89%	40%
4	B.Sc. Zoology (H)	86%	40%
5	B.A. General	74%	35%
6	B.B.A.	68%	40%
7	B.Ed.	69%	50%
8	B.Com	98%	50%

\*The minimum percentage of marks is mandated by the University



**2.1.4. Is there a mechanism to review its admission process and student profiles annually? If ‘yes’, what is the outcome of such an effort and how has it contributed to the improvement of the process?**

- An admission committee is formed consisting of Principal, Vice-Principal, Dean and HoDs. At the end of the admission process, the process of admission itself is reviewed and inputs are taken for the betterment of the admission process.
- In order to motivate the students to enter into serious academics and to jumpstart their college life, a selection test is conducted after the first month of classes, where the students are expected to acquire a minimum percentage of marks to be eligible for the Honours courses. Usually the Honors selection test alerts them and it helps the students to become conscientious about their studies.
- Every year the college submits year-wise reports related to the admissions to the University.
- Meetings of HoDs are convened to assess the progress of the admission process.

**2.1.5. Reflecting on the strategies adopted to increase / improve access for the following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion.**

- Holy Cross College has always endeavored to make its educational services available to the lower income groups by providing generous concessions. Students in need of concession are instructed to meet the Principal and fill up an official application form.
- In general, the campus is disabled-friendly. The office is in the ground floor and has easy access. Holy Cross College has female students for all courses. They feel comfortable and safe in the academic environment of the college. A mechanism is in place to promptly address any issues related to sexual harassment or gender issues. No such issues, however, has been reported to the college authority.
- The admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion. There is absolutely no discrimination in providing admissions to the students who seek to study at Holy Cross College. Gender, race, language and ethnicity are considered to be enrichment of the student population at the college.
- Students from the ST community form the majority of the student body. The College community comprises different categories as follows:
  - Minority community
  - SC/ST
  - OBC
  - Women
  - Differently-abled
  - Economically weaker sections

Category	Percentage of Students admitted under the various categories for the years				
	2012-13	2013-14	2014-15	2015-16	2016-17
SC	2.84%	3.14%	4.09%	3.9	4.18%
ST	60.14%	62.18%	60.48%	63.39%	61.76%
OBC	8.89%	8.43%	9.39%	10.185	10.38%



General	28.11%	26.25%	26.02%	22.45%	23.66%
Minority	35.58%	36.87%	31.22%	41.13%	37.95%
Women	34.16%	44.06%	42.19%	57.35%	38.81%
BPL	25.14%	23.27%	19.36%	16.17%	21.26%

The College recognizes excellence in academic achievements by giving awards to meritorious students. The following are the awards already constituted.

1. **Santanu Kar** Memorial Award for **Meritorious Students**
2. **Deepak Kumar Saha** Memorial Award for **Regularity and Discipline**
3. **Basile Moreau** Award for **Best Reader of the College** using the College Library

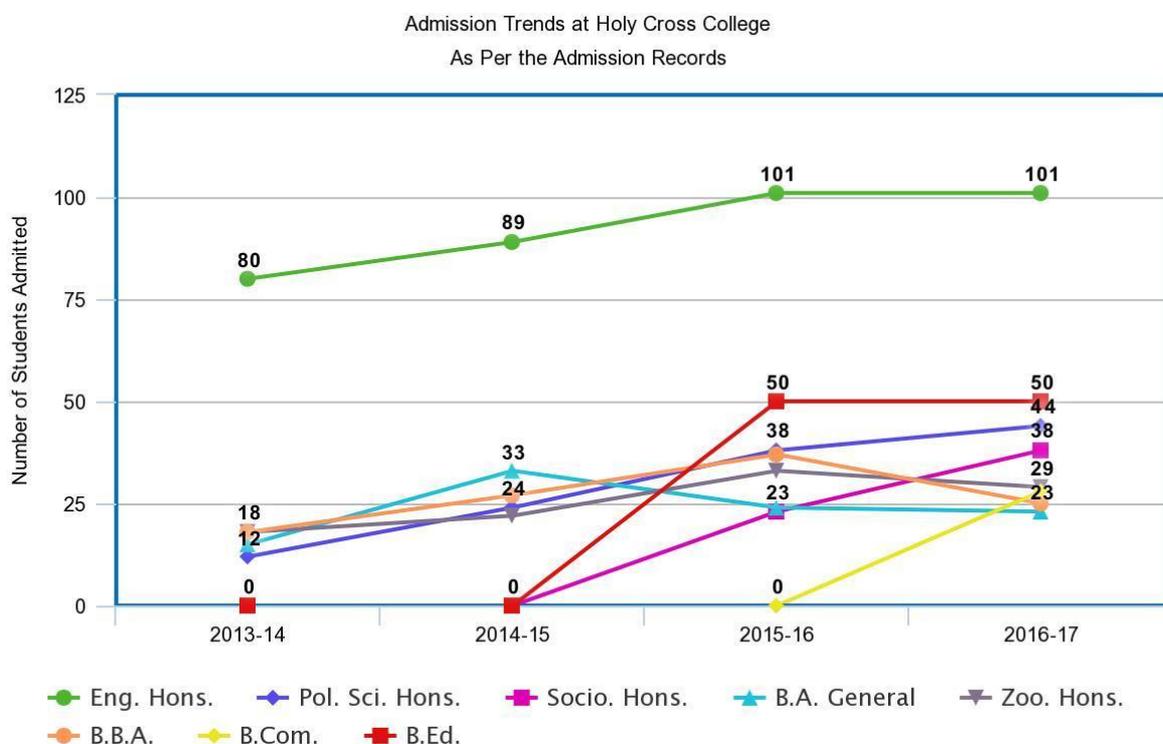
**2.1.6. Provide the following details for the various Programmes offered by the institution during the last four years and comment on the trends. i.e., reasons for increase / decrease and actions initiated for improvement.**

Programmes	Year	Number of Applications received	Number of students admitted	Demand ratio
<b>UNDERGRADUATE COURSES</b>				
1. BA English Honours	2013-14	130	80	1:1
	2014-15	150	89	1:2
	2015-16	140	101	1:1
	2016-17	140	101	1:1
2. BA Political Science Honours	2013-14	22	12	1:1
	2014-15	34	24	1:2
	2015-16	50	38	1:1
	2016-17	60	44	1:1
3. BA Sociology Honours	2013-14	-	-	-
	2014-15	-	-	-
	2015-16	30	23	1:1
	2016-17	50	38	1:1
4. BSc Zoology Honours	2013-14	30	18	1:1
	2014-15	50	22	1:2
	2015-16	55	33	1:2
	2016-17	75	29	1:2
5. BA General	2013-14	24	15	1:1
	2014-15	35	33	1:2
	2015-16	42	24	1:1
	2016-17	25	23	1:1
6. BBA	2013-14	34	18	1:2
	2014-15	38	27	1:1
	2015-16	50	37	1:2
	2016-17	30	25	1:1
7. B.Com	2013-14	-	-	-
	2014-15	-	-	-
	2015-16	-	-	-
	2016-17	35	28	1:1



8. B. Ed	2013-14	-	-	-
	2014-15	-	-	-
	2015-16	284	50	1:6
	2016-17	347	50	1:7

**The following chart describes the trend in admissions at Holy Cross College:**



**The general trend in the increase of number of applications and number of students admitted is due to the following:**

- Quality of teaching is better in comparison with the other Colleges in the state.
- Students’ need for academics is well catered to
- Scope for co-curricular activities helps to discover the hidden talents and explore them for the welfare of the society, which in particular helps to build confidence in an individual. The students are very appreciative of the College fest called “Tejas” which is conducted every year.
- Family spirit of the College helps the students to be closer to their faculty for better learning and understanding.
- The training in attitude development, life skills, personality development and communication.
- All round development is catered to the students in the College which enables students to compete with the outside world.
- Student success is celebrated with the yearly celebration of Graduation Day where the students are given the course completion certificates in a colorful Graduation day ceremony with proper attire.
- 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.



## 2.2. Catering to Diverse Needs of Students

### 2.2.1. How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

- The College adheres to Government/and University policies and guidelines regarding the differently-abled students.
- Wheel chairs are provided and ramps are made available for needy students. Toilets also are made available for differently-abled students. The vehicles of differently-abled students are allowed to reach near the building or classrooms.
- Our students are motivated to help in their needs. For blind students as well as other physically challenged students, software for study as well as scribes are permitted as per University norms. Orientation classes, scholarships, counseling and placement assistance are extended to differently-abled students similar to normal students. The College takes special care in allocating seats in the classrooms for the convenience of such students.

### 2.2.2. Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the Programme? If 'yes', give details on the process.

- Induction meeting is conducted for the 'freshers' and their parents with a view to clarify their doubts and assess their unique needs.
- Orientation programmes are conducted for the new batches of students and their skills are assessed by trained career counselors and trainers.
- Induction meetings are conducted at department level to assess student's knowledge level.
- Selection tests are conducted to evaluate the knowledge and skills of students in order to take up the Honors course

### 2.2.3. What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the Programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.).

- At the commencement of the Programme a questionnaire is provided to students, where they express about their ambition in life, expectations, abilities, weaknesses, problems, family details etc.
- Special coaching and spoken English classes are conducted for the students enrolled from vernacular languages to bridge the gap.
- Remedial coaching is conducted by every department to support slow-learners as well as 'freshers' to improve their knowledge level.
- Personality development and leadership training programme, value and moral education, spiritual orientation programmes, various clubs and organizations, NCC, and NSS also help to bridge the gap.
- We have introduced add on Certificate Courses like Skill Development, French Language course and Basic computer course.

**2.2.4. How does the College sensitize its staff and students on issues of gender, inclusion, environment etc.?**

- Women's Forum and networking of all women in the campus are functioning in the College (awareness Programmes, equal opportunities to be on the Students' Council, Special Lectures)
- The College campus is kept as 'smoke free' and especially in the lavatories the 'No Smoking' stickers are placed. The campus is ever green and clean with saplings that have been planted recently.
- A mega project for rain water harvesting is in progress. The project aims at supplying water to the College food court and toilets.
- The College has a system of collecting and disposing plastic and non-plastic waste separately in two different garbage bins in order to create an eco-friendly campus
- Independence day, Republic day, Environment day, Aids day, Blood Donors day, Peace day, Gandhi Jayanthi, Ethnic day and all the other important days are observed by the College by organizing special programmes.
- Social, cultural and environmental activists are invited to the campus for interacting with our students.
- The College admits students of all walks of life. Press Releases, advertisements, etc ensure high enrollment of SC/ST/OBC/OEC/Minority students.

**2.2.5. How does the institution identify and respond to special educational/learning needs of advanced learners?**

- The college identified some advanced learners and encouraged them to participate in research projects as investigators, collaborating with ICSSR-NERC.
- Merit scholarships are instituted by the College by the benefactors of the college is given to the merit students as well as to the advanced learners.
- Advanced learners are encouraged to participate in the training programme conducted by the Holy Cross Civil Service Academy for UPSC/TPSC examinations where intensive coaching classes are also organized. This academy was inaugurated on Oct. 2<sup>nd</sup> by the Hon'ble Governor of Tripura and classes were started on January 28, 2017.
  - The total strength of the students in each batch is expected to be 25 and above.
  - The course time duration is for six months and the classes are held in the weekends.
  - The classes are handled by some of our staff from Holy Cross College and from outside. Since this programme is in the initial stages, our faculty members are involved in the training. Dr. Pankaj Chakraborty is the Director, Mr. Shankha Shubra Bhadra, Mr. Sushoban Sengupta and Sri Ravi Kumar Singh are the Joint Directors and Dr. Dilip Nath, Moumita Dey and Mr. Rajesh Kumar Nath are the faculty members of the academy.
- Advanced learners are encouraged to attend IAS Coaching classes at Holy Cross IAS training center at Brookdene, Shillong. No students have yet joined at Shillong but



some are at Delhi for the same coaching. Chiman Debbarma of the class of 2015 is an example.

- Holy Cross College is actively pursuing the possibility of offering IAS coaching to our students through collaboration with ALS-IAS coaching institute.

### **2.2.6. How does the institute collect, analyze and use the data and information on the academic performance (through the Programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?**

**The Measures undertaken by the college are as follows:**

- Each department monitors and reviews the long absentees very keenly to help the academic performance of students especially from the disadvantaged sections of the society, physically challenged and slow learners from economically weaker sections, who are at risk of drop out.
- Scholarship is given to the needy students, which includes Fee concessions (100%, 50% and 25%) from case to case.
- Mentor-Mentee approach is followed and each teacher is given a list of students who they should mentor.
- Meals coupons for the economically poor students are given from the college food court
- Remedial classes are conducted for the benefit of slow learners.
- Classrooms are arranged so that there is easy access to physically challenged students.
- Attendance is closely monitored by class mentors with a view to avoid attendance shortage and consequent drop outs.

### **FUTURE PLANS**

- Enrichment courses such as Certificate Course in Information Technology, Certificate Course in French Language, Career Orientation and Training have been planned and conducted by the college.
- Apart from the study materials the students can avail the books from the Book bank

## **2.3. Teaching-Learning Process**

### **2.3.1. How does the institute plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)**

- At the beginning of every academic year the College faculty meets to prepare and approve the academic calendar of the year. It is published in the College Hand book and given to students and staff.
- Term examinations, sessional examinations and model examinations are scheduled in the meeting of College Faculty.
- Each department prepares its respective time table and makes available to the students at the beginning of the year by displaying it on the Notice Board.
- Class-rooms are allotted at the beginning of the academic year at College faculty meeting.



- Individual Teachers are assigned work by the Head of the Department. Teachers prepare the teaching plan of the topic assigned to them.
- Attendance of students is maintained in the register along with their attendance percentage.
- Rules and regulations of the College are discussed with the students at the beginning of the academic year through orientation programme and Quiz contests. Regular meetings of Heads of Departments (HoD) with Principal and general meetings with the entire faculty are done on a regular basis. Records of such meetings are maintained.
- Departmental Meetings are done every month to check the progress of academic plan and suggestions are given wherever required and minutes of the same are maintained by Heads of Departments.
- Evaluation blue print showing the allotment of marks is prepared.
- Details about the pattern/type of the questions is made known to the students

### **2.3.2. How does IQAC contribute to improve the teaching –learning process?**

- IQAC conducts meetings with the students to collect the feedback about Teaching Faculty, College and library and other activities at the campus.
- IQAC initiates steps to arrange “smart classes” for every department.
- Each department is assigned a class for library every day.
- College library is computerized.
- Regular feed backs are collected from the students and stake holders.
- HoDs meetings are conducted to evaluate and plan for the improvement of the teaching learning process.

### **2.3.3. How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

- Assignments and projects are made mandatory and internal evaluation is based on performance in assignments and projects.
- Group Discussions, debates and quiz are conducted to support interactive learning.
- Industry visit, study tour and special lectures are conducted with the active participation of students.
  - Industrial visit to ‘Nest n Crest’ dairy farm for B.B.A. students
  - Study tour to Shipaijala for B Sc. Students
  - Study tour to State Assembly for Political Science students.
  - Industrial visit to Epitome Bamboo Park for B.B.A. students.
    - Special lecture on ‘Know your Customer’ by UBI Marketing Manager
    - Special lecture on ‘Reserve Bank of India’ by RBI General Manager Agartala
    - Special lecture on ‘Snake Venom’ by eminent scholar from Kolkota



- One-day workshop on 'Bioinformatics' by Associate Professor from Tripura University.
- Industrial visit to Palatana Thermal Power Project at Udaipur
- Workshop "Prayas" by Police department has been conducted twice to bring about awareness among students about cybercrime, the evil effects of drugs and breaking of traffic rules.
- Student Representatives are elected, who assume leadership to listen and forward their problems to the authority concerned.
- Articles by students in 'Jyotirgamaya' (a quarterly periodical) are published to encourage the writing skills of the students.
- Students are encouraged to write research papers in international conference. Three students had been presented papers in USA at the Human Development Conference organized by Notre Dame University.
- Special lecture on "Comparative study between victorian and romantic age" by Dr. Baburam Swami, HoD, Department of English, MBB College, Agartala.
- Visit to Tribal Research Institute at Agartala, Tripura by the Department of English.
- Visit to Agartala Book Fair, by the students of the Department of English, in 2017.
- Workshop on "Young Poets and their Poetry", organized by Sahitya Academcy was attended by the students of English Department.
- Special Lecture on "Sustainable Utility of Bio-resources" by Premjit Singh was organized by the Department of Zoology.
- Special Lecture on "Agronomy" by Anup Das was organized by the Department of Zoology.
- Special Lecture on "Synergizing Ecology and Economy for Sustainability Transforming Landless Jhoomias as Land Owners" by Dr. A.K. Gupta, PCCF, Govt. of Tripura was organized by the Department of Zoology.
- Special Lecture on "Survival Efficiency of the Larva of Captive Bread Stock: Steps for Conservation of an Endangered catfish" by S. Banik was organized by the Department of Zoology.
- Special Lecture on 'Oyster Mushroom Cultivation: A Potential Agribusiness Activity in Tripura by M.K. Dutta was organized by Zoology Deptt.

#### **2.3.4. How does the institution nurture critical thinking, creativity and scientific temper among the students for transforming them into life-long learners and innovators?**

- Every department each year conducts a national or international seminar, where students get opportunities to interact with the scholars and researchers which promotes critical thinking among students.
- Science department organizes workshops and special lectures for the students to enhance their critical thinking, research aptitude and scientific temper.
- Each department organizes 'educational expo' for the other departments, College and school students.
- Leading newspapers in India, important journals in all disciplines and career magazines are subscribed to the College library to enhance reading habit and general knowledge of students.



**2.3.5. What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

- Class rooms are made smart classrooms by equipping them with computers and LCD projectors. As a result of this, both faculty and students use the technology extensively.
- College has a well-developed website, where all relevant information can be obtained.
- Computer lab has free internet connectivity, which enables students to surf the net and collect necessary information.
- College has developed an app. with the intention of communicating more effectively and promptly with the students.
- Free Wi-Fi is made available to the students in the campus.

**2.3.6. How are the students and faculty exposed to advanced knowledge and skills (Blended learning, expert lectures, seminars, workshops etc.)?**

- Every year one department or the other conducts a national or international seminar where every other department also participates.
- Proceedings of the seminar are published in a book form, which makes the material of the national seminar available to other scholars and researchers as well.
- Our students participate in many national as well as international conferences and seminar.
- Sportspersons of the College participate in University/state/national level competitions.
- The College has a faculty exchange Programme. One professor, Cristofer Scarboro from King’s College, USA spent a year teaching at HCC sponsored by King’s College and one of our faculty members spent 10 months at Kings College, USA as a Fulbright scholar in residence.
- All departments regularly organize extended lectures delivered by the experts in their respective disciplines.

STUDENTS PARTICIPATION IN ADVANCED LEVEL PROGRAMMES			
Sl. No	Programme	Organizer, Place & Date	Participants
1.	Student Research Programme	Notre Dame University, USA, 2012	Robert Lushai
2.	Student Research Programme	Notre Dame University, USA, 2013	ChimanDebbarma
3.	Student Research Programme	Notre Dame University, USA, 2014	Brigade Debbarma

**2.3.7. Detail (process and the number of students benefited) on the academic, personal and psycho-social support and guidance services (professional counseling / mentoring / academic advice) provided to students?**

- Mentoring system is implemented in College from its very inception year. Each teacher is in charge of up to 50 students to Mentor and guide them.
- Students identified as suffering from psycho-social issues are referred to the official counselor of the College.
- Mrs. Moushumi Jena serves as the official counselor of the College. She had contributed her service to BSF, 70 Btn and also to CRPF, 120 Btn. as a professional psychological consultant. She also contributed in the field of Psychiatric Counseling as a Free Lance Counselor. She is available in the counselling room during all Mondays, Wednesdays & Fridays. More than 200 students utilize this opportunity every year.
- Training for civil services examinations is provided to students by the Civil Service Academy functioning in the campus from this year.
- Students are encouraged to pursue their higher studies and college offers support for deserving students as they seek admissions at various colleges and universities within the country.

**2.3.8. Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

- ICT tools are being used in all class room teaching. Class lectures are delivered with the support of PPT and multi-media etc.
- Students present their projects, synopsis, etc with power point presentation.
- White boards are fitted in every classroom and used effectively.
- Seminars for the students are introduced to provide exposure towards research.
- The ICT Department conducts periodic training for the faculty making them familiar with the updated and current technologies available in the campus so that they can use them as a teaching aid.

**2.3.9. How are Library Resources Used To Augment The Teaching-Learning Process?**

- New arrivals are displayed at a prominent place in the library.
- Internet facilities are made available to all students to have access to electronic data.
- Books are issued to faculty and students in a systematic manner.
- Separate sections for reading and reference are arranged in the library.
- Each day a library class is assigned for every department.
- Reprographic facility is provided in the library.
- Book fares are organized and special discounts are given to students and faculty.

**2.3.10. Does the institution face any challenges in completing the curriculum within the planned timeframe and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.**

- The curriculum is completed well within the timeframe and calendar and teachers have sufficient time to revise the lessons. This is possible, because the college begins regular classes for the third and fifth semester students in the month of June itself instead of middle of July in other colleges under the university.
- The first semester students begin the classes by the beginning of July. In all other colleges under the University, classes begin only by the middle of July.
- Since we have additional working days compared to other colleges affiliated to the same University, the loss of working days due to 'bandhs', strikes, floods, declared holidays etc. do not affect the college much.
- The college has introduced a policy of no free hours. When a teacher is on leave, the class hours are engaged by other teachers.
- Lesson plans are prepared by individual teachers. The college level timeframe is published in the college calendar.
- Progress of the curriculum is closely monitored by the Principal, IQAC and Academic Council and necessary instructions are given from time to time.
- Department meetings are also held regularly to evaluate the progress of the curriculum. Special time tables are prepared to complete the curriculum of those courses that are lagging behind.

**2.3.11. How does the institute monitor and evaluate the quality of teaching learning?**

- Internal examinations are conducted for each semester to evaluate the learning process.
- 'Parent-Faculty-Interaction' programme is conducted every year to evaluate the learning process
- Feedbacks are collected by the Principal/IQAC from the students on curriculum, the quality of teaching, examination system, internal assessment etc.
- Feedbacks are collected by the Principal/IQAC from the students about each of the teachers on a well prepared and scientific feedback form, which is codified and summarized and confidential reports are given to each teacher individually.



## 2.4. Teacher Quality

**2.4.1. Provide the details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum)**

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent teachers</b>							
Ph.D.	N/A	N/A	N/A	N/A	4	3	7
M.Phil.	-	-	-	-	1	-	1
PG	-	-	-	-	3	13	16*
<b>*12 Teachers are either net/set qualified</b>							
<b>Contractual teachers</b>							
Ph.D.	N/A	N/A	N/A	N/A	1	2	3
PG	N/A	N/A	N/A	N/A	5	3	8
<b>Part-time /guest/visiting teachers</b>							
Ph.D.	-	-	-	-	1	-	1
PG	-	-	-	-	2	3	5

**The following are the strategies employed to recruit and retain Qualified and competent teachers to meet the changing requirements of the curriculum.**

- Staff selection is purely based on merit as per UGC/Government guidelines.
- Candidate with higher qualification/ experience are preferred.
- Basic UGC pay scale with 27% DA and all other service benefits and eligible promotions are given to all permanent teachers.
- Research labs are setup and all necessary facilities for research are provided in the campus.
- A full-fledged modern library with over 7000 books, over 25 print journals/ periodicals and 2copies each of 7 different news papers is set up and made available in the campus.
- Free Wi-Fi internet service is made available to all 39 Faculty members (i.e. at Jubatara Campus as well as at the Durjoynagar Campus of Holy Cross College).
- A full-fledged college food court “Shalom” is in operation since June 2015, at Holy Cross College Campus, offering both Veg and Non-Veg food at subsidized rate to the Staffs and Students.
- SAP is in the process of being introduced for the Students of BBA, B.Com. and B.Sc. Students, a total of 87 students from BBA, B. Com and B.Sc. have shown interest to enroll in the course. SAP Course will be introduced from the year 2017 and the 1st batch would begin from the month of July, 2017.
- Holy Cross College Civil Services Academy was introduced in the month of January 2017 mainly to provide the students of Holy Cross College an opportunity to learn and prepare for the competitive exams. Faculty members of Holy Cross College will take different papers/sections as per their expertise in addition to experts from outside.



- Meetings of Staff (Teaching and non-teaching separately), College Academic Council, Students' Council etc. are held regularly with a view to ensure participative management.
- The administrator of the College finds time to interact with the teachers, collect their suggestions and also address to their complaints, if any.
- A get-together of the College teachers in the form of dinner, picnic etc are conducted annually. This aims to establish a good relation, recreation among the teaching and administrative staffs.
- The College encourages teachers to participate in curriculum development workshop and conferences.
- The College conducted a number of seminars, workshops and conferences partly sponsored by institutions like ICSSR, ICAR, Tripura Bio Diversity Board etc.
- The College has a system to acknowledge major achievements of the faculty. All achievements are published in the College newsletter and College magazine- "Jyotirgamaya". Special meetings are organized to congratulate teachers who bag recognitions.

**2.4.2. How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new Programmes/ modern areas (emerging area) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.**

- The institution has not faced a challenge in this area since we have not yet introduced programmes like Biotechnology, IT, Bioinformatics etc

**2.4.3. Providing details on staff development Programmes during the last four years elaborate the strategies adopted by the institution in enhancing the teacher quality.**

Holy Cross College believes in equipping and preparing the faculty to meet the challenges of educating the modern day youth. Educating hearts and minds is upper most in Holy Cross educational system. Keeping this in mind the college follows a strategy of encouraging all the teaching faculty members to enhance their competency and professionalism through various learning experiences like attending faculty development programmes, refresher courses, orientation programmes, training programmes, workshops etc. To make this possible and easy the college provides necessary leaves and support to the desiring teachers. Following are the details of staff development programmes:

**Details of Orientation Course / Faculty Development Programmes attended by the faculty**

Sl. No.	Faculty	Organizing Institute	Period
1.	Shankha Shubhra Bhadra and Sharmistha Rakshit	AIACHE, Shilong	7 Days
2.	Rashmita Deb and Pallavi Kalitha	AIACHE, Shilong	3 Days
3.	Sushobhan Sengupta, Sharmili Chakraborty and Shankha Shubhra Bhadra	Department of Commerce, Tripura University	7 Days



4.	Sr. Janet Tellis, SSps and Miss Elemei Debbarma	AIACHE Sponsored Faculty Development Programme	3 Days
5.	Dr. Pankaj Chakraborty and Dr. Sr. Marina B.S	NAAC Sponsored Workshop on Academic Audit Conducted by Assam Don Bosco University	2 Days
6.	Dr. Pankaj Chakraborty and Dr. Sr. Marina B.S	Workshop on NAAC Process & Procedures Organised by Xavier Board of Higher Education in India	1 Day
7.	Dr. Pankaj Chakraborty	NAAC Sponsored Workshop on Benchmarking Organised by Christ University, Bangalore	3 Days

**a) Faculty Training Programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching- learning :**

<b>Faculty Training Programme organized by the Institution</b>		
<b>Sl. No.</b>	<b>Training Programme</b>	<b>Focus</b>
1.	Orientation Programme July 1-3, 2010	Motivational/ Orientation seminar for faculty members
2.	In-Service Training Programme 27 <sup>th</sup> September, 2011	Preparation of self-evaluation sheet and scoring sheet for teacher development.
3.	Faculty workshop 9 <sup>th</sup> march, 2012	Dr. Christopher chaired as a resource person and discussed the various tools and techniques of effective teaching with the faculty members.
4.	Faculty workshop 12 <sup>th</sup> April, 2012	Classification and planning for the upcoming academic session
5.	Faculty Orientation on 1 <sup>st</sup> July, 2013	Orientation programme for the new and old faculty members
6.	Faculty Workshop 1 <sup>st</sup> November, 2013	Faculty development workshop chaired by Fr. Joseph Xavier, S.J. from Loyola College, Chennai.
7.	Faculty Orientation Programme in June, 2014	By Dr. Fr. Emmanuel Kallarackal, CSC, Principal and Senior Faculty Members of HCC
8.	Faculty Enhancement Programme on 07 <sup>th</sup> July, 2015	By Dr. Samuel R. Lyndem, Principal, Union Christian College, Barapani, Shillong
9.	Faculty Enhancement Programme/ Inservice Training Programme 01 <sup>st</sup> & 02 <sup>nd</sup> July, 2016	By Dr. Fr. M.C Abraham, CSC on Self Understanding for Personal-Professional Excellence
10.	Faculty Enhancement Programme/ Inservice Training Programme 17 <sup>th</sup> - 18 <sup>th</sup> January, 2017	By Dr. Fr. Tony Thampi, CSC on Effective Methods in Teaching-Learning & Understanding Students

**Percentage of faculty (during 2012-2016)**

Percentage of faculty		
i	Invited as resource persons in Workshops/Seminars/Conferences/ EDP/FDP etc	15.78 % (6/38)
ii	Participated in external workshop/ Seminars/ Conferences etc.	56.41 % (22/39)
iii	Presented papers in workshop/Seminars/Conferences etc.	46.15 % (18/39)

**Details of the faculty participation in workshop/ seminar/conference/etc.**

Sl. No.	Department	No. of faculty participation as		
		Resource Person	Paper Presenter	Participant
1.	<b>English</b>			
	▪ Conference	NIL	2	3
	▪ Seminar	NIL	3	3
	▪ Symposia	NIL	NIL	NIL
	▪ Workshop	NIL	NIL	3
2.	<b>Political Science</b>			
	▪ Conference	1	1	1
	▪ Seminar	1	5	5
	▪ Symposia	NIL	1	1
	▪ Workshop	NIL	1	5
3.	<b>BBA</b>			
	▪ Conference	NIL	3	2
	▪ Seminar	NIL	5	5
	▪ Symposia	NIL	NIL	NIL
	▪ Workshop	1	NIL	5
4.	<b>Sociology</b>			
	▪ Conference	NIL	NIL	1
	▪ Seminar	NIL	2	3
	▪ Symposia	NIL	NIL	NIL
	▪ Workshop	NIL	1	2
5.	<b>Zoology</b>			
	▪ Conference	NIL	2	1
	▪ Seminar	NIL	2	2
	▪ Symposia	NIL	1	1
	▪ Workshop	NIL	1	2
6.	<b>Botany</b>			
	▪ Conference	NIL	1	1
	▪ Seminar	NIL	2	2
	▪ Symposia	NIL	NIL	NIL
	▪ Workshop	NIL	NIL	1
7.	<b>Human Physiology</b>			
	▪ Conference	NIL	NIL	1



	▪ Seminar	NIL	1	1
	▪ Symposia	NIL	NIL	1
	▪ Workshop	NIL	NIL	1
8.	<b>Teacher Education</b>			
	▪ Conference	NIL	NIL	2
	▪ Seminar	NIL	3	2
	▪ Symposia	NIL	NIL	NIL
	▪ Workshop	NIL	NIL	5
9.	<b>Commerce</b>			
	▪ Conference	NIL	3	2
	▪ Seminar	NIL	4	5
	▪ Symposia	NIL	NIL	NIL
	▪ Workshop	1	NIL	3
10.	<b>Physical Education Centre</b>			
	▪ Conference	NIL	NIL	NIL
	▪ Seminar	NIL	NIL	1
	▪ Symposia	NIL	NIL	NIL
	▪ Workshop	NIL	NIL	1
11.	<b>Counseling Psychology Centre</b>			
	▪ Conference	NIL	1	1
	▪ Seminar	NIL	1	1
	▪ Symposia	NIL	NIL	NIL
	▪ Workshop	NIL	1	1

**2.4.4. What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized Programmes industrial engagement etc.)**

- The institution extends full support for the professional development of the faculty. The Management facilitates the employees to pursue higher studies like M. Phil, Ph.D or any other research activities. The College encourages faculty members: to participate in State, National and International conferences, Faculty Development Programme, Seminars and workshops organized by other institutions, Universities and Research Organizations and to bring out academic publications.
- The Management organizes Faculty Improvement Programmes also to enhance their performance in academic and student-teacher relationship.
- The College had organized eleven seminars and conferences including three student seminars since its inception to provide the teachers and students a stage to broaden their thinking in contemporary research work.



**2.4.5. Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/ achievement of the faculty.**

- Dr. Fr. Emmanuel Kallarackal, CSC, Principal, Holy Cross College, recipient of the award of ‘Ambassador of Peace’ by the Universal Peace Federation (UPF) in 2014.
- Dr. Pankaj Chakraborty, Academic Dean, Holy Cross College, recipient of Fulbright SIR Scholarship (2015-16).
- Dr. Fr. Emmanuel Kallarackal, CSC, Principal, Holy Cross College, recipient of the ‘AIACHE Best Principal of the Year, 2015 Award’.
- Dr. Dilip Nath, Assistant Professor, Zoology, received ‘Teacher of Honour Award’ by Bharat Vikash Parishad, Silchar (2005).
- Dr. Sr. Janet Tellis, Assistant Professor, Sociology, received ‘SANSKRITI Fellow 2010’ award by the Northeastern Institute of Culture and Religion.

**2.4.6. Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

Yes. For evaluation of teachers

- A formal feedback is taken from the students every year, reflecting the quality of teaching they have received, on a ten-point rating scale.
- The feedback obtained is consolidated and made available to the teachers by the Principal after discussing it with the HODs
- The Principal counsels teachers and guides them to improve their performance.
- Corrective action is taken whenever necessary.
- An internal peer evaluation was conducted in the college among the staff members which will be continued during every academic session.

**2.5. Teaching Learning**

**2.5.1. How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

At the beginning of the academic year, Departmental Heads and faculty members inform the students about the evaluation process in the classroom, as follows:

Faculty	Step 1: 2 days of Orientation Programme for Teachers
	Step 2: General Meeting chaired by Principal
	Step 3: Departmental Meeting chaired by Department Head
Students	Step 1: A week long Orientation Programme for Students
	Step 2: Assembly called by the Principal on every Wednesday
	Step 3: Class Supervisors* further reiterate the evaluation process

\*Class Supervisors (i.e Asst. Professor) explain the grading system in their respective class



The systems of evaluation are based on certain parameters:

Parameters	Marks
Formative Evaluation * <ul style="list-style-type: none"> <li>▪ Assignment = 3</li> <li>▪ Attendance =3</li> <li>▪ Class Test =3</li> <li>▪ Presentation =3</li> <li>▪ Sessional Exams (8 marks)</li> </ul>	20
Summative Evaluation**	80

\* Decided by the College

\*\* Decided by the University

**2.5.2. What are the major evaluation reforms of the University that the institution has adopted and what are the reforms initiated by the institution on its own?**

- The major evaluation reforms of Tripura University which the College has adopted are: The B.A./ B.Sc. examination system has changed from 1+1+1 system to semester system since 2014.
- There has been a major syllabus revision by the University for all the subjects at the same time.
- The answer script evaluation system has been also changed. The answer scripts of final examination conducted by affiliating University are evaluated centrally in Tripura University following the guidance/general instruction of subject-wise scrutinizer, head examiner and controller of examination.
- The College has established its own examination committee which consists of a teacher as chair and 8 teachers as members. They follow all the directions and instructions of Tripura University.
- All the evaluation reforms of University are adopted by the institution. The new semester grading system developed by the University has been fully adopted by the College..
- At the College level two internal sessional examinations, pre-semester examinations are conducted in every semester.
- Assignments, seminars, project works etc are regularly given to students and their performance is evaluated. These are made part of the internal assessment.
- Parent and Faculty interaction (PFI) is conducted every year to discuss progress of students.
- Besides, unit tests, objective type tests etc are also conducted

**2.5.3. How does the institution ensure effective implementation of the evaluation reforms of the University and those initiated by the institution on its own?**

- Senior teachers are appointed as the Academic Dean, Programme Coordinator & Chair of Examinations at the College who ensure effective implementation of evaluation reforms along with the Department Heads.



- At the beginning of the session students were given handouts of schedules on which presentation, class test, Group Discussions, and sessional exams are conducted.
- Every month grade sheets were created countersigned by the Department Head.
- Exam Chair acts as the Chief Superintendent of University examinations.
- The Academic Dean and Chair of Examinations Committee ensure effective implementation of internal evaluation and examination process.
- In every department, mark sheets of internal evaluation process are verified and countersigned by HODs and Principal.
- The Academic Dean monitors the curriculum and syllabus related issues and supports the teaching staff and the management in the smooth conduct of classes in the class rooms. He also coordinates all the departments at the college with the help of the Programme Coordinator and Chair of Examination Committee.

**2.5.4. Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system?**

**Formative Evaluation:**

- Sessional and pre-semester examinations, seminars, projects and assignments provide continuous evaluation of student progress.
- Each teacher makes use of measures like quiz, group discussion, debates on the topics to be covered.
- Students are encouraged to use ICT tools for presentation of their project papers.
- Attendance of the students also forms a component of this formative evaluation.

Course	Parameters	Marks
BA- English Honours	1 <sup>st</sup> Sessional Exam*	8
	2 <sup>nd</sup> Sessional Exam*	8
	Assignment*	4
BA- Political Science Honours	1 <sup>st</sup> Sessional Exam	8
	2 <sup>nd</sup> Sessional Exam	8
	Assignment/Presentation	4
BA- Sociology Honours	1 <sup>st</sup> Sessional Exam	8
	2 <sup>nd</sup> Sessional Exam	8
	Assignment	4
B. Com. Honours	1 <sup>st</sup> Sessional Exam	8
	2 <sup>nd</sup> Sessional Exam	8
	Assignment	4
B.Sc. Honours	1 <sup>st</sup> Sessional Exam	8
	2 <sup>nd</sup> Sessional Exam	8
	Assignment	4
BBA	Assignment	10
	Presentation	10
	Class Test/GD	10



- \*Sessional Examination I (Written) — 40% of the marks allotted for Internal Assessment, i.e. 40% of 20marks = 8marks
- \*Sessional Examination II (Written) — 40% of the marks allotted for Internal Assessment, i.e. 40% of 20marks = 8marks
- \*Assignment/ Presentation/ Attendance — 20% of the marks allotted for Internal Assessment, i.e. 20% of 20marks = 4marks

### Summative Evaluation:

- University conducts and end-semester external examination at the end of every semester. The examination schedule is fixed by the University and valuation is done at the University level.
- Various scholarships of the government/university are given to the deserving students.
- Awards for sportsmen, NCC cadets, NSS volunteers etc. are given every year.
- These evaluative approaches have significantly influenced the all round performance of the students.

Parameter	College/University	Honours	General	BBA
Formative Evaluation	Holy Cross College	20marks	20marks	30marks
Final Semester Exam	Tripura University	80marks	80marks	70marks

### 2.5.5. Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

- The institution has made changes in the Internal assessment pattern over the last 5 years as follows:
  - **In attendance:** In order to motivate the students, the college used to impose fine for those students who had less attendance. From the academic year 2016-17, this practice was discontinued and the HoD's were asked to give assignments, library work or community service for certain number of hours to make up for the less attendance.
- The weightage given to various internal assessments are as follows:
  - Sessional exam 1 = 08
  - Sessional Exam 2 = 08
  - Group discussions = 01
  - Attendance = 01
  - Assignments/Projects = 01
  - Community Service = 01
  - Total = 20 marks.
- All the components are given to all the classes and courses.
- Group Discussions are given to inculcate the value of sharing among the students and encourage them to take leadership. Attendance is included in the internal assessments to encourage students to be regular to the college. Assignments are given to inculcate independent learning, Community Service is given to inculcate the value of caring for others in the society as well as to help them in improving communication skills and



develop talents as they go to orphanages, old age homes, school for the visually impaired etc. to entertain them.

### 2.5.6. What are the graduates' attributes specified by the college/affiliating University? How does the college ensure the attainment of these by the students?

The various attributes of the college graduates are as follows:

Sl. No.	Attributes
1	Excellence in Academics
2	Development of Communication skills
3	Ability for independent thinking
4	Socially Responsible citizen
5	Self-reliance and Competence
6	Originality and Innovation
7	A person of character
8	Environmentally Conscious person
9	Honesty and Punctuality
10	Faith and Quest for Truth

The College frames all activities with a view to inculcate the above attributes in the student community. However, the following, need special mention:

- 1) Value and Moral Education Programmes.
- 2) Skill Development Programmes
- 3) Clean green campus through Community Service
- 4) Promotion of Sports and games, NSS and NCC
- 5) Active participation in Clubs and Forums
- 6) Extended Lectures, Seminars, Workshops, Conferences etc.
- 7) Awareness programmes

### 2.5.7. What are the mechanisms for redress of grievances with reference to evaluation both at the college and university level?

The College has effective mechanisms for the redress of grievances with reference to evaluation. The students can approach the teachers at any time and clarify their doubts regarding internal evaluation. Students are given adequate time to report complaints, if any. Moreover, following mechanisms are being followed at the college level:

Sl. No.	Mechanism
1	The College has set up an Appeal and Grievance Cell which looks into the Evaluation process in the college and complaints of partiality etc.
2	Mentor-Mentee System: <i>Students and teachers interacts one on one</i>
3	Complaint Box: <i>Students can lodge complain regarding evaluation/situation*</i>
4	Suggestion Box: <i>Students suggestions &amp; ideas are valued and respected*</i>
5	Special cases regarding the award of marks of the semester examinations as well as any other grievances by the university are referred to the concerned authorities in the University.

\* Separate forms are available for each category



## 2.6. Student performance and Learning Outcomes

### 2.6.1. Does the College have clearly stated learning outcomes? If 'yes', give details on how the students and staff are made aware of these?

Holy Cross education seeks to enlighten the heart and minds of students to help them become responsible citizens of the society. This outcome is expressed to the students through;

- The college website, Freshers' Orientation Programme at the beginning of each academic session, during admission interview, in the college diary and in college reception.
- The courses provided too have learning outcomes which are communicated to the students through:

Course syllabus, class lectures, field trips and departmental seminars.

### 2.6.2. Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the student's results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The institution displays the results of the internal examinations on the Departmental notice boards and in some cases the Principal, Academic Dean and HoD or other faculty members calls the students personally to discuss their performances with a hope to improve their performances in the future exams. We follow a practice of inter-departmental mentoring of our students and hence the mentors meet with the students periodically to discuss their performances and achievements.

An analysis of the students' results/achievements is given below with the pattern of achievement across programs.

Sl. No.	Programme	Percentage of Pass			
		2012-13	2013-14	2014-15	2015-16
1	B.A. English Hons.	100%	100%	95.23%	94.33%
2	B.A. General	80.55%	80.85%	70.58%	63.15%
3	B.C.A.	100%	-----	-----	-----
4	B.B.A.	-----	100%	100%	100%
5.	B.A. Political Science Hons.	-----	-----	100%	100%
6	B.Sc. Zoology Hons.	-----	-----	50%	100%
7	B.Sc. General	-----	-----	25%	66.66%

There are differences in the patterns of achievements across the programmes/courses offered due to the fact that the college is new and the courses are new. The caliber of the students enrolled in the various courses at the college have increased over the years as the number of students seeking admission to the institution also have been on the increase. For the department of English we have the maximum enrollment as we have been given 140 seats per academic session from the University. The increase in numbers explains the decrease in pass percentage.

**2.6.3. How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

- The students are given classes based on the curriculum prescribed by Tripura University.
- The entire teaching learning process is meticulously structured and distributed.
- Well planned timetable is given at the commencement of every academic year.
- The HoD distributes work to each faculty member and ensures that the entire syllabus is covered in time.
- Internal examinations are conducted as per the schedule given in College Calendar and Handbook.
- The various components of the formative and summative assessments help in achieving the intended learning outcomes.
- In addition to imparting knowledge based on the syllabus, workshops and seminars are also conducted to create awareness about the current development in their area of study.
- Students are encouraged to use ICT in their learning and presentations.
- Various extracurricular activities are held at College to benefit the students.
- NCC is functioning in the College to provide training to the students and to inculcate in their minds the twin ideals of duty and discipline.
- The National Service Scheme (NSS) is functioning in our College since 2015-16 in order to effectively inculcate social service attitude and environmental consciousness in the students.
- College level Clubs and Cells conduct several programmes which are intended to create skills in literature, arts, management, leadership, critical thinking etc.
- The Red Ribbon Club is working for awareness of AIDS and donates blood for more than 60 patients every year.

**2.6.4. What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality jobs, entrepreneurship, innovation and research aptitude) of the courses offered?**

- Moral and spiritual guidance classes are given to students.
- Value added and Career oriented Programmes promoting employment and social skills are offered by the College.
- Students are provided with ample opportunities to interact with eminent social workers and economists. Various seminars and workshops are being organized by the College to achieve this objective.
- Students carry out project works which are evaluated by external examiners.
- All the students are given training in preparing assignments, projects and presenting seminar with a view to promote their research aptitude.
- Students are provided opportunity to interact with research scholars/experts in various departments in order to be aware of the frontier of research.
- Every year one student of our College gets opportunity to go abroad (USA) to present his/her research paper in a seminar organized by North Dame University, USA



- There is a civil services academy functioning in the college which provides coaching to students for various competitive exams.
- Students are given training in preparing assignments, projects and in presenting papers during seminars with a view to promote their research aptitude.
- Students are provided opportunity to interact with research scholars, subject experts and eminent personalities in order to be aware of the recent developments in their respective disciplines.

Various seminars and workshops are being organized by the College to achieve this objective.

Sl. No.	Title of the seminar/ symposium/ workshop	Department	Duration	Status	Venue
1.	Emerging Trends in Contemporary English Literary World	English	2 <sup>nd</sup> -3 <sup>rd</sup> February, 2013	International Conference	HCC in Collaboration with TU
2.	Issues and trends of Governance in Multicultural Societies	Political Science	16 <sup>th</sup> -17 <sup>th</sup> November, 2013	National Seminar	HCC in collaboration with ICSSR-NERC
3.	Building Nations of Peace: Our Shared Responsibility	Political Science	26 <sup>th</sup> August, 2014	International Peace Conference	Nazrul Kalashkhetra, Agartala in collaboration with Universal Peace Federation of India
4.	Biodiversity in the North East Indian Hotspot: Science and Society Perspectives	Zoology	7 <sup>th</sup> -8 <sup>th</sup> February, 2015	National Seminar	HCC in collaboration with Tripura Biodiversity Board
5.	Current Trends of Development in Communication, Innovation and Creativity in India	B.B.A.	27 <sup>th</sup> - 28 <sup>th</sup> February, 2016	National Seminar	HCC in collaboration with ICSSR-NERC
6.	“Women in South Asia: Problems and Prospects”	Pol. Science	24 <sup>th</sup> and 25 <sup>th</sup> September 2016.	National Students Seminar	In collaboration with IGDC, Deptt. of Forests, Govt. of Tripura and Tripura Commission for Women
7.	Towards Inclusive	Sociology	18 <sup>th</sup> – 19 <sup>th</sup>	National	HCC in



	Quality Education : Understanding the Problems of Dalits and the Marginalized		November, 2016	Seminar	collaboration with ICSSR-NERC & Institute of Dalit Studies (IDS), New Delhi
8.	“Second Student Project Programme”	Zoology	March and 17 <sup>th</sup> 18 <sup>th</sup> 2017.	Students Project Seminar	In collaboration with Tripura State Council for Science and Technology, Govt. of Tripura

- Since 2015, every year the College is organizing National Level Student’s Seminars on contemporary themes. In 2016, two papers came from USA, they presented their papers through Skype. Apart from these many other participants from other states of India also took part in these seminars through Skype.

Sl. No.	Theme of the Seminar	Date and Venue	No. of Paper Presenters
1.	Freedom of Speech and Expression as Human Right: Its Role and Limitations	26 <sup>th</sup> September, 2015, Holy Cross College	35 nos. (including 15 Papers from our College)
2.	Women in South Asia : Problems and Prospects	24 <sup>th</sup> & 25 <sup>th</sup> September, 2016, Holy Cross College	46 nos. (including 24 Papers from our College)

Student project works are evaluated by external examiners.

Sl. No	Year	No. of Students	Course	Name of Examiner
1.	2014	07	BBA 6 <sup>th</sup> Semester	Amrish Deb Guest Lecturer, RTC
2.	2015	18	BBA 6 <sup>th</sup> Semester	Amrish Deb Guest Lecturer, RTC
3.	2016	17	BBA 6 <sup>th</sup> Semester	Amrish Deb Guest Lecturer, RTC

- All the students are given training in preparing assignments, projects and presenting seminar with a view to promote their research aptitude.
- Students are provided opportunity to interact with research scholars/experts in various departments in order to be aware of the frontier of research.



Sl. No.	Departments	Resource person/ Expert	Year
1.	BBA	Mr. Topno (RBI GM)	2014-15
		Mr. George Jenner	2015-16
		Mr. JayantaDebnath	2015-16
		Mr. ShakherDatta	2015-16
		Prof. ArunodoySaha	2015-16
		Mr. NeelabhraBhora	2014-15, 2016-17
		Prof. R.P. Banarjee	2015-16
		Prof. Rattan Khasnabish	2015-16
		Mr. S. Prabhu	2015-16
		Mr. Arnab Chakraborty	2015-16
		Mr. Rupanjan Das	2016-17
2.	Department of Commerce	Mr. Rupanjan Das	2016-17
		Mr. Arnab Chakraborty	2015-16
3.	Department of Political Science	Dr.AdhyaBharatiSaxena	
		Hon. Justice Gopal Gowda	2014-15
4.	Department of English	DrBabu Ram Swami	2015-16
5.	Department of Zoology	Prof. B. B. Jana	2015-16
		Prof. M. Premjit Singh	2015-16
		Prof. S. K. Banik	2015-16
		Prof. R. K. saha	2015-16
		Dr. A. K. Gupta	2015-16
		Dr. M. Dutta	2015-16
		Dr. Anup Das	2015-16
		Prof. Antony Gomes	2015-16
6.	Department of Botany	Dr. Surajit Sarkar	2015-16
7.	Department of Human Physiology	Dr. Samir Shil	2015-16

- Three students of our College were selected to go abroad (USA) to present a research paper in a seminar organized by North Dame University, USA. Organized by Ford Family Foundation.

Sl. No.	Name of the Student	Year of Presentation	Topic
1.	Robert Lushai B.A. (English Hons.)	February, 2013	Poverty Education and Rural Development in North East India : A Case Study of Tripura.
2.	ChimanDebbarma B.A. ( Political Science Hons.)	February, 2014	Rehabilitation and Development of Jhumias in Tripura: Challenges and Prospects.



3.	Brigade Debbarma B.A. (General)	February, 2015	Role of National Rural Health Mission in Human Development : A Case Study of Tripura.
----	------------------------------------	----------------	---

#### **2.6.5. How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?**

- Assignments, projects and seminars have become an integral part of the learning process and help in overcoming the barriers.
- The examination results are analyzed at department level as well as College level and initiatives are taken for its improvement.
- The presentation and communication system has been considerably improved with the support of ICT method.
- Students are encouraged to apply for Government scholarships and other schemes of financial assistance.
- In addition to this, the poor students are given free education from the funds of the College by way of scholarship.
- Suggestions and feedback from Alumni and Campus Recruiters are also taken into account for improving learning outcomes and students' performance.
- Economically backward students are given fee concessions from the college funds.

#### **2.6.6. How does the institution monitor and ensure the achievement of learning outcomes?**

- Attendance of the students in all academic Programmes of the College is closely monitored.
- Internal evaluation process is made systematic and error free.
- Assignments and seminars by students ensure in-depth learning.
- Internal examinations are conducted as per the University guidelines.
- Extra classes and tests are also conducted.
- Effective tutorial system also ensures achievement of learning outcomes.
- Scholarships and endowments are instituted to encourage meritorious students.
- Participation of staff and students in value/moral classes and community services are ensured.
- Parent faculty interactions are organized regularly.
- Coaching for various competitive exams by Holy Cross Civil Services academy (HCCSA) helps students in their pursuit towards a career.



**2.6.7. Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If ‘yes’, provide details on the process and cite a few examples.**

**Yes.**

- As a result of evaluation outcomes, teachers individually enhance their personal attention to students so that a good inter-personal relationship is maintained which produces a positive impact in their studies.
- Counseling for slow learner is provided based on the recommendations of the faculty members.
- Punctuality, performance and communication skills are taken into account for selecting class representatives, who also form part of the Students’ Council.
- Top scorers in college level competitions are deputed to represent the college at the University/State/National levels.
- Remedial programmes are arranged for the students on the basis of their performances in internal evaluation/assessment.

**2.6.8. Any other relevant information regarding Teaching-Learning and Evaluation which the College would like to include.**

Being the first college in Agartala to have exclusively English Medium teaching and realizing that the students are coming from a remote rural background, special care is taken by the Principal and faculty to ensure proficiency in English Language is achieved by all students. Keeping in mind the vision and mission of the management of the college, in depth analysis of information regarding each student’s background is obtained to ensure that wherever help is required, either in monetary terms or psychological overnment, the mentoring teacher ensures that such services are provided to the needy students.

The management, principal and faculty have been striving right from the beginning to provide best quality education in this part of the country. In order to ensure excellence and continuation of excellence, the college has adopted various innovative practices and best practices.



## **CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION**

### **3.1. Promotion of Research**

#### **3.1.1. Does the institution have recognized research centre/s of the affiliating University or any other agency / organization?**

- The college is only 7 years old and is yet to establish a full-fledged research center. However, we do support student research projects and the college has already conducted three student seminars which were research based. Three of our students have been sent to University of Notre Dame, Indiana, USA to present their research papers in three consecutive years (2013, 2014 and 2015)
- The College has been recognized to conduct fundamental research to promote the students of UG by doing different applied projects under the Department of Zoology and the Department of BBA. The Department of Zoology has also been recognized as “Academic Partner Associate” by the Tripura Biodiversity Board to promote the research and consultancy activities. Besides, some faculty members from different departments are pursuing researches in their own fields.
- ICSSR-NERC, College of Fisheries Agartala, ICAR Tripura, Department of Science and Technology Tripura and Agricultural College of Tripura recognize and give financial/technical support and service to promote research and organize National Seminars.

#### **3.1.2. Does the institution have research committee to monitor and address the issues of research? If so, what is the composition? Mention a few recommendations made by the committee for implementation and their impact.**

Though there is no official Research Committee to monitor and address the issues of research, the college has many faculty members with Ph.D's who are monitoring the projects and research assignments given to the students.

The college has composed a Research Cell is constituted with a view to promote and monitor research activities in the college. The committee, chaired by the Principal consists of the following members:

1. Dr. Fr. Emmanuel Kallarackal CSC, Principal
2. Dr. Pankaj Chakraborty, Academic Dean
3. Dr. Dilip Nath, Asst. Prof. Zoology
4. Dr. Sr. Janet Tellis, SSpS, Asst. Prof. Sociology

#### **Some Recommendations made by the Research Committee**

1. Every department should run at least one major/ minor research project.
2. Every department is encouraged to organize a National or International Seminar.
3. Each department should arrange at least 2 invited talks by eminent researchers every year.



4. Each department should arrange at least one government / interdepartmental/ intercollegiate Students' seminar/workshop every year.
5. New books and journals on the emerging areas of research are to be made available in the library.

Most of the above recommendations were positively taken by the Faculty members and the Management. A few members of the faculty are preparing for major /minor research projects. Also, a significant hike in quality and quantity of published research papers has been noticed during the recent past.

### **3.1.3. What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?**

- Holy Cross College has not yet started any research projects since the college is new and less than ten years old. However, there is a plan to start some major project works in the campus during the next academic sessions. Plans are in place for this project.
- All the facilities of the College like ICT, Library and reprographic centers are made available to all those interested in conducting research.

### **3.1.4. What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

- Teachers are encouraged to mentor student's research. Project work has become an integral part of teaching and this builds a scientific environment in the premises.
- Students are encouraged to attend seminars and conference organized in the college or in other institution. This helps in developing a research temperament among the students.
- A good number of seminars/ conferences, workshops and invited lectures are organized by each department with active involvement of the students, where they interact with national/ international experts and they are exposed to current research trends and challenges (details given in item 3.1.6.).
- The proceedings of these seminars/conferences are then published in a Book form. The college has a collection of 4 such books already. They are:
  - i. Indian Judiciary in Transition (Global Publishing House, 2012)
  - ii. Contours of Globalization(Global Publishing House, 2012)
  - iii. Contemporary English Literary World: Emerging Trends (Global Publishing House, 2013)
  - iv. Governance in Multicultural Societies: Issues and Trends (Excel India Publishers, 2014)
- Various departments, particularly, Zoology and Environmental Science departments by ensuring the participation of students, conduct livelihood, Indigenous Technical Knowledge (ITKs) and socio-scientific surveys in collaboration with local bodies, NGOs and other Govt. Institutes and the reports are published.



- Eminent scientists and social researchers such as H. E. P. B. Acharya, Prof. B. B. Jana, Dr. A. K. Gupta, Dr. A. Das, Dr. M. Datta etc. visited the campus and interacted with the students.
- In addition to our own students, we are extending our facilities to students from other colleges also. We also conducted educational exhibitions in collaboration with other Govt. and Non-Govt. agencies.
- Individual and group projects are given to students and research facilities in the college are extended to them. Project work of each student is guided and supervised personally by teachers.
- Inter departmental and Inter-College national Students Seminar are organized regularly.

