



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SACRED HEART COLLEGE (AUTONOMOUS)
Name of the head of the Institution	Rev. Dr. D. Maria Antony Raj
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04179220553
Mobile no.	9443438658
Registered Email	office@shctpt.edu
Alternate Email	principal@shctpt.edu
Address	Sacred Heart College (Autonomous) Thiruvalluvar University, Tirupattur, Vaniyambadi Road, Tirupattur, Tirupattur-Dt, TamilNadu.
City/Town	Tirupattur

State/UT	Tamil Nadu				
Pincode	635601				
2. Institutional Status					
Autonomous Status (Provide date of Conformant of Autonomous Status)	24-Sep-1987				
Type of Institution	Co-education				
Location	Rural				
Financial Status	Self financed and grant-in-aid				
Name of the IQAC co-ordinator/Director	Dr.S.Sagayaraj				
Phone no/Alternate Phone no.	04179226602				
Mobile no.	9443035624				
Registered Email	iqac@shctpt.edu				
Alternate Email	sagay@shctpt.edu				
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)	http://shctpt.edu/IQAC/files/Part_A_3_AQAR_2018_19.pdf				
4. Whether Academic Calendar prepared during the year	Yes				
if yes,whether it is uploaded in the institutional website: Weblink :	http://shctpt.edu/IQAC/files/Part_A_4_Academic_Calendar.pdf				
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To

1	Four Star	0	2000	07-Feb-2000	06-Feb-2005
2	A	0	2007	10-Feb-2007	09-Feb-2012
3	A	3.43	2013	08-Jul-2013	07-Jul-2018
4	A+	3.31	2019	08-Feb-2019	07-Feb-2024

6. Date of Establishment of IQAC

28-Jun-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Research Day	15-Dec-2018 1	323
Template for Board of Studies	24-Oct-2018 1	202
Audit on Evaluation and Valuation System	24-Oct-2018 1	202
Question Paper Audit	07-Sep-2018 1	202
Department File Maintenance	19-Jul-2018 1	202

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8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Fund for Improvement of Science and Technology	Ministry of Science and Technology (Department of Science and Technology)	2018 1825	9500000

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	8
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Question Paper Auditing Level -1	
Audit on Evaluation and Valuation System	
Research Day	
Template for Board of studies	
File Maintenance System created	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Faculty Improvement Programmes	<ul style="list-style-type: none"> • A twoday workshop on leadership training programme was conducted for the heads of the departments at Sacred Heart College in 11th and 12th June 2018. The training gave the necessary skills to coordinate and takes forward the different strategies for the year. • A twoday animation programme was conducted for all staff in 13th and 14th June 2018 at the college premises. The focus was on the thrust areas of the college for the

	academic year. • All faculty members drafted their annual development plan and teaching plan and updated online their personal profile in the college website. The Principal and HODs can access the annual development plan through web and review it.
Faculty Improvement Programmes	• A twoday orientation programme was conducted for Newly recruited staff members from 5th and 6th June 2018 at the college premises. • Periodical staff meetings were conducted and staff members are updated on education, research and outreach activities. • Annual Retreat for two days for all the staff members was conducted on 29th and 30th October2018 • Installation of Don Bosco Fellowship to support the research activities of Faculty members. • Monthly meetings with Head of the Departments to systematically check define and redefine areas of improvement and development.
Student Improvement Programmes	• Members of the nonAcademic Associations such as NCC, NSS,RedRibbon Club, JRC, Rovers and Rangers, Media Forum, AICUF, MNI, RoctractClub, and Fine Arts attended a one day long orientation programme in July 2018. This was conducted withthe idea of improving leadership qualities, interpersonal relationships, and personality development in students. •The leaders of CQC of each class were brought togetherfor an orientation programme to be effective leaders to Coordinate CQCrelated activities. •SHAPE is being conducted every month •CQC has paved the way for peer learning • SHELTERS have sensitized thestudents to cater tothe social needs. • Bridge coursefor newly admitted students to acquaint themselves to college studies. • Language training offerered by communicative English department.
Others	•Parents meetwas organized for all the classes. •DEEDS programme forallthe II year students •Research Forums for students to cultivate research interest • Installation of Sacred Heart Fellowship for students to support and promote research. • IQAC reviewed the report of AQAR 2018-19. The updated version was uploaded in http://shctpt.edu/IQAC/files/Part_A_3_AQAR_2018_19.pdf • The Departmental Association programme, achievements, remedial programme, student discipline, results of the students, faculty cooperation and future plans of the department were evaluated with the help of SWOC frame work in November 2018 and April2019. • IQAC organized Faculty Evaluation by the Students at the end of each semester. The analysis of the feedback was communicated to the faculty members by the Principal in November 2018 and April 2019. • The Peer Team appointed by NAAC visited the college for two days (28th and 29th January, 2019) for the verification based on the SSR report submitted in the month of August 18th, 2018. • In Feb 2019, the NAAC accredited the college with a CGPA of 3.31/4 at 'A+' grade

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	30-