**3.1.5. Give details of the faculty involvement in active research (give student research, engaged in individual/ collaborative research activity, etc.).**

Sl. No.	Faculty	Department	No. of UG students Awarded during 2009-14	No. of project students presently under the faculty	UG research Projects Undertaken during 2009-2014
1.	Dr. Reba Chakravarty	Zoology	1	2	2
2.	Dr. Dilip Nath	Zoology	-	2	-
	Present Faculty (on 2008-09 or after)				

**3.1.6. Give details of workshop/ training Programmes/ sensitization Programmes conducted / organized by the institution with focus on capacity.**

Sl. No.	Programme	Organizing Department	Dates	Level	Funding Agency
1.	Teaching and Learning of Indian English Literature	English	13 <sup>th</sup> -14 <sup>th</sup> Feb, 2010	Regional	Holy Cross College
2.	The Changing Role of Indian Judiciary	Pol. Sc.	22 <sup>nd</sup> -23 <sup>rd</sup> Jan, 2011	National	Holy Cross College
3.	Globalization: its Issues and Challenges with Special Reference to India	B. B. A.	29 <sup>th</sup> – 30 <sup>th</sup> Oct, 2011	International	Holy Cross College
4.	Emerging Trends in Contemporary English Literary World	English	2 <sup>nd</sup> -3 <sup>rd</sup> Feb 2013	National	HCC in Collaboration with TU
5.	Issues and trends of Governance in Multicultural Societies	Political Science	16 <sup>th</sup> -17 <sup>th</sup> Nov, 2013	National	HCC in collaboration with ICSSR-NERC



6.	Building Nations of Peace: Our Shared Responsibility	Political Science	26 <sup>th</sup> Nov, 2014	International	HCC in collaboration with Universal Peace Federation, UN
7.	Biodiversity in the North East Indian Hotspot: Science and Society Perspectives	Zoology	7-8 Feb, 2015	National	HCC in collaboration with Tripura Biodiversity Board
8.	Current Trends of Communication, Innovation and Creativity in India	BBA	27 <sup>th</sup> -28 <sup>th</sup> Feb, 2016	National	HCC in collaboration with ICSSR-NERC
9.	Women in South Asia: Problems and Prospects	Pol. Science	24 <sup>th</sup> -25 <sup>th</sup> Sept. 2016	National	HCC in collaboration with IGDC, Govt. of Tripura and Tripura Commission for Women.
10.	Towards Inclusive Quality Education: Understanding the Problems of Dalits and Marzinalised	Sociology	18 <sup>th</sup> -19 <sup>th</sup> Nov., 2016	National	Department of Sociology in Collaboration with ICSSR-NERC, Shillong
11.	Challenges of Climate Change	Zoology	17 <sup>th</sup> -18 <sup>th</sup> March, 2017	State	Department of Zoology in collaboration with Tripura State Council for Science and Technology

**3.1.7. Provide details of prioritized research areas and the expertise available with the institution.**

- The following are the details:

Department	Prioritized research Areas	Expert Available
Zoology	Fisheries Agriculture, Entomology, Farming System ITK	Fisheries Agriculture, Entomology, Farming System ITK



<b>Botany</b>	Plant allergy		Plant allergy
<b>Human Physiology</b>	Nutritional Biochemistry		Nutritional Biochemistry
<b>Sociology</b>	Cultural anthropology, Indigenous knowledge system, Sociology of Education Indigenous Youth Migration		Cultural anthropology, Indigenous knowledge system, Sociology of Education Indigenous Youth Migration
<b>Political Science</b>	Judiciary, The Indian Constitution, Govt. and Political system		International Relations
<b>English</b>	English language teaching, linguistics, post-colonialism, American English Literature.		English language teaching, linguistics, American English Literature, post-colonialism.
<b>BBA</b>	Accounting theory, Annual reports, Leadership		Accounting, Annual reports, Leadership
<b>B.Com</b>	Commerce and trading possibilities in the Indian continent		Commerce, Management
<b>B.Ed</b>	Pedagogy, Teacher effectiveness		Teacher Education

### 3.1.8. Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students.

- Prof. Antony Gomes, Calcutta University has taken one session on Snake venom research to promote the research on snakes among the students.
- From the very beginning HCC organizes various Seminars, workshops and skill development activities to promote the students and faculty of different departments.
- We organize time to time Panel discussions/ guest lectures by inviting the eminent personalities from various parts of the country and abroad.
- Apart from this we take value education classes for the students and various celebrations to make awareness amongst the students and the local people. In this regard we have celebrated World Environment Day, National Science Day, International water day and Women Day etc

**3.1.9. What percentage of the faculty has utilized sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

- One faculty on securing Fulbright scholarship has been in the USA for a period of almost a year and he had international exposure.
- Three faculty members have completed the research methodology course work.
- Four members of the faculty have been provided with leave to complete their research work.
- Six faculty members are currently research scholars at Tripura University and Assam University, pursuing their doctoral studies.

**3.1.10. Provide details of the initiatives taken up by the institution in creating awareness/advocating/ transfer of relative findings of research of the institution and elsewhere to students and community (lab to land).**

- The Dept of Zoology under the guidance of Tripura biodiversity board has been working in rural areas to develop livelihood in sustainable manner.
- Some of the students of the Deptt. of Zoology are involved lab and field level research works on traditional pest management practices of ethnic communities of Tripura under the guidance of Dr. Dilip Nath. Through this project we have collected the information of Indigenous Technical Knowledge (ITK) based pest management strategies by the different tribal communities of Tripura. It will help to further scientific research on sustainable pest management practices to conserve Intellectual Property Rights (IPR) issues.
- The Department of Botany has organized a botanical field trip for the students to make them identify different plant species in a scientific manner. This will help them to understand the cataloging of the botanical diversity in Tripura to conserve the plant species of this area.
- The Department of Human Physiology has organized a diet survey for the students where they analyzed the nutritional status of people of under privileged community in a village in Tripura. The Programme was helpful to the community people (villagers) to make them aware about their nutritional requirements.
- Deptt. of Sociology worked on social transformation of the Riangs of Tripura and a book has been published by Dr. Janet Tellis, SSps, which is entitled “Riangs of Tripura: social transformation”
- To create awareness and to motivate the students and researchers in various scientific and social fields, we publish books; contribute research papers and articles in reputed journals and books and booklets.



### 3.2. Resource Mobilization for Research

#### 3.2.1. What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

- In the absence of PG programme, college is yet to create budget provision. However, to encourage research by students and faculty, seed money of Rs. 50,000 is kept apart.

Particulars	2012-13	2013-14	2014-15	2015-16	1216-17
Seminars & Conferences	46410.00	97325.00	78577.00	216772.00	10,000.00
Substitute Salary	N/A	N/A	N/A	N/A	N/A
Books & Journals	N/A	67332.00	35200.00	100000.00	120,000.00
Chemicals	N/A	N/A	N/A	N/A	N/A
Equipments	N/A	N/A	N/A	N/A	N/A
Travel	N/A	N/A	N/A	N/A	N/A
Consumables	N/A	N/A	N/A	N/A	N/A
Overhead	N/A	N/A	N/A	N/A	N/A
Contingency	N/A	N/A	N/A	N/A	N/A
<b>Total Expenditure</b>	46410.00	164657.00	113777.00	316772.00	130,000.00
<b>Budget allocation</b>	50,000.00	150,000.00	200,000.00	300,000.00	350,000.00
<b>% of Utilization</b>	92.82%	109.77%	56.89%	105.59%	37.14%

#### 3.2.2. Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years.

- The college administration advances funds to department/faculty for the purchase of equipments, chemicals, farm requisites etc. for labs and research.
- There is also the provision for providing seed money for faculty members for research and project work as required and requested by them individually.
- Ph.D. scholars are also given financial support as needed and free time from classes to complete their research work.

#### 3.2.3. What is the financial provision made available to support student research projects by students?

- Research labs, Libraries and Computer center etc. are freely accessible to students. They are provided with free access to internet facility too.
- All the research facilities acquired by the college are open to the students and they are utilizing the facilities for executing their project works.
- Computers are installed in every class room with LCD projector and screen.



- There is no special fund set apart to support student research but if the students take initiatives they are supported with the necessary finances as needed. This was done in the case of students who did their research and who were selected to go to Notre Dame University for the presentation of their research papers in the Human Development Conference (HDC) of the University for three years consecutively.
- Every year, the college organizes educational expo. Where each department makes students to do research on a topic and present it through posters and models. Attractive prizes are given to the department-wise winners.

**3.2.4. How do the various departments/ units/ staff of the institute interact in undertaking the inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

- Normally, inter disciplinary research takes place with the conduct of the national or international seminars and the many conferences/seminars organized at HCC had the involvement of all faculty members and it had been successful always. The Challenge faced for all these conferences/seminars were mainly financial, since the college did not get much financial support from University or UGC as we were not permanently affiliated till last year and we are yet to be recognized with 2 (f) and 12 (B) status by UGC.

**3.2.5. How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

- The institution ensures optimal use of available equipments and research facilities by its staff and students and in this regard, the management has invested much in making the seminar halls and class rooms, smart class rooms with the state of the art technology.
- During the normal working hours, the labs in the college are open to all staff and students of the college.
- The project works in the curriculum necessitates the optimal use of lab equipments as well as advanced level of books and journals in the library.
- Lab facilities and internet are made available to research scholars on public holidays also.
- An ambience of sharing culture is prevalent among various departments for making their research equipments available to the needs of others.
- Distance education facility under IGNOU study center utilizes various facilities in the college even on public holidays.

**3.2.6. Has the institution received any special grants or finances from the industry or other beneficiary agency for development research facility? If 'yes' give details.**

Yes, the college has received special grants and finances from beneficiary agencies for development of research facility as follows:

- Department of English received Rs.5,000 from the Holy Cross School Alumni Association (Holy Crossians) for conducting a regional seminar in the year 2010.



- Department of Political Science received Rs.10,000 from the Holy Cross School Alumni Association (Holy Crossians) for conducting a regional seminar in the year 2010.
- Department of Business Administration received Rs. 10,000 from Tripura University (A Central University) for conducting an International Seminar in the year 2012.
- Department of Political Science received Rs. 50,000 from ICSSR-NERC, Shillong for conducting National Seminar in the year 2013.
- Department of Zoology received Rs. 1, 00,000 from Tripura Bio-diversity Board, Govt. of Tripura for the National Seminar in the year 2015.
- The ITC center of the college received Rs.2,00,000 from a well wisher for purchase of computers which will be used for research in the college.
- Department of Business Administration received Rs.70,000 from ICSSR-NERC, Shillong for conducting National Seminar in the year 2016.
- The ITC center received Rs.5, 00,000 from the MP Fund for purchase of computers for the computer lab in the year 2016.
- The Social Outreach Club of the college received Rs. 1,96,000 from Kings' College, USA for conducting survey and research in the locality, the results of which will be used to find out the economic development and progress of the area.
- The Department of Political Science received Rs.40,000 from IGDC Project, Govt. of Tripura for conducting the national seminar and work shop for students in the year 2016.
- The Department of Political Science also received Rs.7,000 from Tripura Commission for Women, Govt. of Tripura for conducting the national seminar and work shop for students in the year 2016.

**3.2.7. Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.**

- The institution encourages all the teaching faculty members to apply for research projects from any agencies. Some members of the faculty are in the process of applying for research projects from different funding agencies.

### **3.3. Research Facilities**

**3.3.1. What are the research facilities available to the students and research scholars within the campus?**

- A well equipped and well furnished Library with more than 7000 text books, 109 Reference books, 6 Journals, 29 Back volumes of Journals, 1 e-resource through Delnet facility and 7 news papers.
- There are 2 computer labs with a total of over a hundred systems are available in the college with broad band connectivity accessible by the students and staff.
- Besides, computers are available in the staff room and class rooms.



- The Depts. Of Zoology, Botany and Physiology have well furnished research Laboratories for the students to conduct researches related to their subjects of study like Entomology, Fishery, Integrated Pest Management, Indigenous Technical Knowledge, Ecology etc.

### **3.3.2. What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researches especially in the new and emerging areas of research?**

- The college has developed strategies for proper planning and mobilizing adequate funds for creating and upgrading infra-structural facilities for research. At the beginning of every academic year, all departments work out research requirements with regard to infrastructural needs. Accordingly the management, the research club in consultation with the IQAC, Library representatives and faculty members prioritize needs.
- The college has a research cell to plan and implement research activities in the campus.
- College encourages the members of faculty to apply for research grants and scholarships which will help in improving infrastructure on a need based manner.
- The management and alumni supplement to meet the needs of the students.
- The Deptt. of Zoology has developed linkage with Govt. agencies like, Tripura Biodiversity Board, Deptt. of Science and Technology (Tripura University) to upgrade and promote the research works especially in the new and emerging areas.
- To promote research in fisheries and agricultural fields, the Zoology Department has developed linkages with College of Fisheries (CAU) and Indian Council of Agricultural Research (ICAR). He is now the life member of Indian Hill Farming Association (IHFA) and Northeast Society for Aquaculture and Fisheries (NESFA). He got the voluntary membership of IMPARK which may facilitate to publish books and journals of new and emerging areas.
- The Deptt. of Sociology has a linkage with North Eastern Institute of Cultural Research (NEICR), Guwahati to promote the social researches in northeastern part of India. An Asst. Professor from Sociology department got the life membership from this organization.
- The Deptt. of Political Science has a linkage with the ICSSR-NERC, Shillong which sponsors/ provides financial support to the college in organizing seminars, workshops and conferences. The Deptt. is working jointly in a research project named as 'Development Induced Displacement' with NESRC, Guwahati.
- To promote and encourage research work, both for faculty and students, Pankaj Chakraborty, Dean of studies played a vital role in ensuring collaboration between Holy Cross College and King's College, PA, USA and between Holy Cross College and Bluefield State College, WV, USA.
- The Academic Dean is a member of Fulbright Alumni Association and through him Fulbright Workshops are organized in the college in collaboration with United India Educational Foundation (USIEF). This provides opportunities to the faculty members



as well as students to get to know and avail various research opportunities under Fulbright Scholarship.

### 3.3.3. Has the institution received any special grants or finances from the industry of other beneficiary agency for development of research facility? If 'yes' what are the instruments or facilities created during the last four years?

- The ICT center of the college received Rs.2, 00,000 from a well wisher for purchase of computers which will be used for research in the college.
- The ICT center received Rs.5, 00,000 from the MP Fund for purchase of computers for the computer lab in the year 2016.
- ICT center received Rs, 7, 00,000 from MP LAD fund for the computer lab in 2017.
- ICT received Rs, 1, 90,000 from a few benefactors in 2017.
- The college received a building grant of Rs. 2.43 Crores from the Govt. of Tripura for construction of new class rooms.

### 3.3.4. What are the research facilities made available to the students and research scholars outside the campus or other research laboratories?

- We sent our students to other reputed institutions in India and abroad to participate in various research seminars, conferences and workshops. The following are the details of the students who participated in the student research conference at University of Notre Dame, South Bend, Indiana, USA and presented papers.
- The IQAC takes initiative in establishing collaborations with eminent personalities at national and international level.
- For the benefit of B.B.A, B.Sc and B.Com students, the college is in the process of making arrangements with SAP Education and other agencies to provide job related training to the students.

1.	Robert Lushai B.A. (English Hons.)	February, 2013	Poverty Education and Rural Development in North East India : A Case Study of Tripura.
2.	Chiman Debbarma B.A. ( Political Science Hons.)	February, 2014	Rehabilitation And Development of Jhumias in Tripura : Challenges and Prospects.
3.	Brigade debbarma B.A. (General)	February, 2015	Role of National Rural Health Mission in Human Development : A Case Study of Tripura.

Date	Name	Programme
02.02.2013.	Prof. John Tryon, CSC, Prof. English, Holy Cross College, Notre Dame, Indiana, USA	International Seminar on “ Emerging Trends in Contemporary English Literary World” Organized by Deptt. Of English
	Brigadier DAB Udaya Kumar, Army Head Quarter, Agartala	
16. 11. 2013	Hon’ble Justice V. Gopala Gowda,	National Seminar on “Issues and



	Judge, Supreme Court	Trends of Governance in Multicultural Societies” Organized by Deptt. Of Political Science
07. 02. 2015 & 08.02.2015	Prof. M. Premjit Singh, Vice Chancellor, Central Agricultural University (Imphal)	National Seminar on “Biodiversity of NorthEasat Indian Hotspot: Science and Society Perspective” organized by Deptt. Of Zoology
	Prof. B. B. Jana, Deptt. Of Zoology, Calcutta University, Kolkata	
	Dr. A. K. Gupta IFS, Member Secretary, Tripura Biodiversity Board	

The following institutions have permitted our students to make use of their facilities:

Sl. No.	Name of the institution
1.	College of Agriculture, Lembucherra, Tripura
2.	ICAR, Lembucherra, Tripura
3.	College of Fisheries (CAU), Lembucherra, Tripura
4.	Tripura Biodiversity Board, Agartala, Tripura
5.	State Council for Science and Technology, Agartala, Tripura
6.	Tripura Commission for Women, Govt. of Tripura
7.	NESRC, Guwahati, Assam
8.	ICSSR-NERC, Shillong, Meghalaya

### 3.3.5. Provide details on the library / information resource centre or any other facilities available specifically for the researches.

- Well lit separate carols are provided in the library for students and staff interested to do research work with power outlets for the use of laptops.
- The research journals and online facilities are primarily meant for students and faculty who are doing projects on various subjects.
- Well established library with reference books and journals to facilitate the researchers.
- Well established computer lab with internet facilities.
- Access to the library of King’s College, and Bluefield State College in the USA through user name and password

### 3.3.6. What are the collaborative research facilities developed / created by the research institute in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

- The Academic Dean and Asst. Professors from the Department of Political Science is teaching a course for the students of Kings’ College with Dr. Margarita Rose of King’s College on Geography and Economic development. As a part of this course,



students from both HCC and King's will engage themselves in field surveys and research.

- Under the Tripura Biodiversity Board, the students of the Deptt. of Zoology actively worked on UNEP-GEF-MoEF ABS project.
- Research collaboration with NESRC, Guwahati on the project 'Development Induced Displacements'.
- Advanced equipments are installed in the science labs.

### 3.4. Research Publication and Awards

**3.4.1. Highlight the major research achievements of the staff and students in terms of \*patents obtained and filed (process and product)\*original research contributing to product improvement \*Research studies or surveys benefiting the community or improving the services\*Research inputs contributing to new initiatives and social development.**

- **Dr. Dilip Nath** was the active Researcher of NAIP Project. He developed new and modified location specific model of Fish Based farming system for the small and marginal farmers of Dhalai District of Tripura. His team received the Award from NAIP, ICAR for the best performance in "Livelihood Improvement through Sustainable Farming in Dhalai District of Tripura".
- **Dr. Dilip Nath** got recognition of Professional Membership of IMPARC for the contribution in academic and research activities. IMPARC is an initiative of International body *i.e.*, Global Education Mission Society (GEMS).
- **Dr. Dipanwita Chaudhuri Sil** of the Deptt. of Botany worked on research on Plant and fungal induced allergy and Immunology. The identified pollen and fungal allergens of this particular area is now used by the Allergologist for proper diagnosis and treatment purpose which was contributed by Dr. Chaudhuri Sil.
- **Dr. Pankaj Chakraborty** of Political Science Department initiated a course which is taught both at King's College, USA and Holy Cross College, Agartala. Under this students of both the institutions conducts surveys in the local villages to assess their socio-economic conditions. Pankaj Chakraborty of HCC and Dr. Margarita Rose of King's College have a plan to publish the results of the survey.

**3.4.2. Does the institute publish / partner in publication of research journal (s)? If yes, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

- The college is in the process of producing its own inter-departmental research Journal with the title "*HCC Academia: An Inter-disciplinary International Journal*". The process is on to get the RNI & ISSN Number for this Journal.
- **Dr. Dilip Nath** is one of the Editorial Board members of IMPARC which is an initiative of International body *i.e.*, Global Education Mission Society (GEMS). One research paper entitled "*Location specific Fish Based Farming System in Dhalai District of Tripura for Proper Utilization of Agri-resources*" of Dr. Dilip Nath has been published jointly with Prof. R. K. Saha of College of Fisheries (CAU), Agartala



in **Journal of Advances in Science and Technology**. The paper is available in the <http://www.ignited.in/>.

**3.4.3. Give details of publications by the faculty and students.**

a) Number of publications by the faculty during 2009 to 2015.							
Sl. No.	Faculty	Number of papers			Total No. of papers		
		Peer reviewed journals		Proceedings/ Regional/ Book Chapter			
		International	National				
1	Dr. Dilip Nath	1	7	22	30		
2	Barnita Majumder		1	2	3		
3	Papai Pal		1		1		
4	Moumita Dey		1	1	2		
5	Sushobhan Sengupta	1	1	5	7		
6	Shankha Shubhra Bhadra	3	-	3	6		
7	Dr. Janet Tellis	2		3	5		
8	Dr. Pankaj Chakraborty	1	2	9	12		
9	Sharmistha Rakshit		1	4	5		
10	Rajesh Kumar Nath			3	3		
11	Piyali Dhar	1		1	2		
b) Citation indices							
Sl. No.	Faculty	Citation indices					
		Citations		h-index		i 10-index	
		All	Since 2009	All	Since 2009	All	Since 2009
c) Books/ Monographs Authored/ Edited							
Sl. No.	Authors	Title of the Book and ISBN	Publisher	Year			
1	Dr. Reba Chakravarty	Socio scientific Issues on Biodiversity of NE Indian Hotspots	ISBN: 978-81-930980-9-7	2016			
2	Dr. Dilip Nath	Red Pumpkin Beetle: Study of Ecology and Biology in Assam ISBN: 978-3-659-43053-4	LAP LAMBERT Academic Publishing, Heinric- Bocking Str. 6-8 66121 Saarbrucken, Germany, www.lap-publishing.com	2013			
		Ancestral	New India Publishing	2013			



		Knowledge in Agri- Allied Science ISBN: 978-93-83305-21-6.	Agency, New Delhi- 110034, India, www.nipabooks.com	
		Fish Based Farming System Activities at Dhalai, Tripura	College of Fisheries, Central Agricultural University, Lembucherra, Tripura, India	2014
		Final Report National Agricultural Innovation Project: Fish Based Farming System in Dhalai District of Tripura	College of Fisheries, Central Agricultural University, Lembucherra, Tripura, India	2014
		Socio scientific Issues on Biodiversity of NE Indian Hotspots	ISBN: 978-81-930980-9-7	2016
		Fish Breeding (Bilingual: Bengali & English)	College of Fisheries, Central Agricultural University, Lembucherra, Tripura, India	In press
3	Dr. Janet Tellis	Riangs of Tripura: Social Transformation ISBN 9789350502495	B.R. Publishing Corporation New Delhi	2015
4	Barnita Majumder	Compulsory English foundation course ISBN: 978-81-932701-5-8	Brishtipriya Prakashani, Agartala	2016
5	Moumita Dey	Emerging Trends in Contemporary English Literature	New Manikya Press	2013
6	Shankha Shubhra Bhadra	Contours of Globalization ISBN: 978-93-81563-13-7	Global Publishing House, Vishakha Pattanam	2012
		4G: Growth, Governance, Globalization and Goal (In Press)	Global Publishing House, Vishakha Pattanam	2016
7	Pankaj Chakraborty	Indian Judiciary in Transition ISBN: 978-81-907159-9-7	Global Publishing House, Vishakha Pattanam	2011



		Contours of Globalization ISBN: 978-93-81563-13-7	Global Publishing House, Vishakha Pattanam	2012
		Governance in Multicultural Societies: Issues and Trends ISBN: 978-93-83842-60-5	Excel India Publishers, New Delhi	2014
		Public Administration	Pustak Mahal, Agartala	In press
		Children Surviving Conflict in Tripura (Bengali Translation)	Pustak Mahal, Agartala	In press
8.	Elemi Debbarma	Children Surviving Conflict in Tripura (Kokborok Translation)	Pustak Mahal, Agartala	In Press

**3.4.4. Provide details of \*research awards received by the faculty \*Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally \* incentives given to faculty for receiving state, national and international recognitions for research contributions.**

- Dr. Dilip Nath was the active researcher on NAIP Project at Dhalai and his team received the award from NAIP, ICAR for the best performance in Livelihood improvement through sustainable farming in Dhalai District of Tripura.
- Dr. Dilip Nath got recognition of Professional Membership of IMPARC for the contribution in academic and research activities. IMPARC is an initiative of International body *i.e.*, Global Education Mission Society (GEMS).
- Fulbright Scholarship received by Pankaj Chakraborty as his recognition in researches through which he worked for one year in Kings College of US.
- Dr. Janet Tellis received SANSKRITI FELLOW 2010 award from the North Eastern Institute of Culture and Religion.

### 3.5. Consultancy

**3.5.1. Give details of the system and strategies for establishing institute-industry interface?**

- Regular field studies, students –scientists interactions, industrial contribution in social sectors and research activities have been conducted where the students were able to gather diverse knowledge for further involvement in various fields. Through such Programmes, the students were taken in different institutes, organizations, industries and fields like the following:
- Epitome,



- Nest N Crest,
- Sepahijala,
- Tripura Legislative Assembly House,
- Indo-Bangla Border Hut,
- ICAR,
- College of Fisheries,
- College of Agriculture,
- Tripura Biodiversity Board,
- Laxmi Lunga Tea Estate.
- Palatana Thermal Power Project, Udaipur

### **3.5.2. What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

The institution considers its social commitment as of paramount importance, being situated in an underdeveloped, in accessible remote area of the country, its expertise is made available free of charge and voluntarily. Faculty members are engaged to promote consultancy with other institutes and organizations and following are the outcomes:

- Consultancy promotion is very important as it gathers vigour both by the unstinted support for it from the management as well as the presence of an enviable pool of experts in its rank.
- The College authority encourages consultancy services and permits with duty leave for various University/ Government Programmes related to consultancy.
- The consultancy services provided by the institution are coordinated by the IQAC.
- Holy Cross College publicizes the expertise through the College Website, Newsletter, College Handbook, Brochures, and Press Releases etc.

### **3.5.3. How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

- Consultancy services of faculty members are acknowledged and appreciated in the staff meetings.
- Teachers are encouraged to use the facilities available in the college for consultancy services.
- Holy Cross College encourages and motivates the faculty members/ staff of the centre for counseling psychology to extend consultancy services (psychological counseling) to the Government organizations and NGOs as & when sought for. In the last two years such services have been provided by Ms. Moushumi Jena to reputed organizations / institution like Agartala High Court, BSF, CRPF & ASSAM RIFLES.
- One of the most important consultancies has been given by the Deptt. of Zoology to Tripura Biodiversity Board (TBB) for the ABS project. The Deptt. of Zoology has worked as Academic Partner Associate of TBB and the Deptt. has given all the consultancy services to smooth running the ABS activities through various Programmes like, policy making, decision taking and field level implementation etc.



- “National Institute of Science Communication and Information Resources (NISCAIR)” is a reputed organization of India which publishes Journals on different Scientific and Social activities. Dr. Dilip Nath is a reviewer of the “*Indian Journal of Traditional Knowledge (IJTK)*” which is published regularly by NISCAIR.
- Dr. Dilip Nath is also giving the consultancy services to IMPARC as Editorial Board Member.
- Dr. Dilip Nath Has collaboration with College of Fisheries and he is doing different research and publication works with the researchers of College of Fisheries.
- As a part of consultancy services Dr. Nath was invited by Dharmanagar Govt. Degree College and he encouraged the students by delivering lecture on Immunology.
- Dr. Pankaj Chakraborty offers consultancy services to the newly inaugurated MBB University, Agartala in the areas of Public Administration.
- Dr. Pankaj Chakraborty provides consultancy services to Tripura University (A Central University).
- Dr. Pankaj Chakraborty offers consultancy services to Civil Services training centers in Agartala.
- Sushoban Sen Gupta offers consultancy services to Civil Services training centers in Agartala.
- Shankha Shubra Bhadra offers consultancy services to Tripura University (A Central University).
- Ravi Kumar Singh offers consultancy services to State Institute of Public Administration and Rural Development (SIPARD), Agartala.
- Dr. Fr. Paul Pudussery, CSC goes to many institutions in the country to offer consultancy services and conduct sessions for Principals and Faculty members.
- As part of consultancy and extension services, Dr. dilip Nath guided the farmers of Kanchanbari, Unokoti (a programme undertaken by Ambedkar College, Fatikroi)
- Dr. Pankaj Chakraborty offers consultancy services to State Institute of Public Administration and Rural Development (SIPARD), Agartala.
- Mr. Niloy Sengupta, Deptt. of Sociology offers consultancy services, conducts communication skills and motivational sessions for students and faculty in different institutions. He takes sessions for GSOs and other ranks of H217 Mountain Artillery Brigade and its units.

#### **3.5.4. List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

The broad areas and major consultancy services provided by the institution are in the areas of Bio-Science and Psychological Counselling. Keeping with the philosophy and ideology of the institution, all these services are rendered voluntarily.

The following are a few of such consultancy services provided:

- Consultancy services were provided to North Eastern Social Research Centre for the research work named as ‘Development Induced Displacement’. The College hosted the release of one of their books namely “Growing up in a conflict Zone: Children surviving conflict in Tripura”. As per their request, two members of the faculty namely Pankaj Chakraborty and Elemi Debbarma agreed to translate this research publication in Bengali and Kokborok languages respectively.



- Collaboration with King's College for social outreach Programmes and field surveys.

### **3.5.5. What is the policy of the Institution in sharing the income generated through consultancy (Staff involved: institution) and its use for institutional development?**

- Since all the consultancy services are rendered voluntarily as per the policy, no such arrangement is made regarding sharing of income.

## **3.6. Institutional Social Responsibility and Extension Activities**

### **3.6.1. How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

A host of Committees, Cells and Clubs like NSS, Social Outreach Club, Health and Well being club etc. are active in the college which has been created for this purpose. The following are some of the activities in this regard.

- Holy Cross College (HCC) has its various institution-neighborhood-community activities to engage the students for the benefit of the locality. Some of the initiatives are community service through which the entire HCC community involves in various types of social services viz., distribution of clothes, blood donation, surveys to know the livelihood status of the teagarden workers etc.
- HCC also engages in community services to “Apna Ghar” (an old age home in the locality), Nirmala Sishu Bhavan, Naba Pranti (an orphanage with about 60 children) and Laxmilunga tea garden village etc.
- The College has one ambulance in our College which is ready to give emergency services to our students as well as for the people of the neighborhood.
- To improve the students’ quality and make them good and responsible citizens the college has introduced mentor-mentee system in place.
- Opportunities are also provided to the students to improve the performance of the students in different co-curricular activities.
- HCC organizes Ethnic Day celebrations to celebrate our differences and appreciate the food and costumes of people of different ethnic origins. This is done with a view to strengthen the unity among the student community.
- HCC organized Agartala Marathon to conscientize the public about the evils of tobacco usage and care for the cancer patients.



- Awareness Programmes against drug abuse and alcoholism in collaboration with local Police Stations are conducted. College actively collaborates with ‘Prayas’, an initiative of Tripura Police.
- Field surveys are conducted by various departments of the college, such as:
  - **Nest N Crest :** The Business Administration Department organized a day long field visit to the production unit of Nest & Crest, where the 47 students of the department along with two teachers and Dean of Studies and the Principal, visited the site situated at Bodhunjnagar, Agartala, Tripura (West). It was a real exposure to the students to experience the process of procuring of raw milk from the villagers nearby and process the same into toned and double toned milk pouches. The students got the insight of the “value chain” of the Nest & Crest.
  - **Epitome:** In the month of September, 2015 Business Administration Department organized a day long field visit to the production unit of Epitome, where the students of the department along with five teachers, visited the site, situated at Bamboo Park, Bodhunjnagar, Agartala, Tripura (W).

The field visit revealed to the students that Epitome is the outcome of collaboration between Directorate of Industries and Commerce and TIDC (Tripura Industrial Development Corporation of India). The field visit also provide a handful insight to the students where they came to know about in and out of “Bamboo-Wood” which is processed from bamboos which is one of the natural resource endowed by the nature and available in abundance throughout the state, Tripura. Epitome produces various furniture, wall paneling and floor decking made from bamboo-wood which is termite & borer free.

- **TFDPC** (Tripura Forest Development Production Corporation). In the month of September 27<sup>th</sup>, 2015 Business Administration Department organized a day long field visit to the production unit of TFDPC (Tripura Forest Development Production Corporation), where the students of BBA department along with two teachers, visited the site, situated at Anandanagar, Agartala, Tripura (W). The students gathered knowledge regarding “the use and the processing of rubber and bamboo in a very eco-friendly manner”.
- **Tripura Legislative Assembly:** The Political Science department of the college conducted field survey at Tripura Legislative assembly on three occasions when the assembly was in session. They interacted with the members of Tripura Legislative Assembly, Deputy Speaker and witnessed the ongoing sessions of the Assembly. This helped them to have a better understanding of the law making body of the state (TLA) as this is part of their University syllabus.
- **Indo-Bangla Border Hut:** The Political Science and Business Administration Departments conducted a field study at Kamalasagar Border hut (Market in no-man’s land where people from India and Bangladesh gather for marketing their



goods). Students from both departments, especially those studying International Relations and marketing specialization students from BBA were given opportunities to study the impact of this border market and the relationship between the two nations.

- **College of Agriculture:** Students of the department of Zoology worked on cataloguing the information of some tribal communities on Indigenous Technical Knowledge (ITK) based pest management practices. The main objective behind the ITK based pest management practices by different ethnic communities of Tripura was to make the database about the traditional pest management practices by them. On this aspect we have cataloged some practices and their impact on pest management by some tribal communities. Through such practices students are getting practical knowledge about the host-pest relationship and their management for sustainable development. These practices have a great value to learn and improve their skills in Agri-farming. Such practices will also help them to further study and research works especially in Agri-allied fields.
- **Laxmi Lunga Tea Estate:** The Deptt. of Sociology conducted a survey on socio-economic status of the Tea garden labourers of Laxmilunga Tea Estate. The survey was conducted by the Students and faculty through Participatory Rural Appraisal (PRA). The students guided by the faculty presented the findings of the survey in the classroom and facilitated discussions and deliberations for future action.
- **Palatana Thermal Power Project, Udaipur:** The department of Business administration conducted a field/industry visit to Palatana Thermal Power Project at Udaipur. Total 75 students participated in this Programme which was lead by the faculty members of the department.
- **The Study of Local Flora and Faunal Diversity:** The department of Zoology and Botany conducted a field visit with the students on 8<sup>th</sup> February, 2017 at Ishanchandra Nagar village, West Tripura on The Study of Local Flora and Faunal Diversity.

### **3.6.2. What is the Institutional mechanism to track students' involvement in various social movements/ activities which promote citizenship roles?**

- Through the class supervisors, the IQAC ensures active student involvement in NCC, NSS, Clubs, committees, cells and forums functioning in the college.
- Through the representatives of each class, the college IQAC ensures students involvement in various Clubs, Cells and Forums.
- To involve in various social movements we organize from time to time blood donation camps, cloth distribution to the needy people, 'youth rock and talk' and the 'Marathon' to raise funds for poor cancer patients.



- During the Marathon, an awareness drive was undertaken in many neighbouring schools at Agartala against the use of Tobacco and its consequent sicknesses.
- Apart from this the college undertakes social awareness programmes for the students and organizes various celebrations like World Environment Day, National Science Day, International (World) Water Day, Womens' Day etc.
- Holy Cross College Handbook gives detailed information related to the clubs, committees, cells and forums that are functioning in the college so that students are informed and get attracted to join the following.
- Every year, at the beginning of the new session orientation Programmes are organized for the students of all the classes so that they are aware of the college's policy related to the students involvement in various social movements and activities.

### **3.6.3. How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

- Every year HCC collects the feedbacks from parents, guardians and local people about the overall performance of the institution.
- During the admission of new students, they often testify to the fact that the senior or alumni of the college guided them to take admission at HC College.
- HCC is connected with the local community and the college appreciates their suggestions and takes them seriously.
- The local youth club of Jubatara (the locality where the college is located) participates in community services like the distribution of clothes, free medical camps and blood donation camps.

### **3.6.4. How does the institution plan and organize its extension and outreach Programmes? Providing the budgetary details for last four years, list the major extension and outreach Programmes and their impact on the overall development of students.**

- The college planned and organized the extension and outreach Programmes with minimum budget. The minimum that was required was either taken from the college funds or contributed by the students and teachers. No special accounts have been kept for these activities as the expenses were incorporated into the overall expenses of the college.
- The following are the major extension and outreach programmes organized by the college.



Activity	Purpose	Budget	Benefit
Visit to old age home	Entertain the elderly inmates	Transportation expenses only: College bus was used	To make students aware of the problems of the elderly
Nirmala Sishu Bhavan	Entertain the inmates and help in garden	Transportation expenses only: College bus was used	To make the students to open their eyes to the social evils
Blood donation camp	To help the poor in need of blood in hospitals	Govt. supported	To educate the students to care for the needy and sick.
Distribution of clothes	To help the poor in the villages	Donated by students and faculty	To train students to care for the poor
Surveys at Laxmilunga tea garden village	to know the livelihood status of the teagarden people etc	Transportation expenses only: College bus was used	To support those who are less privileged in the society
Ambulance Service	To help students and villagers in emergency	Donated by the local MLA	To help anyone in emergency medical care
Free medical camp	To cater to the poor villagers	Govt. supported	To build up a healthy neighbourhood
Visit to Naba Prerana (orphanage).	To support with food and clothes and entertain the kids	Transportation: College bus was used	To care for the orphans and the neglected in society
Visit to school for the visually challenged	To entertain and help in garden		To make students understand the problems of the blind
Entrepreneurial talk & dinner	To enlighten the students about entrepreneurial initiatives	Rs. 10,000	Education for students of Business administration
Celebration of world water day	To educate the students about the precious water resource	Rs. 5000	Environmental education
IGNOU study center	To utilize the idle and surplus resources of the college for the betterment of society	Supported by IGNOU regional office	Educational opportunities for people from different walks of life.



### 3.6.5. How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

- Students are encouraged to join NSS, NCC, and other clubs and cells during the induction meeting held in the beginning of the academic year.
- Details of clubs, committees, cells and forums are included in the college handbook and prospectus.
- Necessary infrastructure and support services like the college transport are provided free of charge for social outreach activities and community services.
- The following are the details of the activities of NCC and NSS at Holy Cross College.

<b>NCC (GIRLS) UNIT</b>	<b>Holy Cross College is having NCC Girls battalion. A total of 31 female cadets are enrolled in the unit.</b>		
Active participation of the College NCC Girls Cadets in various events:			
Activities/ events	Number of participants	duration	Distinctions
NCC CATC Camp at ICFAI University	10 girls (1 <sup>st</sup> year students)	22-31ug, 2016	1 student achieved Gold Medal in Best MC & Best Senior Cadet respectively 1 girl got Silver Medal in Firing event.
NCC CATC Camp, conducted by 13 <sup>th</sup> NCC bt. Venue: ICFAI University	08 girls (2 <sup>nd</sup> year students)	12-23 Nov, 2016	2 Gold Medal in group dance and duet dance.

<b>NSS UNIT</b>	<b>Holy Cross College having NSS UNIT consisting of Sixty (60) volunteers.</b>		
Active participation of the College NSS UNIT in various events:			
Activities/ events	Number of participants	Date/ duration	Distinctions
“Safai Abhiyan” as a part of “Swachh Bharat Abhiyan” at Durjoynagar area.	54	11/12/2016	1 student got Gold Medal in Best MC & Best Senior Cadet respectively 1 girl got Silver Medal in Firing event.
Special 7 day camp	60	20/3/2016-26/03/2016	Many activities like Voluntary Blood Donation camp, Cloth Donation, Community Services were conducted.

**3.6.6. Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

- Under the supervision of Dr. Dilip Nath, Department of Zoology, the students worked on cataloguing the information of some tribal communities on Indigenous Technical Knowledge (ITK) based pest management practices. The main objective behind the ITK based pest management practices by different ethnic communities of Tripura was to make the database about the traditional pest management practices by them. On this aspect we have cataloged some practices and their impact on pest management by some tribal communities. Through such practices students are getting practical knowledge about the host-pest relationship and their management for sustainable development. These practices have a great value to learn and improve their skills in Agri-farming. Such practices will also help them to further study and research works especially in Agri-allied fields.
- For students project Programme organized by the Department. Of Biotechnology (DBT) New Delhi, under the supervision of Dr. Reba Chakravarty students undertook research on fish parasites of edible cat fish *Clarius batrachus*. Since the fish has its economic importance in being the food source for common people the host pathology due to parasitic infection gave a thorough concept of the damaged caused by the infection.
- The Department of Human Physiology under the supervision of Ms Shyamali Das did diet survey for the students where nutritional status of people of under privileged community was analyzed. The Programme was helpful to the community people to make them aware about their nutritional requirements.
- The Deptt. of Sociology conducted a survey on socio-economic status of the Tea garden labourers of Laxmilunga Tea Estate. The survey was conducted by the Students and faculty through PRA. The students guided by the faculty presented the findings of the survey in the classroom and facilitated discussions and deliberations for future action.
- The Political Science department of the college conducted field survey at Tripura Legislative assembly on three occasions when the assembly was in session. They interacted with the members of Tripura Legislative Assembly (TLA), Deputy Speaker and witnessed the ongoing sessions of the Assembly. This helped them to have a better understanding of the law making body of the state (TLA) as this is part of their University syllabus.
- The Political Science and Business Administration Departments conducted a field study at Kamalasagar Border hut (Market in no-man's land where people from India and Bangladesh gather for marketing their goods). Students from both departments, especially those studying International Relations and marketing specialization students from BBA were given opportunities to study the impact of this border market and the relationship between the two nations.
- The Department of Botany under the supervision of Dr. Dipanwita Chaudhuri Sil did work on the identification of different plant species in scientific manner of this



locality. The students of this department were involved in perusing such activities. This will help them to understand the cataloging of the botanical diversity in Tripura to conserve the plant species of this area. This will also help to make BDR.

**3.6.7. Reflection on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

- The NSS promotes awareness and social commitments among the students
- NCC promotes leadership qualities, discipline and helps students to become responsible citizens.
- The blood donation drives inculcate the noble value of saving lives through blood donation.
- The main objective behind the ITK based pest management practices by different ethnic communities of Tripura was to make the database about the traditional pest management practices by them. On this aspect we have cataloged some practices and their impact on pest management by some tribal communities. Through such practices students are getting practical knowledge about the host-pest relationship and their management for sustainable development. These practices have a great value to learn and improve their skills in Agri-farming. Such practices will also help them to further study and research works especially in Agri-allied fields.
- The main objective behind the identification of plant species was to make catalogue about the various available plant species. Through this work the students learnt about the procedure of plant collection, making of herbarium. As well as they also learnt the scientific name of different plant species.
- The social survey field studies conducted by the Students and faculty at various intervals have helped to sharpen the intellectual and academic skills and curiosity. The students guided by the faculty continue to discuss and deepen their social responsibility and comprehension of social realities.

**3.6.8. How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

- Outreach activities are planned and organized in collaboration with other organizations, like LSG and Govt. departments, NGO's like JUST (Jana Unnayan Samiti of Tripura) and ASHA (Association for Social and Human Advancement).
- Most of the extension and outreach activities have been inaugurated by Political, religious and social leaders and implemented with their full involvement.
- Through the ITK based pest management practices the students and respective supervisor use to go to the fields and they communicate with the farmer community. This is mainly *farmers-scientists-students* interaction. The problems about the farm management by the farmer community is enlisted and after that the remedy /measures



strategies are described by the expert. We also take in consideration about any important information for further scientific researches.

- The participation and co-operation of the local people, especially the local youth club members is ensured by inviting them to be part of the social outreach programmes as much as they are available.

### **3.6.9. Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

- College enjoys very good financial support from leading banks such as Vijaya Bank, Federal Bank and South Indian Bank Ltd.
- Tripura Biodiversity Board has been kind enough to sponsor few outreach activities of our college. Under outreach and extension activities the students of the Deptt. of are directly involved in ABS project of Tripura Biodiversity Board. Through this project we have developed a very close relation with the Tripura Biodiversity Board.
- The College receives very good support and coverage from press and electronic media as they oblige to publish reports and news about the college whenever we request them to publish them and their representatives come to the College whenever possible to cover the important events of the college especially when any ministers, governor or VIP is present.
- We receive significant amount of sponsorship from our benefactors and collaborators.
- The Deptt. of Zoology use to take the students in ICAR (Indian Council for Agricultural Research) and College of Fisheries for field work and for some practical hands on experience. This is one of the important processes to develop linkage with various departments to outreach and extension activities.

### **3.6.10. Give details of awards received by the institution for extension activities and/ contributions to the social/ community development during the last four years.**

- The College has not yet received any awards for extension activities/community development during the last four years. These services were done not with much publicity and certainly not for receiving any reward. They were done purely to educate and hearts and minds of our students. Hence the best award is that we have succeeded to make our students better human beings, socially responsible who would work for the upliftment of the society.
- However, the Principal of the College, Dr. Fr. Emmanuel Kallarackal, CSC has been elected as a Board member of AIACHE (All India Association for Christian Higher Education and the Vice-President of Xavier Board of Higher Education in India and he received the 'AIACHE Best Principal of the year 2015' award from the All India Association for Christian Higher Education.



### 3.7. Collaboration

**3.7.1. How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite samples and benefits accrued of the initiatives-collaborate research, staff exchange, sharing facilities and equipment, research scholarships etc.**

The Deptt. of Zoology is now the Academic Partner Associate of Tripura Biodiversity Board. The students of this department are directly involved in ABS project of Tripura Biodiversity. Holy Cross College, Jubatara, Tripura, India and Bluefield State College, West Virginia, USA, doing collaborative work on the development of joint studies and training activities, and other educational programmes of mutual interest. Such cooperative programmes undertaken by both the institutes are as follows:

- Student exchanges
- Faculty and staff exchanges
- Curriculum development
- Exchanges of materials, documents, and equipment
- Collaborative research in any field of interest common to both institutions
- Creation and organization of conferences
- Cultural exchanges and other activities to increase cultural links and mutual understanding between the United States of America and India.
- Ease of transfer of students between the two institutions, and
- Any other activity mutually agreed to between the parties

**3.7.2. Provide details on the MoUs/ collaborative arrangements (if any) with institutions of national importance/ other universities/ industries/ Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

Formal Memorandum of Understanding is made between Holy Cross College, Jubatara, Tripura, India and Bluefield State College, West Virginia, USA to establish certain cooperative programmes beneficial to the respective educational institutes and to promote the development of joint studies and training activities, and other educational programmes of mutual interest. The agreement is designed to facilitate and develop genuine and mutually beneficial study programmes, research relationships, and exchange programmes, such as:

- a) Student exchanges
- b) Faculty and staff exchanges
- c) Curriculum development
- d) Exchanges of materials, documents, and equipment
- e) Collaborative research in any field of interest common to both institutions
- f) Creation and organization of conferences
- g) Cultural exchanges and other activities to increase cultural links and mutual understanding between the United States of America and India.
- h) Ease of transfer of students between the two institutions, and
- i) Any other activity mutually agreed to between the parties.



**3.7.3. Give details (if any ) on the industry-institution-community interactions that have contributed to the establishment/ creation / up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories/ library/ new technology/ placement services etc.**

- Nest N Crest : The Business Administration Department organized a day long field visit to the production unit of Nest & Crest, where the 47 students of the department along with two teachers and Academic Dean and the Principal, visited the site situated at Bodhjungle, Agartala, Tripura (West). It was a real exposure to the students to experience the process of procuring of raw milk from the villagers nearby and process the same into toned and double toned milk pouches. The students got the insight of the “value chain” of the Nest & Crest.
- Epitome: In the month of September, 2015 Business Administration Department organized a day long field visit to the production unit of Epitome, where the students of the department along with five teachers, visited the site, situated at Bamboo Park, Bodhjungle, Agartala, Tripura (W).
- The field visit revealed to the students that Epitome is the outcome of collaboration between Directorate of Industries and Commerce and TIDC (Tripura Industrial Development Corporation of India). The field visit also provide a handful insight to the students where they came to know about in and out of “Bamboo-Wood” which is processed from bamboos which is one of the natural resource endowed by the nature and available in abundance throughout the state, Tripura. Epitome produces various furniture, wall paneling and floor decking made from bamboo-wood which is termite & borer free.
- TFDPC (Tripura Forest Development Production Corporation). In the month of September 27<sup>th</sup>, 2015 Business Administration Department organized a day long field visit to the production unit of TFDPC (Tripura Forest Development Production Corporation), where the students of BBA department along with two teachers, visited the site, situated at Anandanagar, Agartala, Tripura (W). The students gathered knowledge regarding “the use and the processing of rubber and bamboo in a very eco-friendly manner”.
- Tripura Legislative Assembly: The Political Science department of the college conducted field survey at Tripura Legislative assembly on three occasions when the assembly was in session. They interacted with the members of Tripura Legislative Assembly, Deputy Speaker and witnessed the ongoing sessions of the Assembly. This helped them to have a better understanding of the law making body of the state (TLA) as this is part of their University syllabus
- Indo-Bangla Border Hut: The Political Science and Business Administration Departments conducted a field study at Kamalasagar Border Hut (Market in no-man’s land where people from India and Bangladesh gather for marketing their goods). Students from both departments, especially those studying International Relations and



marketing specialization students from BBA were given opportunities to study the impact of this border market and the relationship between the two nations.

- College of Agriculture: Under the supervision of Dr. Dilip Nath, Departmentttt. Of Zoology, the students worked on cataloguing the information of some tribal communities on ITK based pest management practices. The main objective behind the ITK based pest management practices by different ethnic communities of Tripura was to make the database about the traditional pest management practices by them. On this aspect we have cataloged some practices and their impact on pest management by some tribal communities. Through such practices students are getting practical knowledge about the host-pest relationship and their management for sustainable development. These practices have a great value to learn and improve their skills in Agri-farming. Such practices will also help them to further study and research works especially in Agri-allied fields.
- Laxmi Lunga Tea Estate: The Deptt. of Sociology conducted a survey on socio-economic status of the Tea garden labourers of Laxmilunga Tea Estate. The survey was conducted by the Students and faculty through PRA. The students guided by the faculty presented the findings of the survey in the classroom and facilitated discussions and deliberations for future action.

**3.7.4. Highlighting the names of eminent scientists/ participants who contributed to the events, provides details of national and international conferences organized by the college during the last four years.**

Sl. No.	Eminent Scientists/Experts	Title of the Programme	Dates
1.	Hon'ble Justice Gopala Gowda <i>Judge, Supreme Court of India</i>	Multi-culturalism and Governance	16/11/2013
2.	Hon'ble Justice UB Saha <i>Judge, High Court of Tripura</i>	Governance- Issues and Trends	16/11/2013
3.	Mr. D. M. Jamatia <i>Law Secretary, Govt. of Tripura</i>	Governance	16/11/2013
4.	Prof. Misbah Kamal <i>Dhaka University</i>	Governance and Multi-cultural Society	16/11/2013
5.	Prof. B. B. Jana <i>Emeritus Professor, Kalyani University, West Bengal</i>	National seminar on 'Biodiversity of North-East Indian Hotspot: Science and Society Perspective'.	07/02/2015
6.	Prof. S. K. Banik <i>Deptt. of Zoology, Tripura University</i>	National seminar on 'Biodiversity of North-East Indian Hotspot: Science and Society Perspective'.	07/02/2015
7.	Prof. M. Premjit Singh <i>VC, Central Agricultural University</i>	National seminar on 'Biodiversity of North-East Indian Hotspot: Science and Society Perspective'.	07/02/2015



8.	Prof. R. K. saha <i>Head, College of Fisheries</i>	National seminar on 'Biodiversity of North-East Indian Hotspot: Science and Society Perspective'.	07/02/2015
9.	Dr. A. K. Gupta <i>PCCF, Govt. of Tripura</i>	National seminar on 'Biodiversity of North-East Indian Hotspot: Science and Society Perspective'.	07/02/2015
10.	Dr. M. Dutta <i>Principal, College of Agriculture, Tripura</i>	National seminar on 'Biodiversity of North-East Indian Hotspot: Science and Society Perspective'.	08/02/2015
11.	Dr. Anup Das <i>Senior Scientist, ICAR Shillong</i>	National seminar on 'Biodiversity of North-East Indian Hotspot: Science and Society Perspective'.	08/02/2015
12.	Ms. Shevanti Narayan <i>USIEF, Fulbright</i>	Fulbright Fellowship	05/2015
13.	Mr. Nilabhra Bhora <i>Marketing Executive, UBI Agartala Branch</i>	Banking System in India	11/08/ 2015
14.	Mr. N. P. Topno <i>RBI</i>	RBI- Bankers Bank	14/08/2015
15.	Prof. Antony Gomes <i>Calcutta University</i>	Special lecture on "Snake , snake venom and research"	27/11/2015
16.	Prof. R. P. Banerjee <i>Deptt. of Commerce, Calcutta University</i>	Innovation- Its Need in Business	27/02/2016
17.	Prof. Ratan Khasnabish <i>Deptt. of Commerce, Calcutta University</i>	Business- Innovations and Communicartion	27/02/2016
18.	Mr. Sekhar Datta <i>Senior Journalist, Correspondence The Telegraph</i>	Journalism- Issues and Chllenges	28/02/2016
19.	Dr. Subhas Sarkar <i>Deptt. of Education, Tripura University</i>	Creativity and its Requirement in Society	28/02/2016
20.	Mr. Jayanta Debnath <i>CEO, Tripura Info.com</i>	New Dynamics of Correspondence	28/02/2016
21.	Dr. Babu Ram Swami <i>Head, Deptt. of English, MBB College</i>	Special lecture on "Comparative Study between Victorian Age and Romantic Age"	05/04/ 2016
22.	Mr. Arnab Chakraborty <i>Branch Manager, Stock Holding Corp. of India</i>	Stock Market Operation in India	06/08/2016
23.	Mr. Rupanjan Das <i>TCS, Tripura</i>	Prospects of Aspiring Candidates in TCS/ TPS	29/09/2016
24.	Prof. Ramu Mannivannam	Understanding the Problems	18/11/2016



	<i>University of Madras, Chennai</i>	of Dalits and the Merginalised	
25.	Prof. K. N. Jena <i>Director, CSSEIP, Tripura University</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016
26.	Prof. C. Jyothi Sophia <i>Principal cum Research Coordinator, CSIJA College of Nursing, Madurai</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016
27.	Dr. Sharmila Chhotaray <i>Deptt. of Sociology, Tripura University</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016
28.	Dr. Rajeev Dube <i>Deptt. of Sociology, Tripura University</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016
29.	Dr. Aditya Kumar Mohanty <i>Head, Deptt. of Philosophy, Tripura University</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016
30.	Prof. A. K. Ghosh <i>VC, Tripura University</i>	Challenges of Climate Change	17/03/2017
31.	Dr. Honnareddy N. <i>Govt. of Tripura</i>	Climate Change	17/03/2017
32.	Prof B. K. Agarwal <i>Tripura University</i>	Challenges of Climate Change	18/03/2017
33.	Dr. M. L. Roy <i>Deptt. of Science and Technoly, Govt. of Tripura</i>	Climate Change	18/03/2017

**3.7.5. How many of the linkages/ collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkage that enhanced and / or facilitated.**

- Faculty exchange and professional development: Dr Pankaj Chakrabarty, Assistant Professor, Holy Cross College, worked with King's College, USA under faculty exchange Programme.

Sl. No.	Institute/Organization	Purpose
1.	Blue Field State College, WV, USA	Student and Faculty Exchange and sharing of library resources
2.	Loyola College, Chennai	Student and Faculty Exchange and sharing of library resources
3.	Andhra Loyola College, Vijayawada	Sharing of academic resources and student exchange
4.	Stella Maris College, Chennai	Facilitate and support in organizing various academic Programmes and sharing the human resources.



5.	St. Joseph's College, Thiruchirapalli	Student exchange and sharing library resources
6.	Assam Don Bosco University, Gauhati	Sharing resources and support in organizing different academic Programmes like seminars/workshops/conferences etc.

**3.7.6. Details on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.**

- We have linkages with King's College, Stonehill College, Holy Cross College and Notre Dame University in the USA.
- Student exposure and exchange programmes have been conducted.
- Faculty exchange programme through Fulbright scholarship has been implemented

**3.7.7. Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.**

- Agri and fish culture activities are undertaken with the collaboration of College of Agriculture and College of Fisheries. Under such Programmes the community people, students and non-teaching staff of this college are working for livelihood improvement in a sustainable manner.



## **CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES**

### **4.1. Physical Facilities**

#### **4.1.1. What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

The policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning are:

- The college management is convinced that a state of the art infrastructure is sine qua non for the proper transmission of knowledge. Hence it leaves no stone unturned to have its infrastructures developed. The College has endeavored to enhance and update the physical facilities and therefore has presently begun the expansion of the existing college building, construction of Hostels for the boys and girls, accommodation in the campus for the Principal, Vice Principal, Administrator, faculty and guest rooms.
- A state of the art sports complex, a new e-library and amphitheatre etc. are planned for the immediate future.
- The College is alert in the regular maintenance of the available infrastructures and equipments to facilitate effective teaching and learning. Constant and sincere efforts are made to further improve the facilities to the level of international standards. There is a College Advancement Cell (CAC) that takes care of continuous growth of the college.
- To meet the quality standards and academic needs, the IQAC as well as the College Advancement Cell (CAC) makes proposals for infrastructure development to the Planning committee chaired by the Principal.
- Establishment of ICT facilities, Hostel facilities and library facilities are given importance in the planning for development.
- The CAC looks into the Fund mobilization from Govt and non-governmental agencies for creation and enhancement of infrastructure.
- Since the inception of the College, the management has been providing facilities of white boards instead of chalk boards, LCD projectors with computers for each class room to enable teachers to impart more effective teaching and for students to be more focused on topics presented. Teachers also conduct power point and video presentations, so that the students can understand the subject better.
- The College library is well equipped with large number of titles and internet facility for the students. The College authorities sanction a fixed amount every year to each



department for procurement of new books, journals etc. However, in case of need, department head can apply to the management for an enhanced amount.

- Field trips and study tours are undertaken for students by various departments to areas of concerned interest which not only give them the required exposure but enhance their knowledge on concerned subjects/topics.
- International, national and state level seminars as well as various workshops are conducted from time to time to enhance the learning process of the students.

**4.1.2. (a). Detail the facilities available for Curricular and co-curricular activities, Classrooms and Technology Enabled Learning Spaces, Seminar Halls, Tutorial Spaces, Laboratories, Botanical Garden/ Medicinal Garden, Animal House, Specialized facilities and equipments for teaching, learning and research, etc.**

The College premises consist of two multi-storeyed buildings in two campuses spread over 18.3 acres of land.

- **Curricular and co-curricular activities:** The college campus is an eco-friendly green campus and kept clean by the joint efforts of the students and staff. Regular community services are conducted to clean up the campus. The college has a small well furnished auditorium for co-curricular cultural activities and smart class rooms and labs for effective teaching learning experience.
- **Classrooms and Technology Enabled Learning Spaces** – The class rooms are of various sizes, properly ventilated and have been designed in such a way that the students get enough natural light. All the class rooms are equipped with modern facilities such as LCD projectors, computer, dust free white boards and podiums. All the large class rooms are equipped with public address system. Therefore the teachers can give maximum inputs to the students through their interactive teaching methods using video, audio, power point presentation, charts and models. All the class rooms are also equipped with study chair with adjustable writing pad, which allows a student to sit comfortably as well as to concentrate on the lecture. Students also walk into the computer lab where they access the internet for various academic resources. At present there are 2 ICT resource centers/ Computer Lab, 3 big and 11 small class rooms in the main campus and 2 big and 2 small class rooms in Deptt. of teacher education.
- **Seminar Hall/Auditorium** – The College has a seminar hall/auditorium equipped with state-of-art technology which includes PA (Public Address) system with audio mixer and cordless microphone, LCD projector with insta-lock screen and computer with presenter and Wi-Fi Internet facility. The hall can accommodate 300 to 400 people. The PA system is also connected with the central announcement system, which enables the audience to attend to the programme by sitting in any of the class rooms in case one is unable to attend the programme in the seminar hall. The hall is also connected with a 5 KVA online UPS, which gives maximum electricity backup in case of power cuts. The Seminar hall is located on the first floor.



- **Tutorial Spaces** – Tutorial spaces enable students to actively work with each other in pairs or small teams on project-based group learning in the College. Tutorial spaces facilitate student group discussion. These flexible spaces are designed for students and teachers to share ideas, network and facilitate group discussions. Tutorial Spaces are located in two locations, first one is in the faculty room on ground floor and the second one is in the seminar hall/auditorium.
- **Laboratories** – The Science department has its own laboratories with all the required equipments. The computer laboratory is centrally shared by all the departments. The laboratories are well equipped and upgraded regularly. Charts, models, samples and other materials are also used to facilitate students for better output.
- **Botanical and Medicinal Garden** – In the college campus we have developed a Botanical garden in front of the college building as well as in the green valley. Rain water harvesting has been planned by collecting it into a pond in the valley. This will also supply water to the well dug nearby, helping the college to have regular supply of water.
- **Animal House-** College is eco-friendly with an animal house having rabbits, birds and a tank with fishes. To enable the students to be friendlier with animals, fishes and nature.
- **Specialized Equipment for Teaching, Learning and Research-** The College has procured all the necessary equipments for a language lab with a seating capacity of 25. It is in the process of being set up.
- **Specialized Facilities for Teaching, Learning and Research** – The teachers of Holy Cross College present papers in regional, national and international seminars and conferences conducted by different colleges and Universities. Students are given the opportunity to present papers in the students’ seminar in different colleges and some of our students have been part of the student exposure Programme with King’s College, PA, USA.

The above mentioned details of the infra-structures and facilities can be summed up as follows in a chart.

Sl. No.	Facility	Details of Provisions
1.	Class Rooms – 18 Nos.	The class rooms are of different sizes to accommodate the various departments. Some are big and some are small. All class rooms are equipped as ‘smart class rooms’.
2.	Staff Rooms – 2 Nos	Currently the Degree college has a large staff room. This will be completely dedicated as the staff room when the office is shifted to the first floor on completion of the college building which is being done in phases. The department of B.Ed has another staff room in its campus



3.	Seminar Halls – 2 Nos.	Computer and LCD projector with sound system for effective audio-visual communications during the seminars, conferences or programmes.
4.	Library	Spacious enough room, full-fledged, automated with computer programmes, over 7000 books, journals and newspapers.
5.	Computer Centers/labs	47 PCs with internet facility, Free browsing and wifi.
6.	B.Sc. Zoology Lab	Well equipped having all the experimental facilities as per the syllabus of Tripura University for Zoology Hons.
7.	B.Sc. Botany Lab	Well equipped having all the experimental facilities as per the syllabus of Tripura University for Botany Hons.
8.	B.Sc. Human Physiology Lab	Well equipped having all the experimental facilities as per the syllabus of Tripura University for Human Physiology Hons.
9.	Botanical Garden	A good collection of medicinal plants
10.	Language Lab	Orell Digital Language Lab has been setup with user capacity of 400
11.	IGNOU Office	The office room at the department of B. Ed also functions as the office of IGNOU on weekends with reprographic facilities.
12.	Board Room/Council Room	One Air-conditioned well furnished Hall

**4.1.2. (b). Detail the facilities available for Extra-curricular activities-sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

- **Extra –curricular activities:** Holy Cross College has outdoor play grounds (a large playground in the Durjoynagar campus where B.Ed. department classes are conducted) and indoor facilities for sports. Equipments related to sports and athletics are available. College has a gym, an auditorium, office rooms, place for cultural activities, yoga and physical exercises.
- **Sports** – The institution has a sports committee with a qualified physical education instructor who is in-charge and a student secretary along with other student members. The committee organizes all sports activities in the institution and also participates in inter-college, inter-state, University sports and in other sports activities to which the institution is invited.



- **Outdoor and Indoor Games:** Sports activities play an integral part of Tejas (Holy Cross College Fest) and it also gives life to the youth of our College. We are blessed with an abundance of wonderful facilities with which we can organize a number of sports activities as well as numerous tournaments and athletic competitions. It is to be mentioned that the year 2015 had been very important for us as we achieved good results in various inter-collegiate games and sports competitions. Some of those achievements are mentioned below.
  - The College men's team participated in the IX Inter-College Football Tournament which was held in Ramkrishna Mahavidyalaya, Kailashahar, North Tripura from 19<sup>th</sup> August to 21<sup>st</sup> August, 2015. 14 students participated in this tournament and 3 students were selected for Inter-University team. It is a matter of pride for a young college like Holy Cross.
  - Two of the students have won laurels in Boxing at national level. Nishta in Kickboxing who will be representing India at international level (at Hungary). Bijon in Federation cup boxing.
  - The students of our college also participated in the East Zone Inter University Table Tennis Competition's selection trail in 2015 at Tripura University. In this selection, Sayantan Mallik BA 3<sup>rd</sup> year got selected for East Zone Inter-University Team/Games.
  - Holy Cross College organized **TEJAS 4.0** Annual Sports Meet 2015-16 from 9<sup>th</sup> October to 12<sup>th</sup> October, 2015 at our campus. We organized 8 different sports events namely, Football, Cricket, Basketball, Volleyball, Throw ball, Athletics, Chess and Carrom for both men & women. Along with the students' events, the alumni and staff members also participated enthusiastically in the events scheduled for them. The trophies, medals and certificates were given on the TEJAS Pro-Nite on the 14<sup>th</sup> November, 2015. The day ended on a cheerful note, filled with promises for all the young sports enthusiasts.
- **Gymnasium:** A room is equipped with equipments for gymnastics, games and other physical exercises.
- **Auditorium** – An auditorium of 40 x 60 feet with state of the art facilities such as surround sound, projector, lights and fans along with a beautiful stage of 10 x 40 feet is available in the campus.
- **NSS** – Holy Cross College got approval from the State NSS Officer, Govt. of Tripura to open the National Service Scheme (NSS) Unit consisting of 60 (sixty) volunteers from the financial year 2015-16. One unit of NSS is currently functioning in the college.



- Ms. Sangita Chakraborty, Asst. Prof. Physical Education is functioning as the Programme Officer. College has selected 60 volunteers with VEC (Volunteer Enrollment Code).
- Flag Day Stickers given by the unit have been distributed to the students. The fund collected is submitted to the unit as this fund will give to the Ex-servicemen and their families for their welfare.
- **NCC** – Holy Cross College got the approval to open NCC (for girls) Unit in the session 2015-16, consisting of 18 volunteers.
  - Ms. Sangita Chakraborty, Asst. Prof. Deptt. of Physical Education is selected to function as the Chief Technical Officer of (CTO) NCC who has also functioned as a sports official of the common wealth games at Delhi.
  - The first class for the NCC cadets was held on 29<sup>th</sup> August. Subedar Murti came from 71 Tripura Girls NCC Unit and he took practical as well as theory classes and gave motivational lessons to the students. From that time on, NCC is conducted on every Saturday and Wednesday in the college campus. Duration of the class is 2 hours.
- **Cultural Activities:** Holy Cross College always encourages students and provides them with the opportunities to engage themselves in various cultural Programmes in the college campus. From 2015 we have started to celebrate **Ethnic day**, where we give importance to every culture, customs, costumes and food of different states and country. Students who took part in the ethnic day were from Tripura, Kerala, West Bengal, Meghalaya, Assam, Mizoram, Nagaland and also from Bangladesh. Every student got the opportunity through this event to exhibit their culture through traditional dress, dance, song and food.
- **Public Speaking:** To enhance public speaking skills of the students, a committee in-charge organizes inter-collegiate and intra-collegiate quiz and debate competitions and discussions from time to time.
- **Communication Skills Development:** We at Holy Cross College has a special wing that caters to communication and skill development Programme for every youth entrusted to us. If human beings are unable to express his or her natural self, it leads to frustration and fatigue. Holy Cross College has designed a communication course with the motive to not only help one to be communicative but also to bring out the various skills of an individual such as words, choice, tone, emphasis and volume which easily effect one's speaking as he/she communicates. Importance is given on how to inculcate the true spirit of good communication and skill development.
- **Yoga** – Yoga is good for the overall health, and it is also a part of our college activity. Students practice this as it is the part of their syllabus and yoga training is conducted every week.



- **Health and Hygiene** – The College is committed to ensure that everyone at Holy Cross College feel healthy and happy. In toilets, canteens, class rooms everywhere hygiene is the first priority. We give attention to diet and eating habits, quality food is provided in College canteen.

The above mentioned details of the co-curricular activities and facilities can be summed up as follows in a chart.

Sl. No.	Facility	Details
1.	Sports and Games	All activities are under the supervision of the Deptt. of Physical Education. Facilities for almost all the major games are available in the college
2.	Foot ball Playfield	A standard football field of 85x48 mts. With grass surface is shared with the school at Durjoynagar.
3.	Athletic Track	400m track with grass surface, with facility for field activity is also shared with school
4.	Volley Ball Court	Volley ball court is available
5.	Basket Ball Court	Basket ball court is available
6.	Badminton Court	Badminton court is available
7.	Gymnasium	A gymnasium with multi-stations is available
8.	Table Tennis	Table Tennis board is available and used in the auditorium when it is free.
9.	Cricket Pitch and ground	A cricket pitch is laid in the center of the athletic field and shared with the school.
10.	Store for Sports Goods	One room is available
11.	NSS Office	One room is available and shared with NCC
12.	NCC Office	One room is available and shared with NSS
13.	Common room	One room is available
14.	Auditorium	A large hall with a seating capacity of 300 people is available
15.	Water Harvesting Unit	A pond with a capacity of 1 Lakh litres is in the process of being constructed.

#### Activities of Different Clubs:

As part of co-curricular and extra-curricular activities Holy Cross College has organized itself with different clubs, which are jointly animated by teachers and students. They are as follows:

- **Debate Club:** Discussions and deliberations form one of the most effective ways of learning and debate is one of its kind in which we learn, unlearn and re learn happenings around us. With this in view the Debate Club was formed in the beginning of the 2015-2016 academic sessions.

**Composition:**

The club comprises of 2 teachers and 20 students. Miss Sharmistha Rakshit (Asst. Prof. & H.O.D, Political Science) is the Convener of the club and Mrs. Moumita Dey (Asst. Prof. & H.O.D, English) is the Joint Convener of the same.

The club functions through active involvement of the students. Sr. Veronica Zamneihkimi is the Secretary of the club.

**Objectives:**

- To encourage critical thinking among students.
  - To create awareness among the students about the happenings around them.
  - To develop a spirit of respect and acceptance of various views and opinion.
- **Eco & Nature Club:** Coordinators: Dr. Dilip Nath and Shyamali Das.  
Eco & Nature Club was established to develop keen interest amongst students to participate in conserving nature for sustainable development. In this context, student members of this Club work on ITK (Indigenous Technical Knowledge) in different ethnic communities to protect the IPR (Intellectual Property Rights) issues. The students of various departments have done the work on livelihood status of different parts of Tripura. Through this club local people and other institutes are also involved in the issue of eco-friendly development. Presently, the club has taken a new initiative to cultivate Magur and Pabda fishes in captive condition for sustainable management. Apart from this, the Club is also involved in land development activity to utilize the fallow field for ecological and economic benefit. Under this programme, kitchen garden and mushroom culture for the small and marginal farmers has already started where the community people, students and non-teaching staff of our College are actively involved to improve the livelihood in a sustainable manner.
  - **Quiz Club:** Coordinators: Dr. Reba Chakravorty and Sukanya Bhattacharjee.  
Like other clubs of the college, Quiz Club was established to develop keen interest amongst students to participate in quiz and equip themselves with current information regarding the world around. Number of students from different departments has volunteered to be actively involved in the club. The coordinators decided to have two students from each department. The main objective of the club is to make students participate in intra and inter college quiz competition. The quiz club organizes intra and inter college quiz as part of their annual fest programme for 'Tejas'. The club also takes initiatives to participate in the mega quiz activities held in the state and other quiz competitions that are organized by different colleges and universities.
  - **Dance Club:** Dance is a graceful movement that expresses ones inner soul, feelings and heart. With the aim to inculcate, encourage and nurture the students, the college introduced the Dance Club with 40 members comprising of students from all semesters and also four teachers in charge namely, Dr. Dipanita Chakrabarty, Barnita Majumder, Sharmili Chakrabarty and Elemi Debarma. The club was formed in the year 2016. The club members participate in various cultural activities of the college and add charm to the Programmes through their display of dances belonging to



various genres like Classical, Hip-Hop and also various ethnic dances like ‘Garia’, ‘Lebang’, ‘Bihu’, ‘Dhamai’ etc. The Club aims to bring to light those shadowed talented dancers and provide a platform for them.

- **Sports Club:** Sport activities play an integral part in Holy Cross College .We are blessed with abundant facilities with which we can organize a number of sports activities as well as numerous tournaments and athletic competitions. To regulate and manage these activities, we have sports club for both the campuses (Jubatara campus and Durjoynagar campus)

The main purposes of forming the sports club are:

- To organize physical activities of recreational or competitive nature. The members of sports club can voluntarily organize all these.
- To develop leadership qualities among student-members who are involved with club fundraising, creating public relation, organizing, administering and scheduling.

The sports club consists of six members. The club members are actively associated in all the segments of the programme, especially to organize ‘TEJAS’ (annual day). In this year college came out with a brilliant idea and organized the “Holy Cross College Agartala Marathon 2016”. In that very competition, sports club members involved themselves actively and that is one of the main reasons of tremendous success of the event. On 20<sup>th</sup> August 2016, there was a mass demonstration programme in the department of teacher education, at Durjoynagar and that programme was also totally managed by club members.

- **IT Club:** The club has started its journey from 01.08.2015 with the aim to educate people about IT so that they can be self sufficient, so that they can solve their own IT related problems and make them capable to help others in this regard. The tag line of the club is ‘Connecting people for better future’. As a part of the club activity, recently the club members have developed a freeware computer programme called VDOSE V 1.0 (Data Recovery Utility), under the supervision the club Convener Mr. Samrat Ratna Sutradhar. This has helped a number of students and staff members to recover hidden files from virus infected pen drives and hard drives.
- **Photography Club:** Holy Cross College has a photography club which discovers the photography talents of students and make them learn more about photography so that they can explore themselves to the outside world. It has a membership of 14 students from different batches. The Photography Club organizes photography contests during the Holy Cross College Fest ‘TEJAS’ with the theme Exploring Tripura. Professionals and Students from different institutions and colleges participated in the contest by sending their photographs to the college. On 15<sup>th</sup> April 2016 Holy Cross College Photography club hosted, The Aitorma, “We care Film Fest” at Holy Cross College for the first time in Tripura. The objective of the Film Fest was to bring about attitudinal and behavioral changes in our approaches to disability, promote the



inclusions of persons with disabilities and stop misconception, myths and prejudices surrounding disability. The programme was very successful and very inspirational both for staff and students as well.

- **Literary & Poetry Club:** The Literary Club was formed in 2015. The members of the club comprises of 10 students. Ms Moumita Dey, Ms. Barnita Majumder, Ms. Papai Paul are in charge of this Club. This club was formed keeping in mind about the creativity of the students. The students can show their talents in this club by writing articles, giving speech, extempore etc. The students of the Literary Club also contribute articles in Jyotirgamaya, the magazine of Holy Cross College. The members of the Literary Club generally train themselves in writing and speaking, as we know that literature is a form of expression and at the same time it is the reflection of the society.

In 2016, the students who are members of the Literary Club organized a competition which comprises of spelling tests, extempore speech on a given topic, quiz etc. We are looking forward for more such competitions which will increase the level of creativity among the students.

- **Science Club:** Science is an Integral part of human existence. Today's approach towards living is defined as the scientific approach to living. Keeping this in mind we introduced a club that study, deduce and introspect the various aspects of scientific living. The students of Holy Cross College are equally balanced and aware of the art of science and its existential importance in every nook and corner of today's living. The scientific club of HCC caters to the unknown through the known for the unknown. The coordinator of this club is Dr. Dipanwita Choudhury Shil and Shymali Das.
- **Social Outreach Club:** The College as a whole has an in-depth understanding of the social structures prevailing in the modern societies these days. Keeping this in mind we at Holy Cross College created a social outreach club which looks into the social issues and its functions. The students of this club, under the able leadership of their mentors visit various places adjacent to the college and around the city. The students at various intervals organizes quality based value added inter active sessions amidst different spheres of people. The coordinator of the club is Ms. Rashmita Deb.
- **Red Ribbon Club:** Red Ribbon Club was formed in HCC in collaboration with state aids society. B.Sc. department was involved in forming the club. Students from B.Sc. department about 50 of them took membership in the club. On aids day all the students of our college members of the club along with the teaching faculty of B.Sc. department along with our Principal Fr. Emmanuel participated in the rally organized by state aids society to create awareness in the society.



- **Ethnic Club:** Ethnicity is an essence to all mankind and pride of one's own identity and belonging. With an aim to enhance the fragrance and beauty of culture in the North East India, especially Tripura, this club was originated. Holy Cross College celebrated the ethnic day on 11<sup>th</sup> November, 2015. A further step was taken by the college by introducing Ethnic Club in 2014 with the strength of 40 members as students and two teachers in charge. The club aims to bring to light various cultures together, create love and respect for culture and to create communal harmony among the students.
- **Theatre Club:** The Theatre Club was formed in 2015. The members of the club comprises of 10 students. Ms. Barnita Majumder, Ms. Papai Paul and Mr. Rajesh Nath are in charge of this Club. This club was formed keeping in mind about the creativity of the students. The students can show their talents in this club by performing drama, which is a very strong form of expressing one's emotions, views, opinions. Various things like crime, love, revenge and upcoming social issues can be portrayed through drama. The motive of this Theatre club is to find out talents from the students and to focus on burning issues of the society. In 2015, September, on the occasion of Teachers Day (5<sup>th</sup> Sept), the students who are members of the Theatre Club performed on the stage at Najrul Kalakshetra. In 2016, the students again performed a drama based on advantages of science, on National Science Day.

We are looking forward for more performances in future like street plays, soliloquies, oral plays etc. The Theatre Club is interested in performances which will take up all the important issues and changes in the society. Through their drama, the students try to send a moral message to the audience.

- **Music Club:** Music plays an important role in the life of a human being. It also introduces one to the hidden mysteries of one's existence. In the light of the above we, at Holy Cross College has initiated a music club which not only caters to various musical instrument learning but also train young vocalist in their respective choice of music preferences. Young professionals give their best to strike the right chord through music in every student entrusted to us. Dr.Dipanwita Chaudhuri Sil is the Coordinator who is assisted by Piyali Dhar.

The objectives of the club are:

- To enhance the inner quality of students.
- To discover the talents
- To encourage the talents
- **Health & Well-being Club:** Health & Well-being Club was also established in our college with 12 members. Ms. Shyamali Das is the convenor. The club members meet every month to decide upon the upcoming Programmes organized by the club. The members also plan some Programmes to create social awareness among the local village people.



The above mentioned details of the Clubs can be summed up as follows in a chart below.

Sl. No.	Club	Faculty	Students
1.	Debate Club	2	40
2.	Eco and Nature Club	2	40
3.	Quiz Club	2	30
4.	Dance Club	4	40
5.	Sports Club	2	40
6.	IT Club	2	25
7.	Photography Club	2	30
8.	Literary and Photography Club	3	40
9.	Science Club	2	30
10.	Social Outreach Club	3	40
11.	Red Ribbon Club	2	30
12.	Ethnic Club	2	40
13.	Theatre Club	3	40
14.	Music Club	4	40
15.	Health and Well-being Club	2	30

**4.1.3. How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).**

- The CAC (College Advancement Cell) and IQAC ensure optimum utilization and monitor infrastructure development in tune with the requirements.
- Classrooms are allocated based on the academic schedule and general time table.
- Auditoriums and conference halls are made available to departments as and when needed.
- College library is kept open from 9.00 am upto 5.00 pm if there are interested students or faculty to use the library.
- Computer labs and internet facilities are made freely accessible to staff and students.
- Central power back up facility with a large enough generator is available for optimum use of facilities.
- Play grounds and courts are made available to students and staff.
- Staff and students use the facilities at the Gymnasium.
- Laboratories are made available to the students as per the schedule made by the HoDs.
- Students and staff are encouraged to use the computer labs for their projects or research.
- The College has framed a future plan titled ‘Vision 2030’ in consultation with all stake holders.
- The available infrastructure of the college is optimally utilized by students and staff.



- The Head of Institution refers to the College Advancement Cell of the college and the Governing Body of Holy Cross Educational Foundation, Northeast India regarding any need for upgrading infrastructure of the institution. The available land is carefully planned by an architect and an engineer, who also work out on the estimates for new constructions. The College Advancement Cell (CAC) of the College then deliberates on the planned area and after having satisfied itself, refers the matter to the governing body/management of the College for necessary approval and implementation. The total built up area of the campus as of 2017 is 37590 Sq. Ft (3580 Sq. Meters).

**Upgraded facilities during last five years are listed below:**

Sl. No.	Year	Development
1.	2012	The new college campus under construction
2.	2013	The new college campus under construction
3.	2014	One department (BBA) moved to the new college campus. From then on we continued to upgrade the infrastructure
		As the department moved to the new campus, from day one, the department started using the white board, projectors with computer facility, sound system with microphone, standard study chair with writing pad.
4.	2015	First phase construction of the campus has been completed with parking area for staff and students necessary facilities like electricity, lights and fans.
		<ul style="list-style-type: none"> <li>▪ Food court</li> <li>▪ Guard room</li> <li>▪ Rest room &amp; toilet for transport staff</li> <li>▪ Street lights</li> <li>▪ College store room</li> <li>▪ Common room</li> <li>▪ Honesty amenities store</li> <li>▪ Store rooms for college</li> <li>▪ Computer room</li> <li>▪ Electrical store room</li> <li>▪ Amphitheatre work is in progress</li> <li>▪ Eco friendly campus equipped with natural seating arrangements where they can sit in the midst of the garden.</li> </ul>
		<ul style="list-style-type: none"> <li>▪ Campus rain water is diverted to one particular area, where in future rain water can be harvested onto an open air pond.</li> </ul>
5.	2016	<ul style="list-style-type: none"> <li>▪ With a grant from the Govt. of Tripura (Rs.2.43 Crores), the construction of the side wings of the college for more class rooms got started.</li> <li>▪ Construction of hostels for men and women is in progress</li> </ul>



6.	2017	▪ Faculty Housing construction is in progress
7.		▪ The Construction of the front wings will continue
8.		▪ Beautification of the campus work will continue

### Facilities Developed/Augmented during 2012-2015

The table below reflects the amount spent against the mentioned items (facilities) during last five years (2012-17).

Sl. No.	Items	2012-13 (In Rupee)	2013-14 (In Rupee)	2014-15 (In Rupee)	2015-16 (In Rupee)	2016-17 (In Rupee)
1.	College Building	-	1,77,128	16,72,473	3848720	43,25,436
2.	Library	14,955	99,000	3,55,519	221058	3,08,668
3.	Computer Lab	-	-	12,90,000	461352	7,52,440
4.	Class Rooms	-	-	67,000	829500	4,03,725
5.	Seminar Room	-	-	67,000	-	1,50,000
6.	Auditorium	-	-	42,940	290000	35,000
7.	Board/Council Room	-	-	-	-	77,060
8.	Food Court	-	-	-	1000000	5,00,000
9.	Guard Room	-	-	-	300000	25,000
10.	Tools Room	-	-	-	-	28,500
11.	Carpentry Room	-	-	-	-	80,000
12.	Electrical Store Room	-	-	-	-	70,000
13.	Science Labs	4,967	1,18,418	1,18,470	272058	9,121
14.	Fire Extinguishers	-	-	56,800	-	-
15.	Water Coolers	-	-	-	73400	61,100
16.	Power Back Up And Generator	-	-	55,000	167000	7,63,200
17.	CCTV Installation	-	-	-	-	1,59,540
18.	Intercom Installation	-	-	-	-	25,000
19.	Library Automation And Networking	-	-	-	-	3,12,000
20.	Website Updating And College App.	-	-	12,800	-	53,900

#### 4.1.4. How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

- Classes of differently abled students will be arranged in the ground floor of the buildings when we face a situation having such students in the college.
- Wheel chairs and walkers will be made available as per need.
- Vehicles of differently abled students are permitted to the door steps of the building.



- A ‘Ramp’ is available at the entrance of the college for smooth entry of the physically challenged and differently abled students.
- Special seating arrangements are made for differently abled students during the examinations.
- Reservations in admissions are permitted as per University norms for such students.

**4.1.5. Give details of the residential facility and various provisions available within them.**

Sl. No.	Residential Facility	Provisions Available
1.	Principal	Fully furnished with boarding and lodging
2.	Vice Principal	Fully furnished with boarding and lodging
3.	Administrator	Fully furnished with boarding and lodging
4.	Administrative staff quarters for men	One quarter is available and 3 members of the administrative staff occupy this facility
5.	Administrative staff quarters for women	3 Quarters and a total of 4 members of the staff occupy the facility.
6.	Men’s Hostel	Dormitory, Dining room, Wash rooms and toilets, prayer room, recreation rooms etc. are available and 23 students are occupying this facility
7.	Ladies’ Hostel	Dormitory, Dining room, Wash rooms and toilets, prayer room, recreation room etc. are available and 8 students are occupying this facility.

- Security staff and night watchmen are appointed for the protection of these above mentioned facilities.

**4.1.6. What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

- First aid facility is available in the college with a room for First aid and rest.
- An Ambulance stand by during college hours for any emergency that may occur in the campus
- A well established hospital (viz. ILS Hospitals which is a super-specialty hospital is available 10 Km away from the college.
- Separate health awareness seminars and free medical checkups are conducted every year.
- Gymnasium is made available to the students and staff to enable them to maintain good health.
- In emergency situations, financial assistance is given for medical treatment from the welfare fund maintained in the college.
- As the situations demand, voluntary contributions are collected from staff and students for the medical treatment of poor staff and students.



**4.1.7. Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

Sl. No.	Facility	Details
1.	IQAC Room	Well furnished room with internet facility
2.	Womens’ Cell	There is a Women’s Cell functioning in the college to give support to the female staff and students. Due to the integrity, coordination and team spirit of HCC staffs such evil did not have to be addressed till now.
3.	Grievance Redressal Cell	Holy Cross College formed Grievance Redress Cell, Anti-Ragging Cell and Anti-Sexual Harassment Cell under direct supervision of Principal and Vice-Principal, which is monitored every week and if there is any grievance – there is a provision to attend to it within 24 hours.
4.	Career Guidance and Placement Cell	Giving proper guidance and training to the students for campus placements. A cabin has been provided to this cell. This cell tries to encourage students to face various interviews for job. Various organizations such as – WIPRO, Stock Holding Corporation of India Ltd., etc. conducted in campus interview and absorbed a few students. Recent initiatives were taken where Tripura info.com provide some job opportunities through using their job portal.
5.	Counselling Cell	Service by Ms. Moushumi Jena, a qualified, professional and experienced overmen is made available to the students. One room is made available for this purpose. Holy Cross College is the first college in Tripura to have an exclusive centre for counseling Psychology with an Assistant Professor as its Head. Holy Cross College has been extending specialized psychological counseling & guidance service to the students since last two years. The nature of service includes psychiatric counseling to overcome the stress, strain, depression & other neurotic conditions associated with adolescents and youth. It includes issues related to substance abusers & break up of affairs concerning adolescents of opposite sex. On the whole the Cell extends comprehensive and holistic guidance to the students.



6.	Food Court	A restaurant and a café operate in the food court. Food is hygienically prepared and the price is kept minimum so as to enable even poor students to be able to use this facility.
7.	Auditorium	A large room of 40 x 60 feet with state of art facilities such as surround sound, projector, Lights, fans and multi-media facilities along with a beautiful stage of 10 x 40 feet. Is available. It has a capacity of 300 students.
8.	Photostat	This facility is available at the Library and reception
9.	Electric Transformer	The College owns an electric transformer with input of 315 KW and output 64 KW
10.	Power House	A generator of 125 KW for uninterrupted electricity and underground cables have been installed in the campus
11.	Honesty Amenities' shop	This shop exists to provide books and stationery to the students and staff at a reasonable rate.
12.	Drinking water facility	Safe drinking water facilities are available in the campus. 3 cooler-cum-filters are installed in three different locations in the campus to supply drinking water to students and staff. The institution takes special care for health and hygiene.
13.	Health Centre	Health services provide quality health care that recognizes the individual need of students and supports their academic success. We have one ambulance and one medical emergency care room in our campus. A Doctor and a nurse is available on call.
14.	Recreational Spaces for Staff and Students	A space is used as common room, where students and staff have enough recreational, facility such as carom, chess etc to refresh and recharge them after monotonous routine. Other recreational spaces include play ground and ICT facilities.

## 4.2. Library as a Learning Resource

### 4.2.1. Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, there is a Library Advisory Committee with the Principal as the chairman and Vice principal as the Vice Chairman. The senior Librarian serves as the convener of the committee. Other members are appointed by the Governing Body.



**Library Advisory Committee:**

Chairman: Dr. Fr. Emmanuel Kallarackal, CSC (Principal)

Vice-Chairman: Dr. Fr. Benny K. John (Vice Principal)

Convener: Kianguiliu Pamei (Librarian)

Jt. Convener: Anindita Paul (Asst. Librarian)

Members:

- Jinesh Augustian
- Samrat Ratna Sutradhar
- Sr. Mariet, FSM
- Sr. Marina, BS
- HoDs of each Deptt.
- Mandrita Saha (Computer)
- Sabyasachi Biswas (Accountant)

The library Advisory Committee conducts regular meetings to review the working of the library as well as to address issues and concerns of the staff and students. Some of the issues and concerns addressed and implemented in order to render better services to users are:

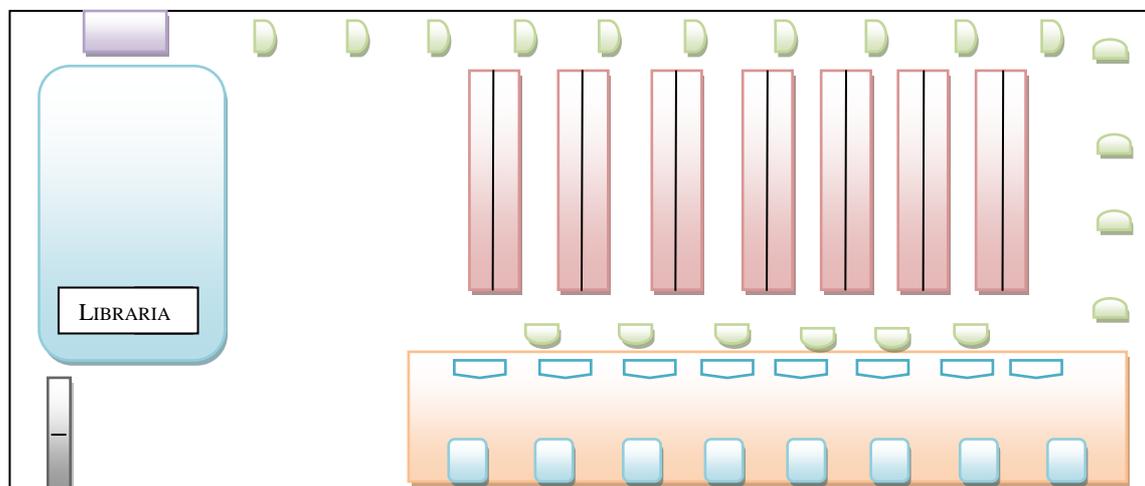
- Borrowing facilities:
  - a) Loan duration: 7 days
  - b) Renewal; Once only, for 7 days
- Improved facilities to make the best use of the resources available in the library to the students.
- Installation of the library software to improve daily transactions.
- Xerox machine (Photocopier) for the benefit of the students and faculty.
- Separate shelves for Reference Books and reserved books.
- Reading room with periodicals, Journals and newspapers
- New Arrivals are displayed in a prominent place in the Library
- College publications and faculty publications are kept in separate shelves for easy access.
- Previous year’s question papers are bound and made available in the reference section.
- CCTV is installed in the library for better control and monitoring of the discipline.
- Separate carrels are provided for serious study
- Provision of using laptop in the carrels.

**4.2.2. Provide details of the following: Total area of the library (in Sq. Mts.), Total seating capacity, Working hours, Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources).**

- **Total area of the library (in Sq. Mts.)**
    - 598 Sq. Mts.
  - **Total seating capacity in the library.**
    - Total seating capacity is 40.
- |                 |                                |
|-----------------|--------------------------------|
| On Working Days | : 8.30 hours (8 am to 4.30 pm) |
| On holidays     | : As per request               |

Before Examination days : 8.30 hours (8 am to 4.30 pm)  
 During examination days : 8.30hours (8 am to 4.30 pm)  
 During Vacation : 4 hours a day.

**Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**



- The IT zone for accessing e-resources is situated in the ICT Resource Center which is in the adjacent room within 10 Meters distance from the College library in Jubatara. There are 31 computers connected with the internet specially dedicated for the said purpose.

**4.2.3. How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

For purchasing new titles, different departments (through the HoDs) are requested to make a list of reading materials. The list received is then processed to procure the titles depending on the availability of fund.

Library Holdings	Year 2012-13		Year 2013-14		Year 2014-15		Year 2015-16		Year 2016-17	
	No s	Total Cost								
Text books & Reference Books	76	9560	133	28,736	2005	6,20,617	608	1,89,845	978	2,92,168
Journals/Periodicals & Newspaper	6	5395	9	13,530	20	51,856	13	31,213	13	60,500
E-resource (Delnet)									1	16500



ORELL Technosystems (India) Pvt Ltd									2	2,52,000
Library Software (LibNet.V.1)									1	60,000

**4.2.4. Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

- **OPAC:** The Library provides an Open Access System (OAS) which allows the user to access and browse through the library resources and catalogues. The library is equipped with Online Library Automation System (OLAS) loaded onto the cloud server of College website equipped with Web Online Public Access Catalogue (Web OPAC), which enables the library data to be safe from crashes and through which books can be issued to a large number of students in a very short period of time and the returning of the books also works the same way. The library has Point-of-Service (POS) enabled touch screen monitor with internet connectivity, which enables students and staff members to search a required book and to see the availability of the book through Web OPAC.
- **Electronic Resource Management package for e-journals:** None so far.
- **Federated searching tools to search articles in multiple databases:** None so far.
- **Library Website:** [www.hcclib.in](http://www.hcclib.in)
- **In-house/remote access to e-publications:** This facility is available through e-library service of the college.
- **Library automation:** The library is equipped with Online Library Automation and Integrated Library System (LibNet©) loaded onto the cloud server of College website for library operations and services. The functions of LibNet© are: acquisition, cataloging, public access (Web OPAC), indexing and abstracting, circulation, serials management, and reference. Electronic Resource Management (e-Resources) package for e-journals and more sophisticated institutional repository will also be integrated in coming years.
- **Total number of computers for student access:** 47 nos (31 at Jubatara & 16 at Durjoynagar)
- **Total number of printers for student access:** 2 nos (Two) Copier Machines
- **Internet bandwidth:** 10 Mbps
- **Institutional Repository:** Yes (College publications, college magazines, student’s project & seminar papers)
- **Content management system (CMS) for e-learning:** This facility is available through e-library service of the college.
- **Participation in Resource sharing networks/consortia (like Inflibnet):** We have delnet and are in the process of getting ourselves enrolled into Inflibnet.

**4.2.5. Provide details on the following items:**

- **Average number of walk-ins:** 50-60 per day
- **Average number of books issued/ returned:** In 2015-16, It is 1400/1334
- **Ratio of library books to students enrolled:** 7000:690
- **Average number of books added during last three year:** 2822
- **Average number of login to opac (OPAC):** The service has been added recently; therefore no accountable data is available.
- **Average number of login to e-resources:** The service has been added recently; therefore no accountable data is available.
- **Average number of e-resources downloaded/printed:** The service has been added recently, therefore no accountable data is available.
- **Number of information literacy trainings organized:** We are in the process of organizing information literacy trainings.
- **Details of “weeding out” of books and other materials:** Since ours is a new library this is not applicable to us now but the facility is available in the e-library service.

**4.2.6. Give details of the specialized services provided by the library:**

- **Reference:** Yes available.
- **Reprography:** Yes available.
- **ILL (Inter Library Loan Service):** Not available presently.
- **Information deployment and notification:** Yes available.
- **Download:** Students and staff download necessary e-books and study materials using the ICT resource centre.
- **Printing:** We have a photo copier machine and a bar code printer which serves the need of all printing work in the library.
- **Bibliography compilation:** We are in the process.
- **In-house/remote access to e-resources:** Yes available through e-library of the college.
- **User Orientation and awareness:** Yes, We have organized user orientation and awareness programme.
- **Assistance in searching Databases:** The college librarians and technical staff provide assistance in searching databases
- **INFLIBNET/IUC facilities:** We are in the process of getting ourselves enrolled into Inflibnet.

**4.2.7. Enumerate on the support provided by the Library staff to the students and teachers of the College.**

The librarian displays notices on the library notice board about latest acquisition of books and journals and advises the students to use recent arrivals. Staff helps the students and teachers through cordial relationship and ensure the access to the library facilities to all.



Other support provided can be listed as follows:

- Informing of arrival of new periodicals/books
- Information of the available journals /magazines & other resources etc.
- Information and guidance to procedures of membership of library and transaction of issue/return of library materials.
- Assistance in searching databases

**4.2.8. What are the special facilities offered by the library to the visually/physically challenged persons? Give details.**

- Presently, a ramp is available for the access of the physically challenged students. The college does not presently have any visually challenged students. As and when they are admitted to the college, such provisions will be made available.

**4.2.9. Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)**

- **Library Feedback Service:** Yes, feedback is issued to users in the form of questionnaires and analysis is done by the Library Advisory Committee manually. Important suggestions are discussed and necessary proposals are forwarded to the college authority for improvement. Improvement of the facilities in the library is the result of the feedbacks received from the users.

**Sample Library Feedback Questionnaire**

To help us serve you better, we the library staff request you to fill out this questionnaire. Please circle below what is appropriate.

Student		Staff	
---------	--	-------	--

	Strongly Agree	Agree	Strongly Disagree	Disagree
Library opening hours are adequate				
Library staff are helpful				
Library staff are difficult to approach				
The library’s collection of books & other materials meets my course needs				
Study space in the library is adequate				
Borrowing facilities are good				
Photocopying facilities are adequate				
You feel free to ask the library staff for assistance				

If you have comments or any other suggestions for the library you may do so in the space given below or on a separate sheet.



### 4.3 IT Infrastructure

#### 4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration (provide actual number with exact configuration of each available system)

#### ICT RESOURCES AT JUBATARA CAMPUS

Location	UID	Configuration	Quantity
OFFICE	J/PC/001	Desktop with Intel Pentium – 3 GHz CPU, Intel H61 Chipset, 2 GB RAM, 1 TB Hard Disk, DVD RW, 21.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
	J/PC/002	Lenovo Branded Desktop with Intel Pentium- 2.6 GHz CPU, Intel Ivy Bridge Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
PRINCIPALS CHAMBER	J/PC/003	Desktop with Intel Core i3- 3.3 GHz CPU, Intel H61 Chipset, 2 GB RAM, 1 TB Hard Disk, DVD RW, 21.5 Inch LED Monitor, Keyboard & Wireless Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
VICE PRINCIPALS CHAMBER	J/PC/004	Desktop with Intel Celeron – 2 GHz CPU, Intel H61 Chipset, 4 GB RAM, 320 GB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
ADMINISTRATORS CHAMBER	J/PC/005	Desktop with Intel Pentium – 3 GHz CPU, Intel H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, 18.5 Inch LED	1 No



		Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	
ACCOUNTS ROOM	J/PC/006	Desktop with Intel Celeron – 2 GHz CPU, Intel H61 Chipset, 2 GB RAM, 320 GB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
DEANS CHAMBER	J/PC/007	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
COUNSELLORS ROOM	J/PC/008	Desktop with Intel Pentium – 3 GHz CPU, Intel H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
AUDITORIUM	J/PC/009	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
CONFERENCE HALL	J/PC/010	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
BOARD ROOM	J/PC/011	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No



FACULTY ROOM	J/PC/012	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
	J/PC/013	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LIBRARY	J/PC/014	Lenovo Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel Skylake Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
	J/PC/015	Lenovo All in One Touch Screen Desktop with Intel I3-6100U, Product Family: ideacentre AIO 300-22ISU, 4 GB RAM, 1 TB Hard Disk, 21.5 Inch LED Panel, Wireless Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 1	J/PC/016	Desktop with Intel Dual Core – 1.8 GHz CPU, 945 Chipset, 2 GB RAM, 160 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 2	J/PC/017	Desktop with Intel Dual Core – 1.8 GHz CPU, 945 Chipset, 2 GB RAM, 160 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe	1 No



		Reader, Google Chrome Browser	
LECTURE HALL 3	J/PC/018	Desktop with Intel Dual Core – 1.8 GHz CPU, 945 Chipset, 2 GB RAM, 160 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 4	J/PC/019	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 5	J/PC/020	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 6	J/PC/021	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 7	J/PC/022	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 9	J/PC/023	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 10	J/PC/024	Desktop with Intel Celeron – 2 GHz CPU, H61 Chipset, 2 GB RAM, 500 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe	1 No



		Reader, Google Chrome Browser	
CAC OFFICE	J/PC/025	Lenovo Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel Skylake Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
ICT RESOURCE CENTRE	J/PC/026	Acer Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	J/PC/027	Acer Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	J/PC/028	Acer Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	J/PC/029	Acer Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	J/PC/030	Acer Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel H81 Chipset, 4 GB	1 No



		RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	
	J/PC/031	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	J/PC/032	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	J/PC/033	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	J/PC/034	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	J/PC/035	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse	1 No



	Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	
J/PC/036	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/PC/037	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/PC/038	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/PC/039	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/PC/040	Acer Branded Desktop with Intel Core i3-3.7 GHz CPU, Intel H81 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No



	J/PC/041	<p>Lenovo Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel Skylake Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard &amp; Mouse</p> <p>Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software</p>	1 No
	J/PC/042	<p>Lenovo Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel Skylake Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LED Monitor, Keyboard &amp; Mouse</p> <p>Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software</p>	1 No
	J/TC/001	<p>Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard &amp; Mouse</p> <p>Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software</p>	1 No
	J/TC/002	<p>Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard &amp; Mouse</p> <p>Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software</p>	1 No
	J/TC/003	<p>Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard &amp; Mouse</p> <p>Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software</p>	1 No
	J/TC/004	<p>Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard &amp; Mouse</p>	1 No



	Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	
J/TC/005	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/TC/006	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/TC/007	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/TC/008	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/TC/009	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/TC/010	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse	1 No



		Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	
J/TC/011	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse	Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/TC/012	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse	Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/TC/013	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse	Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
J/TC/014	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse	Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No

**ICT RESOURCES AT DEPARTMENT OF TEACHER EDUCATION CAMPUS**

Location	UID	Configuration	Quantity
OFFICE	D/PC/001	Desktop with Intel Core 2 Duo – 2.8 GHz CPU, G31 Chipset, 4 GB RAM, 1 TB + 240 GB + 160 GB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No



	D/PC/002	Desktop with Intel Pentium 4 – 3 GHz CPU, 945 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
DIRECTORS CHAMBER	D/PC/003	Desktop with Intel Dual Core – 1.8 GHz CPU, 945 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
CHAMBER OF DEPTT. HEAD	D/PC/004	Desktop with Intel Dual Core – 1.8 GHz CPU, 945 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
FACULTY ROOM	D/PC/005	Desktop with Intel Dual Core – 1.8 GHz CPU, 945 Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
CONFERENCE HALL	D/PC/006	Desktop with Intel Dual Core – 2.4 GHz CPU, G31 Chipset, 4 GB RAM, 160 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 1	D/PC/007	Desktop with Intel Dual Core – 1.8 GHz CPU, 945 Chipset, 2 GB RAM, 160 GB Hard Disk, DVD RW, Keyboard & Mouse  Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser	1 No
LECTURE HALL 2	D/PC/008	Desktop with Intel Dual Core – 2.4 GHz	1 No



		<p>CPU, G31 Chipset, 3 GB RAM, 160 GB Hard Disk, DVD RW, Keyboard &amp; Mouse</p> <p>Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser</p>	
LIBRARY	D/PC/009	<p>Lenovo Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel Skylake Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard &amp; Mouse</p> <p>Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser</p>	1 No
HCCSA OFFICE	D/PC/010	<p>Lenovo Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel Skylake Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard &amp; Mouse</p> <p>Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser</p>	1 No
ICT RESOURCE CENTRE	D/PC/011	<p>Lenovo Branded Desktop with Intel Core i3- 3.7 GHz CPU, Intel Skylake Chipset, 4 GB RAM, 1 TB Hard Disk, DVD RW, 18.5 Inch LCD Monitor, Keyboard &amp; Mouse</p> <p>Windows OS, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software</p>	1 No
	D/TC/001	<p>Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard &amp; Mouse</p> <p>Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software</p>	1 No
	D/TC/002	<p>Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard &amp; Mouse</p> <p>Windows OS Over RDP, WPS Office</p>	1 No



		Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	
	D/TC/003	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/004	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/005	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
ICT RESOURCE CENTRE	D/TC/006	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/007	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/008	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No



	D/TC/009	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/010	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/011	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/012	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/013	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/014	Thin client with Cortex-A7 1GHz CPU, 256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse  Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	1 No
	D/TC/015	Thin client with Cortex-A7 1GHz CPU,	1 No



	256 MB RAM, 18.5 Inch LED Monitor, Keyboard & Mouse	
	Windows OS Over RDP, WPS Office Suite, Adobe Reader, Google Chrome Browser, Orell Language Lab Software	

- **Computer-student ratio:**1:11
- **Stand alone facility:** 53 nos Stand Alone Desktop Computers and 29 thin clients are available.
- **LAN & WLAN facility:** the facility is available to 70 nos computers.
- **Wi-Fi facility:** Free Wi-Fi facility is available for staff members and students. 4 nos Wi-Fi routers are currently installed.
- **Licensed software:** Computers are equipped with licensed and open source softwares.
- **Number of nodes/ computers with Internet facility:** 70 nos.

**4.3.2. Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?**

- 52 nos. computers are made available to the faculty and students on the campus, out of which 5 computers are especially dedicated for faculty and all the systems are connected to internet facility.

**4.3.3. What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

The institutional plans are:

- Present computer lab to be updated as e-library.
- Another computer centre to be set up for students’ utilization.
- Implementation of Aadhaar based biometric attendance system.
- Online Student Portal.
- All departments will be connected with LAN and internet facilities.

**4.3.4. Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years).**

Budget Allocated for ICT Resources: -

Heads	2012-13		2013-14		2014-15		2015-16	
	Budget Allocated	Budget Utilized						
New ICT Device Procurement & Deployment	-	-	1,00,000	99000	12,50,000	12,57,685	10,00,000	4,61,352



Upgradation	-	-	-	-	-	-	-	-
Maintenance of Computers & Other Peripherals	30,000	31,198	50,000	52,174	80,000	84,925	50,000	1,16,279
<b>Total</b>	<b>30,000</b>	<b>31,198</b>	<b>1,50,000</b>	<b>1,51,174</b>	<b>13,30,000</b>	<b>13,42,610</b>	<b>10,50,000</b>	<b>577631</b>

**4.3.5. How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

- College has 1 no of high-speed internet connectivity under MHRD-NMEICT project and 1 no of BSNL Broadband connection for accessing e-resources. All the class rooms are equipped with computer and overhead LCD projectors. Through which teachers presents their lecture in a lively manner, using Power Point and audio visuals.

**4.3.6. Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching – learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

- Institution facilitates to prepare their lesson plan in power point slides and encourage taking classes with LCD projector. For this purpose, institution purchased Computers and LCD projectors automated screen for computer aided teaching-learning process.

**4.3.7. Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating University? If so, what are the services availed of?**

- The college got internet connectivity under the project of MHRD known as NME-ICT to get connected with National Knowledge Network of other universities and colleges.

**4.4 Maintenance of Campus Facilities**

**4.4.1. How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?**

		2012-13		2013-14		2014-15		2015-16	
		Budget Allocated	Expenditure Done						
a.	Building*	-	-	-	-	-	-	40,00,000	38,46,720
b.	Furniture	1,00,000	1,08,440	4,50,000	4,34,434	35,00,000	33,20,266	10,00,000	4,62,719
c.	Equipment	2,50,000	2,72,806	1,00,000	78,162	3,00,000	2,82,783	1,00,000	98,975
d.	Computers	35,000	31,198	1,50,000	1,51,174	15,00,000	13,42,610	5,00,000	5,77,200



	<b>&amp; Peripherals</b>					0	0		3
e.	<b>Vehicles</b>	50,000	56,984	60,000	59,177	23,00,000	22,97,116	54,67,063	54,67,063
f.	<b>Laboratory Equipment</b>	5,000	4,967	2,50,000	2,53,980	1,00,000	1,18,470	2,00,000	2,72,058
g.	<b>Library Books</b>	15,000	14,955	50,000	42,266	6,50,000	6,72,473	2,25,000	2,25,305
h.	<b>Repair &amp; Upkeep</b>	1,00,000	1,08,891	1,00,000	1,17,081	5,00,000	4,42,065	3,00,000	3,35,713

\* *John's Day Foundation*

#### 4.4.2. What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the College?

Institutional mechanism/organizational structure for maintenance and upkeep of the infrastructure, facilities and equipment of the College comprise different bodies such as:

- IQAC
- NAAC Committee
- Finance Committee
- CAC
- Library Committee
- Laboratory Committee
- Academic Council

All the members of above committees participate in the infrastructural development process of the college. IQAC and NAAC committee coordinate and monitor all the outcomes.

#### 4.4.3. How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

- These committees meet on the regular basis to discuss problems and urgency of necessary equipments/ instruments.

#### 4.4.4. What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- Installation of UPS
- Installation of inverters
- Installation of water cooler
- Installation of water purifiers
- Installation of lighting arrester
- Earthing
- Installation of a pump for water supply

**Any other relevant information regarding Infrastructure and Learning Resources which the College would like to include.**

**Enclosed: -**

**Annexure IV** – Master Plan of the Institution / campus and indicating the existing physical infrastructure and the future planned expansions



## CRITERION V: STUDENT SUPPORT AND PROGRESSION

### 5.1. Student Mentoring and Support:

**5.1.1. Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?**

The College publishes and updates its prospectus and handbook annually. Fresh applicants are given the prospectus along with the application form which provides relevant information related to various Programmes offered by the institution, fee structure, rules governing admission and fees to be paid at the time of admission. This gives ample opportunity for students to identify courses. Besides the college website provides a comprehensive view of the College and is accessible to the students.

Holy Cross College has its own handbook where all necessary informations are comprehensively provided. The handbook is updated annually and is given to all students and faculty members. It contains the College Anthem, Vision, the names of the members of the administrative committee, faculty members, clubs, cells and committees, non-teaching staff, details of the departments, college –rules, extract of the University rules and regulations for the examinations, academic calendar, space for regularity record and notes.

**5.1.2. Specify the type, number and amount of institutional scholarships/ free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?**

The college provides concession in tuition fees as institutional scholarship. The details of it are given below:

**Details of Concession given to students in the year 2012-2013**

Name of the Student	Course	Year	% of concession	Tuition fees	Installment	Total
Protik Jamatia	BA.H	1 <sup>st</sup>	50%	8250	6000	14250
Prasenjit Debbarma	BA.H	1 <sup>st</sup>	50%	8250	6000	14250
Riaj Hossain	BBA	2 <sup>nd</sup>	50%	12000	6000	18000
Sujoy Uchoi	BA.H	1 <sup>st</sup>	50%	8250	6000	14250
Bijoy Debnath	BA.H	1 <sup>st</sup>	100%	18000	12000	30000
Gitanjali	BA H	3 <sup>rd</sup>	100%	18000	-	18000
Ajit Kumar Noatia	BA.H	2 <sup>nd</sup>	100%	18000	12000	30000
Najiham Reang	BBA	2 <sup>nd</sup>	100%	24000	12000	36000
Vandana Bhagora	BA H	2 <sup>nd</sup>	50%	7800	-	7800
Pratima Jojo	BA.H	2 <sup>nd</sup>	50%	9000	-	9000
Rana Kumar Debbarma	BA.H	2 <sup>nd</sup>	100%	18000	12000	30000
Sanjita Reang	BA.H	1 <sup>st</sup>	50%	8250	6000	14250
Total						<b>2,35,800.00</b>

**Details of Concession given to students in the year 2013-2014**

Sl. No	Name of the Student	Course	Year	% of Concession	Tuition fees	Installment	Total
1	Margareth Lalthlamunai	BA.H	1 <sup>st</sup>	50%	8250	-	8250
2	Najiham Reang	BBA	3 <sup>rd</sup>	100%	30000	12500	42500
3	Payel Chowdhury	BBA	2 <sup>nd</sup>	100%	-	12500	12500
4	Methasunu Vitsu	BA.H	1 <sup>st</sup>	50%	8250	-	8250
5	Nadurung Reang	BA.H	1 <sup>st</sup>	50%	8250	-	8250
6	Jessyna Khonglah	BA.H	1 <sup>st</sup>	50%	8250	-	8250
7	Sanju Hrangkhawl	BA.H	1 <sup>st</sup>	50%	8250	6250	14500
8	Anamika Roy	BA.H	1 <sup>st</sup>	only 4000 per yr paid	-	-	25000
9	Priyanka Choudhury	BA.H	3 <sup>rd</sup>	100%	18000	12500	30500
10	Arghadeep Datta	BBA	3 <sup>rd</sup>	100%	30000	-	30000
11	Sanjoy Debbarma	BA. E	2 <sup>nd</sup>	100%	7800	12500	20300
12	Pratima Jojo	BA.H	3 <sup>rd</sup>	50%	9000	-	9000
13	Ajit Kumar Noatia	BA.H	3 <sup>rd</sup>	100%	1500	12500	30500
14	Meri Debbarma	BA.H	2 <sup>nd</sup>	50%	9000	-	9000
15	Sujoy Uchoi	BA.H	2 <sup>nd</sup>	50%	9000	6250	15250
16	Sanjita Reang	BA.H	2 <sup>nd</sup>	50%	9000	6250	15250
17	Prasenjit Debbarma	BA.H	2 <sup>nd</sup>	50%	9000	6250	15250
18	Bijoy Debnath	BA. E	2 <sup>nd</sup>	100%	7800	12500	20300
	<b>Total</b>						<b>3,22,850.00</b>

**Details of Concession given to students in the year 2014-2015**

Sl. No	Name of the Student	Course	Year	% of Concession	Tuition fees	Installment	Total
1	Sahnalo Debbarmma	BBA	3 <sup>rd</sup>	100%	24000	-	24000
2	Sanjoy Reang	BA.E	2 <sup>nd</sup>	100%	15600	13000	28600
3	Anamika Das	BA.H	3 <sup>rd</sup>	100%	18000	-	18000
4	Sanjit Samson Munda	BA.H	1 <sup>st</sup>	100%	18000	13000	31000
5	Samuel Haokip	BA.H	1 <sup>st</sup>	100%	18000	13000	31000
6	Balajit Shisha Khongkhlad	BSc	1 <sup>st</sup>	100%	24000	13000	37000
7	Eldho Augustine	BA.H	1 <sup>st</sup>	100%	18000	13000	31000
8	Akshi Kumar Wary	BA.H	1 <sup>st</sup>	100%	18000	13000	31000
9	Shanborlang Mawrie	BA.H	1 <sup>st</sup>	100%	18000	13000	31000



10	Intas Santal	BA.H	1 <sup>st</sup>	100%	18000	13000	31000
11	Girish Santal	BA.H	1 <sup>st</sup>	100%	18000	13000	31000
12	Moumita Bhowmik	BA.E	1 <sup>st</sup>	10000 only per yr	-	6500	10000
13	Sourav Dhar	BSc	3 <sup>rd</sup>	100%	24000	-	24000
14	Anamika Roy	BA.H	3 <sup>rd</sup>	4000 per yr Paid	-	-	27000
15	Meri Debbarma	BA.H	3 <sup>rd</sup>	100%	18000	13000	31000
16	Sanju Hrangkhawl	BA.H	1 <sup>st</sup>	50%	9000	6500	15500
17	Suvojit Majumdar	BA.H	1 <sup>st</sup>	50%	9000	-	9000
18	Polson Jamatia	BA.E	1 <sup>st</sup>	50%	7800	6500	14300
19	Lubidimliu Martha Gonmei	BA.H	1 <sup>st</sup>	50%	9000	6500	15500
20	Veronica zammeihkimi	BA.H	1 <sup>st</sup>	50%	9000	6500	15500
21	Pattathil Jemcy Sebastian	BA.H	1 <sup>st</sup>	50%	9000	6500	15500
22	Prasenjit Debbarma	BA.H	3 <sup>rd</sup>	50%	9000	6500	15500
23	Sanjita Reang	BA.H	3 <sup>rd</sup>	50%	9000	6500	15500
24	Raj BrataJamatia	BA.H	1 <sup>st</sup>	only 10000			10000
25	Payel Chowdhury	BBA	3 <sup>rd</sup>	100%	-	13000	13000
26	Sujoy Uchoi	BA.H	3 <sup>rd</sup>	50%	9000	6500	15500
27	Kwthang Jamatia	BA.E	3 <sup>rd</sup>	100%	15600	13000	28600
28	Bijoy Debnath	BA.E	3 <sup>rd</sup>	100%	15600	13000	28600
	<b>Total</b>						<b>6,28,600.00</b>

#### Details of Concession given to students in the year 2015-16

Sl. No	Name of Student	Course	Year	% of Concession	Tuition Fee	Installment	Total
1	Rabi Sadhan	B.Sc.H.	1 <sup>st</sup>	100	2500.00	15000.00	45000.00
2	Mediram Reang	BA H.	1 <sup>st</sup>	100	1800.00	15000.00	36600.00
3	Bipul Debbarma	BA H.	1 <sup>st</sup>	100	1800.00	15000.00	36600.00
4	Francis Gayang	BA H.	1 <sup>st</sup>	100	1800.00	15000.00	36600.00
5	Makrina Marak	BA H.	1 <sup>st</sup>	100	1800.00	15000.00	36600.00
6	Rahul R.J.	BA H.	1 <sup>st</sup>	100	1800.00	15000.00	36600.00
7	Desing John	BA H.	1 <sup>st</sup>	100	1800.00	15000.00	36600.00
8	Tarsish Marak	BA H.	1 <sup>st</sup>	100	1800.00	15000.00	36600.00
9	Sadhana	BA H.	1 <sup>st</sup>	100	1800.00	15000.00	36600.00
10	Sumit Ghosh	BA H.	1 <sup>st</sup>	100	1800.00	15000.00	36600.00
11	Krishna Kanta	BA E.	1 <sup>st</sup>	100	1500.00	15000.00	33000.00
12	Martha Marak	BA E.	1 <sup>st</sup>	100	1500.00	15000.00	33000.00
13	Meri Bati Reang	BA E.	1 <sup>st</sup>	100	1500.00	15000.00	33000.00
14	Madona Chorei	BA H.	1 <sup>st</sup>	50	900.00	7500.00	18300.00
15	Royne J. Costa	BA H.	1 <sup>st</sup>	50	900.00	7500.00	18300.00
16	Nisha Varghese	BA H.	1 <sup>st</sup>	50	900.00	7500.00	18300.00



17	Jisa M.J.	BA H.	1 <sup>st</sup>	50	900.00	7500.00	18300.00
18	Bijoycy	BBA	1 <sup>st</sup>	50	1250.00	8000.00	23000.00
19	Panchami Nandi	BA H.	1 <sup>st</sup>	5000 per sem.	1800.00	5000.00	26600.00
20	Christina Uchoi	BA H.	1 <sup>st</sup>	T.F. 1000 p.m., Installm nt in full	800.00	0.00	9600.00
21	Balajied	B.Sc.H.	2 <sup>nd</sup>	100	2300.00	14000.00	41600.00
22	Intas Santal	BA H.	2 <sup>nd</sup>	100	1750.00	14000.00	35000.00
23	Sanjit Munda	BA H.	2 <sup>nd</sup>	100	1750.00	14000.00	35000.00
24	Girish Santal	BA H.	2 <sup>nd</sup>	100	1750.00	14000.00	35000.00
25	Eldho	BA H.	2 <sup>nd</sup>	100	1750.00	14000.00	35000.00
26	Shanborlang	BA H.	2 <sup>nd</sup>	100	1750.00	14000.00	35000.00
27	Akshi Kr. Wary	BA H.	2 <sup>nd</sup>	100	1750.00	14000.00	35000.00
28	Suvojit	BA H.	2 <sup>nd</sup>	100	1750.00	14000.00	35000.00
29	Rakesh Rupini	BA H.	2 <sup>nd</sup>	50	875.00	7500.00	18000.00
30	Lubidimliu	BA H.	2 <sup>nd</sup>	50	875.00	7000.00	17500.00
31	Veronica	BA H.	2 <sup>nd</sup>	50	875.00	7000.00	17500.00
32	Samuel Haokip	BA H.	2 <sup>nd</sup>	50	875.00	7000.00	17500.00
33	Sr. Jemcy	BA H.	2 <sup>nd</sup>	50	875.00	7000.00	17500.00
34	Sanju	BA E.	2 <sup>nd</sup>	50	750.00	7000.00	16000.00
35	Anamika Roy	BA H.	3 <sup>rd</sup>	100	1650.00	12000.00	31800.00
36	Sanjoy Reang	BA E.	3 <sup>rd</sup>	100	1400.00	14000.00	30800.00
37	Aliza	BA H.	3 <sup>rd</sup>	50	825.00	7000.00	16900.00
38	Jessyna	BA H.	3 <sup>rd</sup>	50	825.00	7000.00	16900.00
39	Methasunu	BA H.	3 <sup>rd</sup>	50	825.00	7000.00	16900.00
40	Margareth	BA H.	3 <sup>rd</sup>	50	825.00	7000.00	16900.00
41	Banita	BA E.	3 <sup>rd</sup>	50	700.00	7000.00	15400.00
42	Sr. Priyadarshini	B.Ed	1 <sup>st</sup>	50	-	-	25000.00
<b>Total</b>							<b>11,67,000.00</b>

### 5.1.3. What percentage of students receive financial assistance from State Government, Central Government and other national agencies?

Year	No. of Students	Percentage of Students
2012-2013	148	52.67%
2013-2014	73	22.81%
2014-2015	162	39.04%
2015-2016*	243	45.85%

\* This statistics is as per college records (we are yet to receive the records from the Govt. Deptt.)



**5.1.4. what are the specific support services/ facilities available for 1) Students from SC/ST, OBC and economically weaker sections 2) Students with physical disabilities 3) Overseas students 4) Students who participate in various competitions/ national and international 5) Medical assistance to students: health centre, health insurance etc. 6) Organizing coaching classes for competitive exams 7) Skill development (spoken English, computer literacy, etc.) 8) Support for “slow learners” 9) Exposures of students to other institution of higher learning/corporate/business house etc. 10) publication of student magazines.**

**The Following facilities are being provided by the college:**

<b>1. Students from SC/ST, OBC and Economically Weaker Sections</b>	<b>Category of Students</b>	<b>Number of Students</b>	<b>Remedial Classes</b>	<b>Printed Notes</b>	<b>Counseling</b>
	SC	36	given	given	given
	ST	538	given	given	given
	OBC	84	given	given	given
	Economically Weaker Section	15	given	given	given
	Physically Disabled	01	given	given	given
	Overseas Students	04	given	given	given
	Slow Learners	50	given	given	given
The students from these sections are given financial concession on their tuition fees.					
<b>2. Students with Physical Disabilities.</b>	Currently there are no students with physical disabilities though the campus is disabled friendly.				
<b>3. Overseas Students</b>	<p>Yes, the college has provision to give admissions and support to the overseas students.</p> <p>There are four students from overseas.</p> <p>Three students are from Bangladesh</p> <ul style="list-style-type: none"> <li>▪ Richard Costa(B.A English honours, admitted on 25/7/16 );</li> <li>▪ Royne Josephine( B.A English honours, admitted on 06/8/15 );</li> <li>▪ Emon Corraya B.A English honours, admitted on 25/7/16 );</li> </ul> <p>There was one student from U.S.A for one semester who completed his term and have gone back.</p> <p>Breandan Martin Mcaleer (B.A Sociology admitted on 09/08/16)</p>				
<b>4. Students who Participate in Various Competitions/ National and International</b>	The students participating in various competitions are encouraged by the institution. Deserving students are selected and deputed to participate in national conferences and state level Programmes occasionally giving them attendance and financial assistance.				
	<b>Type of Events</b>	<b>Date</b>	<b>Number of Participants</b>		
	Debate Competition (Inter Collegiate)	14/08/2013	12		



	Poster Competition (Inter Collegiate)	30/10/2013	03
	Student’s Seminars International	25/02/2014	01
	Singing Competition (Inter Collegiate)	03/09/2016	11
	Dance Competition (Inter Collegiate)	03/09/2016	07
	Speech Competition (Inter Collegiate)	16/09/2015	07
	National Student’s Seminar	24/09/2016	32
<b>5. Medical Assistance to Students: Health Center, Health Insurance etc.</b>	First aid facility is available in college for the treatment of the sick and injured. Ambulance is available in the college which will also cater to the needs of the society. A doctor and a nurse is on call when needed.		
<b>6. Organizing Coaching Classes for Competitive Exams</b>	The college has a coaching center (HCCSA) for providing coaching sessions to the students for facing various competitive examinations like TCS, TPS, Banking, MAT, CMAT etc. An IAS Coaching center is also in the process of getting ready		
<b>7. Skill Development (Spoken English, Computer Literacy, etc.)</b>	<ul style="list-style-type: none"> <li>▪ College offers a certificate course in computer applications.</li> <li>▪ Certificate course in Skill development is offered to students on a regular basis. College has dedicated staff for this purpose and special Programmes are overnmen for the same purpose</li> <li>▪ Certificate course in French Lanuage has already been started.</li> <li>▪ Students present their seminar papers and projects with ICT tools like power point presentation etc.</li> <li>▪ The whole campus is WIFI enabled, so that the students can have an easy access to internet.</li> <li>▪ Both the students and faculty are to converse in English and thereby enhancing their proficiency in spoken English..</li> <li>▪ Departmental associations help the students to develop their talents and enable them to develop creative and organizing skills through intra- departmental, inter departmental and inter –collegiate programmes.</li> </ul> <p>The library has a special section which houses a rich variety of books on personality development and leadership.</p>		
<b>8. Support for “Slow</b>	<ul style="list-style-type: none"> <li>▪ Students with low attention span and grasping power are identified at the beginning of the session.</li> </ul>		



<b>Learners”</b>	<ul style="list-style-type: none"> <li>▪ Teachers assist the students by providing notes, photocopies, readings etc</li> <li>▪ Slow learners are given special care and counseling.</li> </ul>		
<b>9. Exposures of Students to Other Institution of Higher Learning/ Corporate/ Business House etc.</b>	<ul style="list-style-type: none"> <li>▪ Businessmen, entrepreneurs, educationists, scientists, vice chancellors, etc. are invited to the campus and opportunities are provided to students to interact with them.</li> <li>▪ College encourages students to interact with other institutions through competitions, conferences and seminars.</li> <li>▪ Every year students from foreign universities visit the campus and interact with our students (Study abroad Programme).</li> <li>▪ Students are sent to other reputed institutes to carry out their project works.</li> <li>▪ When eminent academicians from foreign universities visit our institution, we provide ample opportunities to our students to interact with them and get a better perspective of related subjects.</li> <li>▪ Moreover students are sent to other institutes when eminent scholars give lectures there.</li> <li>▪ The College conducts annual study tour.</li> </ul>		
	<b>Date Events</b>	<b>Events</b>	<b>Number of Students Attended</b>
	13-03-2015	Orientation on Career Programme	48
	07-11-2015	Workshop on Application of Bio-informatics	35
	21-11-2015	Lecture on Snake Venum	24
	06-08-2016	Extended Lecture on Capital Market	60
	27-09-2016	Tripura Forest Development & Plantation Corporation Limited (TFDPC) Visit	45
	27-09-2016	Extended Lecture for Zoology Students	60
	05-10-2016	Extended Lecture on Physiology of Sleep	45
	21-11-2016	Tribal Research Institute (TRI) Library Visit	14
	21-11-2016	Workshop by Sahitya Academy	25
<b>10. Publication of Student Magazines</b>	<p>The College publishes its annual magazine <i>Jyotirgamaya</i>. It provides an opportunity for the students to try their creative skills. Students come out with a range of creative products in terms of genres as well as language. College magazine is printed under the supervision of an editorial board consisting of staff and students. The staff coordinators help students in mobilizing funds through advertisements and sponsorships. All the major</p>		



sections of the magazine have their staff editors as well as the student editors. College also published the Quarterly edition of Jyotirgamaya where students and staff write reports of the major events at the college. The Alumni Association, called ‘Basilians’ have their own news letter called ‘Basilians News’.

**5.1.5. Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

- Students’ orientation for the freshers at the beginning of the session is conducted every year.
- Value educational classes are also being conducted every week.
- Students are given opportunity to raise funds for College Fest ‘Tejas’ (HCC annual fest)
- Every year during the college fest Entrepreneur Talk is organized and Best Entrepreneur award is given to an entrepreneur from the state.
- Students are exposed to the local industries and entrepreneurs where they get to experience the real life situations away from the academic world.
- As a result of these exposures and experiences, many students begin their own business and seems to be on the road to being successful entrepreneurs.

**5.1.6. Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, quiz competitions, debates and discussions, cultural activities etc.**

- The institution is committed to encourage students to participate in various extracurricular and co-curricular activities. The necessary facilities are provided and adequate funds are allotted in this regard.
- The cultural committees under the guidance of staff coordinators supervise the extracurricular activities. The students who participate in the sports activities are given special internal exams, if they could not attend these due to the competitions.
- Sports uniform provided to all the team members of the College.
- The travelling and daily allowance is also provided to the athletes who represent the College in various sports activities.

**DETAILS OF ACHIEVEMENTS IN SPORTS AND GAMES**

**a) Performance at all India Inter –University and national level competitions.**

Year	2012	2013	2014	2015	2016	2017
No. of participants	1 <sup>#</sup>	14 <sup>##</sup>	Nil	4+1= 5	2*	5**

*# 1 student participated in East Zone Inter University Football Tournament held at Odissa.  
 ## 14 students participated in 7<sup>th</sup> inter college football tournament organized by Dasarath Dev memorial college.  
 \*East Zone Inter- University Volley Ball Championship.*



**\*\*2 students in Football East Zone Inter-University Championship, 1 student in National level Kick Boxing competition and 2 students in National College and Federation Cup Chess Boxing competition.**

**b) Performance at inter collegiate competitions**

Year	No. of Participants
2012	12 students participated in 6 <sup>th</sup> inter college table tennis men and women volleyball organized by Tripura University
	1 student named Lalrem Harnghawl participated in East Zone Inter University Football Tournament held at Odissa
	12 students participated 6 <sup>th</sup> inter college football tournament organized by Khumlung college
2013	14 students participated in 7 <sup>th</sup> inter college football tournament organized by Dasarath Dev memorial college
	14 participated 7 <sup>th</sup> in in 8 <sup>th</sup> Inter college Athletes men & women competition organized by Ramthakur college
2014	11 students participated in 8 <sup>th</sup> Inter college Athletes men & women competition organized by Tripura University sports board & Deptt.of physical education
2015	14 students participated in inter college football tournament organized by R.K Mahavidyalaya
2016	12 students participated in Inter college Volleyball Tournament conducted by Tripura University and 2 students selected for East Zone Championship.
	5 students participated in Inter College Athletics Championship and one student got 2 Gold Medals in Throwing Events
2017	14 students participated in Inter College Football Tournament January 2017 and 2 students selected for East Zone Championship.

**1. HCC YOUTH FESTIVAL**

- The Holy Cross College Youth Festival, ‘TEJAS’ (The College Fest) provides opportunity for the students to come to a common platform to display their cultural and artistic talents. The programme also aims at promoting friendship and fellowship among the students together with recognizing and appreciating the rich and glorious cultural heritage of our country as well as our state and the institution.
- Every year, intra-collegiate and Inter-collegiate competitions are held for different events like painting, classical music, group singing, dance events, quiz, pottery, glass painting, mehendi, t- shirt painting, debate, cultural competitions, fashion show etc. In the inter-collegiate competitions the students of Holy Cross College bags most of the prizes.
- In 2014, Chiman Debbarma, a student of the Department of Political Science, secured the second position in the state level debate competition organized by the Department of Forests, Govt. of Tripura.
- In 2015, Mr. Saibal Debbarma, a student from BA department, won first prize at the state level symposium.
- Many of our students won prizes in several inter College competitions conducted at various Colleges and University. The College fest ‘TEJAS’ is jointly organized by the Students’ Council and Alumni Association.



- Debate club is an association of students who are interested in speech and event. Training is given to students to develop their skill in public speaking. The members of the club participate in debate competitions. Club inspires the students to think over contemporary issues like environmental pollution, drug abuse, gender issue, social issues, economic issues and to respond positively in the larger interest of the society. Thus the clubs plays vital role in molding the society.
- In 2017, two students of Holy Cross College (Jessica Darlong, Deptt. Of Political Science and Tirthankar Laskar, Deptt. of English won the first prize in the inter-collegiate Quiz Competition jointly organized by MBB College and Election Commission of Tripura.
- In 2017, Shilpa Das Sen a student of B.Sc Department, won a prize at the Essay writing competition organized by EESHA Foundation and the prize was given away by the Hon'ble governor of Tripura.
- In 2017, two students of the department of B.Sc, Shilpa Das Sen and Sangamitra Deb Sarkar won the third prize in inter-collegiate poster presentation jointly organized by BBMC College and Department of Science and Technology, Govt. of Tripura.

## 2. NCC

- Membership of NCC is optional. The main purpose of NCC is to provide training to the students inculcating in their mind the twin ideas of duty and discipline. Through training camps, the NCC provides valuable opportunities for developing one's physical and intellectual potential.
- Holy Cross College has one unit of NCC (Girls) with 31 students on enrollment.

## 3. NSS

- National Service Scheme has been inaugurated in the College in the year 2016.
- There is one unit of NSS with 60 students on enrollment. The NSS unit of our college is engaged in social awareness and cultural programmes.
- A 7 day, NSS Special camp 2017 was conducted by the NSS Unit of Holy Cross College in which many activities were integrated like, Voluntary Blood Donation camp, Collection and distribution of old clothes, Cleaning of the public road, visiting the home for the aged and other community Service and awareness programmes.

### **5.1.7. Enumerating on the support and guidance provided to the students in preparing for the competitive exams give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT /GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.**

- In order to prepare the students for competitive Exams, Holy Cross College has started in 2016, an academy called Holy Cross Civil Services Academy (HCCSA). Many of our teaching faculty as well as some teachers from outside the institution are engaged in this training of our students.
- Holy Cross College is a new institution with only 7 years in existence, yet we have three of our students cleared UGC-NET and SET exams and 2 of them cleared state services and Judicial services exams.

**5.1.8. What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)?**

- Holy Cross College is the first college in Tripura to have instituted an exclusive and dedicated counseling center to provide eclectic counseling services to the students, teaching and non-teaching staff and even to the parents as and when needed. However at present, it is mostly dedicated to provide counseling services for the students.
- The center is being headed by Mrs. Moushumi Jena, a trained full time professional in the rank of Asst. Professor who has her Masters in counseling psychology and family therapy. The counseling center provides services relating to academic, personal, career and psycho social interests of the students.

**Academic and Personal Counseling:**

- The students in general are provided need based inputs to sharpen their academic mission and vision. However in individual level the faculty in charge of the counseling center also addresses the individual interest of the students depending upon their academic aptitude and inclination.
- Sometimes the students are sorted out for specific academic counseling by the other faculty of the college and referred to the counseling professional at the center. This makes the initial job of the counseling center easier.

**Career Counseling and Guidance:**

- HCC is an undergraduate college having some professional subjects and programmes like BBA and B.Ed. Therefore the counseling center also hires the services of the expert career consultants to extend career counseling and guidance to all students in general and to the students of professional courses in particular. The counseling center has prepared a road map to conduct need based orientation programme, personality development programme, interpersonal skill development programme involving external experts and professionals.
- The counseling center periodically brings to the notice of students, the opportunities of various job oriented PG programmes offered by different institutes/Universities both inside and outside the state.
- The Holy Cross counseling center utilizing its in-house human resources also organizes Group discussion (GD), Interview facing skills, programmes etc.

**Psychological Counseling:**

- The HCC has appointed a full time regular female professional in the rank of Asst. Professor as the head of the Center for Counseling Psychology (CCP). The active support of the college management has made the center very effective. The college has been offering the psychological counseling services since 2014. Under this center services like moral counseling, interpersonal and intrapersonal conflict management counseling, self concept and self esteem counseling, counseling on etiquette and manners and social graces etc. are provided to the students as and when recommended by other faculty members of the college and also when the faculty in-charge of this center identifies any target group.



- At present the center for counseling psychology is headed by Ms. Moushumi Jena who is a specialist in psychological counseling and family therapy. However, the college management is in the process of retaining the services of specialists in the other field of psychosocial counseling.
- The center for counseling psychology also extend its services to parents who are in need of such services with due approval from college management.

**Centre for Counseling Psychology  
Holy Cross College  
Consolidated Data and Counseling Details, 2014**

Month (M)	Week (W)				Class (CLS)			Nature & Content (N&C)				Total (T)
	W1	W2	W3	W4	BA	BSC	BBA	Personal & Academic	Career Guidance	Psycho-neurotic	Psycho-Social	
July	0	0	15	17	20	7	5	9	0	15	8	32
August	9	10	8	9	25	6	5	13	2	10	11	36
September	8	5	11	0	15	5	4	8	2	8	6	24
October	0	0	6	10	10	3	3	3	0	7	6	16
November	6	10	9	5	19	7	4	12	4	7	7	30
December	11	9	0	0	9	5	6	7	1	6	6	20

**Centre for Counseling Psychology  
Holy Cross College  
Consolidated Data and Counseling Details, 2015**

Month (M)	Week (W)				Class (CLS)			Nature & Content (N&C)				Total (T)
	W1	W2	W3	W4	BA	BS.C	BBA	Personal & Academic	Career Guidance	Psycho-neurotic	Psycho-Social	
Jan	10	11	10	0	21	4	6	9	3	10	9	31
Feb	9	3	8	9	20	3	6	8	2	7	12	29
March	9	11	7	9	22	5	9	12	5	11	8	36
April	12	9	6	0	18	4	4	10	4	8	4	26
May	10	15	0	0	18	3	4	6	6	7	6	25
June	0	0	11	12	15	5	3	7	5	8	3	23
July	8	9	9	4	21	4	5	8	4	10	8	30



<b>August</b>	12	11	7	8	25	5	8	11	7	12	8	38
<b>September</b>	0	10	10	12	22	4	6	9	6	10	7	32
<b>October</b>	9	7	2	0	10	3	5	7	3	4	4	18
<b>November</b>	8	6	9	5	19	4	5	3	8	9	8	28
<b>December</b>	10	8	3	0	15	2	4	13	0	8	0	21

**Centre for Counseling Psychology  
Holy Cross College  
Consolidated Data and Counseling Details, 2016**

Month (M)	Week (W)				Class (CLS)			Nature & Content (N&C)				Total (T)
	W 1	W2	W3	W4	BA	BS.C	BBA	Personal & Academic	Career Guidance	Psycho-neurotic	Psycho-Social	
<b>Jan</b>	1 2	10	0	0	11	5	6	7	6	7	2	22
<b>Feb</b>	8	9	11	0	20	4	4	6	7	8	7	28
<b>March</b>	0	12	11	10	22	4	7	8	5	10	10	33
<b>April</b>	9	6	5	7	20	3	4	7	6	8	6	27
<b>May</b>	1 1	9	0	0	11	5	4	5	2	8	5	20
<b>June</b>	0	0	9	9	10	3	5	6	0	8	4	18
<b>July</b>	0	3	9	9	11	4	6	4	4	6	7	21
<b>August</b>	1 0	9	11	2	18	5	9	8	8	9	7	32
<b>September</b>	1 1	12	3	8	23	5	6	11	5	12	6	34
<b>October</b>	1 2	0	0	0	10	2	0	0	4	0	8	12
<b>November</b>	7	11	9	4	19	6	6	7	7	10	7	31
<b>December</b>	8	9	8	0	18	3	4	13	4	8	0	25



**5.1.9. Does the institution have a structured mechanism for career guidance and placement of its students? If ‘yes’, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the Programmes).**

- Holy Cross College presents a group of young, dynamic individuals who have been groomed to face challenges of managing in ever changing business environment.
- A proactive learning style and meticulous academic procedure has equipped the students to do extremely well in various demanding situations of the corporate world.
- Holy Cross College, strive constantly to maintain this benchmark through its curriculum that is a unique blend of strategic thinking and pragmatism.
- The teaching pedagogy includes presentations, case studies, live projects, Study tours and participation in seminars and conferences (National and International), sports and cultural activities which help towards acquiring skills in the **Holistic Development** of the spiritual, social and emotional quotient of our students.
- The college takes special interest in polishing their managerial skills sought after and needed by organizations such as yours.
- Placements at Holy Cross College are a rolling process with emphasis on lateral placements. Recently, the placement drive is conducted of BCA and BA by Wipro BPO Ltd. Which is a global Information Technology, consulting and outsourcing company with 140,000 employees.
- The first Recruitment drive was conducted on 28<sup>th</sup> Jan 2013.
- The successful students are Sandipan Saha(BCA), Victor Saha(BA), Pritom Marak(BCA), Gitanjali Roy(BA), Kausiki(BA), Bhanupreiya(BA).
- Vijaya Bank also conducted an entrance test for the placement of the students in the year
- Our students Chiman Debarma and Surya Pawan Kumar were selected in Indigo Airlines in 2015/2016.

**5.1.10. Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.**

- The College has a grievance cell consisting of three members with Vice Principal as Chairman and three senior faculty members. The cell looks into the grievances of the students. The students can approach the cell in person. Students are free to share their grievances with the class teacher and also with the principal. During the last four years the cell of the College has settled complaints registered by the students.
- Grievance related to internal assessment are heard and redressed at the department level and if needed, take up to the College level.

Sl. No.	Grievance	Action Taken	Status
1.	Poor canteen facility	Better and improved canteen facility is provided	Solved
2.	Small Computer Lab	Spacious Computer Lab with more	Solved



		number of computers made available	
3.	Poor net connection	Good internet connection is made available	Solved
4.	Lack of fans in classrooms	Fans are installed in all class rooms	Solved
5.	Less hours to library access	Library time has been extended	Solved

#### **5.1.11. What are the institutional provisions for resolving issues pertaining to sexual harassment?**

- The college has set up Internal Complaint Cell (ICC) in December 2016, as per UGC regulations.
- The College also has an Anti-sexual Harassment Cell. The purpose of this cell is to prevent and address any grievances related to any sort of sexual harassment.
- The College also has grievance cell which also supports resolving any issues related to sexual harassment.

#### **5.1.12. Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?**

- The College has set up an Anti-Ragging committee for the purpose of preventing the menace of ragging of all sorts. However, no such instances have been reported till date.
- The details of the Anti-Ragging Committee are given in the College website with phone/mobile numbers of the members for immediate contact.
- The Chair person of this Anti-Ragging committee is the Principal of the College— Rev. Fr. Emmanuel Kallarackal, CSC, Vice Chairperson is Rev. Fr. Benny, CSC the Vice Principal, Convener is Dr. Pankaj Chakraborty, Academic Dean and other members are Dr. Reba Chakravarty, Mr. Shakha Shubha Bhadra, Mrs.Moumita Dey, Ms. Sharmista Rakshit, Rashmita Deb, Sushobhan Sengupta and Dr. Tomina NS.
- Anti-Ragging Squad is nominated by the head of the institution with such representation has been considered necessary. The squad makes surprise raids in some hot spots and are empowered to inspect places of potential ragging. It works under the overall guidance of the Anti-Ragging Committee.
- Mentoring cell ensures the involvement of senior students and faculty members as 'Mentors' for the Freshers'.

#### **5.1.13. Enumerate the welfare schemes made available to students by the institution.**

- The College organizes orientation programmes for the Freshers every year to introduce them to the new environment of the College and to enhance their knowledge in different aspects. Not only have the Faculties of the college but also academicians, counselors come from different states to ignite the minds of the students. For instance, the famous counselor from Umeed, Mrs. Salony Priya often comes to this college to motivate the heart and soul of the students.



- The College canteen supplies quality meals and other food items at reduced rates to the students so that they can eat comfortably and hygienically.
- The playground, the facilities for sports, games and cultural programmes are available to the student community.
- The College is also planning to open up a co-operative store in future which will give discounts to students for purchase of books and stationery
- In Academics, several lecture sessions are organized in different departments by the famous and knowledgeable academicians from Tripura and outside Tripura also. For example, the honourable judge from the Supreme Court, Mr. Gopala Gowda, came to address the students of the college at the invitation of the Political Science Department of the college. Moreover, Dr. Ratan Khasnabish, a renowned retired professor from Calcutta University, and Dr. R.P. Banerjee, another famous academician from Calcutta University came for a lecture session in the college in 2016.
- To address the sound mental health of the students, the college has a systematic psycho-social counseling cell where the problems of the students are duly addressed and communicated to the authority for proper action to be taken.
- Apart from the counseling session, there is a separate student's council where the students are involved to organize not only in cultural programmes and social services but also provides necessary supports to the students whenever needed.

**5.1.14. Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?**

The College has an alumni association named as 'Basilians'. All students who pass out from this College are given membership in the association. The College alumni association is an active overnment a which aims at promotion of frequent interaction among the former students of the College. The College alumni association organizes variety of programmes aimed at the integral growth of the College. Its activities include yearly meeting, celebration of Basilians night, and interactive sessions with the freshers during their orientation programmes. HCC alumni association is only 5 years old as the first batch of the college graduated in the year 2012. But within this short period of time the association has become a very important part of the college. Association has an office in the college campus and they help the existing students in career guidance too. College student's council and alumni association work hand in hand for the progress of the institution.



## 5.2. Student Progression

**5.2.1. Providing the percentage of student progressing to higher education or employed (for the last four batches), highlight the trends observed.**

Students Progression	2012-2013	2013-2014	2014-2015	2015-2016
UG to PG	23	25	21	60
PG to M. Phil	-	-	-	01
PG to Ph.D.	-	-	-	02
Employed	-	01	-	-
1. Campus selection				
2. Other than campus recruitment	-	02	03	08

**5.2.2. Provide details of the Programme-wise pass percentage and completion rate for the last four years (course wise/batch wise as stipulated by the University)?Furnish Programme-wise details in comparison with that of the previous performance of the same and that of the Colleges of the affiliating University within the city/district.**

### NAME OF THE PROGRAMME: BBA

YEAR	APPLICATION RECEIVED	SELECTED	ENROLLED		PASS %
			MALE	FEMALE	
2012-13	29	20	13	05	100%
2013-14	34	24	10	08	100%
2014-15	38	30	21	06	PURSUI NG
2015-16	50	38	23	14	PURSUI NG
2016-17	32	28	15	10	PURSUI NG

### NAME OF THE PROGRAMME: ENGLISH HONOURS

YEAR	APPLICATION RECEIVED	SELECTED	ENROLLED		PASS %
			MALE	FEMALE	
2012-13	100	69	39	22	99%
2013-14	130	88	35	45	96%
2014-15	150	99	51	38	PURSUI NG
2015-16	140	102	58	43	PURSUI NG
2016-17	150	105	51	50	PURSUI NG

**NAME OF THE PROGRAMME: POLITICAL SCIENCE HONOURS**

YEAR	APPLICATION RECEIVED	SELECTED	ENROLLED		PASS %
			MALE	FEMALE	
2012-13	19	10	6	3	100%
2013-14	22	10	8	4	100%
2014-15	34	26	19	5	PURSUI NG
2015-16	50	38	27	11	PURSUI NG
2016-17	70	50	32	12	PURSUI NG

**NAME OF THE PROGRAMME: ELECTIVE**

YEAR	APPLICATION RECEIVED	SELECTED	ENROLLED		PASS %
			MALE	FEMALE	
2012-13	20	16	11	5	100%
2013-14	22	15	10	5	100%
2014-15	40	33	23	10	78.7 %
2015-16	35	24	17	7	PURSUI NG
2016-17	30	23	17	6	PURSUI NG

**NAME OF THE PROGRAMME: B.SC**

YEAR	APPLICATION RECEIVED	SELECTED	ENROLLED		PASS %
			MALE	FEMALE	
2012-13	20	13	07	03	50
2013-14	30	20	08	10	100%
2014-15	50	27	10	12	PURSUI NG
2015-16	55	38	14	19	PURSUI NG
2016-17	75	46	17	12	PURSUI NG

**NAME OF THE PROGRAMME: SOCIOLOGY HONOURS**

YEAR	APPLICATION RECEIVED	SELECTED	ENROLLED		PASS %
			MALE	FEMALE	
2015-16	30	23	15	08	PURSUI NG
2016-17	50	40	17	21	PURSUI NG



**NAME OF THE PROGRAMME: B.Com**

YEAR	APPLICATION RECEIVED	SELECTED	ENROLLED		PASS %
			MALE	FEMALE	
2016-17	40	28	22	06	PURSUING

**5.2.3. How does the institution facilitate student progression to higher level of education and/or towards employment?**

- The college has MoUs signed with leading institutions in the country like Loyala College, Chennai, Andhra Loyala College, Vijaywada, St. Joseph College, Tiruchirappalli, Assam don Bosco University, Guwahati, Stella Maris College, Chennai etc where our students will be able to get admission for their higher studies.
- The college has MoUs signed with higher educational institutions in the USA.
- Holy Cross College takes initiatives to invite other colleges with post graduate Programmes for campus recruitment / spot admissions of our students. Rajigiri School of business Administration has responded and some of our students like Sanhalo Debbarma are pursuing their higher studies at Rajigiri.
- Academic excellence, team work and innovative methodologies such as power point, field visit, demonstration, project and assignments given by our teachers for inculcating research aptitude and pursuit for excellence in higher education have been instrumental in facilitating progression to higher levels of education among our students.
- The College organizes a number of national and international conferences and seminars ensuring participation and interaction of our students with internationally reputed experts. Our teachers and students get international exposure through exchange Programmes.
- We conduct orientation programmes on carrier prospects as well as opportunities for higher education, scholarship etc. Such sessions are conducted by experts including scientists, university professors, researchers etc.

**5.2.4. Enumerate the special support provided to students who are at risk of failure and drop out?**

- The institution is committed to achieve cent percent pass in University exam. Socio economic, cultural and psychological issues contribute to failure of students. Special support provided to the students are-
- Slow learners are identified and they are given additional model exams
- Special counseling is given to weak students and their parents
- Personal attention is given to slow learners by faculty
- Special lectures on difficult topics
- Sessions for answering question papers of previous years
- Special study materials are made available to them. Students at the risk of dropout due to financial problems are given assistance from the College.



## 5.3 Student Participation and Activities

### 5.3.1. List the range of sports, games, cultural and other extra-curricular activities available to students. Provide details of participation and programme calendar.

- The College has a wide range of sports, games, cultural and extra-curricular activities that are available to the students. The College has always carved a niche for itself in the field of sports.
- Following sports are available in the college.  
Indoor games: Ludo, over, chess, Chinese checker, Table Tennis  
Outdoor games: Cricket, Football, volley ball, basket ball.
- There are opportunities galore for the expression of various cultural and extracurricular activities like folk dances, classical songs, group songs, quiz, debate, T-shirt painting, glass painting, pottery painting, mehendi competition, photography exhibitions, dramas, educational expo and literary items on various occasions as the table below depicts.
- Every year the College is organizing College Fest ‘TEJAS’

Sl. No.	Programme	Tentative Time
1.	In service training for teaching faculty	1 <sup>st</sup> week of July
2.	Freshers day	1 <sup>st</sup> week of July
3.	Orientation for freshers	2 <sup>nd</sup> week of July
4.	Community service	Last week of every month
5.	Teachers day celebration	2 <sup>nd</sup> week of September
6.	Graduation day	Last week of July
7.	Cloth distribution	1 <sup>st</sup> week of October
8.	Quiz	1 <sup>st</sup> week of October
9.	Dance and song competition	Last week of September
10.	Sports final and athletic events	3 <sup>rd</sup> week of October
11.	Debate	3 <sup>rd</sup> week of October
12.	Ethnic day	3 <sup>rd</sup> week of October
13.	Blood donation	2 <sup>nd</sup> week of October
14.	Educational expo	2 <sup>nd</sup> week of October
15.	TEJAS pronite and mega night	3 <sup>rd</sup> week of November
16.	Christmas celebration	3 <sup>rd</sup> week of December
17.	National seminar	Last week of February
18.	Republic day celebration	Last week of January
19.	Farewell to the outgoing students	3 <sup>rd</sup> week of March

1. 9<sup>th</sup> Inter College Football Tournament was Held in Kailasahar. 3 Students out of 14 Students got chance in Inter University (National) Football Tournament.
2. East Zone Inter University Table Tennis Competition -1
3. Boxing – I, National Level
4. Science Drama Competition



5. Quiz Competition
6. Singing and Dancing Competitions
7. National Level Students' Seminar on the Theme Freedom of Speech and Expression as Human Right: Its Role and Limitations
8. International Conference
  - 2013- Robert Lusai
  - 2014- Chiman Debbarma
  - 2015- Brigade Debbarma
9. Motivational Orientation Programme for Freshers.

**5.3.2. Furnish the details of major student achievements in co-curricular, extracurricular activities and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.**

- The details of student participation in competition in co curricular, extracurricular and cultural activities are as follows.

Year	Name of the Student	Event	Achievement
2017	Bijon Jamatia	National Chess Boxing Competition	Silver Medal
2017	Nitesh Kumar Bhowmik	National Chess Boxing Competition	Bronze Medal
2016	Barsita Debbarma	State Level Essay Competition Organized by Airport Authority of India	1 <sup>st</sup> Prize
16 <sup>th</sup> to 29 <sup>th</sup> February 2016	Paul Halam & Benjamin Darlong	East zone & All India Inter University Volleyball (Men Championship)	Participated
24 <sup>th</sup> march to 27 <sup>th</sup> march 2016	Bijon Jamatia	Chess Boxing Fedaration Cup	Gold Medal and Ranked 2 <sup>nd</sup> Position in All India Level
5 <sup>th</sup> to 8 <sup>th</sup> November 2016	Paul Halam	East zone & All India Inter University Volleyball (Men Championship)	Secured 3 <sup>rd</sup> Position in Inter College Participated in The East Zone
12 <sup>th</sup> to 13 <sup>th</sup> November 2016	Prasant Kumar Saddhu	Inter College Athletics Championship	2 Gold Medals in Discus Throw & Short Put
3 <sup>rd</sup> to 7 <sup>th</sup> August 2016	Nistha Chakraborty	WAKO India Senior National Kick Boxing Championship	Silver Medal
12 <sup>th</sup> to 14 <sup>th</sup> August	Nistha Chakraborty	India Independence Cup International Karate Championship	Participated
2015	Bijon Krishna Jamatia	State Level Boxing Competition	1 <sup>st</sup> Prize
2015	Bijon Krishna Jamatia	National Level Boxing.	Silver Medal.



2015,	Saibal Debbarma	State Level Symposium Competition.	1 <sup>st</sup> Position
2013,	Chiman Debbarma	Inter College Debate Competition Organized by Tripura Info.	First Prize
2013	Robert Lusai	International Seminar on Human Development Organized by Notre- dame University	Participated
2014	Chiman Debbarma	International Seminar on Human Development organized by Notre- dame University	Participated

**5.3.3. How does College seek and use data and feedback from its graduates and Employers, to improve the performance and quality of the institutional provisions?**

- The institute has a well defined mechanism in place of obtaining feedback from the alumni to improve the performance and quality of the institutional provisions.
- The institution collects feedback from the outgoing students at the time of issuing TC regarding curriculum, infrastructure, library, teaching methods, understanding of the subject, performance of teachers etc.
- Regular meetings are held between employers and management.
- Students feedbacks are taken once in year.
- Feedback register is maintained by the college staff.
- The information so obtained is integrated in framing syllabi and curriculum for value added Programmes.
- College has provision for Suggestion Box / Complaint Box for students in an easily accessible place.
- The IQAC of the college meets regularly to ensure the internal quality of the institution. HCC IQAC cell has members of local society who gives valuable suggestions in regard to the development of the institution.

**5.3.4. How does the College involve and encourage students to publish materials like catalogues, wall magazines, College magazine, and other material? List the publications/materials brought out by the students during the previous four academic sessions.**

- The College publishes annual magazine “Jyotirgamaya” every year. There is an editorial board consisting of student and staff editors. (Won the special jury award in 1<sup>st</sup> Northeast college magazine competition)
- The college students (department wise) contribute to the college Wall Magazine, Nexus, which is enriched with the creative thoughts and ideas of the students. All the initiatives and preparations, contributions are done by the students under the



supervision of the teachers. The wall magazine is displayed at the very entrance of the academic block so that everyone can have a look on this.

- Graduation Day Souvenir –Each year college publishes graduation day souvenir.
- BasiliansNews letter – First Basiliannews letter was published in overnm 2015 named Basilian news

### **5.3.5. Does the College have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.**

The students' council is a student body of the college comprising of elected representatives who are nominated by the students for their academic and co curricular achievements and their leadership skills.

#### **Procedure**

- The core group consists of eight members who are designated as the President, Vice – President, and Councilors.
- The Principal of the college is the Chairperson of the council
- The extended students' council consists of all class representatives and Vice President, Dean and Academic Coordinator.
- The college practices the democratic system whereby the students elect separately the President and Vice president keeping gender parity.
- The candidates are declared by the Principal after the nominations have been submitted
- The councilors are selected by the management and teaching faculty after the president and vice president have been elected and formally approved by the management and teaching faculty.
- The elections are conducted during the second half of the academic year and the council members assume office from the day of induction and investiture ceremony.
- It continues its term during the ensuing academic year till the election and induction of the new council members.

#### **Function**

- The Council's main objective is to provide assistance to the students, Principal, administration and faculty whenever needed.
- The council shall assist the student welfare sub committees.
- Each member is responsible for and accountable to council
- The council plays a major role in the meticulous planning and overnment a of the various co-curricular activities of the college throughout the year.
- College provides fund to the council for organizing different activities.
- The council also raises funds through sponsorship.

**5.3.6. Give details of various academic and administrative bodies that have student representatives on them.**

The institution believes in giving equal opportunity to students in supporting the authorities and the College faculty in running the affairs of the College. For this the College has formed some committees and clubs where students are actively involved along with faculties. They are as follows:

**Committees**

Name of the Committees	No. of Students
Sports and Cultural	8
College Fest	8
Graduation Day	4
Co-curricular Organizing and Documentation	4
Creativity Committee	5
Picnic Organizing	5
Magazine Committee	3
Vigilance Committee	4
Volunteers	4
Study Tour	4

**Clubs**

Name of the Clubs	Students
Debate	40
Eco and Nature	40
Quiz	30
Dance	40
Sports	40
IT	25
Photography	30
Literary and Poetry	40
Science	30
Social Outreach	40
Red Ribbon Club	30
Ethnic Club	40
Theatre	40
Music	40
Health and Well Being	30
Science Forum	4
Value Education	4
Students Council	8

**5.3.7. How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

The following activities are organized to collaborate with the Alumni and former faculty of institution:

- The alumni sports forum is very active. They assist the students for sports activities.
- Annual General Body Meeting is conducted in the college.
- Basilian Night (Alumni Night) is organized every year.
- Former Faculty members are invited by the college during seminars and other programmes.
- The Alumni helps in fund raising for different events of the college.

**Any other relevant information regarding Student Support and Progression which the College would like to include.**

1. The students are given the advantage to use the college transport facilities to reach the campus from different locations in and around Agartala.
2. Food court with choice of menu and affordable pricing is provided to the students.
3. A Diesel Generator is installed in the college to supply power when there is no electricity.
4. A Prayer/meditation room is provided for those who wish to relax and connect with God, keeping with the ethos and principles of the institution.
5. Free Wi-Fi is provided to the students in the campus.
6. Easy access is given to ICT Resource center and a well equipped college library.
7. First aid health center, counseling center and Amenities store are provided to students
8. The Green Valley with seating arrangements for relaxation are provided.
9. Many opportunities are provided for co-curricular activities and developing their talents through College Fest 'Tejas' and numerous other programmes in the college.
10. Clean drinking water facilities are provided with cooled water those who need.
11. Clean classrooms with comfortable chairs, and multimedia ICT facilities are provided in the class rooms.
12. Numerous clean toilets are provided separately for gents and ladies.



## **CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1. Institutional Vision and Leadership**

**6.1.1. State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

**Vision:**

The 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, irrespective of caste, creed, religion or language through dissemination of knowledge, skills and noble values.

**Mission:**

- The Mission of the College is to provide education of highest caliber that fosters critical thinking, free inquiry and constructive exchange of ideas through its curriculum of arts, sciences and professional programmes.
- To enable young men and women searching for the deepest longings in their lives to be leaders in faith, scholarship and service.
- To provide the students an opportunity for educational environment of excellence to enhance the economic and social welfare of northeastern region and to be agents of peace, development and healing with an obligation to work towards a more just and compassionate world.

These are being accomplished through the following:

- By educating the hearts and minds of the students:
  - Hearts: value education, awareness programmes and campaigns, voluntary services and blood donations, community services, psycho-spiritual guidance, and mentoring.
  - Minds: Workshops, seminars, assignments, research, field trips, debates, quiz, and successful completion of the curriculum.
- By aspiring to offer infrastructures and facilities of world class standards, at the same time maintaining an eco-friendly environment.
- In an effort to build leaders in faith, scholarship and service, we organize regular prayer meetings, and value education classes encouraging the Christian students to practice piety and charity.
- In an effort to be faithful to the gospel values and Christian charity, the college provides fee concessions and scholarships to the students coming from economically poor backgrounds.
- By encouraging the hardworking students through meritorious awards.



- By collaborating with other higher educational institutions and industries in the country and abroad.
- By developing the soft skills of our students making them industry friendly and employable making them self-reliant entrepreneurs.
- Short term plans for the Future:
  - New soft skill courses: Food processing, bamboo crafts, beauty and wellness
  - New academic courses: History, forestry, environmental science, and Geography, BSW and accounting programmes.
  - Aquaponics and aqua culture,
  - Aspiring to make plastic free environment.
- Long term plans include the following:
  - Making Holy Cross college “with potential for excellence”.
  - to seek autonomous status
  - Introduce post graduate courses
  - Make separate blocks for B-Schools and Science departments with well furnished labs.

#### **6.1.2. What is the role of top Management, Principal and Faculty in designing and implementation of its quality policy and plans?**

The various policies and plans of the college are designed and implemented through participative decisions jointly taken by the Principal in consultation with the faculty members and Students’ council members.

A **College Managing Committee** assists the Governing Body of the College for its smooth and efficient functioning. Principal is the head of the institution who designs the policies for the betterment and development of the institution. Faculty members implement the policies designed by the institutional head.

- The **Principal**, as the head of the institution offers leadership to the College in all its activities and sets the tone for the various activities, both academic and non-academic. He ensures that the ethos and philosophy of the management (Holy Cross Educational Foundation) is faithfully maintained and the values prescribed in the handbook are ensured.
- The **Vice-Principal** takes charge of the college administration in the absence of the principal and ensures that the college runs smoothly.
- The College **Administrator** takes care of all physical arrangements of the institution as well as all external matters within the purview of administration of the college leaving aside the academic matters. He also supervises the work of the non-teaching faculty of the college.
- The **Academic Dean** supervises the overall academic activities of the institution working in close collaboration with the HoDs and teaching faculty.
- The **Programme Coordinator** takes charge of all programmes and activities (cultural, co-curricular and extra-curricular) in the college.



- The **HoDs** supervises and coordinates their specific department and manages the affairs of the department in collaboration with the faculty members.
- The **IQAC** ensures the internal quality in the institution. The College administration as well as the IQAC works hand in hand to ensure the best in the institution. The IQAC also takes into consideration the local community representative and their suggestions.
- **CEC** (College Examination Committee): The convener/chair of this committee takes charge of all examination related activities in the college with the help of the other members and is responsible for all communications and transactions related to examinations with the University to which the college is affiliated.
- The **CAC** (College Advancement Cell) works in close collaboration with the college administration in raising funds and finding various resources for the advancement of the college. The CAC Director and members work sincerely to increase the circle of benefactors and plans programmes which involve students, faculty members as well as the general public aimed at instilling human values in the students.
- The **AC** (Academic Council) makes important decisions regarding the syllabus that is prescribed by Tripura University to which the college is affiliated but goes beyond the syllabus and customizes the curriculum to ensure development and to make the students value-filled global citizens.

### **6.1.3. What is the involvement of the leadership in ensuring the following?**

#### **(i) The policy statements and action plans for the fulfillment of the stated mission:**

- To be faithful to the stated mission, the college organizes, orientation Programmes, value education classes, personality development programmes, leadership training and counseling sessions.
- To be faithful to the stated mission and vision of the college, the teaching faculty is handpicked by a team of competent experts and management led by the Principal. Personality tests, personal interviews and demonstration classes are held for each of the candidates to be selected to the panel of teaching faculty.
- The management provides adequate infra-structure for effective teaching-learning process with innovative and modern technology and uses ICT. The college provides smart classrooms, with multi-media facilities and internet connectivity.
- To enhance proficiency in spoken English and to help in the all round personality development of the students, college insists that students and faculty speak only in English in the campus. Additionally, the college has introduced a certificate course in spoken English for interested students.
- With a view to associate with premier Higher Educational Institutes of learning at national and international levels, the management of the college has signed MoU with Blue Field State College, West Virginia in USA, invites scholarly speakers from other



Universities and colleges in India and abroad and encourages members of the faculty to attend seminars, conferences and workshops organized by other institutions. Our students were provided with opportunities to present their research papers at the Human Development Conference organize by Ford Family Foundation at Notre Dame University, South Bend, USA.

**(ii) Formulation of Action Plans for all operations and incorporations of the same into the institutional strategic plan:**

The following are the action plans for all operations and incorporation of the same into the institutional strategic plan.

- Regular workshops, conferences, seminars and extension lectures are organized.
- Periodical community services aimed at forming the hearts and minds of the students, making them leaders in faith, scholarship and service.
- Continue to build up infra-structures until the campus is complete as per the master plan.
- Openness to collaboration with national and international institutions of repute and excellence by seeking to sign MoU's with them.
- The College focuses on effective quality management system through IQAC. The administration as well as the IQAC work hand in hand to ensure the best in the institution. The IQAC also takes into consideration the local community representatives and their suggestions.

**(iii) Interaction with Stakeholders:**

Interactions take place with the stakeholders in the following way:

- The College is closely associated with Tripura University, the Department of Higher Education, Govt. of Tripura for policy guidelines, advices and development of curriculum.
- A couple of times in a year, a consultative meeting is held with the prominent citizens of the locality, entrepreneurs, well wishers and benefactors of the college and the suggestions and feed backs from them are taken seriously and implemented.
- Parents are encouraged to come to the college whenever possible and interact with the Principal and the teachers. There is also regular parent-teacher interaction before the semester exams.
- Students are given easy access to the Principal, Vice-Principal, Administrator, Academic Dean and Programme Coordinator for dealing with any of their issues.
- Academicians, Representatives from the University, teachers' representatives and parents' representatives are included in the managing committee of the college so that the leadership can get a realistic picture of the college through their assessment.



**(iv) Proper Support for Policy and Planning: through need analysis, research inputs and consultations with the stake holders.**

- Support is provided for policy and planning through need analysis by collecting feedbacks from the parents and students. Suggestion boxes are kept in a prominent place in the college to gather feed backs and suggestions from students.
- Suggestions from the faculty are collected during the periodical faculty meetings.
- Invited lectures by eminent scholars, research inputs and guidance by teaching faculty to the students and monitoring of academic assignments are done periodically.
- Consultations are done with stakeholders especially in matters of introduction of new courses and planning various programmes and activities of the college.
- Finance/Accounts committee meetings are held periodically.

**(v) Reinforcing the Culture of Excellence:**

- The leadership reinforces a culture of excellence by continuous supervision of classes and discipline.
- Teacher evaluations are conducted for all teachers and the results of the evaluations are shared with the concerned faculty with a view to make them do their best in the class room for the satisfaction of the students.
- The students and faculty evaluate the performances of the management and administration and this too help in reinforcing a culture of excellence.
- Regular meetings with stakeholders, well-wishers and entrepreneurs are conducted to re-in force the culture of excellence.
- Continuous maintenance and upkeep of all equipments already installed in the campus.

**(vi) Champion Organizational Change:**

- Organizational change is effected through introduction of innovative ideas, participative management and creative programmes.
- Job oriented and professional training for students and stake holders.
- Providing Psychological counseling for students, faculty and parents by a professional.
- Celebrating the success of the outgoing graduates through a colourful and memorable graduation day programme with parents and benefactors of the college.
- Maintaining an eco-friendly and green campus.

**6.1.4. What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

- Students Council actively cooperates with the management in collecting feedbacks from students and supporting the administration in the smooth implementation of the same.
- The different committees and cells existing in the College also help in the implementation of the policies and plans of the institution.
- Feedback mechanisms which include suggestions from teachers, students and other stake holders through review meetings and suggestions received through suggestion boxes kept in the office.
- Feedbacks and suggestions are also taken from the Department of Higher Education, Govt. of Tripura, Tripura University, NCTE and MHRD.
- Yearly evaluation of teachers by the students and administration by the students.
- The managing committee of the College reviews institutional policies on a half yearly basis.
- College takes suggestions and feedbacks from the parents, local bodies and benefactors at regular intervals.

**6.1.5. Give details of the academic leadership provided to the faculty by the top management?**

The academic leadership provided to the faculty by the top management as follows:-

- Regular faculty enrichment programmes like workshops, extension lectures, participation in seminars and leadership programmes are organized.
- Top management of the college provides freedom to each Department of the college to organize their academic activities, workshops, seminars, extension lectures, field visits, study tours, etc.
- The management empowers the faculty for providing consultancy services to other institutions as and when called for.
- The top management provides academic leadership to the faculty to implement the curriculum in a creative and students' friendly manner.

**6.1.6. How does the institution groom leadership at various levels?**

The institution grooms leadership at various levels as described below:

- The management identifies and nurtures leadership among the faculty members by entrusting them with the charge of academic and non-academic activities such as NCC, NSS, IQAC, CAC, different Cells, Committees, Clubs and Forums.
- Departmental heads are appointed to groom the young faculty according to vision and mission as well as policies of the college.
- The faculty members are given opportunities to develop their leadership qualities by taking charge of various clubs, cells and committees.
- The management grooms leaders from the faculty by enabling them to organize national and international seminars, conferences, extension lectures and workshops.
- The students and faculty are sent for various leadership trainings across the country.
- The students' council is elected by a common vote. The Students council leads in the execution of various curricular and co-curricular activities of the college.
- The non-teaching members of the college are empowered to lead, organize and execute the categorized non academic activities of the college.

**6.1.7. How does the College delegate authority and provide operational autonomy to the departments/ units of the institution and work towards decentralized governance system?**

The College delegates operational autonomy to the different departments which helps to decentralize governance system. Some of the ways in which this is done are as follows:

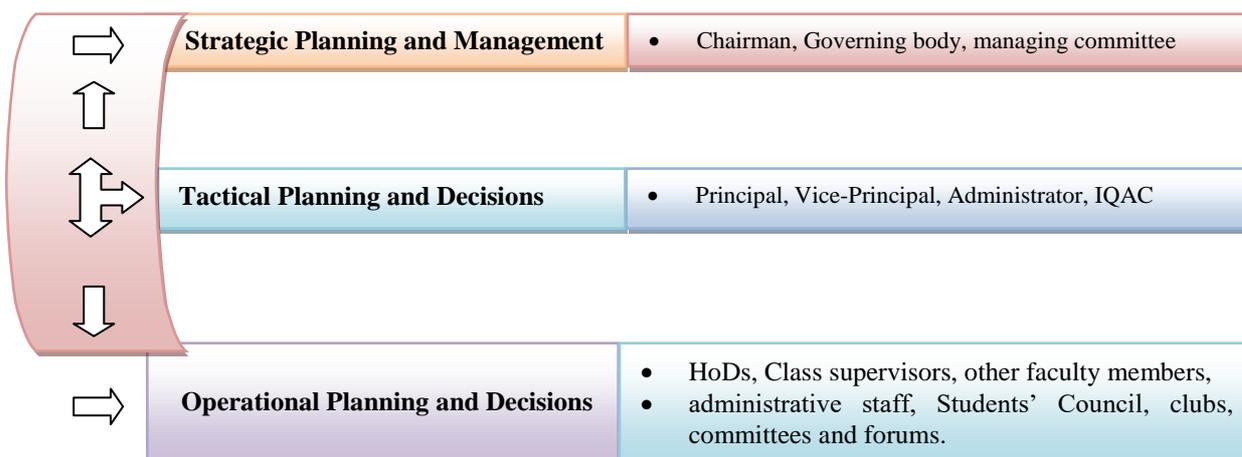
- The Principal appoints Academic Dean, Programme Coordinator, Examination committee chairperson, CAC Director, IQAC Coordinator, NCC and NSS Coordinator and conveners of different clubs and cells in consultation with the Management Committee.. They are given delegated powers and autonomy to take care of the day-to-day running of the institution in their specified areas of work.
- Each Department of the college has been given sufficient freedom to organize their academic activities and events through the Head of Department. .
- The entire college student community is divided into clubs, cells and committees, and given the responsibility to conduct various competitions, activities and events of the college.
- Each faculty member is given freedom and opportunity to organize field trips as and when needed as part of the academic activity of their respective subject.



**6.1.8. Does the Institute promote a culture of participative management? If ‘yes’, indicate the levels of participative management.**

Yes, HCC promotes a culture of participative management. The planning is done mainly at the following three levels: **strategic, tactical and operational.**

- Chairman, Principal, Vice-Principal, Administrator are involved in the strategic planning and the formation of the policies of the college.
- Principal, Vice-Principal, Administrator, CAC and IQAC Coordinators are involved in the tactical planning and decisions of the college.
- Operational Planning and decisions are made by the Heads of the Departments and the administrative team, and class supervisors.
- Faculty involves in the decision making process through suggestions and active involvement in the intra and inter-departmental programmes.
- Examination committee organizes the internal as well as the university exams in accordance with the university norms.
- Non-teaching and supportive staff collaborate in the day to day functioning of the college.
- Students’ Council supports the College activities and works for the welfare of the students.
- PTA meetings are regularly held to frame strategies for the all round development of the student.
- The Governing Body appoints the members of the Managing Committee who directs the day to day activities of the college and helps in making major decisions pertaining to the growth and administration of the College.
- The College administration is done by delegating responsibilities to the various officials of the college.





## 6.2. Strategy Development and Deployment

### 6.2.1. Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes. The quality policy of the institution states as follows:

“We at Holy Cross College believe in quality education and are committed to attend to the holistic personality development of our students so that they can excel in life. We strive to provide the best available educational services to our students in terms of latest technologies and up gradation through periodic review and assessment in order to ensure compliance with our stated goals.”

The quality objectives are:

- To adhere to university curriculum along with the set norms and policies.
- To achieve maximum students/parents feed backs
- To make continual improvement of resources and process.

In tune with the institution’s mission and vision the quality policy has been developed.

- The management pays great attention to the ideals and goals of the institution and implements them as effectively as possible in the day to day management of the institution.
- The stake holders are consulted and taken into confidence in the deployment of the policies.
- The managing committee as well as administrative team regularly reviews the institution’s policies to cope up with the changes in the society and environment.

### 6.2.2. Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The institution has certain perspective plans and dreams for development.

- Get minority status Certificate for the institution from minority commission of India.
- Get NAAC accredited with A++
- Get College with Potential for Excellence status from UGC
- Begin Masters level Programmes like M.A., M.Sc, M.Com, MBA, M.Ed.
- Procurement of land adjacent to the college for further expansions.
- Develop the supplementary campus with hostels, faculty housing, playgrounds, swimming pool and a large auditorium.
- Get the autonomous status for the College
- Eventually become a Deemed University.

The aspects considered for inclusion in the plan are as follows:-

- Eco-friendly campus
- Plastic free zone



- Campus supported with clean and renewable energy
- Student friendly programmes oriented towards successful entrepreneurship
- 'Earn while you learn' programmes for the students
- Empowering of HCC Social Brigade

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

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

### **6.2.3. Describe the internal organizational structure and decision making processes.**

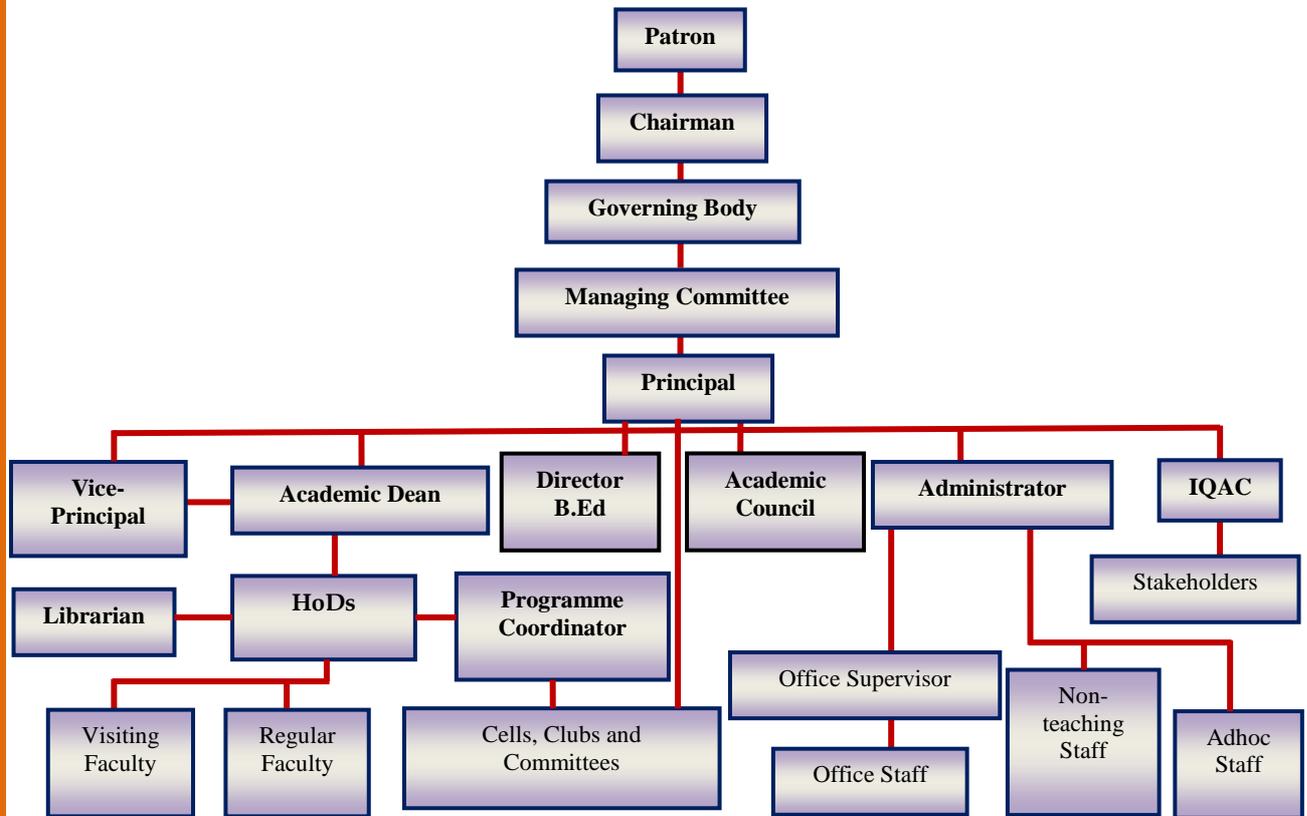
- Very Rev, Fr. Robert L. Epping, the Superior General of the Congregation of Holy Cross is the Patron of the College.
- At the top of the Administration is Rev. Fr. Robert Mathias CSC, the Chairman of Holy Cross Educational Foundation (HCEF), the Governing Body and the Managing Committee.
- Major policy decisions are taken in the meetings of the Managing Committee which meets at least twice a year.
- The Managing Committee consists of the following members:
  1. Rev. Fr. Robert Mathias CSC (Chairman, HCEF)
  2. Fr. Joe Paul, CSC (Secretary, HCEF)
  3. Dr. Fr. Emmanuel Kallarackal, CSC (Principal, HCC)
  4. Dr. Fr. Benny KJ, CSC, (Vice-Principal, HCC)
  5. Fr. Sijo Joseph, CSC (Administrator, HCC)
  6. Dr. Pankaj Chakraborty (Academic Dean, HCC)
  7. Dr. Reba Chakravarty (Programme Coordinator)
  8. Mr. Niloy Sengupta, (Director, CAC)
  9. Prof. Satyadeo Poddar (Dean, Faculty of Arts and Commerce, Tripura University, Representative)
  10. Prof. K.N. Jena (Representative from Tripura University)
  11. Mr. Hiralal Chakraborty (Representative from Parents)
  12. Sr. Mariet FSM (Representative from Management)
- At the College, the Principal is the apex authority who is assisted by the Vice Principal, Administrator, Academic Dean, Programme coordinator, and IQAC. There is a Students' Council, Career Guidance and Placement cell, Anti-ragging cell, Anti-sexual harassment cell, Vigilance committee, Disciplinary committee, Examination



committee and the grievance redress cell etc. to assist the Principal in making and implementing decisions.

- A Faculty advisor (the Administrator) monitors the activities of the Students' Council. The anti-ragging committee has participation from various streams of the society. Each of these components has an important role in the decision making process.
- **Faculty Meetings:** Decisions about curricular and co-curricular activities are taken by the Principal after discussing the same in the faculty meeting. Such meetings are held as and when necessary. Minutes of the staff meetings are kept.
- **Academic Council:** The academic Council consists of all the significant administrative and faculty members with the Principal as the chairperson. Vice-Principal, Administrator, Academic Dean, Programme Coordinator, Librarian and all HoD's are members. A couple of academicians and experts are incorporated from Higher Education institutions in the locality. The Academic Council meets periodically and the secretary maintains the minutes. Decisions regarding academic matters, conduct of exams, schedule of classes, disciplinary actions etc. are taken during the Academic Council meetings.
- **Internal Quality Assurance Cell (IQAC):** The IQAC meetings are regularly held. IQAC usually makes recommendations about matters affecting the all-round performance of the College. It aims at quality enhancement and sustenance. Based on the recommendations of IQAC, Principal takes decisions on such matters in consultation with the Management.

The **chart** given below shows the **hierarchy of the organizational structure**  
And the **process of decision making** in the institution



**6.2.4. Give a broad description of the quality improvement strategies of the institution for each of the following:**

**i. Teaching and learning:**

- Quality improvement strategy of the institution to help faculty improve their teaching includes:
  - a) Attending workshops
  - b) Leadership training programmes
  - c) Capacity building programmes
  - d) Seminars
  - e) Research
- The teachers give class assignments and mini-research projects to students and conduct periodic tests to assess the performance of the students and improve the quality of learning.
- Teachers make themselves available for remedial classes to slow learners.
- All classrooms are equipped with smart boards to enhance and facilitate better teaching and learning.
- The college organizes 'Educational Expo' as an aid to better learning.



- Internal examinations and model examinations before the semester exams are conducted and feedback is given to the students as well as the results are shared with parents/guardians.
- Teachers are evaluated by the administration, peers and students; the results of evaluation are processed and shared with teachers to help them improve the quality of teaching.

#### **ii. Research and development:**

- Labs and other facilities are developed to facilitate research, especially in Biology department.
- Research collaboration is encouraged with other research institutes like NESRC, Guwahati and ICSSR-NERC, IIDS, New Delhi and CSSEIP, Tripura University.
- A peer reviewed Research Journal has been registered with ISSN which will be published soon by the college.
- Seminars/workshops on emerging areas of research are organized every year and the proceedings of the seminar are published as a book for the benefit of scholars and researchers.
- The college allows the faculty to offer their research expertise even outside the parent institution. Dr. Reba Chakravarty and Dr. Dilip Nath are consultants on the Tripura Bio-diversity Board.
- Teachers are encouraged to participate in national and international seminars and workshops.
- Teachers are encouraged to publish research papers in leading national and international journals.

#### **iii. Community engagement:**

- **Laxmi Lunga**, Tea garden village and **Sepoypara** village have been adopted by the Social Outreach Club of the college and they engage in conducting need assessment surveys in the village with a view to offer effective support for the holistic development of the under privileged of the village.
- Based on the social outreach to the neighboring village, a course is also designed with the name “Economic Development and International Geography” in collaboration with the department of Economics at Kings’ College, Wilkes-Barre, PA, USA.
- The NSS and NCC units of the college are involved in community development activities.
- Blood donation camps are organized every year as part of the annual College Fest, ‘Tejas’, in collaboration with the local youth club where students, faculty and local youth gather to donate blood for deserving patients in hospitals of Agartala. In 2015, a total of over one hundred donors donated blood.
- The Department of Botany organizes training for the local villagers in mushroom cultivation.
- Awareness programmes on cancer and tobacco related ailments, diabetes, heart diseases, etc. are organized every year in collaboration with National Rural Health Mission and the Department of Health, Government of Tripura.



- A Marathon titled ‘Agartala Holy Cross College Marathon’ was conducted on 7<sup>th</sup> August 2016, to bring about awareness among the youth and public about cancer and raise funds to support poor cancer patients.
- Awareness programmes were conducted in different schools of Agartala city on the ill-effects of tobacco products and its consumption. Over two thousand students studying plus two in city schools participated in the programmes.
- Collaborating with the Police “Prayas” programme, an awareness programme is conducted regularly on road accidents, cyber crime and drug addiction.
- Community service programmes such as visit to old age homes, school for the blind and orphanages are conducted regularly.
- Campus and Locality cleaning is a regular practice.
- Clothes are distributed by the students and teachers to the needy of the locality.

**iv. Human Resource Management:**

- The recruitment of staff is done with absolute transparency.
- Duties and responsibilities are assigned to each member of the college for the efficient and smooth functioning of the college.
- Induction and orientation programmes are conducted to introduce new staff and teaching faculty to the ethos and philosophy of the college.
- The members of the faculty are deputed / required to attend training programmes, refresher courses, conferences and seminars.
- Every member of the teaching faculty is assigned with the responsibilities to coordinate one or more co-curricular programmes (Clubs, committees and cells).

**v. Industry interaction:**

- Collaborations have been made with IndiGo and they conduct interviews with our students and recruit them to their industry. A few of our students have been thus recruited.
- Students visit industries, banks, and handicrafts industries as part of their on-the-job training.
- To build a bridge with industry, the college honors with ‘Successful Entrepreneurial Award’ to the best, successful and ethical businessmen of Agartala to stress our commitment to moral values.
- The BBA department closely monitors entrepreneurship development programmes in collaboration with various industries in and around Agartala city.
- The college encourages all the departments and faculty members to make field trips to the available industries in the area so that the students can have interactions with industries and important places related to their studies. This is done also with a view to find opportunities for internships in these industries.
- The departments of BBA and BSc have already conducted field trips to the Tripura Bamboo mission, Agartala Milk Dairy, Ishan Chandranagar village and Palatana Power Plant.
- The college has developed partnership with tripurainfo.com, the best internet based electronic web portal of Tripura.

**6.2.5. How does the head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?****1. Information to Top Management**

- The Principal of the college is also the Secretary of the Governing Body and he presents the Performance Report of the Institution at its meetings every year.
- The Principal collects feedback from students and parents about the performance of teachers, supporting staff, library and other facilities.
- The chairman of HCEF (Holy Cross Educational Foundation) is often invited to the college and he participates in all the major events and activities of the college besides attending meetings of the faculty and alumni whenever possible.
- The top management is kept updated with inputs through the annual report of the Principal and Budget and Future Plans periodically.
- Important decisions are taken by the Principal only after discussions and consultations with the Chairman, Management Committee and the Governing Body.
- The Principal, Vice-principal and the Administrator act as a link between the Governing Body, and the College. Weekly appraisals and monthly reviews ensure smooth functioning in this regard.
- All accounts are audited and submitted to the authorities concerned every year.

**2. Information to Stakeholders**

- The college has a user-friendly website in which all information about the college is available.
- The college publishes quarterly Newsletters in which news as well as photographs of each of the events held in the college are published. Copies of these publications are made available to the stakeholders.
- Press releases are given regularly. Press conferences are conducted on important occasions.
- General body meeting of the Alumni Association called “Basilians” are held every year, besides an annual get together for the Alumni called “Basilian’s Nite” is also organized.
- The college magazine, “Jyotirgamaya”, is published every year and copies given to all students and stakeholders.

**6.2.6. How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

- Prior to any major events of the college the management seeks suggestions from the staff for effective and efficient functioning of the programme.
- Promotions, recognitions and career advancements etc. are given to deserving staff without any delay to encourage the staff to contribute their best to the institution.



- To encourage and motivate the teaching staff, “**Best Teacher Award**” has been constituted and one teacher is awarded every year.
- Every achievement of the staff is acknowledged and celebrated in the college to motivate the staff and the students.
- Achievements of the staff are published in the newsletters and college notice boards.

**6.2.7. Enumerate the resolutions made by the management council in the last year and the status of implementation of such resolutions.**

Sl. No.	Decisions/Resolutions	Stage of Implementation
1.	To construct the side wings of the College building	The construction is in progress
2.	To modernize staff room with facilities like computer and internet	Implemented
3.	To prepare a Board Room with good facilities	Implemented
4.	To modernize and computerize the Library with user-friendly library software	Implemented
5.	To revise and enhance the college website with more options and information	Implemented
6.	To have an “app” for the college for the use of students and staff	Implemented
7.	To construct playgrounds for Volley Ball, Basket ball and Badminton	Implemented
8.	To set up a Gymnasium for the benefit of the staff and students	Implemented

**6.2.8. Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If ‘yes’, what are the efforts made by the institution in obtaining autonomy?**

- The affiliating University *i.e.* Tripura University makes no provision for according the status of autonomy to affiliated institutions.

**6.2.9. How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder-relationship?**

- The College has set up the Internal Complaint Cell (ICC) as per the UGC directions.
- There is a Grievance Redressal Cell in the college to redress the grievances and complaints of the students as soon as possible.
- Feedback/Complaint/Suggestions box is placed in a visible and easily accessible place in the office for all stake holders. Box is opened every day evening and a report of the action taken is rendered to the aggrieved if the complaint is not anonymous.



- The College adheres to UGC guidelines, Govt. regulations, University statute and Court orders on ragging, anti-sexual harassment, drug and alcohol abuse etc.
- Parents and stakeholders are intimated and consulted on specific issues.
- The college with local stakeholders collaborates to eradicate alcoholism and drug abuse in and around the college.

**6.2.10. During the last four years, has there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

- There has not been any court cases filed by and against the institute during the last four years.

**6.2.11. Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?**

Yes, the institution has mechanisms for analyzing student feedback on the performance of the institution.

- College has several feedback mechanisms such as feedback by the students' council, representatives of each class and direct feedback through the suggestion forms obtained by the Principal.
- There is a feedback box (Suggestion Box) and anti-ragging and anti-sexual harassment cell box placed in a convenient and easily accessible location in the college office as an outcome to feedbacks of students. The following are the outcomes of the feedback received:
  - i. Improved transport system by increasing the number of college buses
  - ii. Supplying of tasty and hygienic food with minimum pricing.
  - iii. Supply of safe drinking water.
  - iv. Improving the infrastructural facilities of the canteen.
  - v. Up-gradation of the Library.
  - vi. Making wifi available to students and faculty.
  - vii. Increasing the number of faculty members for each department.
  - viii. Beginning of new courses like B.Com and B.Ed,
  - ix. Improved sports and games facilities.
  - x. Two-wheeler parking facilities.
  - xi. Installation of Gymnasium.
- The college brings certain suggestions and complaints to the Governing Board, Managing Committee, Grievance Redressal Cell, to take appropriate action. As a result, we are able to identify areas requiring improvement and find solutions for the same.
- The college collects a written feedback about the institution from the outgoing students.



### 6.3. Faculty Empowerment Strategies

#### 6.3.1. What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

- The institution conducts orientation and induction programmes for the newly recruited teaching and non-teaching faculty.
- The College also arranges Faculty Enhancement Programmes, workshops on Innovative Teaching Learning Techniques, workshop on teaching of Human Values and training on ICT methods and computer applications.
- The college promotes staff participation in seminars/conferences/workshops and other training programmes.
- The college encourages the faculty to do undertake research leading to Doctoral Degrees by making adjustments especially in timetable without affecting the regular functioning of the college.
- The College encourages and supports contractual teachers to write professional and competitive exams like NET and SET while in service, to make them fully qualified as regular faculty members of the college.
- Teachers are sent for Faculty Development Programmes organized by AIACHE and Xavier Board making them enriched as teachers with values.
- Teachers are advised to become members of National/International Professional Societies and Associations and some of them like Dr. Dilip Nath have already become a member of an International Professional Society.
- For non-teaching staff, we organize periodic meetings with the Principal and Administrator where they are made to evaluate their performances and issues and concerned are attended to.

#### 6.3.2. What are the strategies adopted by the institution for faculty empowerment through training, retaining and motivating the employees for the roles and responsibility they perform?

The strategies adopted by the institution for faculty empowerment are as follows: -

- The institution promotes participation of its staff in refresher courses, orientation programmes, seminars, workshops, conferences, exchange programmes and faculty development programmes.
- The Principal regularly convenes staff meetings to assess performances and to motivate the faculty.
- Due recognition and appreciation is given to the deserving and performing faculty members by appointing them into important positions of responsibility like Academic Dean, Programme Coordinator and chair of Examination Committee and Coordinator of Attendance committee.
- The faculty members are given responsibilities as Directors, Coordinators and Advisors of clubs, cells and committees.



- The faculty members are motivated for the roles and responsibilities they perform by awarding “**Best Teacher Award**” every year based on their performance and students feedback report.
- Due appreciation of staff achievements and services are acknowledged in College newsletter and College magazine as well as in the website of the College.

### **6.3.3. Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

To evaluate and ensure that information on multiple activities of the faculty is appropriately captured and considered for better appraisal we do the following:

- Feedback about the performance of teachers is collected from students and systematically evaluated by quantifying it under the auspices of IQAC. The score sheet is given to individual teachers as a confidential report.
- The Principal collects feedbacks from students of the college through a standardized questionnaire. Suitable suggestions for improvement of the teachers are conveyed to the teacher concerned by the Principal.
- At the college, there is a Teacher Performance Record for the use of the teachers. In this book, there are provisions to record all the curricular and co-curricular activities that are taken up by the person concerned. The teachers are required to submit self-appraisal to the Principal duly attested by the HoDs.
- The minutes of the Grievance Redress Cell, and the processing of the feedbacks given through the suggestion box also provide data for performance appraisal.
- The performance of the non-teaching faculty is monitored by the college administrator and the transport supervisor.
- The Principal, Vice-principal and Administrator are also vigilant about the activities of the faculty members and they give feedbacks to the faculty from time to time.

### **6.3.4. What is the outcome of the review of the performance appraisal reports by the management and major decisions taken? How are they communicated to the appropriate stakeholders?**

- The institution periodically evaluates the teacher performance records and the major observations are reported to the Management.
- Teachers are advised to undergo Faculty Development/Faculty Enhancement programmes and Refresher courses regularly.
- The outcome of the review of the performance appraisal report is made known to the individual faculty members through a written document which indicates the score achieved by each teacher on a 10-point grade system.
- The positive and negative comments about the individual received from students are also compiled and analyzed before it is given it to the respective teachers as a progress report.



- Achievements, recognitions etc. of the staff are published in College Newsletter, magazine etc. and are also uploaded to the college website. In addition to this, major recognitions are conveyed to the stakeholders through news releases.

**6.3.5. What are the welfare schemes available for teaching and non –teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

- The college has created a Welfare Fund from where interest free loans are given to all needy employees.
- All statutory welfare schemes such as Provident Fund (EPF) Casual Leave, Medical Leave, Special Leave, and Maternity/Paternity leave etc. have been implemented for the benefit of the staff.

Monetary Welfare Schemes	Percentage / number of staff benefitted during the years			
	2012-13	2013-14	2014-15	2015-16
PF Loan	0	0	0	0
Welfare Fund	0	2	12	20

**6.3.6. What are the measures taken by the Institute for attracting and retaining eminent faculty?**

Being a young college there are no eminent faculty members in the college currently.

- The college in order to attract teaching faculty provides the best teaching facilities.
- Candidates with higher degrees such as Ph.D, SET, and NET are given weightage in appointments.
- Faculty meetings, staff picnics, celebration of Birthdays every month (pooling together those who celebrate Birthdays during the month) are conducted to create joyful and conducive environment for work.
- Promotions and increments are given as per rules without any administrative delay.
- Refresher courses, training programmes, and other facilities for career advancement are provided to the staff.
- Faculty members are provided with free travel facilities to and from the College by College buses.
- Experienced faculty members are given appropriate incentives.



## 6.4. Financial Management and Resource Mobilization

### 6.4.1. What is the institutional mechanism to monitor effective and efficient use of available financial resources?

- A system of budgeting is in place. An annual budget is prepared by the Principal in consultation with the Vice-Principal and Administrator and presented to the Management Committee and Governing Body for approval.
- Proper plans and estimates are prepared by qualified engineers/designers before the commencement of every developmental project.
- In consultation with the College Advancement Council, IQAC and the College Academic Council, the Administrative team takes the final decision on the allocation of available finances on a priority basis.
- The Administrator supervises the construction projects in the campus and reports regularly to the Principal and the management.
- The college accountant maintains the accounts of the college and presents it quarterly for audit to the Governing body. The Governing body submits the accounts of the college for audit by the chartered accountant who submits the same to the Govt. The last audit was done in April 2016 for the accounts ending on 31<sup>st</sup> March 2016.
- The above measures facilitate efficient management of the financial resources available in the college so that it is put into optimum use.

### 6.4.2. What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- The Management conducts internal financial audit and it is done on a quarterly and yearly basis.
- The statutory financial audit is conducted during April every year and reports are sent to the authorities concerned.
- Last audit was done in April 2016 for the accounts ending on 31<sup>st</sup> March 2016

#### Objections and Compliance:

- There were no audit objections during the last 5 years.

### 6.4.3. What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous three years and the reserve fund/corpus available with Institutions, if any.

The major sources of Institutional receipts/funding are:

- Tuition fees collected from the students.
- The installment fees
- Government Grants



- Scholarships
- Contributions from benefactors and agencies

The College management has set up a plan to create a corpus fund from July 2017.

**The audited income and expenditure statement of academic and administrative activities of the previous three years are given below:**

FY 2013-14		FY 2014-15		FY 2015-16	
Total Income	Total Expense	Total Income	Total Expense	Total Income	Total Expense
Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
1,15,27,846.00	95,08,481.00	1,41,32,793.00	1,11,94,633.65	2,42,15,441.00	1,51,99,342.21.00

**6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

College has additional funding such as the following:

- MP-LAD funds
- ‘Building Grant’ from Govt. of Tripura.
- Santanu Kar Memorial Scholarship.
- Deepak Kumar Saha Merit Award.
- “Best Reader Award” from Library Committee.

**6.5. Internal Quality Assurance Systems (IQAS)**

**6.5.1 (a). Has the institute established an Internal Quality Assurance Cell (IQAC)? If ‘yes’, what is the institution’s policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

- The College established an Internal Quality Assurance Cell in 2016 as per NAAC Guidelines.
- The IQAC has 10 members including a parent representative, and a local society representative. The Principal is the Chairman and Dr. Pankaj Chakraborty, Academic Dean is the Coordinator.

Some of the programmes of the Cell include the following:

**Students’ Feedback and Evaluation:**

- Feedback from all students is collected every year.
- Students are given a set of scientifically prepared questionnaires.
- These questionnaires include feedback about teacher’s performance as well as about the institution and curriculum.
- The data about the teacher performance is processed and the results are shared with the teachers confidentially.
- The feedback is discussed in the meeting of IQAC and necessary actions are taken without delay.

**Orientation on SS**

- An orientation programme is conducted for students of First Semester about the newly introduced Semester System of Tripura University (A Central University) as well as about the details of open courses offered in the College.
- The new system of grading and evaluation is also illustrated to the students.

**Re-certification by ISO**

- The college was recertified for ISO quality certification. Audit was done by the competent person in August 2016.

**NAAC sponsored Workshop**

- The Principal, IQAC Coordinator and a member of IQAC attended a NAAC sponsored work shop on academic audit at Assam Don Bosco University from October 14<sup>th</sup> and 15<sup>th</sup>, 2016.
- The IQAC Coordinator attended a NAAC Sponsored workshop on “Bench marking” at Christ University, Bengaluru from November 22-24, 2016.

**Internal/External Academic Audit**

- The IQAC conducted one internal academic audit in November 2016.
- Monthly meetings to monitor quality enhancement and sustenance.
- The audit team visits all teaching departments, library, computer lab, food court and faculty room.
- A detailed report of the observations and recommendations is given to all departments with a view to assist them in their initiatives to improve performance and quality.
- IQAC has made plans to do the external audit in the month of August 2017 for assessing the performance of the college.

**Other initiatives**

Following is a list of other major activities that have been initiated by IQAC:

- Making every class room as smart classrooms
- Wifi facilities to the students and staff
- Modernized and up to date computer lab.
- Equipping the science labs.
- Bulk SMS system for effective communication with students and stakeholders.
- A ‘College app’ has been prepared to improve communication.

**6.5.1. (b). How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**

The following are the **23** major recommendations made by IQAC and so far, **19** recommendations were implemented by the Management authorities.

Sl.No.	Suggestion/Decision of IQAC	Status
1.	Induction/Orientation Programme for all newcomers/Freshers	Implemented
2.	Awareness programme on the prospects of different open courses offered by the college under newly introduced semester system	Implemented
3.	Making all class rooms as smart classrooms	Implemented



4.	Renovation and up-gradation of science labs	Implemented
5.	New Computer Lab with more PCs	Implemented
6.	Computerization and automation of the college library	Implemented
7.	Enriching the college library with more books and periodicals	Implemented
8.	Construction of more class rooms	Being implemented
9.	Feedback session for teachers and college	Implemented
10.	High speed internet connection	Implemented
11.	Application for solar energy	Implemented
12.	Internal academic audit every year	Implemented
13.	Use of ICT at all levels	Partly implemented
14.	Quarterly News Letter	Implemented
15.	Water Harvesting Facility	Implemented
16.	Strengthen Alumni Association	Implemented
17.	Sufficient outlets for Drinking water	Implemented
18.	More attractive and informative college website	Implemented
19.	Procuring a Generator to beat the power shortage	Implemented
20.	Installing of CCTV cameras in the campus	Implemented
21.	Installing of Intercom system for efficient communication	Implemented
22.	Construction of Faculty Housing	Not Implemented
23.	Construction of Ladies and Gent's Hostels	Not Implemented

**6.5.1. (c). Does the IQAC have external members on its committees? If so, mention any significant contribution made by them.**

- Yes, we have two external members (Shri Hiralal Chakraborty and Shri Santi Debbarma) in the committee.
- One of the external members serves in the Managing Committee of the College and gives valuable suggestions for the growth and development of the college.
- The external member played a crucial role in installing two scholarship schemes for the students.

**6.5.1. (d). How do students and 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 students give feedback to IQAC on the performance of teachers and college as a whole and they offer constructive suggestions for continuous improvements of the college.
- One of our Alumni serves in the IQAC as a member.

**6.5.1. (e). How does the IQAC communicate and engage staff from different constituents of the institution?**

- The IQAC consists of 10 representatives of staff from different departments/constituents of the institution.
- The IQAC communicates with all staff through Social Media.
- The IQAC has a Notice Board fixed in front of the main office.
- IQAC functions closely with the College Advancement Cell (CAC) which is responsible for the co-curricular and non-academic areas, infrastructural development, raising of funds, career development, fun in teaching learning, skill development for students, to promote social activities, to avail and utilize grants and funds from UGC and other agencies and maintain registers for all records etc.

**6.5.2. Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalization.**

- Continuous evaluation of performance of students through internal and external evaluations under the Semester system.
- ICT based/enabled teaching-learning process is ensured.
- Class room teaching is complemented through student-centered methods such as seminars, assignments, creative writing, group discussions, instant quizzes, etc.
- Use of the library and internet resources by students is encouraged.
- Teachers are encouraged to improve their qualifications, participate in exchange programmes, refresher courses, faculty development programmes (FDP) etc.
- The institution received standard ISO 9001:2008 certificate for quality management on 6<sup>th</sup> July 2013. The certification no received is BHC0585/0585/0613. This was recertified in 2016 with ISO 9001: 2015.
- Documents such as teacher's performance record, tutorial work record of students etc. have been maintained to ensure proper performance/delivery of teacher expertise.
- A general timetable is adopted for the effective and efficient implementation of the curriculum.
- Feedback is collected and analyzed regularly for ensuring quality.

**6.5.3. Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.**

The institution provides training to its staff for effective implementation of the quality assurance procedures.

- Faculty enrichment programmes are conducted to motivate the teachers for better class room management and human relations.
- Resource persons are invited to train staff.
- Peer group inspirational presentations, team teaching and sharing of ideas are done from time to time.
- Peer group feedback is conducted once a year to affirm the strengths of the faculty members as well as to give them constructive feedback.



- Principal of the College also attends various seminars/workshops throughout the country and shares his experiences to train the staff for quality enhancement.
- Faculty members are permitted and encouraged to attend seminars/workshops and Faculty Development programmes organized by Universities, AIACHE, Xavier Board and other professional bodies at different levels.
- Training programme on General Informatics and Computer Applications are conducted for the benefit of both teaching and non-teaching staff.

**6.5.4. Does the institute undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?**

- The institution has done one internal audit and has plans to do an external audit in the month of August 2017.
- Inspections are conducted by the expert team from the parent University each time a new course is introduced in the college.
- Inspection reports with recommendations for improvement are given to departments and the progress has been constantly monitored.
- Every year the IQAC, the Academic council of the college and the managing committee closely evaluate the performance of students in the University examinations.

**6.5.5. How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

- The IQAC monitors all quality assurance measures.
- The internal academic audit is done once and external audit is planned.
- The departments in the college are required to prepare their reports based on the seven criteria laid down by the NAAC.
- The external agencies, like the Tripura University inspect and evaluate the different departments of the college and provide necessary suggestions.
- The internal quality assurance mechanisms are aligned with the requirements of the relevant external quality agencies such as ISO 9001: 2008. The authorities of the agency conducted audit and verified the documents of the College and certified the College.

**6.5.6. What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

- Teacher performance record, internal evaluation, sessional and model exams, feedback system, group discussions, peer teaching, team teaching etc. are the major mechanisms to review the teaching learning process.
- A mentor-mentee system is implemented and records are kept for every student to closely monitor the progress of the student.



- Feedback is collected from all stake holders and the teaching-learning process has been reviewed regularly.
- HoD's meet with the Principal regularly. Departmental meetings are held separately as well as with the Principal and Academic Dean to review the academic progress, syllabus, issues, problems and opportunities faced by each department and solutions are sought.
- HoDs are entrusted with the task of ensuring effective teaching-learning process.
- Parent Faculty Interactions (PFI) is held after every model exams just before the University semester exams and the results are shared with the parents/guardians.
- A scientific evaluation instrument with appropriate questionnaires is prepared with multiple options for evaluating each teacher by the students.

#### **6.5.7. How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

The institution through the following means:

- College News Letter – 'Jyotirgamaya' – Quarterly and Annual issues.
- College Notice Board
- Website of the College
- Brochures and Pamphlets
- College Calendar and Handbook
- Graduation Day Souvenirs
- Group/Bulk SMS service
- Press Releases and Press Meets
- News Reports
- Advertisements.

#### **6.5.8. Any other relevant information regarding Governance Leadership and Management which the College would like to include.**

The Congregation of Holy Cross, an International Religious organization, under the umbrella of Holy Cross Educational Foundation owns and manages the College. The Congregation of Holy Cross owns and manages numerous High and Higher Secondary English Medium Schools as well as Higher Educational institutions like Colleges and Universities in India and abroad. The Province of Northeast India, a unit of the Congregation of Holy Cross owns and manages over 16 High and Higher Secondary schools in the states of Tripura, Mizoram, Meghalaya and Arunachal Pradesh.

Holy Cross Educational Foundation has been playing a significant role in educational uplift of the people of northeast India, especially in the states mentioned above. Holy Cross College is considered by the students, staff, general public as well as the government of Tripura as one of the best English Medium Colleges in the region. Looking at the significant progress of the college during the past 7 years since its inception, it is evident that the college has made dedicated efforts to sustain and enhance the quality of higher education in Tripura and northeast India.



## CRITERION VII: INNOVATIONS AND BEST PRACTICES

### 7.1. Environment Consciousness

#### 7.1.1. Does the Institute conduct a Green Audit of its campus and facilities?

- Ours is a green campus well kept and maintained is a matter of modest pride for us.
- The College campus is known for its natural beauty and diversity of plants and trees.
- All the trees and plants are numerated and labeled with botanical names, and it adds to its richness.
- Mr. Debasish Dutta, Principal of Agriculture College visited our campus on 13<sup>th</sup> April and inspired our students by planting a tree in the campus.
- We also celebrated Vanamahotsav on 9<sup>th</sup> September, 2015 and a NGO named “Sparsh” helped us to plant different types of trees which added beauty and grace to the institution.
- The “Nature and Science Club” organized various awareness Programmes for protecting plants and deforestation.

#### 7.1.2. What are the initiatives taken by the College to make the campus eco-friendly?

<b>Energy conservation</b>	We have used CFL bulbs and LED lighting wherever possible to conserve energy.
<b>Plantation</b>	The College campus is filled with plants and trees such as Teak, Mango Trees, Coconut trees etc. Medicinal plants and rare plants are also grown in the campus. The College campus has a dedicated place for medicinal plants with their scientific names and families.
<b>Biodegradable Waste Management</b>	Biodegradable Waste is collected and stored separately and disposed every week. We are collecting the leaves of the plants from the whole campus and depositing them in the particular pit availed for the same and making the organic manure (Bio-Fertilizer) out of the process.
<b>Vermi Composed Pit</b>	To keep the campus clean and eco-friendly we have two pits to decompose the bio-degradable waste of the two pits one pit is for vermin composting and the other for normal composting.
<b>Medicinal Plant Garden</b>	Medicinal plants consists many chemical compounds that have many useful biological functions, as well as therapeutic use. Medicinal plants also provide access to quality planting material so our college has given this a paramount importance to grow a medicinal plant garden. Every plant is displayed with their scientific name of origin along with their family name.

**Plastic free Campus**

To make the campus more eco-friendly we have advised the students not to use plastic materials in the campus.

**7.2. Innovations:****7.2.1. Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the College.**

- College has a Continuous internal assessment process in the mode of seminars, assignments, test papers, projects, etc.
- There is a Research and Development Cell, Counseling and Monitoring Cell to mobilize and monitor research related seminars, workshops and orientation programmes and grants.
- There is a Counseling Cell dedicated to students and faculty for their overall development in the course of their lives.
- Skill Development Cell (SDC) is established to enhance the employability skills of our graduates.
- Holy Cross Civil Services Academy (HCCSA). The College is running an intensive civil services coaching, skill enhancement and career development Programme through HCCSA and SDC.
- Extensive use of ICT methods in teaching-learning process.
- In addition to the office automation and networking, the College Library also has an automation process and networking for issue and return of books.
- We have subscribed to the following Library resources:
  - E-resource (Delnet)
  - ORELL Technosystems (India) Pvt Ltd
  - Library Software (LibNet.V.1)
- Collaboration with national/inter-national higher educational institutions and student and faculty exchange programmes are also practiced in our College.
- Alumni Association named Basilians is a major part of our College. They actively participate in various activities related to the College.
- College publishes a Periodical News Letter Quarterly (once in three months) to acknowledge the achievements of faculty and students. The faculty and students share their views and opinions on certain topics in the periodicals on various suggested topics.
- The College has a science laboratory with modern equipments.
- High speed internet broadband connection with LAN facility is available for the functioning of the College.
- The College has introduced smart classes in all the classrooms in order to facilitate the teaching learning process.
- Dedicated Transformer and Generator for uninterrupted power supply.



## 7.3. Best Practices

**7.3.1. Elaborate on any two best practices as per the annexed format which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the College.**

### 1. INTENSIVE VALUE EDUCATION PROGRAMME:

#### What it is:

- The College has a Value Education Committee to conduct the value education Programmes. At present there are six dedicated teachers as members of the Value Education Circle who are entrusted with the classes on Value Education every week.
- Six of our faculty members had attended the Human Values Development Workshops organized by AIACHE (All India Association for Christian Higher Education) and trainers and resource persons had come to the college to train all other faculty members in teaching Human Values.
- The College is using the Book on Human Values as text book for Value Education.
- Motivational Seminar cum Workshop is conducted for the senior students of the College at the start of every academic session. Resource persons are normally the faculty members and few others from outside.
- Orientation Programmes are held for the new comers every year. The orientation programme follows the Fresher's Day and lasts for four to five days.
- In-service training is offered to the teaching faculty at the start of every new academic year. Resource persons are brought from outside. Plans for the year are finalized and issues and concerns are attended to during this time of being together.

#### a) Goals

- Formation and Transformation of staff and students making them persons of values.
- Molding intellectually mature, morally upright, emotionally stable, spiritually inspired and socially committed students.
- To make our students caring and kind human beings.
- To provide them training to become responsible citizens of our country.
- To bring about awareness in them to conserve the environment and respect bio-diversity.

**b) The Context**

- The younger generation is exposed to many perils such as alcoholism, drug addiction, sexual abuse, gender discrimination, mental stress, hypertension, etc. leading to frustration and anxiety.
- Since ours is a private institution, we have freedom to organize the curriculum incorporating the elements of value education, at the same time respecting the syllabus given by the parent University.
- Hence the 'Value Education Committee' was formed in the college to supplement the University curriculum by classes/sessions on value education.

**c) The Practice**

- The Value Education Committee has members from the faculty and representatives of the students. A text book developed by AIACHE on 'Human Values' by a team of experts on Human Values has been utilized to impart moral and spiritual values.
- An **Honesty Amenity Shop** is set up in the campus with essential stationery items.

**d) Evidence of Success:**

- These initiatives from the College show its impact as students visit orphanages, schools for the visually challenged, speech impaired and old age homes to interact and help the inmates.
- Better team spirit among students resulting in tension-free and peaceful campus.
- Better relations between staff and students in community activities, charity projects, campus cleaning, tree planting etc.
- Spiritual renewal programmes for Christian/Catholic students are conducted periodically.

**e) Problems Encountered and Resources Required**

- Participation of students in the value education Programmes is not considered for internal and external evaluation.
- Teachers are not given any weightage for value education programmes in API score computation.
- The resources required are internally raised by the Management of the College.

**f) Contact Details:**

Name of the Principal:	Dr. Fr. Emmanuel Kallarackal CSC
Name of the Institution:	Holy Cross College
Village/City:	Jubatara, Lembucherra, Agartala
Pin Code:	799 210
Accredited Status:	N/A
Work Phone:	9402315672, 0381-2342555
Mobile Phone:	9402122662
Website:	<a href="http://www.holycrosscollege.in">www.holycrosscollege.in</a>
Fax:	0381 – 2865222
E-Mail:	<a href="mailto:principalhccagt@gmail.com">principalhccagt@gmail.com</a>



## 2. PSYCHOLOGICAL HEALTH, SKILL ENHANCEMENT AND CIVIL SERVICES COACHING PROGRAMME

### a) What it is:

- Holy Cross College is running a **Center for Psychological Counselling (CPC)** under the leadership of trained government a.
- The College is also running an intensive skill enhancement and career development Programme under the leadership of **Holy Cross Civil Services Academy (HCCSA)**. We conduct regular classes through this academy.
- The College established a **Skill Development Cell (SDC)** with a view to enhance the employability skills of our graduates. Two members of the faculty have been dedicated for this training of our students.

### b) Goals

- To re-skill the students to cope with changing situations and to enlighten the students about the positive aspects of human life.
- To remodel the perceptual and conception fields, reorienting cognitive and government disposition of the students, creating self-awareness and introspection among them.
- To inculcate core skills- awareness of industry requirements, new age work-place environment, job-specific knowledge, skills and training for Civil Services and Competitive Exams. Etc.
- To nurture Personal skills- Ethics, Values, Manners etc. and to re-orient the students with productive and contributing approach towards life.

### c) The Context

The practice of positive mental health with appropriate skills and training in an educational institution demands certain contextual premises like

- Ear marking of adequate fund for successful operation of a government centre in an institution.
- Integrating the provision of mental health and hygiene in the main stream curriculum of the institution.
- In this modern era one should also learn the appropriate skills to get and keep a job.
- Most of our students are from rural background and they seldom get the chance to train and nurture their skills leading to the selection of a good job.
- Moreover, there are greater numbers of College graduates who are seeking affordable training to get into civil services and competitive jobs in the modern job market. Many of them end up not getting opportunities for a good career in life after graduation, and hence end up in doing menial jobs. The formation and establishment of SDC and HCCSA are aimed at achieving these goals.

**d) The Practice**

- **The Center for Psychological Counselling (CPC)** at Holy Cross College is first of its kind in the state of Tripura in the higher educational institutions. It has become operational since June 2014. The centre takes care of the stress, strain, academic problems, mental challenges, interpersonal skills, social skills, interview facing skills, finishing skills etc. Individual *overnment* has been a regular feature of the centre.
- **Holy Cross Civil Services Academy (HCCSA)** came into existence from the felt need of the students of the state. In this modern era one should learn the appropriate skills to get and keep a job. There are a large number of students from rural background in Tripura and they seldom get a chance to train and nurture their skills leading to the selection of a good job. The teachers from the college and experts from outside take classes for the students of our college as well as youth from the state. To make it convenient and affordable for all, classes are held on weekends and the fees are kept minimum.
- **Skill Development Cell (SDC)**: The College established a skill development Cell with a view to enhance the employability skills of our graduates. Two members of the faculty have been dedicated for this training of students.

**e) Evidence of Success:**

- As to the result of the *overnment* service, it has been noticed by the faculty members that the counselled students have been showing greater degree of socially acceptable *overnmen*, attitudes and manners inside as well as outside the college. The level of their concentration in academic affairs is reported to be higher than before.
- Some students with drug addiction (consumption of tobacco related products) have been helped to overcome their addictions.
- Better team spirit among students and faculty resulting in tension-free and peaceful campus.
- Students seem to show greater confidence in facing the competitive world outside as they get trained in HCCSA and SDC.

**f) Problems Encountered and Resources Required**

- The College is not getting financial support from the Government for running of the Counselling center, HCCSA and SDC. Hence the financial burden falls totally on the college.
- The educational policy makers at the Government level are yet to acknowledge the need for *overnment* centers in educational institutions.
- Adequate funds have to be generated through well wishers, benefactors and non-government agencies and internally raised by the Management of the College.
- Many of our students hail from the economically deprived sections of the society and hence they cannot afford the extra fees to be submitted for special educational programmes.



**g) Contact Details:**

Name of the Principal:	Dr. Fr. Emmanuel Kallarackal CSC
Name of the Institution:	Holy Cross College
Village/City:	Jubatara, Lembucherra, Agartala
Pin Code:	799 210
Accredited Status:	N/A
Work Phone:	9402315672, 0381-2342555
Mobile Phone:	9402122662
Website:	<a href="http://www.holycrosscollege.in">www.holycrosscollege.in</a>
Fax:	0381 – 2865222



## OTHER RELEVANT ADDITIONAL INFORMATION REGARDING INNOVATION AND BEST PRACTICES AT HOLY CROSS COLLEGE

### WORKSHOPS, SEMINARS AND CONFERENCES

- The English Department of Holy Cross College in collaboration with the Holy Cross Alumni Association organized a Two Days Seminar on the topic, “**Teaching / Learning of the history of Indian English Literature**” at the under graduate level (Hons) on 13<sup>th</sup> and 14<sup>th</sup> February, 2010.
- The Department of Political Science in collaboration with Holy Cross Alumni association organized two days National Seminar on “**The changing role of Indian Judiciary**” on 22<sup>nd</sup> and 23<sup>rd</sup> January, 2011.
- The BBA Department Holy Cross College organized International Seminar on “**Globalization**”: its issues and challenges with special reference to India on 29<sup>th</sup> October, 2012.
- One day workshop on ‘**effective teaching**’ was conducted by Dr. Rita Smith from Stone Hill College, Easton, USA in 2013.
- The Department of English Holy Cross College organized an International Conference on ‘**Emerging Trends in Contemporary Literary World**’ on 2<sup>nd</sup> and 3<sup>rd</sup> February, 2013.
- Two days National Seminar on the topic of **Issues and Trends of Governance in Multi Cultural Societies** was organized by the Political Science Department of Holy Cross College on 16<sup>th</sup> and 17<sup>th</sup> November, 2013. The said seminar was sponsored by ICSSR – NERC.
- An International Peace Conference was jointly organized by Universal Peace Federation (UPF, India Chapter) and Holy Cross College Agartala on 26<sup>th</sup> August, 2014 at Nazrul Kalashetra on the theme “**Building Nations of Peace: Our shared responsibility**”.
- The Department of Zoology has organized a National Seminar on ‘**Biodiversity in the North East Indian Hotspot: Science and Society Perspectives**’ on 7<sup>th</sup> and 8<sup>th</sup> February, 2015.
- “**A full day workshop on information security awareness**” conducted by NIELIT-Government of India in 2012. Various topics like importance and need of information security, basics security concepts and cyber usage at home were elaborated.
- Workshops on “**Development of skills for employability**” was conducted by Mr. Debasish Sarkar, an IT sector Professional in 2013.
- Fr. Walter Fernandes from NESRC, Guwahati conducted a one day workshop on **research methodology** and invited our faculty to join in the project of Study of Development induced displacement and rehabilitation in North-East India from 1947 to 2012.
- One day workshop for the teaching faculty was conducted by Rev. Fr. Joseph Xavier SJ, from the Xavier board of India in 2013.



- Two days National Seminar on the topic of **Bio-Diversity of North-East Indian Hot Spot: Science and Society Perspective** organized by Department of Zoology, Holy Cross College on 7<sup>th</sup> and 8<sup>th</sup> February, 2015.
- College organized a National Level student seminar on 15<sup>th</sup> September, 2015 on **“Freedom of Speech and Expressions as a Human Right: its role and limitations”**. Enthusiastic students participated in the said seminar from various parts of the country and presented their papers.
- Two days National Seminar on **“Globalization, its issues and challenges with special reference to India”** was organized by B.B.A. Department of Holy Cross College on 27<sup>th</sup> and 28<sup>th</sup> February, 2015.
- College organized a workshop on **“Application of Bio-Informatics in Biology,”** in collaboration with the centre of Bio-Informatics, Tripura University.
- A workshop on **“Human Values Development Programme”** for the faculty and students was organized at Delhi by AIACHE and United Board in the month of October & November 2015 respectively.
- Two days Intensive Faculty Enhancement Programme was overnmen on 1<sup>st</sup> and 2<sup>nd</sup> July, 2016. Resource person Dr. Fr. M.C. Abraham, CSC shared his insights and helped us to understand the various implications of Human Personalities. The theme of the Seminar was: **“Self: Understanding for Personal and Professional Excellence”**.
- BBA Department has organized two days National Seminar on the topic **“Recent Trends of Communication, Innovation and Creativity”** on 27<sup>th</sup> and 28<sup>th</sup> February, 2016 in collaboration with ICSSR – NERC.
- A two-day national seminar on **“Towards Inclusive Quality Education: Understanding the Problems of Dalits and the Marginalized”** was organized by the department of Sociology in collaboration with ICSSR-NERC, Shillong on 18<sup>th</sup>-19<sup>th</sup> November 2016.
- Pol. Science department organized a national level student seminar on **“Women in South Asia: Problems and Prospects”** in collaboration with IGDC, Deptt. Of Forests, Govt. of Tripura and Tripura Commission for women on 24<sup>th</sup> and 25<sup>th</sup> September 2016.
- The department of Zoology organized the **“Second Student Project Programme”** in collaboration with Tripura State Council for Science and Technology, Govt. of Tripura on March 17<sup>th</sup> and 18<sup>th</sup> 2017.

**EXTENSION LECTURES AND FIELD TRIPS**

- A lecture on “Snake, Snake Venom and research” on 27<sup>th</sup> November, 2015 was given by Prof. Anthony Gomes an eminent scientist from Calcutta University.
- A speech competition was organized in Tripura University on the theme “Suicide Prevention”. Near about 450 students from all over Tripura participated in the programme and among them 40 students were from our College. Sri. Saibal Deb Barma and Sr. Priya Darshani from Holy Cross College won the first and third prizes respectively.
- On 2<sup>nd</sup> October, 2015 the College had Clothes Distribution event to the poor and needy people adjacent to College area.
- The Department of Sociology organized a Field Trip to Laxmi Lunga Tea Estate on 2<sup>nd</sup> March, 2016. The objective of the Field Trip was to enhance the inter-personal skills of the students through interaction with the local inhabitants in Laxmi Lunga.
- Holy cross celebrated international women’s day on 8<sup>th</sup> March 2016. The chief guest of the programme was Mrs. Kashturi Ghosh, President of MOHONA, a women’s association of Tripura University. The occasion was organized to recognize the presence of women in our society and to envisage a world where all women and girls have equal opportunities and rights.
- National Science Day was observed on 17<sup>th</sup> March 2016, an initiative for Tripura State Council for Science and Technology and supported by NCSTC, Govt. of India, New Delhi, to popularize Science. HCC organized science Drama competition among different departments of the College, enabling non-science students to participate and understand science.
- Department of Science and Technology and Environment, Govt. of Tripura in collaboration with Holy Cross College Agartala, observe World Water Day on 29<sup>th</sup> March, 2016. The objective of the programme was to spread on awareness on water conservation and preservation.
- On 2<sup>nd</sup> May, 2016 a Botanical Field Trip was arranged with the students of 4<sup>th</sup> Semester, B Sc. Department near MBB College and its surrounding area. The major aim of the field trip was to make the students learn to identify different plant species according to their family and to collect the same.
- On 7<sup>th</sup> June, 2016 Department of Zoology visited ICAR and Agricultural College. The visit was aimed to introduce the students to the various aspects of Pisciculture, animal rearing, poultry farming, piggery, etc.
- In regard to the Agartala Holy Cross College Marathon 2016, our College organized few visits to the local Government and Private schools to spread and bring awareness among the school students regarding the harmful effects of consuming tobacco in any form in collaboration with NTCP (National Tobacco Control Programme). This year Holy Cross College visited few schools namely Don Bosco School, Montfort School, Holy Cross School, Sri Sri Ravi Shankar School, etc.
- “Educating the heart and mind” is the motto of Holy Cross College. This year we have organized the Agartala Holy Cross College Marathon 2016 on 7<sup>th</sup> of August in collaboration with Tripura Sports Council and Tripura Athletic Association. The



objective of the Marathon was to promote a social cause that is to raise some contribution for the poor people suffering from cancer in the state of Tripura and also to spread the awareness about this sickness. Huge number of participants participated and made the event a grand success and the most awaited event.

- This year Holy Cross College also organized a Mega Talk Show followed by a Cultural programme in the name of “Youth Talk and Rock”. The said event is aimed to bring out the inclusive education structures and individual dynamism into action. The Youth Talk and Rock also aims at showcasing the talents of our students in the College.
- Every year the College organizes a PTM (Parent Teacher Meeting) in the month of January / February with an objective to inculcate the spirit of inclusive education among the parents, teachers and students. Our College aims at catering to the overall development of each and every student entrusted to us in the form of regular intervention from the parents, teachers and management.

### **MAJOR ACTIVITIES & SERVICES OF THE COLLEGE**

- Every year the college organizes a Mega Event; College Fest named ‘Tejas’ where students are provided with a platform to showcase their talents and performances to a crowd of over 6,000. ‘Tejas’ has become the most awaited programme of the College and hence the entire student body takes active part and organizes the show with robust gust and enthusiasm. The B.B.A. Department felicitates a successful Entrepreneur of the state for his/her achievements in their respective fields and in the light of above; this award has acquired a prestigious position in the state. As part of the College fest, we organize Blood Donation Camp, Educational Expo, Sports activities, Intra and Inter College dancing and singing competitions, Debate Competition, Quiz Competition, Mehendi, T- Shirt and Glass Painting, Pottery Painting Competitions etc.
- Every year Holy Cross College organizes the **Graduation Day Programme** to celebrate the success of the outgoing pass out students. This Programme is organized with a lot of enthusiasm in order to acknowledge and honour the Graduates who will be stepping into the role of building up the society.
- The College organizes a **Voluntary Blood Donation Camp** and free health check up every year in collaboration with the Govt. and non Govt. organizations for the College students, faculty and adjacent areas of local people.
- Every year the College organizes **Educational Expo** with the view of making students creatively learn the syllabus. It is an enriching and great learning experience for the students who work hard for months to make their learning more interesting. The exhibition includes science business aspects, political systems, societal realities and the poems of English literature. Students from the nearby schools walked in eagerly to see the resourcefulness of Holy Cross College students and they admire the creativity and scholarship.
- The College celebrates **Ethnic Day** in November with a vision to collaborate with all the cultures and communities. During the event all the students and faculty from



different cultural background dress in their respective ethnic attire and prepare ethnic food and share the same with everyone. They also present various cultural programmes that add value and grandeur to the day celebrated.

- The College has a unit of **NCC Girls**, which is recommended by the 71 Tripura Girls, Agartala. The number of cadets enrolled during the formation of the above mentioned unit was 18. Classes are held on regular intervals under the supervision of Specialized Trainer from 71 Tripura Girls.
- The College has a unique process of **Mentor Mentee sessions** under which every teacher is assigned a number of 30 / 40 students who through the process of Mentor Mentee shares their personal issues and areas of problem with their Mentor. This is conducted to aspire the student teacher relating so that every student grows to in the light of understanding and expressions. Under circumstances if any student is found that needs special counseling, is sent to the Counselor of the college for further introspection and understanding of the same.
- The students of Holy Cross College have the privilege of plying to the college by **college buses** catered to their services. We have seven numbers of buses, six owned and one on rent dedicated to the service of our beloved students.
- The college also has a feedback procedure process from the students on certain issues that they may not share in person, the said is implemented in the form of an Anti-harassment box and a suggestion box placed at the left corner entrance of the staffroom. Any student can drop a complaint or a suggestion in the said boxes which in return goes to the concerning authority for appropriate actions and solutions and implementations of the suggested and shared views and complains respectfully.
- A day well begun is well spent. Every morning the day begins invoking God's presence and his blessings in the form of a prayer service. All students and staffs witness and take part in the prayer service for ten minutes. The prayer service is also conducted to instill the spirit of silence and grace among everyone. "Silence leads to thoughtfulness of a being". This has been the inspirational statement for Holy Cross College. We also share and begin the day with a noble and existential 'thought for the day' written on the display board assigned to the above said. Every student shares the glimpse of the thought and the message that it carries throughout the day for a positive and productive day ahead. The college also has a wall magazine display board for the students to share and display their views on various relative issues of the society.
- The College organizes Industrial visits for the department of B.B.A., in collaboration with the local Industries every year. In respect to the above the College students visited EPITOME, Bamboo Cluster Unit under MUTHA Industries, during their last visit to an Industrial Centre.
- One day awareness Programmes named "PRAYAAS" were organized from the Police Department of Tripura in the month of July, and September 2016. The said campaign was aimed to inculcate the spirit of Social and Moral awareness in the public by the Police.
- Holy Cross College regularly organizes a Study Tour outside the state of Tripura with the aim to inculcate the spirit of oneness among the staff and students of the



institution. The said tour is well organized and one of the most awaited activity of the College.

- As a result of all these activities there is active participation of the students in various cultural and educational programmes in intra and inter College levels.
- On an average more than 90 % of the students attend the class room Programmes and examinations.

**Financial Statement for the Period from 2012 to 2013****Holy Cross College (2012-2014)**Durjoynagar, Agartala  
Tripura(W) Pin-799009**Trial Balance**

1-Apr-2012 to 31-Mar-2013

Particulars	Closing Balance	
	Debit	Credit
<b>Current Liabilities</b>		<b>4,48,600.00</b>
<i>Caution Deposit</i>		4,48,600.00
<b>Fixed Assets</b>	<b>3,96,201.00</b>	
<i>Furniture &amp; Fixture</i>	1,08,440.00	
<i>Library Books</i>	14,955.00	
<i>Machinery &amp; Equipment</i>	2,72,806.00	
<b>Investments</b>		
<b>Current Assets</b>	<b>31,44,144.25</b>	
<i>Cash-in-Hand</i>	8,66,941.75	
<i>Bank Accounts</i>	22,77,202.50	
<i>Federal Bank A/c No-19650100000992</i>	8,09,570.50	
<i>SIB A/c No-0541053000000039</i>	14,67,632.00	
<b>Direct Expenses</b>	<b>29,44,308.00</b>	
<i>PF</i>	73,810.00	
<i>Salaries</i>	28,70,498.00	
<b>Any Purpose</b>	<b>25,97,308.00</b>	
<i>Advertisement</i>	68,936.00	
<i>Bank Charges</i>	487.00	
<i>Books &amp; Publications</i>	72,527.00	
<i>Clothing &amp; Footwear</i>	43,612.00	
<i>Computer Maintenance</i>	31,198.00	
<i>Contribution Expenses</i>	32,165.00	
<i>Education &amp; Updating</i>	14,841.00	
<i>Examination Fee</i>	95,070.00	
<i>Farm &amp; Garden</i>	27,092.00	
<i>Gift &amp; Charities</i>	30,240.00	
<i>Laboratory</i>	4,967.00	
<i>Leisure &amp; Celebration</i>	1,07,121.00	
<i>Medical Care</i>	9,810.00	
<i>Newspaper &amp; Periodicals</i>	1,45,995.00	
<i>Office Expenses</i>	47,115.00	
<i>Postage &amp; Telephone</i>	98,885.00	
<i>Printing &amp; Stationery</i>	5,21,854.00	
<i>Refreshment</i>	15,459.00	
<i>Repair &amp; Maintenance</i>	1,08,891.00	
<i>Scholarship Disbursed</i>	4,73,550.00	
<i>Special Allowance</i>	66,996.00	
<i>Sports &amp; Games</i>	2,36,929.00	
<i>Transportation Charges</i>	89,339.00	
<i>Traveling &amp; Conveyance</i>	1,24,745.00	
<i>Uniform Expenses</i>	72,500.00	
<i>Vehicle Maintenance</i>	56,984.00	
<b>Payments</b>	<b>47,00,000.00</b>	
<i>Capital Expenses</i>	47,00,000.00	
<i>Inter Unit Transfer</i>	47,00,000.00	
<b>Carried Over</b>	<b>1,37,81,961.25</b>	<b>4,48,600.00</b>

continued ...





**Holy Cross College (2012-2014)**

Trial Balance : 1-Apr-2012 to 31-Mar-2013

Particulars	Closing Balance	
	Debit	Credit
<b>Brought Forward</b>	<b>1,37,81,961.25</b>	<b>4,48,600.00</b>
<b>Receipts</b>		<b>89,41,231.50</b>
Revenue Receipts		89,41,231.50
Fees Receipts		77,63,445.00
Admission Fee		22,300.00
Transport Fee		21,680.00
Tuition Fee		77,19,465.00
Interest Received		4,32,598.00
Interest on FD		4,04,379.00
Interest on SB		28,219.00
Contribution Receipts		1,18,511.00
Income From College Fest		28,350.00
Income From Printing (Student)		22,250.00
Income From Seminar		15,600.00
Income From Store		71,817.50
Scholarship Receipt		4,88,660.00
Difference in opening balances		43,92,129.75
<b>Grand Total</b>	<b>1,37,81,961.25</b>	<b>1,37,81,961.25</b>



**Holy Cross College (2012-2014)**Durjoynagar, Agartala  
Tripura(W) Pin-799009**Receipts and Payments**

1-Apr-2012 to 31-Mar-2013

Page 1

<b>Receipts</b>		1-Apr-2012 to 31-Mar-2013	<b>Payments</b>		1-Apr-2012 to 31-Mar-2013
<b>Opening Balance</b>		<b>3,92,129.75</b>	<b>Current Liabilities</b>		<b>1,81,400.00</b>
Bank Accounts	3,83,165.00		Caution Deposit	1,81,400.00	
SIB A/c No-0541053000000039	3,83,165.00		<b>Fixed Assets</b>		<b>3,96,201.00</b>
Cash-in-Hand	8,964.75		Furniture & Fixture	1,08,440.00	
<b>Current Liabilities</b>		<b>6,30,000.00</b>	Library Books	14,955.00	
Caution Deposit	6,30,000.00		Machinery & Equipment	2,72,806.00	
<b>Investments</b>		<b>40,00,000.00</b>	<b>Direct Expenses</b>		<b>29,44,308.00</b>
Fixed Deposit	40,00,000.00		PF	73,810.00	
<b>Receipts</b>		<b>89,41,231.50</b>	Salaries	28,70,498.00	
Revenue Receipts	89,41,231.50		<b>Any Purpose</b>		<b>25,97,308.00</b>
Contribution Receipts	1,18,511.00		Advertisement	68,936.00	
Income From College Fest	28,350.00		Bank Charges	487.00	
Income From Printing (Student)	22,250.00		Books & Publications	72,527.00	
Income From Seminar	15,600.00		Clothing & Footwear	43,612.00	
Income From Store	71,817.50		Computer Maintenance	31,198.00	
Scholarship Receipt	4,88,660.00		Contribution Expenses	32,165.00	
Fees Receipts	77,63,445.00		Education & Updating	14,841.00	
Admission Fee	22,300.00		Examination Fee	95,070.00	
Transport Fee	21,680.00		Farm & Garden	27,092.00	
Tuition Fee	77,19,465.00		Gift & Charities	30,240.00	
Interest Received	4,32,598.00		Laboratory	4,967.00	
Interest on FD	4,04,379.00		Leisure & Celebration	1,07,121.00	
Interest on SB	28,219.00		Medical Care	9,810.00	
			Newspaper & Periodicals	1,45,995.00	
			Office Expenses	47,115.00	
			Postage & Telephone	98,885.00	
			Printing & Stationery	5,21,854.00	
			Refreshment	15,459.00	
			Repair & Maintenance	1,08,891.00	
			Scholarship Disbursed	4,73,550.00	
			Special Allowance	66,996.00	
			Sports & Games	2,36,929.00	
			Transportation Charges	89,339.00	
			Traveling & Conveyance	1,24,745.00	
			Uniform Expenses	72,500.00	
			Vehicle Maintenance	56,984.00	
			<b>Payments</b>		<b>47,00,000.00</b>
			Capital Expenses	47,00,000.00	
			<b>Closing Balance</b>		<b>31,44,144.25</b>
			Bank Accounts	22,77,202.50	
			Federal Bank A/c No-19650100000992	8,09,570.50	
			SIB A/c No-0541053000000039	14,67,632.00	
			Cash-in-Hand	8,66,941.75	
<b>Total</b>		<b>1,39,63,361.25</b>	<b>Total</b>		<b>1,39,63,361.25</b>



**Holy Cross College (2012-2014)**Durjoynagar, Agartala  
Tripura(W) Pin-799009**Profit & Loss A/c**

1-Apr-2012 to 31-Mar-2013

Particulars	1-Apr-2012 to 31-Mar-2013	Particulars	1-Apr-2012 to 31-Mar-2013
<b>Direct Expenses</b>	<b>29,44,308.00</b>	Gross Loss c/o	<b>29,44,308.00</b>
PF	73,810.00		
Salaries	28,70,498.00		
	<b>29,44,308.00</b>		<b>29,44,308.00</b>
Gross Loss b/f	<b>29,44,308.00</b>	<b>Indirect Incomes</b>	
<b>Any Purpose</b>	<b>25,97,308.00</b>	<b>Receipts</b>	
Advertisement	68,936.00	Revenue Receipts	89,41,231.50
Bank Charges	487.00		
Books & Publications	72,527.00	Nett Loss	<b>13,00,384.50</b>
Clothing & Footwear	43,612.00		
Computer Maintenance	31,198.00		
Contribution Expenses	32,165.00		
Education & Updating	14,841.00		
Examination Fee	95,070.00		
Farm & Garden	27,092.00		
Gift & Charities	30,240.00		
Laboratory	4,967.00		
Leisure & Celebration	1,07,121.00		
Medical Care	9,810.00		
Newspaper & Periodicals	1,45,995.00		
Office Expenses	47,115.00		
Postage & Telephone	98,885.00		
Printing & Stationery	5,21,854.00		
Refreshment	15,459.00		
Repair & Maintenance	1,08,891.00		
Scholarship Disbursed	4,73,550.00		
Special Allowance	66,996.00		
Sports & Games	2,36,929.00		
Transportation Charges	89,339.00		
Traveling & Conveyance	1,24,745.00		
Uniform Expenses	72,500.00		
Vehicle Maintenance	56,984.00		
<b>Payments</b>	<b>47,00,000.00</b>		
Capital Expenses	47,00,000.00		
<b>Total</b>	<b>1,02,41,616.00</b>	<b>Total</b>	<b>1,02,41,616.00</b>





**Holy Cross College (2012-2014)**

Durjoynagar, Agartala  
Tripura(W) Pin-799009

**Balance Sheet**

1-Apr-2012 to 31-Mar-2013

<b>Liabilities</b>		as at 31-Mar-2013	<b>Assets</b>		as at 31-Mar-2013
<b>Capital Account</b>			<b>Fixed Assets</b>		<b>3,96,201.00</b>
<b>Loans (Liability)</b>			<i>Furniture &amp; Fixture</i>	1,08,440.00	
<b>Current Liabilities</b>		<b>4,48,600.00</b>	<i>Library Books</i>	14,955.00	
<i>Caution Deposit</i>	4,48,600.00		<i>Machinery &amp; Equipment</i>	2,72,806.00	
<b>Suspense A/c</b>			<b>Investments</b>		
<b>Difference in opening balances</b>		<b>43,92,129.75</b>	<b>Current Assets</b>		<b>31,44,144.25</b>
			<i>Cash-in-Hand</i>	8,66,941.75	
			<i>Bank Accounts</i>	22,77,202.50	
			<b>Profit &amp; Loss A/c</b>		<b>13,00,384.50</b>
			<i>Opening Balance</i>		
			<i>Current Period</i>	13,00,384.50	
<b>Total</b>		<b>48,40,729.75</b>	<b>Total</b>		<b>48,40,729.75</b>



**Financial Statement for the Period from 2013 to 2014****Holy Cross College (2012-2014)**Durjoynagar, Agartala  
Tripura(W) Pin-799009**Trial Balance**

1-Apr-2013 to 31-Mar-2014

Particulars	Closing Balance	
	Debit	Credit
<b>Current Liabilities</b>		<b>9,11,821.00</b>
<i>Caution Deposit</i>		9,11,100.00
<i>TDS Payable on Salary</i>		721.00
<b>Fixed Assets</b>	<b>10,49,363.00</b>	
<i>Computer &amp; Accessories</i>	99,000.00	
<i>Furniture &amp; Fixture</i>	5,42,874.00	
<i>Library Books</i>	56,521.00	
<i>Machinery &amp; Equipment</i>	3,50,968.00	
<b>Investments</b>	<b>3,00,000.00</b>	
<i>Fixed Deposit</i>	3,00,000.00	
<b>Current Assets</b>	<b>46,73,568.25</b>	
Loans & Advances	88,000.00	
Cash-in-Hand	4,61,067.75	
Bank Accounts	41,24,500.50	
<i>Federal Bank A/c No-19650100000992</i>	21,49,157.50	
<i>Federal Bank A/c No-6825 (Basilians)</i>	91,015.00	
<i>SIB A/c No-0541053000000039</i>	18,84,328.00	
<b>Direct Expenses</b>	<b>42,91,129.00</b>	
<i>PF</i>	94,558.00	
<i>Salaries</i>	41,96,571.00	
<b>Any Purpose</b>	<b>30,17,352.00</b>	
<i>Advertisement</i>	97,449.00	
<i>Bank Charges</i>	552.00	
<i>Books &amp; Publications</i>	35,200.00	
<i>Clothing &amp; Footwear</i>	1,883.00	
<i>Computer Maintenance</i>	52,174.00	
<i>Contribution Expenses</i>	11,300.00	
<i>Duties &amp; Taxes</i>	35.00	
<i>Education &amp; Updating</i>	76,898.00	
<i>Examination Fee</i>	16,625.00	
<i>Farm &amp; Garden</i>	33,215.00	
<i>Freight Charges</i>	6,870.00	
<i>Gift &amp; Charities</i>	23,967.00	
<i>Graduation Expenses</i>	56,150.00	
<i>Laboratory</i>	2,53,980.00	
<i>Leisure &amp; Celebration</i>	2,34,595.00	
<i>Medical Care</i>	11,690.00	
<i>Newspaper &amp; Periodicals</i>	18,111.00	
<i>Office Expenses</i>	19,115.00	
<i>Personal Effect</i>	13,350.00	
<i>Postage &amp; Telephone</i>	38,045.00	
<i>Printing &amp; Stationery</i>	8,80,059.00	
<i>Professional Fees</i>	59,110.00	
<i>Refreshment</i>	66,965.00	
<i>Repair &amp; Maintenance</i>	1,17,081.00	
<i>Seminar Expenses</i>	45,022.00	
<i>Special Allowance</i>	99,226.00	
<b>Carried Over</b>	<b>1,33,31,412.25</b>	<b>9,11,821.00</b>

continued ...





**Holy Cross College (2012-2014)**

Trial Balance : 1-Apr-2013 to 31-Mar-2014

Particulars	Closing Balance	
	Debit	Credit
<b>Brought Forward</b>	<b>1,33,31,412.25</b>	<b>9,11,821.00</b>
Sports & Games	12,911.00	
Transportation Charges	38,194.00	
Traveling & Conveyance	2,68,315.00	
Uniform Expenses	3,70,088.00	
Vehicle Maintenance	59,177.00	
<b>Payments</b>	<b>22,00,000.00</b>	
Capital Expenses	22,00,000.00	
Inter Unit Transfer	22,00,000.00	
<b>Receipts</b>		<b>1,15,27,846.00</b>
Revenue Receipts		1,15,27,846.00
Fees Receipts		1,06,59,750.00
Admission Fee		16,47,000.00
DCA Fees		35,600.00
Tuition Fee		89,77,150.00
Interest Received		1,23,122.00
Interest on SB		1,23,122.00
Alumini Fee		2,22,500.00
Contribution Receipts		29,720.00
Graduation Fee		37,500.00
Income From College Fest		1,17,394.00
Income From Seminar		1,33,300.00
Income From Store		1,66,310.00
Souvenir		38,000.00
T.C. Fee		250.00
Profit & Loss A/c	13,00,384.50	
Difference in opening balances		43,92,129.75
<b>Grand Total</b>	<b>1,68,31,796.75</b>	<b>1,68,31,796.75</b>





**Holy Cross College (2012-2014)**

Durjoynagar, Agartala  
Tripura(W) Pin-799009

**Receipts and Payments**

1-Apr-2013 to 31-Mar-2014

Page 1

Receipts		Payments	
1-Apr-2013 to 31-Mar-2014		1-Apr-2013 to 31-Mar-2014	
<b>Opening Balance</b>	<b>31,44,144.25</b>	<b>Current Liabilities</b>	<b>2,52,500.00</b>
Bank Accounts	22,77,202.50	Caution Deposit	2,52,500.00
Federal Bank A/c No-19650100000992	8,09,570.50	<b>Fixed Assets</b>	<b>6,55,862.00</b>
SIB A/c No-0541053000000039	14,67,632.00	Computer & Accessories	99,000.00
Cash-in-Hand	8,66,941.75	Furniture & Fixture	4,36,434.00
<b>Current Liabilities</b>	<b>7,15,000.00</b>	Library Books	42,266.00
Caution Deposit	7,15,000.00	Machinery & Equipment	78,162.00
<b>Fixed Assets</b>	<b>2,700.00</b>	<b>Investments</b>	<b>3,00,000.00</b>
Furniture & Fixture	2,000.00	Fixed Deposit	3,00,000.00
Library Books	700.00	<b>Current Assets</b>	<b>1,21,600.00</b>
<b>Any Purpose</b>	<b>45,177.00</b>	Loans & Advances	1,21,600.00
Advertisement	20,000.00	Advance to Employees	71,600.00
Traveling & Conveyance	25,177.00	Advance to Fr. Emma	50,000.00
<b>Receipts</b>	<b>1,15,38,456.00</b>	<b>Direct Expenses</b>	<b>42,56,808.00</b>
Revenue Receipts	1,15,38,456.00	PF	94,558.00
Alumini Fee	2,22,500.00	Salaries	41,62,250.00
Contribution Receipts	29,720.00	<b>Any Purpose</b>	<b>30,62,529.00</b>
Graduation Fee	37,500.00	Advertisement	1,17,449.00
Income From College Fest	1,17,394.00	Bank Charges	552.00
Income From Seminar	1,33,300.00	Books & Publications	35,200.00
Income From Store	1,66,310.00	Clothing & Footwear	1,883.00
Souvenir	38,000.00	Computer Maintenance	52,174.00
T.C. Fee	250.00	Contribution Expenses	11,300.00
Fees Receipts	1,06,70,360.00	Duties & Taxes	35.00
Admission Fee	16,47,000.00	Education & Updating	76,898.00
DCA Fees	35,600.00	Examination Fee	16,625.00
Tuition Fee	89,87,760.00	Farm & Garden	33,215.00
Interest Received	1,23,122.00	Freight Charges	6,870.00
Interest on SB	1,23,122.00	Gift & Charities	23,967.00
		Graduation Expenses	56,150.00
		Laboratory	2,53,980.00
		Leisure & Celebration	2,34,595.00
		Medical Care	11,690.00
		Newspaper & Periodicals	18,111.00
		Office Expenses	19,115.00
		Personal Effect	13,350.00
		Postage & Telephone	38,045.00
		Printing & Stationery	8,80,059.00
		Professional Fees	59,110.00
		Refreshment	66,965.00
		Repair & Maintenance	1,17,081.00
		Seminar Expenses	45,022.00
		Special Allowance	99,226.00
		Sports & Games	12,911.00
		Transportation Charges	38,194.00
		Traveling & Conveyance	2,93,492.00
		Uniform Expenses	3,70,088.00
		Vehicle Maintenance	59,177.00
<b>Carried Over</b>	<b>1,54,45,477.25</b>	<b>Carried Over</b>	<b>86,49,299.00</b>

continued ...





Holy Cross College (2012-2014)

Receipts and Payments

Receipts		Payments	
1-Apr-2013 to 31-Mar-2014		1-Apr-2013 to 31-Mar-2014	
Brought Forward	1,54,45,477.25	Brought Forward	86,49,299.00
		<b>Payments</b>	<b>22,00,000.00</b>
		Capital Expenses	22,00,000.00
		<b>Receipts</b>	<b>10,610.00</b>
		Revenue Receipts	10,610.00
		Fees Receipts	10,610.00
		Tuition Fee	10,610.00
		<b>Closing Balance</b>	<b>45,85,568.25</b>
		Bank Accounts	41,24,500.50
		Federal Bank A/c No-19650100000992	21,49,157.50
		Federal Bank A/c No-6825 (Basilians)	91,015.00
		SIB A/c No-0541053000000039	18,84,328.00
		Cash-in-Hand	4,61,067.75
<b>Total</b>	<b>1,54,45,477.25</b>	<b>Total</b>	<b>1,54,45,477.25</b>



**Holy Cross College (2012-2014)**Durjoynagar, Agartala  
Tripura(W) Pin-799009**Profit & Loss A/c**  
1-Apr-2013 to 31-Mar-2014

Particulars	1-Apr-2013 to 31-Mar-2014	Particulars	1-Apr-2013 to 31-Mar-2014
<b>Direct Expenses</b>	<b>42,91,129.00</b>	Gross Loss c/o	<b>42,91,129.00</b>
PF	94,558.00		
Salaries	41,96,571.00		
	<b>42,91,129.00</b>		<b>42,91,129.00</b>
Gross Loss b/f	<b>42,91,129.00</b>	<b>Indirect Incomes</b>	
<b>Any Purpose</b>	<b>30,17,352.00</b>	<b>Receipts</b>	<b>1,15,27,846.00</b>
Advertisement	97,449.00	Revenue Receipts	1,15,27,846.00
Bank Charges	552.00		
Books & Publications	35,200.00		
Clothing & Footwear	1,883.00		
Computer Maintenance	52,174.00		
Contribution Expenses	11,300.00		
Duties & Taxes	35.00		
Education & Updating	76,898.00		
Examination Fee	16,625.00		
Farm & Garden	33,215.00		
Freight Charges	6,870.00		
Gift & Charities	23,967.00		
Graduation Expenses	56,150.00		
Laboratory	2,53,980.00		
Leisure & Celebration	2,34,595.00		
Medical Care	11,690.00		
Newspaper & Periodicals	18,111.00		
Office Expenses	19,115.00		
Personal Effect	13,350.00		
Postage & Telephone	38,045.00		
Printing & Stationery	8,80,059.00		
Professional Fees	59,110.00		
Refreshment	66,965.00		
Repair & Maintenance	1,17,081.00		
Seminar Expenses	45,022.00		
Special Allowance	99,226.00		
Sports & Games	12,911.00		
Transportation Charges	38,194.00		
Traveling & Conveyance	2,68,315.00		
Uniform Expenses	3,70,088.00		
Vehicle Maintenance	59,177.00		
<b>Payments</b>	<b>22,00,000.00</b>		
Capital Expenses	22,00,000.00		
Nett Profit	<b>20,19,365.00</b>		
<b>Total</b>	<b>1,15,27,846.00</b>	<b>Total</b>	<b>1,15,27,846.00</b>





**Holy Cross College (2012-2014)**

Durjoynagar, Agartala  
Tripura(W) Pin-799009

**Balance Sheet**

1-Apr-2013 to 31-Mar-2014

<b>Liabilities</b>		as at 31-Mar-2014	<b>Assets</b>		as at 31-Mar-2014
<b>Capital Account</b>			<b>Fixed Assets</b>		<b>10,49,363.00</b>
<b>Loans (Liability)</b>			Computer & Accessories	99,000.00	
<b>Current Liabilities</b>		<b>9,11,821.00</b>	Furniture & Fixture	5,42,874.00	
Caution Deposit	9,11,100.00		Library Books	56,521.00	
TDS Payable on Salary	721.00		Machinery & Equipment	3,50,968.00	
<b>Suspense A/c</b>			<b>Investments</b>		<b>3,00,000.00</b>
<b>Profit &amp; Loss A/c</b>		<b>7,18,980.50</b>	Fixed Deposit	3,00,000.00	
Opening Balance	(-)13,00,384.50		<b>Current Assets</b>		<b>46,73,568.25</b>
Current Period	20,19,365.00		Loans & Advances	88,000.00	
Difference in opening balances		<b>43,92,129.75</b>	Cash-in-Hand	4,61,067.75	
			Bank Accounts	41,24,500.50	
<b>Total</b>		<b>60,22,931.25</b>	<b>Total</b>		<b>60,22,931.25</b>



**Financial Statement for the Period from 2014 to 2015**

**Holy Cross College**  
Durjoynagar, Agartala  
Tripura(W), Pin-799009

**Trial Balance**  
1-Apr-2014 to 31-Mar-2015

Particulars	Closing Balance	
	Debit	Credit
<b>Current Liabilities</b>	<b>18,000.00</b>	<b>24,60,542.00</b>
Sundry Creditors		6,89,374.00
Liabilities for Expenses	18,000.00	15,568.00
<i>EPF for Employees</i>		13,744.00
<i>O/s Salary for Employees</i>	18,000.00	
<i>TDS Payable on Salary</i>		1,824.00
<i>Caution Deposit</i>		17,55,600.00
<b>Fixed Assets</b>	<b>88,30,278.00</b>	
Land & Building	95,324.00	
<i>Electrical Installation</i>	95,324.00	
<i>Computer &amp; Accessories</i>	13,56,685.00	
<i>Furniture &amp; Fixture</i>	38,63,140.00	
<i>Library Books</i>	7,56,518.00	
<i>Machinery &amp; Equipment</i>	6,33,751.00	
<i>Vehicle</i>	21,24,860.00	
<b>Investments</b>	<b>6,00,000.00</b>	
<i>FD A/c No.-19650300006906</i>	6,00,000.00	
<b>Current Assets</b>	<b>10,93,228.60</b>	
Advances	1,48,055.00	
<i>Advance to E-Bay</i>	34,725.00	
<i>Advance to Employees</i>	1,13,330.00	
Sundry Debtors		
Cash-in-Hand	3,27,558.00	
Bank Accounts	6,17,115.60	
<i>Federal Bank A/c No-11759 (T.E.)</i>	1,58,925.00	
<i>Federal Bank A/c No-19650100000992</i>	46,218.60	
<i>Federal Bank A/c No-6825 (Basilians)</i>	1,04,864.00	
<i>SIB A/c No-0541053000000039</i>	1,02,549.00	
<i>Vijaya Bank A/c No-870201011000857</i>	2,04,559.00	
<i>Advance Income Tax</i>	500.00	
<b>Capital Receipts</b>		<b>5,00,000.00</b>
<b>Payments</b>	<b>1,11,94,633.65</b>	
Capital Expenses	5,00,000.00	
Revenue Expenses	1,06,94,633.65	
Any Purpose	1,06,94,633.65	
<i>Leisure &amp; Celebration</i>	94,202.00	
<i>Office, Printing &amp; Stationery</i>	11,84,175.00	
<i>Salary</i>	53,79,999.00	
<i>Transport Expenses</i>	7,99,890.00	
<i>Administrative Charges</i>	14,118.00	
<i>Advertisement</i>	1,47,320.00	
<i>Bank Charges</i>	612.00	
<i>Books &amp; Publications</i>	1,13,491.00	
<i>Clothing &amp; Footwear</i>	4,87,077.00	
<i>Computer Maintenance</i>	84,925.00	
<i>Duties, Taxes &amp; Professional Fees</i>	12,156.00	
<i>Education &amp; Updating</i>	4,000.00	
<b>Carried Over</b>	<b>2,17,36,140.25</b>	<b>29,60,542.00</b>

continued ...





**Holy Cross College**  
Trial Balance : 1-Apr-2014 to 31-Mar-2015

Particulars	Closing Balance	
	Debit	Credit
<b>Brought Forward</b>	<b>2,17,36,140.25</b>	<b>29,60,542.00</b>
<i>Electricity Charges</i>	19,930.00	
<i>Employers Provident Fund</i>	1,05,192.00	
<i>Examination Fee</i>	1,36,390.00	
<i>Farm &amp; Garden</i>	8,91,645.00	
<i>Freight Charges</i>	18,739.00	
<i>Gift &amp; Charities</i>	1,08,817.90	
<i>Laboratory</i>	1,18,470.00	
<i>Medical Care</i>	36,094.75	
<i>Membership Fee</i>	850.00	
<i>Newspaper &amp; Periodicals</i>	9,147.00	
<i>Personal Effect</i>	1,554.00	
<i>Postage &amp; Communication</i>	51,346.00	
<i>Repair &amp; Maintenance</i>	4,42,065.00	
<i>Seminar Expenses</i>	15,457.00	
<i>Sports &amp; Games</i>	12,695.00	
<i>Tea &amp; Refreshment</i>	2,42,710.00	
<i>Travelling &amp; Conveyance</i>	1,61,566.00	
<b>Receipts</b>		<b>1,36,32,793.00</b>
Revenue Receipts		1,36,32,793.00
Fees Receipts		1,24,74,005.00
<i>Admission Fee</i>		14,28,000.00
<i>Alumini Fee</i>		2,91,000.00
<i>Graduation Fee</i>		1,96,000.00
<i>Prospectus Fee</i>		1,67,300.00
<i>T.C. Fee</i>		2,100.00
<i>Tuition Fee</i>		1,03,89,605.00
Interest Received		1,10,620.00
<i>Interest on FD</i>		30,755.00
<i>Interest on SB</i>		79,865.00
Sundry Receipts		9,378.00
<i>Hiring Charge</i>		2,500.00
<i>Income From College Fest</i>		1,100.00
<i>Income From Printing (Student)</i>		5,778.00
Contribution Receipts		2,25,325.00
<i>Income for Seminar</i>		2,00,400.00
<i>Income From Store</i>		5,41,085.00
<i>Rent Received</i>		23,500.00
<i>Scholarship Receipt</i>		900.00
<i>Souvenir</i>		10,000.00
<i>Transport Fee</i>		37,580.00
Profit & Loss A/c		7,18,980.50
<i>Difference in opening balances</i>		44,23,824.75
<b>Grand Total</b>	<b>2,17,36,140.25</b>	<b>2,17,36,140.25</b>





**Holy Cross College**  
Durjoynagar, Agartala  
Tripura(W), Pin-799009

**Receipts and Payments**  
1-Apr-2014 to 31-Mar-2015

Receipts	1-Apr-2014 to 31-Mar-2015	Payments	1-Apr-2014 to 31-Mar-2015
<b>Opening Balance</b>	<b>45,85,568.25</b>	<b>Current Liabilities</b>	<b>1,33,45,207.90</b>
Bank Accounts	41,24,500.50	Caution Deposit	1,25,500.00
Federal Bank A/c No-19650100000992	21,49,157.50	Sundry Creditors	81,86,438.90
Federal Bank A/c No-6825 (Basilians)	91,015.00	Liabilities for Expenses	50,33,269.00
SIB A/c No-0541053000000039	18,84,328.00	EPF for Employees	1,05,192.00
Cash-in-Hand	4,61,067.75	O/s Salary for Employees	49,20,060.00
<b>Current Liabilities</b>	<b>10,00,915.00</b>	TDS Payable	7,296.00
Caution Deposit	9,70,000.00	TDS Payable on Salary	721.00
Sundry Creditors	23,619.00	<b>Fixed Assets</b>	<b>3,14,269.00</b>
Liabilities for Expenses	7,296.00	Computer & Accessories	64,588.00
TDS Payable	7,296.00	Furniture & Fixture	47,030.00
<b>Investments</b>	<b>3,00,000.00</b>	Library Books	1,33,568.00
Fixed Deposit	3,00,000.00	Machinery & Equipment	22,325.00
<b>Current Assets</b>	<b>1,31,000.00</b>	Land & Building	46,758.00
Advances	1,06,000.00	<b>Investments</b>	<b>6,00,000.00</b>
Advance to Employees	56,000.00	FD A/c No.-19650300006906	6,00,000.00
Advance to Fr. Emma	50,000.00	<b>Current Assets</b>	<b>2,90,555.00</b>
Sundry Debtors	25,000.00	Advances	2,90,055.00
<b>Capital Receipts</b>	<b>5,00,000.00</b>	Advance to E-Bay	34,725.00
Unit Transfer	5,00,000.00	Advance to Employees	2,55,330.00
<b>Payments</b>	<b>6,859.00</b>	Advance Income Tax	500.00
Revenue Expenses	6,859.00	<b>Payments</b>	<b>46,62,429.75</b>
Any Purpose	6,859.00	Capital Expenses	5,00,000.00
Advertisement	1,984.00	Revenue Expenses	41,62,429.75
Books & Publications	1,585.00	Any Purpose	41,62,429.75
Tea & Refreshment	3,290.00	Administrative Charges	14,118.00
<b>Receipts</b>	<b>1,36,37,793.00</b>	Advertisement	66,500.00
Revenue Receipts	1,36,37,793.00	Bank Charges	612.00
Contribution Receipts	2,27,825.00	Books & Publications	15,076.00
Income for Seminar	2,00,400.00	Clothing & Footwear	2,41,077.00
Income From Store	5,43,585.00	Computer Maintenance	56,526.00
Rent Received	23,500.00	Duties, Taxes & Professional Fees	12,156.00
Scholarship Receipt	900.00	Education & Updating	4,000.00
Souvenir	10,000.00	Electricity Charges	19,930.00
Transport Fee	37,580.00	Employers Provident Fund	1,05,192.00
Fees Receipts	1,24,74,005.00	Examination Fee	1,36,390.00
Admission Fee	14,28,000.00	Farm & Garden	8,91,645.00
Alumini Fee	2,91,000.00	Freight Charges	16,550.00
Graduation Fee	1,96,000.00	Gift & Charities	97,656.00
Prospectus Fee	1,67,300.00	Laboratory	8,670.00
T.C. Fee	2,100.00	Medical Care	34,584.75
Tuition Fee	1,03,89,605.00	Membership Fee	850.00
Interest Received	1,10,620.00	Newspaper & Periodicals	9,147.00
Sundry Receipts	9,378.00	Personal Effect	1,554.00
<b>Carried Over</b>	<b>2,01,62,135.25</b>	Postage & Communication	51,346.00
		Repair & Maintenance	3,83,835.00
		Seminar Expenses	15,457.00
		Sports & Games	12,695.00
		<b>Carried Over</b>	<b>1,92,12,461.6</b>

continued .





**Holy Cross College**  
Receipts and Payments

Receipts	1-Apr-2014 to 31-Mar-2015	Payments	1-Apr-2014 to 31-Mar-2015
Brought Forward	2,01,62,135.25	Brought Forward	1,92,12,461.65
		Tea & Refreshment	2,46,000.00
		Travelling & Conveyance	1,61,566.00
		Leisure & Celebration	94,202.00
		Office, Printing & Stationery	5,16,601.00
		Salary	2,32,458.00
		Transport Expenses	7,16,036.00
		<b>Receipts</b>	<b>5,000.00</b>
		Revenue Receipts	5,000.00
		Contribution Receipts	2,500.00
		Income From Store	2,500.00
		<b>Closing Balance</b>	<b>9,44,673.60</b>
		Bank Accounts	6,17,115.60
		Federal Bank A/c No-11759 (T.E.)	1,58,925.00
		Federal Bank A/c No-19650100000992	46,218.60
		Federal Bank A/c No-6825 (Basilians)	1,04,864.00
		SIB A/c No-0541053000000039	1,02,549.00
		Vijaya Bank A/c No-870201011000857	2,04,559.00
		Cash-in-Hand	3,27,558.00
<b>Total</b>	<b>2,01,62,135.25</b>	<b>Total</b>	<b>2,01,62,135.25</b>





**Holy Cross College**  
Durjoynagar, Agartala  
Tripura(W), Pin-799009

**Income and Expenditure Statement**  
1-Apr-2014 to 31-Mar-2015

Particulars	1-Apr-2014 to 31-Mar-2015	Particulars	1-Apr-2014 to 31-Mar-2015
<b>Indirect Expenses</b>		<b>Indirect Incomes</b>	
<b>Payments</b>	<b>1,11,94,633.65</b>	<b>Capital Receipts</b>	<b>5,00,000.00</b>
Capital Expenses	5,00,000.00	<b>Receipts</b>	<b>1,36,32,793.00</b>
Revenue Expenses	1,06,94,633.65	Revenue Receipts	1,36,32,793.00
Excess of income over expenditure	29,38,159.35		
<b>Total</b>	<b>1,41,32,793.00</b>	<b>Total</b>	<b>1,41,32,793.00</b>





**Holy Cross College**  
Durjoynagar, Agartala  
Tripura(W), Pin-799009

**Balance Sheet**  
1-Apr-2014 to 31-Mar-2015

<b>Liabilities</b>		as at 31-Mar-2015	<b>Assets</b>		as at 31-Mar-2015
<b>Capital Account</b>			<b>Fixed Assets</b>		<b>88,30,278.00</b>
<b>Loans (Liability)</b>			Land & Building	95,324.00	
<b>Current Liabilities</b>		<b>24,42,542.00</b>	Computer & Accessories	13,56,685.00	
Sundry Creditors	6,89,374.00		Furniture & Fixture	38,63,140.00	
Liabilities for Expenses	(-)2,432.00		Library Books	7,56,518.00	
Caution Deposit	17,55,600.00		Machinery & Equipment	6,33,751.00	
			Vehicle	21,24,860.00	
<b>Suspense A/c</b>			<b>Investments</b>		<b>6,00,000.00</b>
<b>Awards &amp; Prizes Related</b>			FD A/c No.-19650300006906	6,00,000.00	
<b>Excess of income over expenditure</b>		<b>36,57,139.85</b>	<b>Current Assets</b>		<b>10,93,228.60</b>
Opening Balance	7,18,980.50		Advances	1,48,055.00	
Current Period	29,38,159.35		Cash-in-Hand	3,27,558.00	
			Bank Accounts	6,17,115.60	
<b>Difference in opening balances</b>		<b>44,23,824.75</b>	Advance Income Tax	500.00	
<b>Total</b>		<b>1,05,23,506.60</b>	<b>Total</b>		<b>1,05,23,506.60</b>



**Financial Statement for the Period from 2015 to 2016**

**Holy Cross College**  
Durjoynagar, Agartala  
Tripura(W), Pin-799009

**Trial Balance**  
1-Apr-2015 to 31-Mar-2016

Particulars	Closing Balance	
	Debit	Credit
<b>Current Liabilities</b>		<b>57,68,493.00</b>
Sundry Creditors		
Liabilities for Expenses		23,542.00
EPF for Employees		16,932.00
Professional Tax		6,610.00
Loan From Bank		30,95,877.00
Federal Bank A/c No-19657100000211		30,95,877.00
Caution Deposit		26,49,074.00
<b>Fixed Assets</b>	<b>2,04,42,648.00</b>	
Land & Building	49,17,826.00	
Building	38,48,720.00	
Electrical Installation	10,69,106.00	
Computer & Accessories	18,18,037.00	
Furniture & Fixture	43,25,859.00	
Land Development	5,12,615.00	
Library Books	9,77,576.00	
Machinery & Equipment	7,41,926.00	
Vehicle	71,48,809.00	
<b>Investments</b>		
<b>Current Assets</b>	<b>27,47,908.39</b>	
Advances		
Cash-in-Hand	1,89,981.00	
Bank Accounts	12,79,953.39	
Federal Bank A/c No-11759 (T.E.)	5,49,198.00	
Federal Bank A/c No-19650100000992	83,405.60	
Federal Bank A/c No-6825 (Basilians)	30,969.99	
SIB A/c No-0541053000000039	4,72,769.00	
Vijaya Bank A/c No-870201011000857	1,42,580.80	
Vijaya Bank (HCCTE & NCTE)	1,030.00	
Advance Income Tax	500.00	
Caution Deposit Investment in FD	12,77,474.00	
FD A/c No.-870103311005203	7,45,193.00	
FD A/c No.-870103311005204	5,32,281.00	
<b>Awards &amp; Prizes Related</b>		<b>3,25,000.00</b>
Various Awards & Prizes Fund		3,25,000.00
<b>Capital Receipts</b>		<b>12,00,000.00</b>
<b>Payments</b>	<b>1,51,99,342.21</b>	
Revenue Expenses	1,51,99,342.21	
Any Purpose	1,51,99,342.21	
Duty, Taxes & Professional Fees	1,078.00	
Leisure & Celebration	4,41,956.00	
Office, Printing & Stationery	12,51,635.00	
Salary	90,28,780.00	
Transport Expenses	11,51,296.01	
Administrative Charges	28,205.00	
Advertisement	1,15,172.00	
<b>Carried Over</b>	<b>3,83,89,898.60</b>	<b>72,93,493.00</b>

continued ...





Holy Cross College  
Trial Balance : 1-Apr-2015 to 31-Mar-2016

Particulars	Closing Balance	
	Debit	Credit
<b>Brought Forward</b>	<b>3,83,89,898.60</b>	<b>72,93,493.00</b>
Bank Charges	8,057.00	
Books & Publications	13,295.00	
Computer Maintenance	1,16,278.80	
Duties, Taxes & Professional Fees	16,626.00	
Education & Updating	1,66,200.00	
Electricity Charges	1,40,763.00	
Employers Provident Fund	1,91,632.00	
Examination Fee	2,41,210.00	
Farm & Garden	82,315.00	
Gift & Charities	57,615.00	
Interest on Loan From Bank	2,68,911.00	
Laboratory	2,72,058.00	
Medical Care	38,495.00	
Newspaper & Periodicals	21,168.00	
Personal Effect	41,101.00	
Postage & Communication	1,20,520.00	
Repair & Maintenance	3,36,767.00	
Seminar Expenses	68,665.00	
Sports & Games	20,875.00	
Stores	4,51,200.00	
Tea & Refreshment	1,32,284.00	
Travelling & Conveyance	3,08,502.40	
Uniform Expenses	66,682.00	
<b>Receipts</b>		<b>2,30,15,441.00</b>
Revenue Receipts		2,30,15,441.00
Fees Receipts		1,91,07,165.00
Admission Fee		15,35,500.00
Alumini Fee		4,62,000.00
Establishment Fee		3,62,000.00
Graduation Fee		3,12,500.00
Prospectus Fee		4,28,500.00
T.C. Fee		1,500.00
Tuition Fee		1,60,05,165.00
Interest Received		1,52,834.00
Interest on FD		63,462.00
Interest on SB		89,372.00
Sundry Receipts		2,04,588.00
Income From College Fest		1,99,630.00
Income From Printing (Student)		4,958.00
Contribution Receipts		3,52,766.00
Income for Seminar		1,73,158.00
Income From Store		12,60,310.00
Rent Received		10,000.00
Transport Fee		17,54,620.00
Profit & Loss A/c		36,57,139.85
Difference in opening balances		44,23,824.75
<b>Grand Total</b>	<b>3,83,89,898.60</b>	<b>3,83,89,898.60</b>



**Holy Cross College**Durjoynagar, Agartala  
Tripura(W), Pin-799009**Receipts and Payments**

1-Apr-2015 to 31-Mar-2016

Page 1

<b>Receipts</b>	1-Apr-2015 to 31-Mar-2016	<b>Payments</b>	1-Apr-2015 to 31-Mar-2016
<b>Opening Balance</b>	<b>9,44,673.60</b>	<b>Current Liabilities</b>	<b>1,09,13,964.00</b>
Bank Accounts	6,17,115.60	Caution Deposit	3,65,000.00
Federal Bank A/c No-11759 (T.E.)	1,58,925.00	Sundry Creditors	6,89,374.00
Federal Bank A/c No-1965010000992	46,218.60	Liabilities for Expenses	84,86,556.00
Federal Bank A/c No-6825 (Basilians)	1,04,864.00	EPF for Employees	1,91,632.00
SIB A/c No-0541053000000039	1,02,549.00	O/s Salary for Employees	82,08,428.00
Vijaya Bank A/c No-870201011000857	2,04,559.00	Professional Tax	62,992.00
Cash-in-Hand	3,27,558.00	TDS Payable	21,680.00
<b>Current Liabilities</b>	<b>56,00,830.00</b>	TDS Payable on Salary	1,824.00
Caution Deposit	11,81,000.00	Loan From Bank	13,73,034.00
Liabilities for Expenses	19,830.00	Federal Bank A/c No-19657100000211	13,73,034.00
TDS Payable	19,830.00	<b>Fixed Assets</b>	<b>1,18,15,072.00</b>
Loan From Bank	44,00,000.00	Computer & Accessories	4,61,352.00
Federal Bank A/c No-19657100000211	44,00,000.00	Furniture & Fixture	4,67,271.00
<b>Fixed Assets</b>	<b>2,04,552.00</b>	Land Development	5,10,765.00
Furniture & Fixture	4,552.00	Library Books	2,21,058.00
Vehicle	2,00,000.00	Machinery & Equipment	1,08,175.00
<b>Investments</b>	<b>6,00,000.00</b>	Vehicle	52,23,949.00
FD A/c No.-19650300006906	6,00,000.00	Land & Building	48,22,502.00
<b>Current Assets</b>	<b>79,725.00</b>	<b>Current Assets</b>	<b>15,31,700.00</b>
Advances	79,725.00	Advances	3,31,700.00
Advance to E-Bay	34,725.00	Advance to Employees	2,05,000.00
Advance to Employees	22,000.00	Advance to Tailors	1,26,700.00
Advance to Tailors	23,000.00	Caution Deposit Investment in FD	12,00,000.00
<b>Awards &amp; Prizes Related</b>	<b>3,25,000.00</b>	<b>Payments</b>	<b>64,45,049.20</b>
Various Awards & Prizes Fund	3,25,000.00	Revenue Expenses	64,45,049.20
Santanu Kar Memorial Fund	3,25,000.00	Any Purpose	64,45,049.20
<b>Capital Receipts</b>	<b>12,00,000.00</b>	Administrative Charges	25,705.00
Unit Transfer	12,00,000.00	Advertisement	1,15,172.00
<b>Payments</b>	<b>1,36,586.99</b>	Bank Charges	52,197.00
Revenue Expenses	1,36,586.99	Books & Publications	13,295.00
Any Purpose	1,36,586.99	Computer Maintenance	1,23,903.80
Bank Charges	44,140.00	Duties, Taxes & Professional Fees	16,626.00
Computer Maintenance	7,625.00	Education & Updating	1,66,200.00
Examination Fee	25,020.00	Electricity Charges	1,40,763.00
Gift & Charities	40,120.00	Employers Provident Fund	1,91,632.00
Postage & Communication	590.00	Examination Fee	2,66,230.00
Travelling & Conveyance	13,136.00	Farm & Garden	82,315.00
Office, Printing & Stationery	4,693.00	Gift & Charities	97,735.00
Salary	600.00	Interest on Loan From Bank	2,68,911.00
Transport Expenses	662.99	Laboratory	2,72,058.00
<b>Receipts</b>	<b>2,30,19,441.00</b>	Medical Care	38,495.00
Revenue Receipts	2,30,19,441.00	Newspaper & Periodicals	21,168.00
Contribution Receipts	3,52,766.00	Personal Effect	41,101.00
Income for Seminar	1,73,158.00	Postage & Communication	1,21,110.00
Income From Store	12,60,310.00	Repair & Maintenance	3,36,767.00
Rent Received	10,000.00	Seminar Expenses	68,665.00
<b>Carried Over</b>	<b>3,21,10,808.59</b>	Sports & Games	20,875.00
		Stores	3,47,500.00
		<b>Carried Over</b>	<b>3,07,05,785.20</b>

continued ...





**Holy Cross College**  
Receipts and Payments

<b>Receipts</b>		1-Apr-2015 to 31-Mar-2016	<b>Payments</b>		1-Apr-2015 to 31-Mar-2016
<b>Brought Forward</b>		<b>3,21,10,808.59</b>	<b>Brought Forward</b>		<b>3,07,05,785.20</b>
<i>Transport Fee</i>	17,54,620.00		<i>Tea &amp; Refreshment</i>	1,32,284.00	
<i>Fees Receipts</i>	1,91,11,165.00		<i>Travelling &amp; Conveyance</i>	3,21,638.40	
<i>Admission Fee</i>	15,39,500.00		<i>Uniform Expenses</i>	66,682.00	
<i>Alumini Fee</i>	4,62,000.00		<i>Duty, Taxes &amp; Professional Fees</i>	1,078.00	
<i>Establishment Fee</i>	3,62,000.00		<i>Leisure &amp; Celebration</i>	4,41,956.00	
<i>Graduation Fee</i>	3,12,500.00		<i>Office, Printing &amp; Stationery</i>	12,56,328.00	
<i>Prospectus Fee</i>	4,28,500.00		<i>Salary</i>	2,44,700.00	
<i>T.C. Fee</i>	1,500.00		<i>Transport Expenses</i>	11,51,959.00	
<i>Tuition Fee</i>	1,60,05,165.00		<b>Receipts</b>		<b>4,000.00</b>
<i>Interest Received</i>	1,52,834.00		<i>Revenue Receipts</i>	4,000.00	
<i>Sundry Receipts</i>	2,04,588.00		<i>Fees Receipts</i>	4,000.00	
			<i>Admission Fee</i>	4,000.00	
			<b>Closing Balance</b>		<b>14,69,934.39</b>
			<i>Bank Accounts</i>	12,79,953.39	
			<i>Federal Bank A/c No-11759 (T.E.)</i>	5,49,198.00	
			<i>Federal Bank A/c No-1965010000992</i>	83,405.60	
			<i>Federal Bank A/c No-6825 (Basilians)</i>	30,969.99	
			<i>SIB A/c No-0541053000000039</i>	4,72,769.00	
			<i>Vijaya Bank A/c No-870201011000857</i>	1,42,580.80	
			<i>Vijaya Bank (HCCTE &amp; NCTE)</i>	1,030.00	
			<i>Cash-in-Hand</i>	1,89,981.00	
<b>Total</b>		<b>3,21,10,808.59</b>	<b>Total</b>		<b>3,21,79,719.59</b>





**Holy Cross College**  
Durjoynagar, Agartala  
Tripura(W), Pin-799009

**Income and Expenditure Statement**  
1-Apr-2015 to 31-Mar-2016

Particulars	1-Apr-2015 to 31-Mar-2016	Particulars	1-Apr-2015 to 31-Mar-2016
<b>Indirect Expenses</b>		<b>Indirect Incomes</b>	
<b>Payments</b>		<b>Capital Receipts</b>	12,00,000.00
Revenue Expenses	<u>1,51,99,342.21</u>	1,51,99,342.21	
Excess of income over expenditure	90,16,098.79	<b>Receipts</b>	2,30,15,441.00
		Revenue Receipts	<u>2,30,15,441.00</u>
<b>Total</b>	<b>2,42,15,441.00</b>	<b>Total</b>	<b>2,42,15,441.00</b>





**Holy Cross College**  
Durjoynagar, Agartala  
Tripura(W), Pin-799009

**Balance Sheet**  
1-Apr-2015 to 31-Mar-2016

<b>Liabilities</b>		as at 31-Mar-2016	<b>Assets</b>		as at 31-Mar-2016
<b>Capital Account</b>			<b>Fixed Assets</b>		<b>2,04,42,648.00</b>
<b>Loans (Liability)</b>			Land & Building	49,17,826.00	
<b>Current Liabilities</b>		<b>57,68,493.00</b>	Computer & Accessories	18,18,037.00	
Liabilities for Expenses	23,542.00		Furniture & Fixture	43,25,859.00	
Loan From Bank	30,95,877.00		Land Development	5,12,615.00	
Caution Deposit	26,49,074.00		Library Books	9,77,576.00	
			Machinery & Equipment	7,41,926.00	
			Vehicle	71,48,809.00	
<b>Suspense A/c</b>			<b>Investments</b>		
<b>Awards &amp; Prizes Related</b>		<b>3,25,000.00</b>	<b>Current Assets</b>		<b>27,47,908.39</b>
<b>Excess of income over expenditure</b>		<b>1,26,73,238.64</b>	Cash-in-Hand	1,89,981.00	
Opening Balance	36,57,139.85		Bank Accounts	12,79,953.39	
Current Period	90,16,098.79		Advance Income Tax	500.00	
			Caution Deposit Investment in FD	12,77,474.00	
<b>Difference in opening balances</b>		<b>44,23,824.75</b>			
<b>Total</b>		<b>2,31,90,556.39</b>	<b>Total</b>		<b>2,31,90,556.39</b>





## Evaluative Report of the Departments

1	Department of English	236-244
2	Department of Political Science	245-255
3	Department of Sociology	256-263
4	Department of Zoology	264-273
5	Department of Botany	274-281
6	Department of Human Physiology	282-289
7	Department of Business Administration (BBA)	290-302
8	Department of Commerce (B. Com)	303-310



## Evaluative Report of the Department of English

### The Self-evaluation of the Department:

1. Name of the department: **ENGLISH**
2. Year of Establishment: **2009**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **BA English Honours and General (at UG level)**
4. Names of Interdisciplinary courses and the departments/units involved: **BA Elective/ General**

Sl. No.	Interdisciplinary Courses	Departments/ Units Involved
1.	B.A. General/ Elective	Political Science, Sociology
2.	B.A., B.Sc. & B.Com. Foundation Course-II	History
3.	B.A., B.Sc. & B.Com. Foundation Course-I	All

5. Annual/ semester/choice based credit system (Programme wise): **Credit-based semester system**
6. Participation of the department in the courses offered by other departments: **Business Communication (of BBA department)**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL
8. Details of courses/Programmes discontinued (if any) with reasons: NIL

9. Number of Teaching posts:

	Sanctioned	Filled
Professors	1	-
Associate Professors	1	-
Asst. Professors	09	8*

\*including regular, contractual and guest faculty



## 10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. Etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. students guided for the last 4 years
Mrs. Moumita Dey	MA Linguistics, UGC-NET (JRF), Pursuing Ph.D.	HoD, Assistant Professor	Linguistics	7 yrs	NIL
Dr. Fr. Emmanuel Kallarackal, CSC	Ph.D.	Principal	Peace Education	9 years	NIL
Mrs. Papai Pal	MA English, UGC-NET, SLET, B.Ed Pursuing Ph.D.	Assistant Professor	Post-Colonialism	8 years	NIL
Ms. Elemi Debbarma	MA English, UGC-NET	Assistant Professor	American Literature	3 years	NIL
Mrs. Barnita Majunder	MA English, PURSUING Ph.D.	Assistant Professor	Applied Linguistics	4 years	NIL
Sr. Mariet D' cunha	MA, B.ED, Theology Course	Assistant Professor	English Literature	8 years	NIL
Dr. Sr. Marina, B.S.	Ph.D	Assistant Professor	History	1 year	NIL

11. List of senior visiting faculty: NIL

12. Percentage of lectures delivered and practical classes handled(Programme wise) by temporary faculty: 12%



## 13. Student –Teacher Ratio (Programme wise): 39:1

Year	Students' Enrollment	Student-Teacher Ratio
1 <sup>st</sup> Year	100	15:1
2 <sup>nd</sup> Year	90	13:1
3 <sup>rd</sup> Year	80	12:1

## 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Sl. No.	No. of the Staff	Number
1	Academic Support	1
2	Administrative Staff	2

## 15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ Mphil/PG.

Sl. No.	Name	Qualification
1	Mrs. Moumita Dey	MA Linguistics, UGC-NET (JRF), Pursuing Ph.D.
2	Dr. Fr. Emmanuel Kallarackal, CSC	Ph.D
3	Mrs. Papai Pal	MA English, UGC-NET, SLET, B.Ed Pursuing Ph.D.
4	Ms. Elemi Debbarma	MA English, UGC-NET
5	Mrs. Barnita Majunder	MA English, Pursuing Ph.D.
6	Sr. Mariet D' cunha	MA, B.Ed, Theology Course
7	Dr. Sr. Marina, B.S.	Ph.D

## 16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NIL

## 17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

## 18. Research Centre /facility recognized by the University: NIL



## 19. Publications:

## 1. Publication per faculty

- Number of papers published in peer reviewed journals (national / international) by faculty and students

Sl. No.	Name	Name of the Paper	Name of the Journal	Volume, Issue, Date of Publication	ISSN/ISBN
1	Mrs. Moumita Dey	The Probability Of An Axial P	Indian Linguistics	Vol 74 (1-2) 2013:1-9	0378-0759
2	Mrs. Papai Pal	The Representations Of Politics In Salman Rushdie's The Satanic Verses And Shame – A Study	The Indian Review Of World Literature In English (IRWLE)	VOL. 10, No. I January 2014	0974 – 097X
3	Mrs. Barnita Majunder	Aspects Of English Language Learning In Tripura	Journal Of Business Management And Social Sciences Research	VOL 4, No. 11, Nov 2015	2319-5614
		Effective Teaching Methodologies In Language And Literature Classroom	International Conference on Language And Literature	July 2013	978-93-82359-23-4

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.) : NIL
- Monographs: NIL
- Chapter in Books

Sl. No.	Name	Name of the Paper/Chapter	Name Of The Book	Volume, Issue, Date of Publication	ISSN/ISBN
1	Mrs. Moumita Dey	Learning New Lessons: A	Contemporary English	April 2013	978-93-81563-32-8



		Pedagogical Perspective	literary world		
2	Dr. Fr. Emmanuel Kallarackal, CSC	Peace Education in Multiethnic/Religious Settings: NESNIM as a Possible Model	International Handbook of Inter-religious Education	2010	978-1-4020-9260-2
3	Mrs. Barnita Majunder	Problems in Teaching English Literature	Contemporary English literary world	April 2013	978-93-81563-32-8

- Books Edited
- Books with ISBN/ISSN numbers with details of publishers

Sl. No.	Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of Publication	ISSN/ISBN
1	Mrs. Barnita Majunder	Compulsory English Foundation Course	July 2016	978-81-932701-5-8

- Citation Index: NIL
- SNIP: NIL
- SJR: NIL
- Impact factor : NIL
- h-index: NIL

20. Areas of consultancy and income generated: NIL

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards

Name of the Faculty	Name of the Journal/ Magazine	Years
Ms. Moumita Dey	Jyotirgamaya Annual Year Book	4 Years
Ms. Elemi Debbarma	Jyotirgamaya Annual Year Book	1 Year
Sr. Mariet D'cunha	Jyotirgamaya Annual Year Book	1 Year
Dr. Sr. Marina. B.S.	Jyotirgamaya Annual Year Book	1 Year

22. Student projects

2. Percentage of students who have done in-house projects including inter departmental/Programme: 30 % (All students of the 6<sup>th</sup> semester have completed a project as part of their university requirements)
3. b)Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: NIL



## 23. Awards/ Recognitions received by faculty and students:

<b>Name of the Student:</b> Bijan Kumar Jamatia <b>Course:</b> BA English-III			
<b>Sl. No.</b>	<b>Name of the Championship</b>	<b>Year</b>	<b>Award</b>
1.	State Level Games	2015	Gold Medal
2.	National Muayborn Games, Mysore	2016	Silver Medal
3.	Federation Cup & National Ranking Cup, Kolkata	2016	Gold Medal
4.	Federation Cup, Mumbai	2017	Silver Medal
5.	National Inter College Games, Mumbai	2017	Silver Medal
6.	All India Chess Boxing Games	2017	2 <sup>nd</sup> Rank
<b>Name of the Student:</b> Nistha Chakraborty <b>Course:</b> BA English Hons.-I			
7.	National Kick Boxing Championship	2016	Silver Medal
8.	Asian Kick Boxing Championship	2017	Selected to be in the National Team of India

## 24. List of eminent academicians and scientists/ visitors to the department:

4. Dr. Babu Ram Swami, Asst. Prof, MMB College, Agartala.

## 25. Seminars/ Conferences/Workshops organized and the source of funding

5. National

<b>Sl. No.</b>	<b>Name of the Seminar/ Conference</b>	<b>Date &amp; Year</b>	<b>Funding Agency</b>
1.	Teaching & Learning of Indian English Literature	2009	self

6. b)International

<b>Sl. No.</b>	<b>Name of the Seminar/ Conference</b>	<b>Date &amp; Year</b>	<b>Funding Agency</b>
1.	Emerging Trends in Contemporary English Literary World	2013	self



## 26. Student profile Programme/course wise:

Name of the Course/Programme	Applications Received	Selected	Enrolled		Pass Percentage
			*M	*F	
English:					
2012-13	100	69	39	22	99
2013-14	130	88	35	45	96
2014-15	150	99	51	38	Pursuing
2015-16	140	102	58	43	Pursuing
2016-17	150	105	51	50	Pursuing

\*M=Male F=Female

## 27. Diversity of Students

Name of the Course	% of Students from the Same State	% of Students from Other States	% Of Students from Abroad
English:			
2012-13	98.36	1.64	--
2013-14	95.00	5.00	--
2014-15	97.75	2.25	---
2015-16	97.03	1.98	0.99

## 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc?

- One student (Arijit Debbarman) cleared state competitive exam and is employed in the High Court of Tripura

## 29. Student progression

Student Progression	Against % Enrolled
UG to PG	60 %
PG to M.Phil.	02 %
PG to Ph.D.	10 %
Ph.D. to Post-Doctoral	Nil
Employed	10 %
<ul style="list-style-type: none"> <li>Campus selection</li> <li>Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	10 %



30. Details of Infrastructural facilities

- College Library is available for the department
- Internet facilities for Staff are available
- Class rooms with ICT facility is available

31. Number of students receiving financial assistance from College, university, government or other agencies:

- Please refer criterion question number 5.1.2 and 5.1.3 for details of financial assistance to students.

32. Details on student enrichment Programmes (special lectures / workshops / seminars) with external experts

Sl. No.	Name of the Special Lecture/ Workshop/Seminars	Name of the Speaker	Details / Designation of the Speaker
1	Talk on comparative study of Victorian and Elizabethan literature	Dr. Babu Ram Swami	Asst. Prof, MMB College Agartala
2	Studying & Analysing Literature	Workshop 6 <sup>th</sup> Semester Students	

33. Teaching methods adopted to improve student learning

1. Group discussion
2. Video presentation.
3. Viva-Voce
4. Class Test
5. Workshops
6. Assignments
7. Projects

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

1. Community service
2. Mentoring system

35. SWOC analysis of the department and future plans

**STRENGTHS:**

1. Student capacity
2. Medium of instruction is English.
3. Availability of teaching aids and ICT enabled ‘smart’ class rooms.
4. Availability of required number of faculty members.



**WEAKNESSNESS:**

1. Most of the students come from vernacular rural background and most of them are first generation college students.
2. Many of the students have poor communication abilities/ skills in English, so it becomes a challenge to teach, instruct and guide them in college as well as in classes.

**OPPORTUNITIES:**

1. We have qualified faculty in the department, who are experts in their own respective areas.
2. The strength of the department, with regards to the enrollment of an increased number of students every year helps and inspires the department to grow and contribute to the development of the students, the college and in turn serve the society.

**CONCERNS:**

7. Owing to the bigger number of students in every section, personal guidance to every student becomes a challenge.



## Evaluative Report of the Department of Political Science

### The Self-evaluation of the Department:

2. Name of the department: **POLITICAL SCIENCE**
3. Year of Establishment: **2009**
4. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

Sl. No.	Department	Programme
1	Political Science (Hons)	Undergraduate
2	Political Science (General)	
3	FNDC 5 (Public Administration)	
4	FNDC 3 (Indian Heritage and Culture)	

5. Names of Interdisciplinary courses and the departments/units involved:

Sl. No.	Department	Programme
1	English	Undergraduate
2	Sociology	
3	IT	

6. Annual/ semester/choice based credit system (Programme wise): **Credit based semester system**

Sl. No.	Programme	
1	Political Science (Hons)	Credit Based Semester System
2	Political Science (General)	
3	FNDC 5 (Public Administration)	
4	FNDC 3 (Indian Heritage and Culture)	

7. Participation of the department in the courses offered by other departments: **Sociology 2<sup>nd</sup> Semester**
8. Courses in collaboration with other universities, industries, foreign institutions, etc: NA
9. Details of courses/Programmes discontinued (if any) with reasons: NA



10. Number of Teaching posts:

	Sanctioned	Filled
Professors	1	--
Associate Professors	1	--
Asst. Professors	7	5*

\*including regular, contractual and guest faculty

11. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. Etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. students guided for the last 4 years
Sharmistha Rakshit	MA, NE-SLET	Asst. Professor	--	8	--
Dr. Pankaj Chakraborty	MA, NE-SLET, M.Phil, Ph.D	Asst. Professor & Dean of Studies	--	9	--
Rajesh Kumar Nath	MA, NE-SLET	Lecturer (Contractual)	--	6	--
Piyali Dhar	MA, B.Ed	Lecturer (Contractual)	--	6	--

12. List of senior visiting faculty: **Prof. Cristofer Scarboro, Kings College, PA,USA**

13. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty:

Sl. No.	Programme	Percentage
1	Political Science (Hons)	50%
2	Political Science (General)	50%
3	FNDC 5 (Public Administration)	50%
4	FNDC 3 (Indian Heritage and Culture)	50%



## 14. Student –Teacher Ratio (Programme wise):

Sl. No.	Component	Ratio
1	Student-Teacher	25:1

## 15. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Sl. No.	No. of the Staff	Number
1	Academic Support	1
2	Administrative Staff	2

## 16. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ Mphil/PG. NIL

Name	Qualification
Sharmistha Rakshit	MA, NE-SLET, Pursuing Ph.D
Dr. Pankaj Chakraborty	MA, B.Ed, NE-SLET, M.Phil, Ph.D
Rajesh Kumar Nath	MA, NE-SLET, Pursuing M. Phil
Piyali Dhar	MA, B.Ed, Pursuing Ph.D

## 17. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Sl. No.	Name	Name of Project (Grant)
1	Dr. Pankaj Chakraborty	Grant received from Kings College, PA, USA for the project entitled as Economic Condition of Rural People in Tripura in collaboration with deptt. of Economics, Kings College

## 18. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Sl. No.	Seminar	Grant	Year
1	National Seminar on “Issues and Trends of Governance in Multicultural Societies”	ICSSR-NERC	2013



19. Research Centre /facility recognized by the University: NA

20. Publications:

- Number of papers published in peer reviewed journals (national / international) by faculty and students
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

**Publication by faculty:**

**i) Edited/ Co-edited publications:**

Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of publication	ISSN/ISBN	Topic of the Paper/Article (including Page no.)
Dr. Pankaj Chakraborty	Governance in Multicultural Societies: Issues and Trends, New Delhi, India: Excel India Publishers	2014	(ISBN: 9789383842605)	Editor
	“Globalization, Decentralization and Human Trafficking in India,” in Contours of Globalization,	2012	(ISBN: 978-93-81563-13-7)	Co-Editor
	Problems of Rural Development in North East India,	2012	(ISBN: 978-81-921498-1-3)	



	Indian Judiciary in Transition, Visakhapatnam, India: Global Publishing House,	2011	(ISBN: 978-81-907159-9-7)	Editor
--	---	------	---------------------------	--------

**ii) Publication as book section/ article:**

Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of publicati on	ISSN/ISBN	Topic of the Paper/Article (including Page no.)
Sharmistha Rakshit	Lady Brabourne Journal of Social sciences	December, 2016 issue		Tripura: An Extended bengal-its Past and present
	Women's Rights as Human Rights India: Problems and Paradoxes	(2014)	ISBN: 978-93-82835-20-2	Traditional notion: a reason behind domestic violence in India
	Governance in Multicultural Societies, Excel India Publishers,	2014	ISBN: 978-93-83842-60-5 Page no-150	Religious Politicization vs. National Integration: A challenge to the Indian Government
	Tripura: an empirical multidisciplinary study, Supriya Books,	2014	ISBN: 978-81-909143-8-3 Page no- 121	Ethnicity: Understanding its various forms in different parts of the world and in India
	"Indian Judiciary in Transition", Global Publishing House,	2011	ISBN: 978-81-907159-9-7	Public Interest Litigation: Evolution and Nature
Dr. Pankaj Chakraborty	vidyavarta: interdisciplinary Multilingual refereed journal	2016	issn :23199318	73rd amendment constitutional amendment act & fiscal decentralisation in rural local self government : an overview



	Governance in Multicultural Societies: Issues and Trends	2014	,	(ISBN: 9789383842605)	“Multiculturalism and Identity Dilemma: A Study in Tripura”,
	Local self Government in India: Problems and Prospects,	2014		(ISBN: 978-93-81563-50-2)	“Grassroot Democracy in Action: A Study of PRI’s in Tripura”,
	Human Rights in North East India, 2014 “Decentralisation and Rural Development in Tripura: A Study of MGNREGA,” in Tripura: An Empirical Multidisciplinary Study,	2014		(ISBN: 978-93-81563-34-2)	Democratic Decentralisation in India and the Issues of Exclusion and Inclusion”,
	“Globalization, Decentralization and Human Trafficking in India,” in Contours of Globalization, Problems of Rural Development in North East India	2012		(ISBN: 978-93-81563-13-7)	“The Seventy-Third Constitutional Amendment Act and Women Empowerment Tripura,”
	Women’s Rights as Human Rights,	2012		(ISBN: 978-93-81-302743)	“Role of Panchayat Raj Institutions in Protecting Women’s Right: A Profile from Tripura,”
	Contours of Globalization, Visakhapatnam, India: Global Publishing House	, 2012		(ISBN: 978-93-81563-13-7)	Co-editor
	Indian Judiciary in Transition,	2011			“Right to Life under Indian Constitution vs. Death Penalty: Role of Indian Judiciary”,



	Tripura Journal of Social Science (A Bi-Annual Journal), Council for Social Science Research, Agartala,	January, 2014	(ISBN: 978-81-907159-9-7)	“Rural Development Strategies and Challenges of Governance in India”
	in Joner (A Peer Reviewed Multidisciplinary Research Journal), Global Publishing House (India), Visakhapatnam,	January-December 2013	(ISSN: 2321-0583)	“Human Rights Issues in Tripura: An Overview”,
Rajesh Kr. Nath	In Local Self Government in India: Problems and Prospects, Global Publishing House(India).		ISBN: 978-93-81563-50-2 page-177.	“Panchayati Raj and Democratic Decentralisation”
	Governance in multicultural societies: issues and trends, Excel India Publishers, New Delhi		ISBN: 978-93-83842-60-5, . Page-245	“ Decentralised Governance and Development: A study of PRIs in Tripura”
	B.R Ambedkar : An Enlightened		ISBN: 978-81-86772-86-7 Page-89.	



	Iconoclast, New Academic Publishers, New Delhi			“ Dr. B.R Ambedkar for the Development of women”
Piyali Dhar	Research world(vol-iv) ed. Anjali chakraborty  publisher- gobardanga gabeshna parishad(W.b)		isbn:978-93-81858-09-7	Community forestry under fra 2006 in ner : its vision &role
	Local Self Govt. in India Problems & Prospects Global Publishing House (India)		ISBN:978-93-81563-50-2	“Women Punches in Position: A Micro Study in Panchayati Raj in Tripura

21. Areas of consultancy and income generated: Dr. Pankaj Chakraborty provides voluntary consultancy/ extention services to Tripura University, MBB University and SIPARD (State Institution of Public Administration and Rural Development)

22. Faculty as members in a) National committees b) International Committees c) Editorial Boards: N/A

23. Student projects:

1. a) Percentage of students who have done in-house projects including inter departmental/Programme: **20 % (All students of the 6<sup>th</sup> semester have completed a project as part of their university requirements)**
2. b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: N/A



## 24. Awards/ Recognitions received by faculty and students:

- **Dr. Pankaj Chakraborty received Fulbright SIR Scholarship (2015-2016)**

## 25. List of eminent academicians and scientists/ visitors to the department:

1. Dr.AdhyaBharatiSaxena. Head, Deptt. of History. The Maharaja Sayajirao University of Baroda (Lecture on “Post Colonial Politics in India”)
2. Hon. Justice GopalGowda, Judge, Supreme Court of India, New Delhi, (“Multiculturallism and Governance”)
3. Hon’ble Justice U.B. Saha, Judge, High Court of Tripura, Agartala (“Governance in Multicultural Society”)
4. Sri D.M. Jamatia, Law Secretary, Govt. of Tripura
5. Prof. Misbah Kamal, Dhaka, Bangladesh

## 26. Seminars/ Conferences/Workshops organized and the source of funding

## a) National

1. National Seminar on, “Issues and Trends of Governance in Multicultural Societies” (2013)  
Sponsored by ICSSR-NERC

## b) International

1. International Conference on “Building Nations of Peace: Our Shared Responsibility”  
Funded by the Universal Peace Federation

## 27. Student profile programme/course wise:

Name of the Course/Programme	Applications Received	Selected	Enrolled		Pass Percentage
			*M	*F	
Political Science					
2012-13	19	10	6	3	100
2013-14	22	12	8	4	100
2014-15	34	26	19	5	Pursuing
2015-16	50	38	27	11	Pursuing
2016-17	70	50	32	12	Pursuing

\*M=Male F=Female

## 28. Diversity of Students

Name of the Course	% of Students from the Same State	% of Students from Other States	% Of Students from Abroad
Political Science			
2012-13	100	---	---
2013-14	100	---	---



2014-15	87.50	12.5	---
2015-16	100	---	---

29. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc? NIL

30. Student progression

Student progression	Against % enrolled
UG to PG	36 %
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed	2
<ul style="list-style-type: none"> <li>▪ Campus selection</li> <li>▪ Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	---

31. Details of Infrastructural facilities

- Library: Yes
- Internet facilities for Staff & Students: Yes
- Smart class rooms with ICT facilities: Yes
- Computer Lab: Yes

32. Number of students receiving financial assistance from College, university, government or other agencies:

- Please refer criterion question number **5.1.2** and **5.1.3** for details of financial assistance to students.

33. Details on student enrichment Programmes (special lectures / workshops / seminars) with external experts

The Department of Political Science organized departmental expo three times in 2013, 2014, 2015

1. The Department organized a National Level Students' Seminar on the theme, "Freedom of Speech and Expression as a Human Right: Its Role and Limitations" on 26<sup>th</sup> September, 2015
2. The Department organized a National Level students' seminar on the theme, "Position of Women in South Asia: Problems and Prospects" on 24 and 25 September, 2016
3. The Department organized 3 students' trip to the Tripura Legislative Assembly in 2011, 2015, 2016 respectively.
4. Special lecture by Prof. Goutam Kr. Basu, Vice-Chancellor, MBB University on the theme 'Women Rights'

34. Teaching methods adopted to improve student learning



- Students’ Seminar
- Field studies
- Invited lectures
- ICT aided lectures
- Projects
- Group Discussions
- Assignments
- Class Tests & Unit Tests

35. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Students are engaged in community service and human values development classes, which will help them to cultivate social responsibility and caring for their fellow beings.

36. SWOC analysis of the department and future plans

1.Strength	<ul style="list-style-type: none"> <li>▪ The department has highly committed and dedicated teachers</li> <li>▪ Most of the teachers are qualified as per UGC norms</li> <li>▪ All the classes are taken in smart (ICT) class rooms</li> </ul>
2.Weaknesses	<ul style="list-style-type: none"> <li>▪ The department has less scope of modification in syllabus as it is bound to follow the syllabus provided by Tripura University</li> </ul>
3.Opportunities	<ul style="list-style-type: none"> <li>▪ The department provides students education also by organizing students seminar, field studies, invited lectures apart from regular class lecture.</li> <li>▪ The course is also helpful for students to face competitive exams, and pursue career in teaching, research and administration</li> </ul>
4.Challenges	<ul style="list-style-type: none"> <li>▪ Most of the students come from ST section of society</li> <li>▪ Most of the students are first generation graduates</li> </ul>
5. Future Plans	<ul style="list-style-type: none"> <li>▪ Master level programmes</li> <li>▪ Increase of intake capacity depending on approval from Tripura University</li> </ul>



## Evaluative Report of the Department of Sociology

### The Self-evaluation of the Department:

1. Name of the department: **SOCIOLOGY**
2. Year of Establishment: **2009**
3. Names of Programme/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.): UG
4. Names of Interdisciplinary courses and the departments/units involved:

Sl. No.	Department	Programme
1	Sociology (Hons)	Undergraduate
2	Sociology (General)	
3	English (General)	
4	Human Rights and Gender studies (Soft study course)	
5	Political Science (General)	

5. Annual/semester/choice based credit system (Programme wise): **Credit-based Semester System**
6. Participation of the department in the courses offered by other departments:
  - a. Political Science
  - b. English
  - c. Business Administration
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: N/A
8. Details of courses/Programme discontinued (if any) with reasons: N/A
9. Number of Teaching posts:

	Sanctioned	Filled
Professors	1	--
Associate Professors	1	--
Asst. Professors	6	5*

(\*Including regular, contractual and visiting faculty.)



10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. students guided for the last 4 years
Rashmita Deb	MA in Sociology, B.Ed, NET	Assistant Professor, HoD	Sociology	4 years	N/A
Dr. Sr. Janet Florine Tellis	Ph.D, Cultural Anthropology	Assistant Professor	Sociology, Cultural anthropology	2years	N/A
Niloy Sen Gupta	M.A. Sociology	Contractual Faculty	Sociology	2 years	N/A
Bibaljoy Reang	M.A. Sociology, NET	Contractual Faculty	Sociology	6 months	N/A
Dr. Fr. Benny Kavumka ttayil John, CSC	Ph.D, Social Anthropology	Visiting Faculty	Social Anthropology, MSW- Community Development	1 year	N/A

11. List of senior visiting faculty: Mrs. Ranjana Sinha

12. Percentage of lectures delivered and practical classes handled(Programme wise) by temporary faculty: Twenty percent (20%)

13. Student -Teacher Ratio (Programme wise): 12:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Sl. No.	No. of the Staff	Number
1	Academic Support	1
2	Administrative Staff	2

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Name	Qualification
Rashmita Deb	MA, NET, Pursuing PhD
Dr. Sr. Janet Florine Tellis	MA, Ph.D



Niloy Sen Gupta	MA
Bibaljoy Reang	MA, NET
Dr. Fr. Benny Kavumkattayil John, CSC	MA, Ph.D

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: N/A

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: N/A

18. Research Centre /facility recognized by the University: N/A

19. Publications:

a) Publication per faculty

Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of Publication	ISSN/ISBN	Topic of the Paper/Atricle
Dr. Janet Tellis	Social Unrest and Peace Initiatives Perspectives from North East India	EBH Publishers Guwahati 2010	ISBN NO. 978- 93- 80261- 25- 6)	“Peace initiatives in Tripura”
Dr. Janet Tellis	Concept of God and Religion	Abhijeet Publications, New Delhi,	(ISBN NO. 978- 93- 81136-52-2)	“Religious Beliefs and Rituals among Riang”.
Dr. Janet Tellis	Journal of North East Indian cultures, International Journal of Assam Don Bosco University	Vol.1, No.2, 2014. (pp.51-62)	(ISSN NO. 2322-0988).	“Change and Continuity : The Riang of Tripura”.
Dr. Janet Tellis	Family and Clan in North East India	Northeastern social	(ISBN NO. 978-81- 926062-2-4)	“Kinship, Marriage and Family among the Riang of Tripura”



		research center, Guwahati, 2015 (pp-10-33)		
Dr. Janet Tellis	Riang of Tripura Social Transformation	B.R. Publishing Corporation New Delhi.	(ISBN 9789350502495)	Book
Dr. Janet Tellis	International Peer reviewed NEIRA Journal 'Anthropology Today'	DBCIC Vo. 1, No. 2 2016, pp-23-40	ISSN No. 2454-2709	Indegenous Festivals: A case study of Reangs.
Dr. Janet Tellis	Social Science Researches in Northeast India	Book 2016, pp 237-253	ISBN No. 978-93-85839-05-4	Anthropological Researches: A Reference to Tribal Studies in Tripura
Rashmita Deb	TUI	TUI vol. XX No. 01 April-Sept. 2016	ISSN NO 2319 7382	Higher Education and Empowerment of Tripuri Women

- Number of papers published in peer reviewed journals (national / international) by faculty and students
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

20. Areas of consultancy and income generated: NA



21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: NIL

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/Programme:

- i. 100 % of the students were taken for a project work at Laxmilunga Tea Estate to do a field study on the 200 families whose main occupations are depended on the estate.
- ii. All students were taken to Tripura state museum to have a glimpse of the culture and heritage of Tripura and students have submitted a report on the same.
- iii. 100% of the students of 4th semester were taken to an old age home "Apna Ghar" to have a field study of the social problem "ageism"
- iv. 80% of the students participated in the interactive session on Drug addiction and Alcoholism conducted at Asha.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: N/A

23. Awards/ Recognitions received by faculty and students: One

Sl. No.	Name of the Faculty	Award
1.	Dr. Sr. Janet Tellis	SANSKRITI FELLOW 2010

24. List of eminent academicians and scientists/ visitors to the department:

01	Prof. Ramu Mannivannam <i>University of Madras, Chennai</i>	Understanding the Problems of Dalits and the Merginalised	18/11/2016
02	Prof. K. N. Jena <i>Director, CSSEIP, Tripura University</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016
03	Prof. C. Jyothi Sophia <i>Principal cum Research Coordinator, CSIJA College of Nursing, Madurai</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016
04.	Dr. Sharmila Chhotaray <i>Deptt. of Sociology, Tripura University</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016
05.	Dr. Rajeev Dube <i>Deptt. of Sociology, Tripura University</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016
06.	Dr. Aditya Kumar Mohanty <i>Head, Deptt. of Philosophy, Tripura University</i>	Inclusive Quality Education: Understanding the Problems of Dalits and the Merginalised	18/11/2016



## 25. Seminars/ Conferences/Workshops organized and the source of funding

## a) National:

- Seminar on Towards Inclusive Quality Education: understanding the problems of Dalits and Marginalized funded by ICSSR-NERC Shillong and IIDS New Delhi.

## b) International: NA

## 26. Student profile Programme/course wise:

Name of the Course (Sociology Hons.)	Applications Received	Selected	Enrolled		Pass Percentage
			*M	*F	
2015-16	30	23	15	8	--
2016-17	50	39	19	20	

\*M=Male F=Female

## 27. Diversity of Students

Name of the Course (Sociology Hons.)	% of Students from the Same State	% of Students from Other States	% Of Students from Abroad
2015-16	82.60	17.39	Nil
2016-17	84.28	13.16	2.56

## 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc?: NA

## 29. Student progression: N/A

Student Progression	Against % Enrolled
UG to PG	Sociology Hons. Course started at our institution only in 2015. The first batch is yet to pass out from the College. Hence this data is unavailable as of now.
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"> <li>▪ Campus selection</li> <li>▪ Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

## 30. Details of Infrastructural facilities

- Library: Yes
- Internet facilities for Staff & Students: Yes
- Class rooms with ICT facility :Yes
- Laboratories: N/A



31. Number of students receiving financial assistance from College, university, government or other agencies:

- Please refer criterion question number **5.1.2** and **5.1.3** for details of financial assistance to students.

32. Details on student enrichment Programmes (special lectures / workshops / seminars) with external experts:

- The department organizes and participates in national seminar, interdisciplinary seminars, student seminars, and field study.
  1. One national seminar was organized in the year 2016
  2. Special Lectures were conducted by the department of students.
  3. Field Study to Laxmilunga Tea Estate
  4. Field Study to Tripura State Museum
  5. Field Study to Old Age Home

33. Teaching methods adopted to improve student learning

1. Group discussion
2. Video presentation.
3. Field studies
4. Industrial visit
5. Invited lecturers by eminent personals
6. Team teaching
7. Projects and Assignments

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- 1 Community services like blood donation, cloth distribution, organized 'Marathon' to raise fund for cancer patients, and field study.
2. Active participation in International Women's day where a movie based on women issues was shown.
3. Active participation of 4th semester students in raising awareness on drug addiction and alcoholism by drama and songs.

35. SWOC analysis of the department and future plans:

Strengths:

- Qualified, Energetic and Dynamic Teachers
- Audio – Visual Tools of Teaching
- Good Library
- Most of the teachers are qualified as per UGC norms
- Good infrastructure and conducive learning environment.

Weakness:

- The department is only one year old
- Most of the students of the department comes from rural background and are first generation college students.



- Political strikes and bandhs hamper regular academic activities.
- Rural location of the college

Opportunities:

- The department provides students education also by organizing students –field studies, invited lectures and projects and class presentations.
- The course is also helpful for students to face competitive exams, and pursue career in teaching, research and administration.
- The course is versatile as students have opportunities in getting employed in many government projects, NGOs etc.

Challenges:

- To attain academic excellence and research publications.
- Attaining infrastructure and financial sustainability.

Future Plans:

- Master level programmes
- Increase of intake capacity depending on approval from Tripura University



## Evaluative Report of the Department of Zoology

### The Self-evaluation of the Department:

1. Name of the department: **ZOOLOGY**
2. Year of Establishment: 2012
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG**

Sl. No	Programme	Courses Offered
1.	Bachelor of Science (UG)	Zoology Honours and General

4. Names of Interdisciplinary courses and the departments/units involved:

Sl. No.	Interdisciplinary Courses	Department/Centre
1.	Botany	Botany
2.	Human Physiology	Human Physiology
3.	Environmental Studies	Zoology
4.	Computer Skills	ICT
6.	Soft Study Course	Political Science

5. Annual/ semester/choice based credit system (Programme wise):
  - Zoology Honours : Credit Based Semester System
6. Participation of the department in the courses offered by other departments:
  - Evs,
  - English,
  - Public Administration,
  - Computer Science
7. Courses in collaboration with other universities, industries, foreign institutions, etc. NA
8. Details of courses/Programmes discontinued (if any) with reasons: NA
9. Number of Teaching posts:

	Sanctioned	Filled
Professors	01	--
Associate Professors	01	--
Asst. Professors	05	3*

\*Includes regular, contractual and guest faculty



## 10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualificatons	Designation	Specialization	No. of years of Experience	No. of Ph.D. students guided for the last 4 years
Dr. Reba Chakravarty	M.Sc, Ph. D	Asst. Professor & Head	Fish Parasitology	5 Years	NA
Dr. Dilip Nath	M.Sc, Ph. D	Asst. Professor	Agro-entomology, Aquatic Ecology, Fishery, Integrated farming system	6 Years.	NA
Dr. Abir Shib	M.Sc, Ph. D	Asst. Professor	Fish & Fisheries	2 Yrs.	NA

11. List of senior visiting faculty: **Dr. Sujit Singha Roy**

12. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty: 20%

13. Student -Teacher Ratio (Programme wise): **28:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and Filled:

Sl. No.	No. of the Staff	Number
1	Academic Support	2
2	Administrative Staff	2

## 15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

Name	Qualification
Dr. Reba Chakravarty	M.Sc., Ph.D
Dr. Dilip Nath	M.Sc., Ph.D
Dr. Abir Shib	M.Sc., Ph.D

16. Number of faculty with ongoing projects from a) National b) International funding Agencies and grants received: NA

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NA



## 18. Research Centre /facility recognized by the University: NA

## 19. Publications:

## a) Publication per faculty

- Number of papers published in peer reviewed journals (national / international) by faculty and students

Name	Name of the Journal	Volume, Issue, Date of Publication	ISSN	Topic of the Paper/Atricle
Dr. Dilip Nath	1. National Journal of Life Sciences.	3 (2),2006	ISSN: 0972-995X	Ecological studies of <i>Raphidopalpafoveicollis</i> (Lucas) (Coleoptera: Chrysomelidae) on <i>Cucumissativus</i> L. Crop in Barak Valley of Assam. 101-107
Dr. Dilip Nath	2. Indian J. Environment and Ecoplanning,	12 (2) 2006	ISSN: 0972-1215	Population dynamics and bio-efficacy of <i>Raphidopalpafoveicollis</i> (Lucas) (Coleoptera: Chrysomelidae) on <i>Lagenariavulgaries</i> Ser. in Barak Valley of Assam. 297-303
Dr. Dilip Nath	3. Journal of Current Sciences.	9(2) 2006	ISSN: 0972-6101	Plankton diversity in riverine ecosystem of South Assam and Tripura, India. 655-658.
Dr. Dilip Nath	4. Environment and Ecology.	25S (4A) 2007	ISSN: 0970-0420	Evaluation of plankton diversity with their interrelationship in four river bodies of Mizoram NE India. 1368-1371
Dr. Dilip Nath	5. CAU Research Newsletter.	Central Agricultural University, Imphal, India. Vol-1(1) 2010	ISSN: 2319-3042	Fish based farming system–a sustainable livelihood option in Dhalai District of Tripura. 34
Dr. Dilip Nath	6. Fishing Chimes	Sponsored by NAIP, New Delhi. Reported by A. U. Muzaddadi, Representative of Fishing	ISSN 0971-4529	Tripura Newsletter: ‘National Fish Farmers Day’ Celebrated on 10th July, 2008 and Training programme on ‘Livelihood improvement of rural people through sustainable tilla land integrated aquaculture innovation’ during 10-12 July,



		Chimes for NE States. 28(5) 2008		2008 at College of Fisheries, CAU, Lembucherra, Tripura. 50-51
Dr. Dilip Nath	7. Fishing Chimes	Sponsored by NAIP, New Delhi. Reported by A. U. Muzaddadi, Representative of Fishing Chimes for NE States. 30(5) 2010	ISSN 0971-4529	Celebration of 'National Fish Farmers Day' and Training programme on 'Fish Breeding' during 15-17 July, 2010 In College of Fisheries, CAU, Lembucherra, Tripura. 7-9
Dr. Dilip Nath	8. Fishing Chimes	Sponsored by NAIP, New Delhi. Reported by A. U. Muzaddadi, Representative of Fishing Chimes for NE States. 32(6) 2012	ISSN 0971-4529	Celebration of 'National Fish Farmers Day' and Training programme on 'Fish Breeding & Hatchery Management' during 10-12 July, 2012; Training Programme on Fish Processing and Value Added Products. 28-31 August, 2012. In College of Fisheries, CAU, Lembucherra, Tripura.: 8-11
Dr. Dilip Nath	9. Down To Earth	Reported by Vibha Varshney, Science Editor of Down To Earth 22, Jan 7, 2013. <a href="http://www.downtoearth.org.in">www.downtoearth.org.in</a>	ISSN 0971-8079	How to increase earning from fisheries
Abir Shib	J. Freshwater Biology	16 (1-4) : 27-32 2004	ISSN 0970-9517	Studies of Gomoti river system of Tripura in relation to the impact of climate change
Abir Shib	J. Freshwater Biology	17: 1-4 2004	ISSN: 0970-9517	In situ analysis of primary productivity in relation to water quality characteristics of carp stocking wetland
Abir Shib	Journal Environment & Ecology	26(1): 86-90 2008	ISSN: 0970-0420	Impact of climate changing environment on Survival potential of the fish



				Nandusnandus(Ham.) 1822
Abir Shib	Journal Environment & Ecology	26(1): 142-144 2008	ISSN: 0970-0420	Impact of climate changing environment on Growth efficiency of Nandusnandus (HAM.) 1822
Abir Shib	Proceedings Workshop on Aqua. Biotech. for Women for Rural Development.	pp 42-63. 2009	ISSN 0970-3256	New reports of some rotifer species from freshwater wetland ecosystem of Tripura, India.
Abir Shib	Research Journal of Chemical Sciences	4(1), 31-40. 2014	ISSN 2231-606X	Seasonal Variations in Physico-Chemical Characteristics of Rudrasagar Wetland - A Ramsar Site, Tripura, North East, India

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books

Dr. Dilip Nath	1. Innovations in Life Sciences	Manglam Publishers & Distributors (Delhi, India). 2012	ISBN: 978-81-89972-60-8	Comparative study of periphyton diversity among river bodies of South Assam and Mizoram, NE India. 317-328
Dr. Dilip Nath	2. Biodiversity: Researches in North East India.	Assam University, Silchar 2012		Biological study of Red Pumpkin Beetle <i>Raphidopalpafoveicollis</i> (Lucas) on <i>Cucurbita maxima</i> during three crop seasons in Cachar district of Assam. 115-127
Dr. Dilip Nath	3. Ancestral Knowledge in Agri-Allied Science	New India Publishing Agency, New Delhi. Vol-1 2014	ISBN: 978-93-83305-19-3.	An introduction to indigenous technical knowledge in relation with agri-allied sector. Chapter 1: 1-22
Dr. Dilip Nath	4. Ancestral Knowledge in Agri-Allied Science	New India Publishing Agency, New Delhi. Vol-1 2014	ISBN: 978-93-83305-19-3.	Indigenous Technical Knowledge for the Management of Major Pests of Field Crops in North east India. Chapter 4: 61-71
Dr. Dilip Nath	5. Ancestral Knowledge in	New India Publishing	ISBN: 978-93-83305-	Traditional Practices for the Management of Major Pests



	Agri-Allied Science	Agency, New Delhi. Vol-1 2014	19-3.	of Horticultural Crops and Stored Produce in North east India. Chapter 5: 73-83
Dr. Dilip Nath	6. Information and knowledge management tools, techniques and practices era.	New India Publishing Agency, New Delhi. Vol-1. 2013	ISBN: 978-93-81450-62-8	Success of knowledge transfer through fish base technology adoption under NAIP in Dhalai district of Tripura. Chapter: 27: pp. 527-557
Dr. Dilip Nath	7. Hill Area Aquaculture	DEE, CAU, Imphal, India. Vol-1. 2013	ISBN: 978-81-924530-4-0.	Economics of Location Specific Models of Fish Based Farming Systems for NE Region. Chapter 17: pp 215-228
Dr. Dilip Nath	8. Governance in Muticultural Societies Issues and Trends	Excel India Publishers, New Delhi. 2014	ISBN: 978-93-83842-60-5.	Traditional Pest Management Practices in Multicultural Societies for Sustainable Agriculture in Unakoti District of Tripura

▪ Books Edited

Dr. Dilip Nath	1. Red Pumpkin Beetle: Study of Ecology and Biology in Assam	LAP, LAMBERT Academic Publishing, Heinric- Bocking Str. 6-8 66121 Saarbrucken, Germany, <a href="http://www.lap-publishing.com">www.lap-publishing.com</a> . 2013	ISBN: 978-3-659-43053-4
Dr. Dilip Nath	2. Ancestral Knowledge in Agri- Allied Science.	New India Publishing Agency, New Delhi- 110034, India, <a href="http://www.nipabooks.com">www.nipabooks.com</a> . 2013	ISBN: 978-93-83305-21-6
Dr. Dilip Nath	3. Fish Based Farming System in Dhalai District, Tripura	College of Fisheries, Central Agricultural University, Lembucherra, Tripura, India	2014
Dr. Dilip Nath	4. Final Report National Agricultural Innovation Project: Fish Based Farming System in Dhalai District of Tripura	College of Fisheries, Central Agricultural University, Lembucherra, Tripura, India	2014



▪ Books with ISBN/ISSN numbers with details of publishers

Dr. Dilip Nath	1. Socioscientific Issues on Biodiversity of NE Indian Hotspots	NayaPustak Mahal, Agartala	ISBN: 978-81-930980-9-7 In press
Dr. Dilip Nath	2. Fish Breeding (Bilingual: Bengali & English)	College of Fisheries, Central Agricultural University, Lembucherra, Tripura, India	In press

- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

20. Areas of consultancy and income generated:

Dr. Dilip Nath has been assigned as Assessor of Freshwater Aquaculture and Bee Keeper by Trendsetters Skill Assessor Pvt Ltd, Gurgaon for which he is presently involved in assessment of Government/ National/ State level schemes. Faculty members of Holy Cross College provides extension/consultancy services on a voluntary basis.

21. Faculty as members in a) National committees b) International Committees  
c) Editorial Boards

Sl. No.	Name of the Faculty	a) National Committees	b) International Committees	c) Editorial Boards
1.	Dr. Dilip Nath	i) Indian Association of Hill Farming (IAHF). ii) North East Society for Fisheries and Aquaculture (India). iii) North-East Homoeopathic Association (NEHA)	i) Ignited Minds Professional & Academic Research consortium (IMPARC)	i) Ignited Minds Professional & Academic Research consortium (IMPARC)

22. Student projects:

- a) Percentage of students who have done in-house projects including inter departmental/Programme: **100%**
- b) Percentage of students placed for projects in organizations outside the institution



i.e.in Research laboratories/Industry/other agencies: **25%**

23. Awards/ Recognitions received by faculty and students:

- Dr. Dilip Nath received Teacher of Honour Award on 2005 by Bharat Vikash Parishad, Silchar.
- Dr. Dilip Nath was the active Researcher of NAIP Project; His team received the Award from NAIP, ICAR for the best performance in “Livelihood Improvement through Sustainable Farming in Dhalai District of Tripura”.
- Dr. Dilip Nath got recognition of Professional Membership of IMPARC for the contribution in academic and research activities. IMPARC is an initiative of International body i.e., Global Education Mission Society (GEMS).

24. List of eminent academicians and scientists/ visitors to the department:

- i. Prof. B. B. Jana
- ii. Prof. M. Premjit Singh
- iii. Prof. S. K. Banik
- iv. Prof. R. K. saha
- v. Dr. A. K. Gupta
- vi. Dr. M. Dutta
- vii. Dr. Anup Das
- viii. Prof. Antony Gomes

\*For details please refer **Criterion 3** Question No. **3.7.4**

25. Seminars/ Conferences/Workshops organized and the source of funding:

- a) Local: Organized 2<sup>nd</sup> Students Project Programme on “Challenges of Climate Change”. Source of funding: Tripura State Council for Science & Technology.
- b) National: - Organized National Seminar on “Biodiversity of North-East Indian Hotspot: Science and Society Perspectives”. Source of funding: Tripura Biodiversity Board.
- c) International: NA

26. Student profile Programme/course wise:

Name of the Course/Programme	Applications Received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.Sc					
2012-13	20	13			50
2013-14	30	20	8	10	100
2014-15	35	33	23	9	Pursuing
2015-16	42	25	17	8	Pursuing
2016-17	75	46	17	12	Pursuing

\*M=Male F=Female



27. Diversity of Students

Name of the Course	% of Students from the Same State	% of Students from Other States	% Of Students from Abroad
B.Sc		---	---
2012-13	100	---	---
2013-14	100	---	---
2014-15	100	---	---
2015-16	96.97	3.03	---

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc?  
 Zoology Honours course is only 5 years old and 2 batches have passed out.

29. Student progression

Student Progression	Against % Enrolled
UG to PG	70%
PG to M.Phil.	Zoology Hons. Course started at Holy Cross College only in 2012. Only two batches passed out from the College. Hence students are still engaged in their higher studies.
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"> <li>▪ Campus selection</li> <li>▪ Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- Library: Well equipped with good collection of books
- Internet facilities for Staff & Students: Free Wi-Fi
- Class rooms with ICT facility: Available
- Laboratories: Four in numbers

31. Number of students receiving financial assistance from College, university, government or other agencies:

- Please refer criterion question number **5.1.2** and **5.1.3** for details of financial assistance to students.



32. Details on student enrichment Programmes (special lectures / workshops / seminars) with external experts:

- The department organized one students project seminar in collaboration with the department of Science and Technology, Government of Tripura.
- Special lectures are organized regularly for the students. Kindly refer **Criterion 3** Question No. **3.7.4** for details.
- Students are taken for field visits on regular basis as part of enrichment programme and gather data.
- To bring awareness about climate change and conservation of water, a special workshop was organized two years in a row on World Water Day where experts made special presentations to the students.

33. Teaching methods adopted to improve student learning:

- Group Discussion
- Audio visual method
- Projects and Assignments
- Field Visits
- Class tests and unit tests

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Students participate in all community services organized by college

35. SWOC analysis of the department and future plans:

Strengths:

- Qualified, Committed and dedicated Faculty
- Well equipped labs
- ICT enabled smart class rooms
- Suitable learning environment in the campus
- Ample time for practicals

Weakness:

- No PG programmes introduced yet
- Socio-economic background of the students
- Poor English of the students hailing from vernacular backgrounds

Opportunities:

- With the introduction of the PG programmes there will be greater opportunities for research
- The department provides students learning opportunities also by organizing students – field studies, invited lectures and projects and class presentations.

Challenges:

- Under privilege and weak students are supported to excel in academics.

Future Plans:

- Master level programmes
- Increase of intake capacity depending on approval from Tripura University



## Evaluative Report of the Department of Botany

### The Self-evaluation of the Department:

1. Name of the department: **BOTANY**
2. Year of Establishment: **2012**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG**

Sl. No.	Programme	Courses Offered
1.	Bachelor of Science (UG)	Botany General

4. Names of Interdisciplinary courses and the departments/units involved:

Sl. No.	Interdisciplinary Courses	Department/Center
1	Botany	Botany
2	Human Physiology	Human Physiology
3	EVS	Zoology
4	Computer Skills	ICT
5	Soft Studies	All Departments

5. Annual/ semester/choice based credit system (Programme wise): **Credit-based Semester System**
6. Participation of the department in the courses offered by other departments:
  - EVS,
  - English,
  - Public Administration,
  - Computer Science
7. Courses in collaboration with other universities, industries, foreign institutions, etc. NA
8. Details of courses/Programmes discontinued (if any) with reasons: NA

9. Number of Teaching posts:

	Sanctioned	Filled
Professors	1	--
Associate Professors	1	--
Asst. Professors	02	2*

\*Includes Regular, Contractual and Guest Faculty



10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.)

Name	Qualifications	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students Guided for the Last 4 Years
Dr. Dipanwita Choudhury Shil	M.Sc., B.Ed., Ph.D	Asst. Professor	Plant Taxonomy	5 Years	NA
Dr. Sujit Sinha Ray	M.Sc, Ph.D	Visiting Faculty	Myco-Pathology	29 Years	NA

11. List of senior visiting faculty: **Dr. Sujit Singha Roy**

12. Percentage of lectures delivered and practical classes handled(Programme wise) by temporary faculty: 20%

13. Student -Teacher Ratio (Programme wise): 39:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and Filled:

Sl. No.	No. of the Staff	Number
1	Academic Support	2
2	Administrative Staff	2

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

Sl. No.	Name of the Faculty	Qualifications
1	Dr. Dipanwita Choudhury Shil	M.Sc., B.Ed., Ph.D
2	Dr. Sujit Sinha Ray	M.Sc, Ph.D

16. Number of faculty with ongoing projects from a) National b) International funding Agencies and grants received: N/A

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: N/A

18. Research Centre /facility recognized by the University: N/A



## 19. Publications:

## a) Publication per faculty

- Number of papers published in peer reviewed journals (national / international) by faculty and students
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)
  - Monographs
  - Chapter in Books
  - Books Edited
  - Books with ISBN/ISSN numbers with details of publishers
  - Citation Index
  - SNIP
  - SJR
  - Impact factor
  - h-index

Name	Journal/Book/Seminar/Workshops	Vol., Issue, Date of Publication	Publisher	Presentation/Participation
Dr.Dipanwita Chaudhuri Sil	National seminar on Management of Environment: North East India	11-12 september 2010	Iswar Chandra Vidyasagar College Belonia .South Tripura	Paper presentation Occurance of allergenic pollen in and around Agartala,
Dr.Dipanwita Chaudhuri Sil	International Annual conference of Indian Association for Angiosperm taxonomy and international symposium on angiosperm Systematics and phylogeny:	12-14 Nov, 2009	National botanical Research Institute, Lucknow, India,	Paper presentation Flowering calendar of herbs and shrubs of Agartala, Tripura with reference to Pollen incidence and density.
Dipanwita Chaudhuri Sil	International Conference on Emerging Areas of Chemistry ICEAC	12-14 January 2011	Department of Chemistry Tripura University.Suryamaninagar.	Paper presentation Biochemical analysis of Aerobiology and Biochemistry of two allergenic pollen species: Sesbania grandiflora (L.) Poir.



				And Cassia siamea Lamk.
Dr. Sujit Sinha Ray	Orientation Programme	22/02/1996 to 20/03/1996	Burdwan University	Participated
Dr. Sujit Sinha Ray	UGC Sponsored Refresher Course	04/12/1996 to 24/12/1996	Burdwan University	Participated
Dr. Sujit Sinha Ray	Seminar on “Major diseases of crops of Tripura and Forest trees of Tripura”	9th October 2004	Organized by MBB Coolege, Agartala, Tripura	Paper presented
<b>List of Publications of Faculty Members:</b>				
Dr.Dipanwita Chaudhuri Sil	Journal of Advances in Pollen and Spore Research	Vol26 2008	0376-480x	Air borne pollen sampling in Tripura University campus, Tripura. Pp81-91.
Dr.Dipanwita Chaudhuri Sil	Journal of Advances in Pollen and Spore Research	Vol 25 : 2007	0376-480x	Aerobiology and Biochemistry of two allergenic pollen specie; Trema orientalis Bl. and Peltophorum inerme. Llanos. Pp85-91
Dr.Dipanwita Chaudhuri Sil	Journal of Advances in Pollen and Spore Research	Vol27 2008	0376-480x	Flowering calendar of some potentially allergenic plants of Agartala, Tripura Pp78-82
Dr. Sujit Sinha Ray	Indian journal of Mycological Research	18(1):45-47, 1980		Effect of different toxic chemicals on Irpex flavus Klotzsch
Dr. Sujit Sinha Ray	International Journal Mendel	21(3-4), 2004		Inhibitory role of different chemicals



				on growth of Polyporous hirsutus wulf. Ex. Fr. Associated with bamboo root in Tripura.
Dr. Sujit Sinha Ray	Phytological Research, an International Journal of Plant Sc	Vol 17, Vol 2, 2004		Studies on enzyme-make up of Daedelea fleride Lev associated with bamboo rot in Tripura
Dr. Sujit Sinha Ray	Indian Journal of Mycological research	2005		Some Edible Mushroom of Tripura
Dr. Sujit Sinha Ray	Mittal Publication, New Delhi			Prospect of entrepreneurship in non traditional agrobased product in Tripura

20. Areas of consultancy and income generated: NA

21. Faculty as members in a) National committees b) International Committees  
c) Editorial Boards

N/A

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/Programme: 100%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: 25%

23. Awards/ Recognitions received by faculty and students: NA

24. List of eminent academicians and scientists/ visitors to the department:

- i. Prof. B. B. Jana
- ii. Prof. M. Premjit Singh
- iii. Prof. S. K. Banik
- iv. Prof. R. K. saha
- v. Dr. A. K. Gupta
- vi. Dr. M. Dutta
- vii. Dr. Anup Das
- viii. Prof. Antony Gomes
- ix. Dr. Brijesh Sharma



\*For details please refer **Criterion 3** Question No. **3.7.4**

25. Seminars/ Conferences/Workshops organized and the source of funding

- a) National:
  - Workshop on “Application of Bio-informatics in Biological Science”
- b) International: NA

26. Student profile Programme/course wise:

Name of the Course/Programme	Applications Received	Selected	Enrolled		Pass Percentage
			*M	*F	
Botany					
2012-13	20	13	7	3	50
2013-14	30	20	8	10	100
2014-15	35	33	23	9	Pursuing
2015-16	42	25	17	8	Pursuing
2016-17	75	46	17	12	Pursuing

\*M=Male F=Female

27. Diversity of Students

Name of the Course	% of Students from the Same State	% of Students from Other States	% Of Students from Abroad
Botany		---	---
2012-13	100	---	---
2013-14	100	---	---
2014-15	100	---	---
2015-16	96.97	3.03	---

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc?: NA

29. Student progression

Student Progression	Against % Enrolled
UG to PG	70%
PG to M.Phil.	Botany Hons. Course is yet to start as
PG to Ph.D.	



Ph.D. to Post-Doctoral	we got permission from the University only last year.
Employed <ul style="list-style-type: none"> <li>▪ Campus selection</li> <li>▪ Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- Library: Well equipped with good collection of books
- Internet facilities for Staff & Students: Free Wi-Fi
- Class rooms with ICT facility: Available
- Laboratories: Four in numbers

31. Number of students receiving financial assistance from College, university, government or other agencies:

- Please refer criterion question number **5.1.2** and **5.1.3** for details of financial assistance to students.

32. Details on student enrichment Programmes (special lectures / workshops / seminars) with external experts:

- The department organized one students project seminar in collaboration with the department of Science and Technology, Government of Tripura.
- Special lectures are organized regularly for the students. Kindly refer **Criterion 3** Question No. **3.7.4** for details.
- Students are taken for field visits on regular basis as part of enrichment programme and gather data.

33. Teaching methods adopted to improve student learning:

- Group Discussion
- Audio visual method
- Projects and Assignments
- Field Visits
- Class tests and unit tests

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Students participate in all community services organized by college which enable them to develop a sense of social responsibility.

35. SWOC analysis of the department and future plans:

**Strengths:**

- Qualified, Committed and dedicated Faculty
- Well equipped labs
- ICT enabled smart class rooms
- Suitable learning environment in the campus
- Ample time for practicals



**Weakness:**

- No PG programmes introduced yet
- Socio-economic background of the students
- Poor English of the students hailing from vernacular backgrounds

**Opportunities:**

- With the introduction of the PG programmes there will be greater opportunities for research
- The department provides students learning opportunities also by organizing students – field studies, invited lectures and projects and class presentations.

**Challenges:**

- Under privilege and weak students are supported to excel in academics.

**Future Plans:**

- Master level programmes
- Increase of intake capacity depending on approval from Tripura University



## Evaluative Report of the Department of Human Physiology

### The Self-evaluation of the Department :

1. Name of the department: **HUMAN PHYSIOLOGY**
2. Year of Establishment: **2012**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG**

Sl. No.	Programme	Courses Offered
1.	Bachelor of Science (UG)	Human Physiology

4. Names of Interdisciplinary courses and the departments/units involved:

Sl. No.	Interdisciplinary Courses	Department/Center
1	Human Physiology	Human Physiology
2	Botany	Botany
3	EVS	Zoology
4	Computer Skills	ICT
5	Soft Studies	All Departments

5. Annual/ semester/choice based credit system (Programme wise): Credit Based Semester System
6. Participation of the department in the courses offered by other departments:
  - Evs,
  - English,
  - Public Administration,
  - Computer Science
7. Courses in collaboration with other universities, industries, foreign institutions, etc. NA
8. Details of courses/Programmes discontinued (if any) with reasons: NA
9. Number of Teaching posts:

	Sanctioned	Filled
Professors	01	--
Associate Professors	01	--
Asst. Professors	02	02

\*Includes regular, contractual and guest faculty



10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.)

Name	Qualifications	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students Guided for the Last 4 Years
Shyamali Das	M.Sc, B.Ed, SLET	Asst. Professor	Nutritional Biochemistry	9 years	NA
Sandeep Roy Sarkar	M.Sc., Pursuing Ph.D	Visiting Faculty	Human Molecular Genetics	2 years	NA

11. List of senior visiting faculty: NA

12. Percentage of lectures delivered and practical classes handled(Programme wise) by temporary faculty: **20%**

13. Student -Teacher Ratio (Programme wise): 39:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and Filled:

Sl. No.	No. of the Staff	Number
1	Academic Support	2
2	Administrative Staff	2

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Sl. No.	Name of the Faculty	Qualifications
1	Ms. Shyamali Das	M.Sc, B.Ed, SLET
2	Sandeep Roy Sarkar	M.Sc., Pursuing Ph.D

16. Number of faculty with ongoing projects from a) National b) International funding Agencies and grants received: NA

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NA

18. Research Centre /facility recognized by the University: NA



19. Publications:

a) Publication per faculty

SANDEEP ROY SARKAR

Number of papers published in peer reviewed journals (national / international)	Number of publications listed in International Database	Monographs	Chapter in Books	Books Edited	Books with ISBN/ISSN numbers with details of publishers	Citation Index	SNI P	SJ R	Impact factor	h-index
11	7		2			14			4.014	2
papers published in peer reviewed journals (national / international)					publications listed in International Database	Citation Index	SNI P	SJ R	Impact factor	h-index
Sil, S. K., Sarkar, S. R., Saha, S., & Roy, S. (2011). Assessment of Nutritional Status of Rural Tribal Children in Tripura. Indian Pediatrics, 48(6), 488-89. (ISSN: 0019-6061)					Yes	7	0.889	0.427	1.048	
Sil, S. K., Saha, S., Roy, S., & Sarkar, S. R. (2012). Nutritional status of urban Tripuri tribal boys of Agartala, Tripura. Anthropologist, 14(2), 167-69 (ISSN: 0972-0073)					Yes	2	0.390	0.169	0.184	
Sarkar, S. R., Saha. S., Roy, S., & Sil, S. K. (2012). Nutritional status of Tripuri tribal adolescent boys of West Tripura district. Indian Pediatrics, 49(6), 494-95. DOI: 10.1007/s13312-012-0072-y. (ISSN: 0019-6061)					Yes	2	0.902	0.397	1.048	
Bhaumik, A., Das, S., Sarkar, S. R., Chakraborty, P., & Chowdhury, B. (2014). Diagnosis of Acute Leukemia by Flowcytometry in Population of Tripura, North-east India. Journal of Evidence Based Medicine & Healthcare, 1(10), 1320-28. (pISSN: 2349-2562, eISSN: 2349-2570)										
Sarkar, S.R., & Sil, S. K. (2014). Somatotype of non-athlete tribal school boys of West Tripura District, Tripura. Biolife, 2(4), 1365-70. (ISSN: 2320-4257)						1				
Sarkar, S. R., & Sil, S. K. (2015). Prevalence of hypertension among boys (6-18 years)										



belonging to Tripuri tribal of Tripura. International Journal of Scientific Research, 4(1), 14-16. (ISSN: 2377-8179)						
Sarkar, S. R., & Sil, S. K. (2015). Body physique in Bengali adolescent boys from west Tripura district, Tripura, India. International Journal of Bioassays, 4(3), 3684-88. (ISSN: 2278-778X)	Yes					
Sarkar, S. R., & Sil, S. K. (2015). Prevalence of stunting and thinness among Bengali children and adolescent boys of Agartala, Tripura, India. Asian Journal of Pharmaceutical and Health Sciences, 5(1), 1210-13. (ISSN: 2231-234X)	Yes					
Bhaumik, A., Das, S., Sarkar, S. R., Chakraborty, P., & Chowdhury, B. (2015). Immunohistochemical diagnosis of Breast Cancer cases with prognostic markers: ER, PR & HER2/neu. Indian Journal of Applied Research, 5(7), 468-70. (pISSN: 2249-555X)						
Sarkar, S. R., & Sil, S. K. (2015). Nutritional status of the rural Bengali adolescent boys of Tripura. Indian Journal of Pediatrics, 83(4), 356. DOI: 10.1007/s12098-015-1856-6. (ISSN: 0019-5456)	Yes	2	0.56 2	0.3 49	0.86 7	
Sarkar, S. R. (2016). Nutritional Status of Rural Bengali Adolescent Boys of Tripura: Author's Reply. Indian Journal of Pediatrics 83(9), 1058. DOI: 10.1007/s12098-016-2031-4. (ISSN: 0019-5456)	Yes		0.56 2	0.3 49	0.86 7	
Chapter in Books		Citation Index	SNI P	SJ R	Impact factor	h-index
Sarkar, S. R., & Sil, S. K. (2014). Somatotype of Tripuri Tribal Adolescent Boys (aged 8 to 16 years) of Tripura, North-east India. In: D. Chakrabarty, (Ed.). User Centered Design and Occupational Wellbeing. 1st ed. (pp. 727-31), McGraw Hill Education (Ind) Pvt. Ltd. New Delhi. [ISBN (13) 978-93-392-1970-3, (10) 93-392-1970-8]						
Sarkar, S. R., & Sil, S. K. (2016). Studies on nutritional status in rural Tripuri tribal adolescent boys of Tripura on the basis of Mid-upper arm circumference and BMI. In: J. Sen, N. Mondal. (Ed.). Nutrition and Health among Tribal Populations of India: A Bio-cultural Approach. (pp. 285-93). B.R. Publishing Corporation. New Delhi. [ISBN 9789350502976]						



- Number of papers published in peer reviewed journals (national / international) by faculty and students
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

20. Areas of consultancy and income generated: NA

21. Faculty as members in a) National committees b) International Committees  
c) Editorial Boards:

Sl.no.	Name of Faculty	National committee	International committee
1.	SHYMALI DAS	Life Member of Physiological society of India	NA
2.	SANDEEP ROY SARKAR	Life Member of Indian science Congress Association	NA
		Life Member of Physiological society of India Life Member of Indian Anthropological Society	

22. Student Projects:

- a) Percentage of students who have done in-house projects including inter departmental/Programme: 100%
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: 25%

23. List of eminent academicians and scientists/ visitors to the department:

- i) Prof. B. B. Jana
- ii) Prof. M. Premjit Singh
- iii) Prof. S. K. Banik
- iv) Prof. R. K. saha



v) Dr. A. K. Gupta

vi) Dr. M. Dutta

vii) Dr. Anup Das

viii) Prof. Antony Gomes

\*For details please refer **Criterion 3** Question No. **3.7.4**

24. Seminars/ Conferences/Workshops organized and the source of funding

a) National:

- Organized National Seminar on “Biodiversity of North-East Indian Hotspot: Science and Society Perspectives”. Source of funding: - Tripura Biodiversity Board.

b) International: NA

25. Student Profile Programme/Course wise:

Name of the Course/Programme	Applications Received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.Sc					
2012-13	20	13	7	3	50
2013-14	30	20	8	10	100
2014-15	35	33	23	9	Pursuing
2015-16	42	25	17	8	Pursuing
2016-17	75	46	17	12	Pursuing

\*M=Male F=Female

26. Diversity of Students

Name of the Course	% of Students from the Same State	% of Students from Other States	% Of Students from Abroad
B.Sc		---	---
2012-13	100	---	---
2013-14	100	---	---
2014-15	100	---	---
2015-16	96.97	3.03	---

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc?: NA



28. Student progression

Student Progression	Against % Enrolled
UG to PG	70%
PG to M.Phil.	Botany Hons. Course is yet to start as we got permission from the University only last year.
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"> <li>▪ Campus selection</li> <li>▪ Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

29. Details of Infrastructural Facilities:

- Library: Well equipped with good collection of books
- Internet facilities for Staff & Students: Free Wi-Fi
- Class rooms with ICT facility: Available
- Laboratories: Four in numbers

30. Number of students receiving financial assistance from College, university, government or other agencies:

- Please refer criterion question number **5.1.2** and **5.1.3** for details of financial assistance to students.

31. Details on student enrichment Programmes (special lectures / workshops / seminars) with external experts: NA

32. Teaching methods adopted to improve student learning:

- Audio Visual Method
- Group Discussion
- Projects and Assignments
- Field Visits
- Class tests and unit tests

33. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Students participate in all community services organized by college which enable them to develop a sense of social responsibility.

36. SWOC analysis of the department and future plans:

**Strengths:**

- Qualified, Committed and dedicated Faculty
- Well equipped labs
- ICT enabled smart class rooms
- Suitable learning environment in the campus
- Ample time for practicals



**Weakness:**

- No PG programmes introduced yet
- Socio-economic background of the students
- Poor English of the students hailing from vernacular backgrounds

**Opportunities:**

- With the introduction of the PG programmes there will be greater opportunities for research
- The department provides students learning opportunities also by organizing students – field studies, invited lectures and projects and class presentations.

**Challenges:**

- Under privilege and weak students are supported to excel in academics.

**Future Plans:**

- Master level programmes
- Increase of intake capacity depending on approval from Tripura University



## Evaluative Report of the Department of Business Administration (BBA)

### The Self-evaluation of the Department:

1. Name of the department: **BUSINESS ADMINISTRATION (BBA)**
2. Year of Establishment: **2010**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

Sl.No.	Programme	Courses Offered
1	Under Graduate	Bachelor of Business Administration

4. Names of Interdisciplinary courses and the departments/units involved:

Sl. No.	Interdisciplinary Courses	Department/Center
1	Accounting and Finance	Commerce (B.Com)
2	Business Communication	English
3	Research Methodology	Political Science

5. Annual/ semester/choice based credit system (Programme wise):  
At present BBA Department comprises of both Semester and Credit Based Semester System as per New Rule of Tripura University, students enrolled from 2015 will have CBSS and students prior to this rule undergo Semester System. Hence, Holy Cross College BBA Department has both the Semester and Credit Based Semester System.
6. Participation of the department in the courses offered by other departments: B.Com
7. Courses in collaboration with other universities, industries, foreign institutions, etc.:  
N/A
8. Details of courses/Programmes discontinued (if any) with reasons: N/A

9. Number of Teaching posts:

	Sanctioned	Filled
Professors	01	--
Associate Professors	01	--
Asst. Professors	08	07*

\*Includes regular, contractual and visiting faculty.



10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.):

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students Guided for the Last 4 Years
Sushobhan Sengupta	MBA, PGDHR M, NET(Management)	Assistant Professor & Head (i/c), Department of BBA	Finance, Human Resource and Entrepreneurship Development	7 Years	NA
Shankha Shubhra Bhadra	M.Com, NET(Commerce)	Assistant Professor	Accounting and Finance	8 Years	NA
Sharmili Chakraborty	MBA	Assistant Professor	Finance and Entrepreneurship Development	6 Years	NA
Puja Thapa	MBA	Assistant Professor	Marketing and Entrepreneurship Development	1 Y 6Months	NA
Ravi Kumar Singh	MBA	Assistant Professor	Marketing and Entrepreneurship Development	6Months	NA
Sharanya J Prabhu	B.Tech, MBA	Assistant Professor	HR & Marketing	1 Year	NA
Mandrita Saha	MCA, M.TECH	Assistant Professor	Computer Sc. & Engineering	3 Years	NA

11. List of senior visiting faculty:

1. Prof. A. Saha (Former Vice-Chancellor, Tripura University)
2. Mr. Mohan Ninan
3. Prof. Dipankar De, MBB College, Agartala, Tripura



12. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty:

Sl. No.	Programme/Subject	Percentage
1	Computer Application (Practical)	50%
2	Computer Application (Lectures)	50%
3	Managerial Economics	100%
4	Quantitative techniques	100%
5	Business Communication	100%
6	Brand Management	100%
7	Retail Marketing	100%
8	Marketing Management	70%
9	Advertisement and sales promotion	50%
10	Marketing Research	100%

13. Student -Teacher Ratio (Programme wise):

2 <sup>st</sup> Semester	19:6
4 <sup>rd</sup> Semester	34:6
6 <sup>th</sup> Semester (Marketing)	13:4
6 <sup>th</sup> Semester (Finance)	5:3

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Sl. No.	No. of the Staff	Number
1	Academic Support	1
2	Administrative Staff	2

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

Sl. No.	Name of the Faculty	Qualification
1.	Sushobhan Sengupta	M.B.A., PGDHRM, NET(Management), Ph.D thesis submitted
2.	Shankha Shubhra Bhadra	M.Com, NET (Commerce), Ph.D thesis submitted
3.	Sharmili Chakraborty	M.B.A
4.	Puja Trapa	M.B.A
5.	Ravi Kr. Singh	M.B.A
7.	Sharanya Prabhu	M.B.A
8.	Mandrita Saha	MCA & M.TECH

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: N/A



17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: N/A

18. Research Centre /facility recognized by the University: N/A

19. Publications:

a) Publication per faculty

Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of Publication	ISSN/ISBN	Topic of the Paper/Article (Including Page No.)
Sushobhan Sengupta	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	“Globalization and Higher Education: The Role of Academic Leaders” Pp. - 93-104
Sushobhan Sengupta	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	“The Impact of Globalization on Indian Business” Pp. - 403-414
Sushobhan Sengupta	Entrepreneurship for Economic Development	2014	ISBN-978-93-82120-57-5	Role of Entrepreneurial Leadership as an Essential Requisite for the Success of SHGs Pp- 265-274
Sushobhan Sengupta	Governance in Multicultural Societies Issues and Trends	Excel India, New Delhi, 2014	ISBN-978-93-83842-60-5	Is Leadership an Essence of Governance of Higher Education? Pp175-183
Sushobhan Sengupta	International Journal of Advance Research and Innovative Ideas in Education	Vol-1 Issue-5 2015	ISSN(O)-2395-4396	Emerging Challenges Of Indian Higher Educational Institutions Pp-96-99
Sushobhan Sengupta	Journal of Business Management & Social Sciences Research	Volume 4, No.11, November 2015	ISSN No: 2319-5614	An Analysis of the Challenges faced by the Academic Leaders to Promote Cross Border Higher Education in India Pp- Pp- 671-675
Sushobhan	4G:	2016	ISBN No:	Educational Leadership:



Sengupta	Globalization, Growth, Governance and Goal		978-93-81563-79-3	Ambiguity of Academic Leaders of Indian Higher Education System
Shankha Shubhra Bhadra	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	Convergence of GAAP towards IFRS: A True end Results of Globalization
Shankha Shubhra Bhadra	Entrepreneurship for Economic Development	2014	ISBN-978-93-82120-57-5	Is Entrepreneurial Inclination in North East A Case of Pushed Entrepreneurship? Pp 153-160
Shankha Shubhra Bhadra	Journal Published in an International Journal Of Management entitled “Management Convergence”	January, 2015, Vol. 6, No.1	ISSN 0976-5492	A Narrative Accounting Practices in Indian Steel and Cement Industry
Shankha Shubhra Bhadra	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3	Assessing the Impact of Companies Act 2013 on Narrative Reporting Practices
Sharmili Chakraborty	Contours of Globalization	Global Publishing House (India), Visakhapatnam, 2012	ISBN-978-93-81563-13-7	“Globalization and Its Impact on Textile Retailing in Tripura” Pp-385-402
Sharmili Chakraborty	Women’s Rights As Human Rights Problems and Paradoxes	Axis Books Pvt. Ltd New Delhi 2014	ISBN- 978-93-82835-20-2	“Women’s Rights: Challenges for Modern Organization”. Pp- 126
Sharmili Chakraborty	Governance in Multicultural Societies Issues and Trends	Excel India, New Delhi, 2014	ISBN-978-93-83842-60-5	“The Role of Social Ethics in Corporate Governance in India” Pp-318-327

- Number of papers published in peer reviewed journals (national / international) by



## faculty and students:

Sushobhan Sengupta	International Journal of Advance Research and Innovative Ideas in Education	Vol-1 Issue-5 2015	ISSN(O)-2395-4396	Emerging Challenges Of Indian Higher Educational Institutions Pp-96-99
Sushobhan Sengupta	Journal of Business Management & Social Sciences Research	Volume 4, No.11, November 2015	ISSN No: 2319-5614	An Analysis of the Challenges faced by the Academic Leaders to Promote Cross Border Higher Education in India Pp- Pp- 671-675
Shankha Shubhra Bhadra	Management Convergence	Vol. 7 No. 2	ISSN No.: 0976-5492	An Enquiry of Various factors that Influence the Narrative Accounting Practice in India
Shankha Shubhra Bhadra	International Journal of Arts, Humanities and Management Studies	Vol. 2 No. 9	ISSN No.: 2395-0692	A Study of Understanding the Perception of Stakeholders on Narrative Reporting

- Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books

Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of Publication	ISSN/ISBN	Topic of the Paper/Article (Including Page No.)
Sushobhan Sengupta	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	“Globalization and Higher Education: The Role of Academic Leaders” Pp. - 93-104
Sushobhan Sengupta	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	“The Impact of Globalization on Indian Business” Pp. - 403-414
Sushobhan Sengupta	Entrepreneurship for Economic Development	2014	ISBN-978-93-82120-57-5	Role of Entrepreneurial Leadership as an Essential Requisite for the Success of SHGs Pp- 265-274



Sushobhan Sengupta	Governance in Multicultural Societies Issues and Trends	Excel India, New Delhi, 2014	ISBN-978-93-83842-60-5	Is Leadership an Essence of Governance of Higher Education? Pp175-183
Sushobhan Sengupta	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3	Educational Leadership: Ambiguity of Academic Leaders of Indian Higher Education System
Shankha Shubhra Bhadra	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	Convergence of GAAP towards IFRS: A True end Results of Globalization
Shankha Shubhra Bhadra	Entrepreneurship for Economic Development	2014	ISBN-978-93-82120-57-5	Is Entrepreneurial Inclination in North East A Case of Pushed Entrepreneurship? Pp 153-160
Shankha Shubhra Bhadra	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3	Assessing the Impact of Companies Act 2013 on Narrative Reporting Practices
Sharmili Chakraborty	Contours of Globalization	Global Publishing House (India), Visakhapatnam, 2012	ISBN-978-93-81563-13-7	“Globalization and Its Impact on Textile Retailing in Tripura” Pp-385-402
Sharmili Chakraborty	Women’s Rights As Human Rights Problems and Paradoxes	Axis Books Pvt. Ltd New Delhi 2014	ISBN- 978-93-82835-20-2	“Women’s Rights: Challenges for Modern Organization”. Pp- 126
Sharmili Chakraborty	Governance in Multicultural Societies Issues and Trends	Excel India, New Delhi, 2014	ISBN-978-93-83842-60-5	“The Role of Social Ethics in Corporate Governance in India” Pp-318-327



- Books Edited

Name	Name of the Book(s) Edited	Volume, Issue, Date of publication	ISSN/ISBN
Shankha Shubhra Bhadra	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7
Shankha Shubhra Bhadra	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3

- Books with ISBN/ISSN numbers with details of publishers

Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of publication	ISSN/ISBN	Publisher
Shankha Shubhra Bhadra	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	Global Publishing House, (India), Visakhapatnam.
Shankha Shubhra Bhadra	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3	Global Publishing House, (India), Visakhapatnam.

- Citation Index: N/A
- SNIP: N/A
- SJR: N/A
- Impact factor :
- h-index: N/A

20. Areas of consultancy and income generated:

- Delivered two Lectures in the “Entrepreneurship Development Programme” under Prime Minister Employment Generation Programme (PMEGP) on the Topic “Entrepreneurship: Charms & Challenges” and “Working Capital Management” on 19-11-2011, organized by the Society for Entrepreneurship Development (SOFED), Agartala.



- Delivered a Lecture in the “Entrepreneurship Development Programme” under Prime Minister Employment Generation Programme (PMEGP) on the Topic “Role of District Industrial Center in Development of Micro, Small and Medium Enterprise” on 05-12-2011, organized by the Society for Entrepreneurship Development (SOFED), Agartala.
- Delivered Lectures in the “Management Development Programme in Financial management” on 13-02-2014 on the topic ‘Capital Budgeting’ & ‘Working Capital Management’ and on 14-02-2014 on the topic ‘Fund Flow and Cash Flow Statement’ & ‘Accounting Ratios’ organized by the Department of Management, Tripura University & Micro Small and Medium Enterprise (MSME).
- Delivered Lectures in the “Entrepreneurship Development Programme” under Prime Minister Employment Generation Programme and SWABHALAMBAN on the Topic “Entrepreneurship: Charms & Challenges” , “Working Capital Management” and “Break Even Analysis” on 13-03-2015, organized by the Society for Entrepreneurship Development (SOFED) at DIC(North), Tripura.
- Delivered Lectures in the “Entrepreneurship Development Programme” under SWABHALAMBAN on the Topic “Working Capital Management” and “Break Even Analysis” on 26-03-2015, organized by the Society for Entrepreneurship Development (SOFED) at EDIT, Agartala, Tripura.
- Delivered Lectures in the “Entrepreneurship Development Programme” under SWABHALAMBAN on the Topic “Break Even Analysis” on 17-03-2017, organized by the Society for Entrepreneurship Development (SOFED) at EDIT, Agartala, Tripura.
- Delivered Lectures in the “Entrepreneurship Development Programme” under Prime Minister Employment Generation Programme on the Topic “Role of DIC” on 11-03-2017, organized by the Society for Entrepreneurship Development (SOFED) at EDIT, Agartala, Tripura.
- Delivered Lectures in the “Entrepreneurship Development Programme” under Prime Minister Employment Generation Programme on the Topic “Working Capital Management” and “Break Even Analysis” on 24-03-2017, organized by the Society for Entrepreneurship Development (SOFED) at EDIT, Agartala, Tripura.

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: N/A

22. Student projects

a) Percentage of students who have done in-house projects including inter Departmental/Programme:

2013-14	2014-15	2015-16
7	17	17



b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:

Sl. No.	Name of the Students	Organization
1	K.B. Mara	Tripura Bamboo Mission
2	Anirban Lodh	Tripura bamboo Mission
3	Sreyan Sarkar	Entrepreneurship Development Institute of India
4	Tonali Sarkat	Entrepreneurship Development Institute of India
5	Debjani Banik	Gomti Pvt Ltd
6	Amlan Deb	Nest and Crest
7	Nandalal Saha	Gomti Pvt. Ltd
8	Krishnendu Roy	Paras Ltd.
9	Rajan Nath	Paras Ltd
10	Naziham Reang	TRTC
11	Antarlina Raha	Department of Skill Development, Government of Tripura

23. Awards/ Recognitions received by faculty and students: N/A

24. List of eminent academicians and scientists/ visitors to the department:

- a. Prof. Arunodoy Saha (Former, V.C, Tripura University)
- b. Mr. N.P.Topno (RBI, GM, Agartala)
- c. Prof. Rattan Khasnabish
- d. Prof. R.P. Banarjee
- e. Mr. George Jenner
- f. Mr. S. Prabhu
- g. Mr. Jayanta Debnath
- h. Mr. Shakher Datta
- i. Mr. N. Bhora (Marketing Executive, UBI)
- j. Mr. Rupanjan Das, (Assistant Commissioner, AMC-East Zone)
- k. Mr. Arnab Chakraborty, Assistant Manager, stock Holding Corporation of India Ltd.

25. Seminars/ Conferences/Workshops organized and the source of funding

a) National :

- “Current Trends of Development in Communication, Innovation and Creativity in India” Funded by ICSSR-NERC, February, 27-28, 2016.

b) International:

- ‘Globalization: Its Issues and Challenges with Special Reference to India’, Funded by Holy Cross College and Tripura University. October 29-30, 2011.



## 26. Student profile Programme/course wise:

Name of the Course/Programme	Applications Received	Selected	Enrolled		Pass Percentage
			*M	*F	
2012-13	29	20	13	05	100
2013-14	34	24	10	08	100
2014-15	38	30	21	06	Pursuing
2015-16	50	38	23	14	Pursuing
2016-17	32	28	15	10	Pursuing

\*M=Male F=Female

## 27. Diversity of Students

Name of the Course	% of Students from the Same State	% of Students from Other States	% Of Students from Abroad
Business Administration			
2012-13 => 10	100	---	---
2013-14 => 18	100	---	---
2014-15 => 27	100	---	---
2015-16 => 37	94.59	2.70	2.70

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc?: N/A

## 29. Student progression

Student Progression	Against % Enrolled
UG to PG	
2012-13	90%
2013-14	78%
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed	10%
<ul style="list-style-type: none"> <li>▪ Campus selection</li> <li>▪ Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	10%

## 30. Details of Infrastructural facilities

- Library-1
- Internet facilities for Staff & Students-yes



- Class rooms with ICT facility - (enabled with LCD& Computer)
- Laboratories- Computer Lab

31. Number of students receiving financial assistance from College, university, government or other agencies:

- Please refer criterion question number **5.1.2** and **5.1.3** for details of financial assistance to students.

32. Details on student enrichment Programmes (special lectures / workshops / seminars) with external experts:

- The department organizes seminar periodically.
- Special lectures are organized regularly for the students. Kindly refer **Criterion 3** Question No. **3.7.4** for details.
- Students are taken for field visits on regular basis as part of enrichment programme and gather data. Kindly refer **Criterion 3** Question No. **3.5.1** for details.

33. Teaching methods adopted to improve student learning:

1. Group discussion
2. Video presentation.
3. Field studies
4. Industrial visit
5. Invited lecturers by eminent personals

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: N/a

35. SWOC analysis of the department and future plans

**Strengths:**

- Qualified, Energetic and Dynamic Teachers
- Audio – Visual Tools of Teaching
- Rich Library
- Opportunities for Industrial Visit
- Most of the teachers are qualified as per UGC norms
- Internship opportunities for project work in different industries and organisations

**Weaknesses:**

- Being the institution situated in NE state, number of industries and other exposures essential for commerce & business administration are minimum in our state.

**Opportunities:**

- The department provides students education also by organizing students –industry personnel interaction , field studies, invited lectures apart from regular class lecture
- The course is also helpful for students to face competitive exams, and pursue career in teaching, research and administration



**Challenges:**

- Being the institution situated in NE state, number of industries and other exposures essential for commerce & business administration are minimum in our state.
- Being a new institution more government support is needed.

**Future Plans:**

- Master level programmes
- Increase of intake capacity depending on approval from Tripura University



## Evaluative Report of the Department of Commerce (B. Com)

### The Self-evaluation of the Department:

1. Name of the department: **COMMERCE**
2. Year of Establishment: 2016
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG-B.Com (Hon's)
4. Names of Interdisciplinary courses and the departments/units involved: BBA, ENGLISH

Sl. No.	Interdisciplinary Courses	Department/Center
1	BBA	BBA
2	English	English

5. Annual/ semester/choice based credit system (Programme wise): Credit Based Semester System
6. Participation of the department in the courses offered by other departments: NA
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : NA
8. Details of courses/Programmes discontinued (if any) with reasons: NA
9. Number of Teaching posts:

	Sanctioned	Filled
Professors	01	--
Associate Professors	01	--
Asst. Professors	06	05*

\*Includes regular, contractual and visiting faculty.

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students Guided for the Last 4 Years
Shankha Shubhra Bhadra	M.Com, NET (Commerce)	Assistant Professor & Head (i/c), Department of B.Com	Accounting and Finance	8	N/A
Sushobhan Sengupta	MBA, PGDHR	Assistant Professor &	Finance, Human	7	N/A



	M, NET(M anagem ent)	Head (i/c), Department of BBA	Resource and Entrepreneurs hip Development		
Ravi Kumar Singh	MBA	Assistant Professor	Marketing and Entrepreneurs hip Development	1 Year	N/A
Shabari Paul	M.Sc. Econom ics,	Assistant Professor	Economics	6 M	N/A
Dr. Subrta Saha	Ph.D, M.Sc- Mathem atics	Assistant Professor	Mathematics	1 Year	N/A

11. List of senior visiting faculty: NA

12. Percentage of lectures delivered and practical classes handled(Programme wise) by temporary faculty: 50%

13. Student -Teacher Ratio (Programme wise): 6:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Sl. No.	No. of the Staff	Number
1	Academic Support	1
2	Administrative Staff	2

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

1.	Shankha Shubhra Bhadra	M.Com, NET (Commerce), Ph.D Thesis submitted
2.	Sushobhan Sengupta	M.B.A., PGDHRM, NET(Management)
3.	Ravi Kr. Singh	M.B.A
4.	Shabari Paul	M.Sc- Economics
5.	Dr. Subrata Saha	M.Sc-Mathematics

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NA

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NA

18. Research Centre /facility recognized by the University: NA



## 19. Publications:

## a) Publication per faculty

Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of Publication	ISSN/ISBN	Topic of the Paper/Article (Including Page No.)
Shankha Shubhra Bhadra	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	Convergence of GAAP towards IFRS: A True end Results of Globalization
Shankha Shubhra Bhadra	Entrepreneurship for Economic Development	2014	ISBN-978-93-82120-57-5	Is Entrepreneurial Inclination in North East A Case of Pushed Entrepreneurship? Pp 153-160
Shankha Shubhra Bhadra	Journal Published in an International Journal Of Management entitled “Management Convergence”	January, 2015, Vol. 6, No.1	ISSN 0976-5492	A Narrative Accounting Practices in Indian Steel and Cement Industry
Shankha Shubhra Bhadra	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3	Assessing the Impact of Companies Act 2013 on Narrative Reporting Practices
Sushobhan Sengupta	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	“Globalization and Higher Education: The Role of Academic Leaders” Pp. - 93-104
Sushobhan Sengupta	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	“The Impact of Globalization on Indian Business” Pp. - 403-414
Sushobhan Sengupta	Entrepreneurship for Economic Development	2014	ISBN-978-93-82120-57-5	Role of Entrepreneurial Leadership as an Essential Requisite for the Success of SHGs Pp- 265-274
Sushobhan Sengupta	Governance in Multicultural Societies Issues and Trends	Excel India, New Delhi, 2014	ISBN-978-93-83842-60-5	Is Leadership an Essence of Governance of Higher Education? Pp175-183
Sushobhan Sengupta	International Journal of Advance Research and	Vol-1 Issue-5 2015	ISSN(O)-2395-4396	Emerging Challenges Of Indian Higher Educational Institutions



	Innovative Ideas in Education			Pp-96-99
Sushobhan Sengupta	Journal of Business Management & Social Sciences Research	Volume 4, No.11, November 2015	ISSN No: 2319-5614	An Analysis of the Challenges faced by the Academic Leaders to Promote Cross Border Higher Education in India Pp- Pp- 671-675
Sushobhan Sengupta	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3	Educational Leadership: Ambiguity of Academic Leaders of Indian Higher Education System

- Number of papers published in peer reviewed journals (national / international) by faculty and students

Sushobhan Sengupta	International Journal of Advance Research and Innovative Ideas in Education	Vol-1 Issue-5 2015	ISSN(O)- 2395-4396	Emerging Challenges Of Indian Higher Educational Institutions Pp-96-99
Sushobhan Sengupta	Journal of Business Management & Social Sciences Research	Volume 4, No.11, November 2015	ISSN No: 2319-5614	An Analysis of the Challenges faced by the Academic Leaders to Promote Cross Border Higher Education in India Pp- Pp- 671-675
Shankha Shubhra Bhadra	Management Convergence	Vol. 7 No. 2	ISSN No.: 0976-5492	An Enquiry of Various factors that Influence the Narrative Accounting Practice in India
Shankha Shubhra Bhadra	International Journal of Arts, Humanities and Management Studies	Vol. 2 No. 9	ISSN No.: 2395-0692	A Study of Understanding the Perception of Stakeholders on Narrative Reporting

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books

Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of Publication	ISSN/ISBN	Topic of the Paper/Article (Including Page No.)
Shankha Shubhra Bhadra	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	Convergence of GAAP towards IFRS: A True end Results of Globalization



Shankha Shubhra Bhadra	Entrepreneurship for Economic Development	2014	ISBN-978-93-82120-57-5	Is Entrepreneurial Inclination in North East A Case of Pushed Entrepreneurship? Pp 153-160
Shankha Shubhra Bhadra	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3	Assessing the Impact of Companies Act 2013 on Narrative Reporting Practices
Sushobhan Sengupta	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	“Globalization and Higher Education: The Role of Academic Leaders” Pp. - 93-104
Sushobhan Sengupta	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	“The Impact of Globalization on Indian Business” Pp. - 403-414
Sushobhan Sengupta	Entrepreneurship for Economic Development	2014	ISBN-978-93-82120-57-5	Role of Entrepreneurial Leadership as an Essential Requisite for the Success of SHGs Pp- 265-274
Sushobhan Sengupta	Governance in Multicultural Societies Issues and Trends	Excel India, New Delhi, 2014	ISBN-978-93-83842-60-5	Is Leadership an Essence of Governance of Higher Education? Pp175-183
Sushobhan Sengupta	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3	Educational Leadership: Ambiguity of Academic Leaders of Indian Higher Education System

▪ Books Edited

Name	Name of the Book(s) Edited	Volume, Issue, Date of Publication	ISSN/ISBN
Shankha Shubhra Bhadra	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7
Shankha Shubhra Bhadra	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3



▪ Books with ISBN/ISSN numbers with details of publishers

Name	Name of the Journal/ Book/ Proceedings etc. Topic	Volume, Issue, Date of Publication	ISSN/ISBN	Publisher
Shankha Shubhra Bhadra	“Contours of Globalization”	11 <sup>th</sup> July 2012	ISBN: 978-93-81563-13-7	Global Publishing House, (India), Visakhapatnam.
Shankha Shubhra Bhadra	4G: Globalization, Growth, Governance and Goal	2016	ISBN No: 978-93-81563-79-3	Global Publishing House, (India), Visakhapatnam.

- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

20. Areas of consultancy and income generated: NA

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards : NA

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/Programme: NA
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: NA

23. Awards/ Recognitions received by faculty and students: NA

24. List of eminent academicians and scientists/ visitors to the department: NA

25. Seminars/ Conferences/Workshops organized and the source of funding

- a) National: NA
- b) International: NA



26. Student profile Programme/course wise:

Name of the Course/Programme	Applications Received	Selected	Enrolled		Pass Percentage
			*M	*F	
2016-17	35	28	22	6	Pursuing

\*M=Male F=Female

27. Diversity of Students

Name of the Course	% of Students from the Same State	% of Students from Other States	% Of Students from Abroad
2016-17	28	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc? NA

29. Student progression

Student Progression	Against % Enrolled
UG to PG	B.Com Course started only in 2016 and no batch has passed out yet
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"> <li>▪ Campus selection</li> <li>▪ Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- Library : YES
- Internet facilities for Staff & Students: YES
- Class rooms with ICT facility : YES
- Laboratories : N/A

31. Number of students receiving financial assistance from College, university, government or other agencies:

- Please refer criterion question number 5.1.2 and 5.1.3 for details of financial assistance to students. NA

32. Details on student enrichment Programmes (special lectures / workshops / seminars) with external experts: NA

Teaching methods adopted to improve student learning:

1. Group discussion
2. Video presentation.
3. Field studies/visits



33. Participation in Institutional Social Responsibility (ISR) and Extension activities: NA

34. SWOC analysis of the department and future plans

**Strengths:**

- Qualified, Energetic and Dynamic Teachers
- Audio – Visual Tools of Teaching
- Rich Library
- Opportunities for Industrial Visit
- Most of the teachers are qualified as per UGC norms
- Internship opportunities for project work in different industries and organisations

**Weaknesses:**

- Being the institution situated in NE state, number of industries and other exposures essential for commerce & business administration are minimum in our state.

**Opportunities:**

- The department provides students education also by organizing students –industry personnel interaction , field studies, invited lectures apart from regular class lecture
- The course is also helpful for students to face competitive exams, and pursue career in teaching, research and administration

**Challenges:**

- Being the institution situated in NE state, number of industries and other exposures essential for commerce & business administration are minimum in our state.
- Being a new institution more government support is needed.

**Future Plans:**

- To seek permission to increase the intake capacity of the department.
- To organize national and international level seminars/conferences/workshops on regular basis.
- To seek permission for PG course from Tripura University (A Central University).



*"Educating hearts and minds"*

# HOLY CROSS COLLEGE

(An ISO 9001:2008 certified institution)  
Tripura Central University Reg. Code: 17

Durjoy Nagar P.O. Agartala- 799 009, W. Tripura, INDIA  
Phone: (0381) 234 2555 / 9402316672, Fax: (0381) 234 2572  
E-mail: principalhccagt@gmail.com  
Web: www.holycrosscollege.in

Ref. No. ....

Date .....

## DECLARATION

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge. This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced. I am aware that the NAAC Peer Team will validate the information provided in this SSR during the Peer Team visit.

*Z. Emmanuel*  
29/3/2017

Dr. Fr. Emmanuel Kallarackal, CSC  
**Principal,**  
Holy Cross College, Agartala

Place: Agartala  
Date: March 29, 2017

**PRINCIPAL**  
**HOLY CROSS COLLEGE**  
**AGARTALA**



*"Educating hearts and minds"*

# HOLY CROSS COLLEGE

(An ISO 9001:2008 certified institution)  
Tripura Central University Reg. Code: 17

Durjoynagar P.O. Agartala- 799 009, W. Tripura, INDIA  
Phone: (0381) 234 2555 / 9402315672, Fax: (0381) 234 2572  
E-mail: principalhccagt@gmail.com  
Web: www.holycrosscollege.in

Ref. No. ....

Date .....

## CERTIFICATE OF COMPLIANCE (Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **HOLY CROSS COLLEGE, AGARTALA** fulfils all norms:

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.
4. In case the affiliation /recognition is withdrawn by the authority concerned, the same will be informed to NAAC immediately.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false, then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the College website.



*Dr. Emmanuel Kallarackal*  
29/3/2017

Dr. Fr. Emmanuel Kallarackal, CSC  
Principal,  
Holy Cross College, Agartala

Place: Agartala  
Date: March 29, 2017

PRINCIPAL  
HOLY CROSS COLLEGE  
AGARTALA

**Annexure: I****TRIPURA UNIVERSITY**

(A Central University)

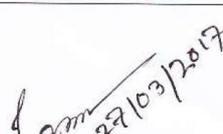
SURYAMANINAGAR – 799022

No.F.TU/DIR.CDC/HC/48/2015Date: 27.03.2017**TO WHOM IT MAY CONCERN**

This is to certify that **Holy Cross College, Jubatara, Agartala, Tripura** is affiliated to **Tripura University (A Central University)** since 2009 and recognized by the University Grants Commission {Ref. No. F. No. 8-668/2015 (CPP-I/C) dated 21 Dec 2016}.

Following Courses/Subjects are taught in the said college as per approval,

Sl No	Name of the Course(s)	Subjects
(I)	B.A./B.Sc./B.Com. Honours (TDPH) (Major courses) Six Semester Degree Programme	English, Political Science, Sociology, Commerce, Zoology, Botany, Human Physiology.
(II)	B.A./B.Sc./B.Com. TDP(General) Six Semester Degree Programme	English, Political Science, Sociology, Commerce, Zoology, Botany, Human Physiology.
(III)	BBA	
(IV)	B.Ed.	

  
(Sobha DebBarma)Director, College Development Council  
Tripura University



## Annexure: II



UGC Website: [www.ugc.ac.in](http://www.ugc.ac.in)  
Ph. 011-23604414 (CPP-I/Colleges)



Speed Post

विश्वविद्यालय अनुदान आयोग  
University Grants Commission  
(मानव संसाधन विकास मंत्रालय, भारत सरकार)  
Ministry of Human Resource Development,  
Govt. of India  
बहादुर शाह जफर मार्ग, नई दिल्ली – 110 002  
Bahadur Shah Zafar Marg, New Delhi – 110 002

F. No. 8-668/2015 (CPP-I/C)

December, 2016

The Registrar,  
Tripura University  
Suryamaninagar – 799 022  
Tripura

21 DEC 2016

**Sub:** - Recognition of College under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

I am directed to refer to the letter dated 09.09.2016 received from the Principal, Holy Cross College, Jubatara, P.O. Lembucherra, Mohanpur Road, Tripura (West) – 799 210, Tripura on the above subject and to say that it is noted that the following college is **un-aided/self financed** and **permanently** affiliated to **Tripura University**. I am further to say that the name of the following college has been included in the list of colleges prepared under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head '**Non-Government, self financed** Colleges teaching upto **Bachelor's Degree**':-

Name of the College	Year of Establishment	Remarks
Holy Cross College, Jubatara, P.O. Lembucherra, Mohanpur Road, Tripura (West) – 799 210, Tripura. AISHE CODE:- C-42269	2009	The College is now declared fit to receive Central assistance in terms of Rules framed under Section 12 (B) of the UGC Act, 1956. However, the College, being a self financing & unaided, would be eligible to receive UGC's support only in respect of teachers & students related schemes as per the decision of the Commission dated 8 <sup>th</sup> July 2011.

The Indemnity Bond and the other supporting documents submitted in respect of the above College have been accepted by the University Grants Commission.

Yours faithfully,

(Charan Dass)  
Under Secretary

Copy to:-

1. The Principal, Holy Cross College, Jubatara, P.O. Lembucherra, Mohanpur Road, Tripura (West) – 799 210, Tripura.
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi - 110 001.
3. The Principal Secretary (Higher Education) Govt. of Tripura, Civil Secretariat Building, Agartala – 799 001
4. The Deputy Secretary, UGC, North-Eastern Regional Office (NERO), 3<sup>rd</sup> Floor, House FED, Rental Block - 5, Beltola-Basistha Road, Dispur, Guwahati – 781 006, (Assam).
5. Section Officer (FD-III Section), UGC, New Delhi.
6. Guard file.

(Sunita Kalra)  
Section Officer



**Annexure: III**

**TO BE PUBLISHED IN GAZETTE OF INDIA PART – III, SECTION 4**

National Council for Teacher Education  
Eastern Regional Committee  
(A Statutory Body of the Govt. of India)  
15, Neelakantha Nagar, Nayapalli, Bhubaneswar – 751012  
Phone-(0674) 2562793, 2563252, 2563156, Fax: (0674) 2564873

F. No.ER-188.12.4/ERCAPP1812/B.Ed/2015/32012

Date: 24.12.2015

**ORDER**

WHEREAS, in terms of Section 14(1) of the NCTE Act,1993, Holy Cross Educational Foundation, Plot No.- 4476, Street/Road- Airport Road, Vill - Nutunnagar, PO- Durjoynagar, Tehsil/Taluka- Barjala, Town/City- Agartala, Dist- West Tripura, Tripura- 799009 has applied for grant of recognition to Holy Cross College, Plot No.-4476, Vill.-Nutunnagar, P.O.-Durjoynagar, Tehsil/Taluka-Barjala, Town/City-Agartala, Dist.-West Tripura, Tripura-799009, ERCAPP1812 for B.Ed course Application dated 31.12.2012 for One year duration under section 14(1) of the NCTE Act, 1993 and hardcopy received by Eastern Regional Committee of NCTE on 11.01.2013.

AND WHEREAS, on scrutiny of the application submitted by the institution, the documents attached therewith, the affidavit submitted and the report received from VT and videography, and the certificates received from the university, the Committee is satisfied that the applicant fulfils the requirements under the provisions of NCTE Act, Rules and relevant Regulations including the Norms and Standards for the said teacher education programme such as instructional facilities, infrastructural facilities, financial resources, etc., for running the programme.

NOW THEREFORE, in exercise of the powers vested under Section 14(3) (a) of the NCTE Act. 1993, the Eastern Regional Committee, NCTE hereby grants recognition to Holy Cross College, Plot No.-4476, Vill.-Nutunnagar, P.O.- Durjoynagar, Tehsil/Taluka-Barjala, Town/City-Agartala, Dist.-West Tripura, Tripura-799009 for conducting B.Ed programme of two years duration with an annual intake of 50 Students (one basic unit) from the academic sessions 2015-2016 under Clause 7(16) of NCTE (Recognition Norms & Procedure) Regulations, 2014 subject to fulfillment of the following conditions:-

- I. The Endowment fund of Rs. 5 lakhs and Reserve fund of Rs. 7 lakhs kept in joint account with Regional Director of NCTE should be maintained perpetually. Loan raising against or mortgaging of FDR's shall not be done.
- II. The institution shall comply with the various other norms and standards prescribed in the NCTE regulations, as amended from time to time.
- III. The institution shall make admission only after it obtains affiliation from the examining body in terms of clause 8(10) of the NCTE (Recognition Norms & Procedure) Regulations 2014.

Contd...2



1/211

- IV. The institution shall ensure that the required number of academic staff duly approved by affiliating body for conducting the course should always remain in position.
  - V. The institution shall comply with the additional facilities required (additional built-up area, additional staff, additional funds etc) for the second unit as prescribed in NCTE (Recognition Norms and Procedure) Regulations 2014 before 31.10.2015.
2. Further the recognition is subject to the condition that the institution shall move gradually to become a composite institution but not later than 2016-2017.
  3. Further, the recognition is subject to fulfillment of all such other requirements as may be prescribed by other regulatory bodies like UGC, affiliating University / Body, the State Government etc, as applicable.
  4. The institution shall submit to the Regional Committee a Self-Appraisal Report at the end of each academic year along with the statement of annual accounts duly audited by a Chartered Accountant.
  5. The institution shall maintain its Website with hyperlink to the Council and the Eastern Regional Committee, covering, inter – alia, the details of the institution, its location, name of the programme applied for the intake; availability of physical infrastructure, such as land, building, office, classrooms and other facilities or amenities; instructional facilities, such as laboratory and library and the particulars of their proposed teaching faculty and non-teaching staff with photographs, for information of all concerned. The information with regard to the following shall also be made available on the website namely:-
    - a) Sanctioned programmes along with annual intake in the institution;
    - b) Name of faculty and staff in full as mentioned in school certificate along with their qualifications, scale of pay and photograph.
    - c) Name of faculty members who left or joined during the last, quarter;
    - d) Names of Students admitted during the current session along with qualification, Percentage of marks in the qualifying examination and in the entrance test, if any, date of admission, etc.;
    - e) Fee charged from students;
    - f) Available infrastructural facilities;
    - g) Facilities added during the last quarter;
    - h) Number of books in the library, journals subscribed to and additions, if any, in the last quarter;
    - i) The affidavit with enclosure submitted along with application.
    - j) The institution shall be free to post additional relevant information, if it so desires.
    - k) Any false or incomplete information on website shall render the institution liable for withdrawal of recognition.

Contd...3



11311

6. The institution shall adhere to the mandatory disclosure in the prescribed format and display up-to-date information on its official website.
7. The institution shall make available list of students admitted on its official website.
8. If the institution contravenes any of the above conditions or the provision of the NCTE Act, Rules, Regulations and orders made of issued there under, the institution will render itself vulnerable to adverse action including withdrawal of recognition by the regional committee under the provisions of Section 17(1) of the NCTE Act.

By Order,

Regional Director

The Manager  
Government of India Press  
Department of Publications (Gazette Section)  
Civil Lines, New Delhi – 110054

To

**The Registrar**

Holy Cross College,  
Plot No.-4476, Vill.-Nutunnagar, P.O.-Durjoynagar,  
Tehsil/Taluka-Barjala, Town/City-Agartala,  
Dist.-West Tripura, Tripura-799009

Copy to:

1. The Secretary / Correspondent, Holy Cross Educational Foundation, Plot No.- 4476, Street/Road- Airport Road, Vill - Nutunnagar, PO- Durjoynagar, Tehsil/Taluka- Barjala, Town/City- Agartala, Dist- West Tripura, Tripura-799009
2. The Commissioner & Secretary, Department of Higher Education, Govt. of Tripura, Civil Secretariat, Agartala, Tripura West - 799001.
3. The Registrar, Tripura University, Surjyamaninagar, Agartala - 799004, West Tripura
4. The Director, Director of Higher Education, Civil Secretariat Complex, Agartala, Tripura West - 799001
5. The Secretary, Dept. of School Education and Literacy, Ministry of Human Resource Development, Govt. of India, Shastri Bhawan, New Delhi -110001.
6. The Under Secretary (CS) National Council for Teacher Education, Hans Bhawan, Wing-II, 1, Bahadurshah Zafar, New Delhi- 110002.
7. Office Order file/ Institution file.

  
Regional Director



**Annexure: IV**





A FRONT VIEW OF HOLY CROSS COLLEGE



COMPUTER LAB



SEMINAR HALL



BOTANY LAB



PRINCIPAL'S OFFICE



COLLEGE CANTEEN



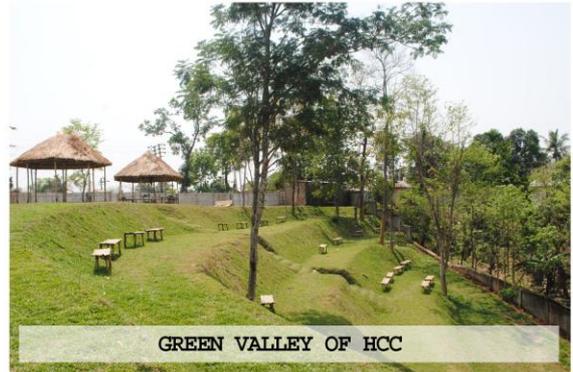
COLLEGE GYM



COLLEGE TRANSPORT



A VIEW OF HOLY CROSS COLLEGE



GREEN VALLEY OF HCC



COLLEGE LIBRARY



READING ROOM



COLLEGE AUDITORIUM



ZOOLOGY LAB



PHYSIOLOGY LAB



GENERATOR AND PARKING AREA



**Annexure: V**

**BY REGISTERED /SPEED POST**

F.No. 201 of 2016 -1061

Dated: 28.03.2017

GOVERNMENT OF INDIA  
NATIONAL COMMISSION FOR MINORITY EDUCATIONAL INSTITUTIONS  
GATE NO. 4, FIRST FLOOR, JEEVAN TARA BUILDING, PATEL CHOWK,  
PARLIAMENT STREET, NEW DELHI-110 001

Holy Cross College, Durjoynagar P.O., Airport Road, Agartala, West Tripura. Petitioner/s  
**Versus**

The Additional Director, Directorate of School Education, Government of Tripura, Respondent/s  
P.O. Agartala, Tripura.

**NOTICE TO**

The Director,  
Directorate of School Education,  
Government of Tripura,  
P.O. Agartala,  
Tripura.

WHEREAS the petition (copy enclosed) has been presented by the Petitioner mentioned above. It is hereby informed that the said petition is fixed for hearing on **08.08.2017** at **11.00 A.M.** Should you wish to file any reply against the petition, you are at liberty to do so on the date fixed or any other date to which the case may be postponed either in person or through your authorized agent.

TAKE NOTICE THAT in default of your appearance on the day and in the manner mentioned above, the case will be heard and determined in your absence.

Given under my hand and seal of the Commission on this day 28<sup>th</sup> of March, 2017.

Encl: Copy of the petition.

✓ CC to : Dr. Fr. Emmanuel Kallarackal, CSC,  
Correspondent / Principal,  
Holy Cross Educational Foundation,  
Durjoynagar P.O., Agartala,  
West Tripura – 799009

-Sd/-  
DEPUTY SECRETARY

  
DEPUTY SECRETARY



**Annexure: VI**



# HOLY CROSS EDUCATIONAL FOUNDATION

Chhatrapati Nagar P.O., Via Airport, Agartala - 799009, W. Tripura, Ph.: (0381) 234 2177, Fax: 232 3572

Dated: Sept. 08, 2016

To  
The Secretary,  
NATIONAL COMMISSION FOR  
MINORITY EDUCATION INSTITUTIONS  
Government of India,  
Gate No. 4, 1<sup>st</sup> Floor, Jeevan Tara Building,  
5, Sansad Marg, Patel Chowk,  
New Delhi – 110 001, India.

**Sub:** Response to the letter no. F. No. 201 of 2016/8414 dated 25.05.2016

Sir,

I am in receipt of your letter no. F. No. 201 of 2016/8414 dated 25.05.2016. Thank you for the same. Please find enclosed the response to the letter with the following annexure.

- Annex 1. An application for grant of minority status certificate in prescribed format.
- Annex 2. An affidavit signed by Chairman/Secretary of the society as per prescribed format.
- Annex 3. An affidavit by Principal of the petitioner College in support of the averments made in the petition.
- Annex 4. An affidavit by Principal showing list of minority students admitted in the institution.
- Annex 5. A Copy of society registration certificate.
- Annex 6. A copy of Memorandum of Association/ trust deed.
- Annex 7. Rules & regulation / byelaws with all amendments.
- Annex 8. List of founding members of the society along with their addresses and religion.
- Annex 9. List of present members of the society along with their addresses and religion.
- Annex 10. Minutes of annual governing body meeting of the society.
- Annex 11. Minority Status Certificate of Holy Cross School, which is under the same society.
- Annex 12. Profile of the College along with programmes offered.
- Annex 13. A copy of the College affiliation letter from the affiliating university.
- Annex 14. A copy of the College recognition letter from the NCTE.
- Annex 15. A copy of the application for Grant-in-Aid from the Govt. of Tripura.

Yours sincerely,

Dr. Fr. Emmanuel Kallarackal, CSC

Correspondent

Phone: (91) 9402122662

Email: emmanuelcsc@gmail.com

PRINCIPAL  
HOLY CROSS COLLEGE  
AGARTALA

**Annexure: VII****Sanction of fund under SDS 2016-17**

No.1(10)/PCD/PF(SDS)/2016-17/ 8770-76

Government of Tripura

**Planning (P&C) Department**

Tel &amp; Fax: 0381-2416021

email: [planningtripura.agt@gmail.com](mailto:planningtripura.agt@gmail.com)

Agartala

08/07/2016

MEMORANDUM

Subject: Sanction of projects under Special Development Scheme (SDS) during the financial year 2016-17.

The following 5 (five) proposals of **Higher Education Department** are considered and sanctioned for implementation under **Special Development Scheme (SDS)** during the financial year 2016-17:

(Rs. in crore)

Sl. No.	Project	Amount	Reference
1	Up-gradation of infrastructure of Adwaita Malla Barman Smriti Mahavidyalaya, Amarpur.	1.50	Note 1 of file bearing number F.5(384)-DHE/PLG/16, dated 20/06/2016 of Higher Education Department
2	Vertical extension of existing Academic Buildings of GDC Kamalpur.	1.50	Note 1 of file bearing number F.5(385)-DHE/PLG/16, dated 21/06/2016 of Higher Education Department
3	Construction of Academic building of Women's Polytechnic at Hapania, Agartala, West Tripura.	2.00	Note 13 of file bearing number F.5(315)-DHE/PLG/14, dated 20/06/2016 of Higher Education Department
4	Construction of MBB University and MBB College {items of works-Heritage building, Auditorium, Library, Amenities Block (PO, Bank, Co-operative, Health Centre, Canteen), VC's Quarter and Guest House}.	5.66	Note 18 of file bearing number F.5(366)-DHE/PLG/15, dated 20/06/2016 of Higher Education Department
5	Construction of Holy Cross College at Jubatara, Agartala, West Tripura.	2.43	Note 15 of file bearing number F.5(1)-DHE/PLG/10, dated 18/06/2016 of Higher Education Department

Contd....



2. Higher Education Department should start the work as early as possible.
3. Finance Department (Budget) is requested to release the aforesaid fund as per prevailing norm to Higher Education Department.
4. Higher Education Department should strictly follow all the financial norms and submit the monthly progress report to Planning (P&C) Department.

*A. K. Bhattacharya*  
(A.K. Bhattacharya)  
Additional Secretary

To:  
Secretary, Higher Education Department

Copy to:

- 1) Principal Secretary, Finance Department
- 2) Shri D. Modak, Additional Secretary, Finance (Budget)
- ✓ 3) Director, Higher Education Department

Copy also to:

- 1) Chief Secretary for kind information
- 2) Principal Secretary to Chief Minister for kind information

Copy also endorsed to:

Hon'ble Minister, Higher Education for kind information



**Annex: VIII**

**All India Survey on Higher Education (AISHE) Certificates**

**2010-11**





2011-12



Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
Statistics Division  
New Delhi

# Certificate



**Reference No.** C-9589-2011

This is to certify that PANKAJ CHAKRABORTY of Holy Cross College has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2011-2012.

( B N Tiwari )

Deputy Director General

**Dated:** 13/04/2017



2012-13



Government of India

Ministry of Human Resource Development

Department of Higher Education

Statistics Division

New Delhi

# Certificate



**Reference No.** C-9589-2012

This is to certify that PANKAJ CHAKRABORTY of Holy Cross College has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2012-2013.

( B N Tiwari )

Deputy Director General

**Dated:** 13/04/2017



2013-14



सत्यमेव जयते  
Government of India

Ministry of Human Resource Development

Department of Higher Education

Statistics Division

New Delhi

# Certificate



**Reference No.** C-9589-2013

This is to certify that PANKAJ CHAKRABORTY of Holy Cross College has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2013-2014.

( B N Tiwari )

Deputy Director General

**Dated:** 13/04/2017



2014-15



Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
Statistics Division  
New Delhi

# Certificate



**Reference No.** C-9589-2014

This is to certify that PANKAJ CHAKRABORTY of Holy Cross College has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2014-2015.

( B N Tiwari )

Deputy Director General

**Dated:** 13/04/2017



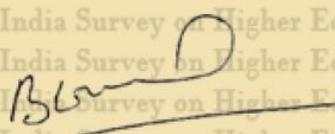
2015-16

  
**Government of India**  
**Ministry of Human Resource Development**  
**Department of Higher Education**  
**Statistics Division**  
**New Delhi**

# Certificate

**Reference No.** C-9589-2015

This is to certify that PANKAJ CHAKRABORTY of Holy Cross College has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2015-2016.

  
**( B N Tiwari )**  
**Deputy Director General**

**Dated:** 13/04/2017



2016-17



Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
Statistics Division  
New Delhi

# Certificate



**Reference No.** C-9589-2016

This is to certify that PANKAJ CHAKRABORTY of Holy Cross College has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2016-2017.

( B N Tiwari )

Deputy Director General

**Dated:** 13/04/2017



## HOLY CROSS COLLEGE

Established: 2009

Affiliated with Tripura University (A Central University)

Recognised by UGC with 2(f) & 12(B) Status | Recognised by NCTE

An ISO 9001:2015 Certified Institution

Jubatara, Lembucherra P.O.  
West Tripura - 799 210

Durjoynagar P.O., Airport Road  
Agartala, West Tripura - 799 009

Web: [www.holycrosscollege.in](http://www.holycrosscollege.in) | E-mail: [principalhccagt@gmail.com](mailto:principalhccagt@gmail.com)  
Phone: 0381-2865222, 2342555, 2341128 | Mobile: 9402315672, 9402122662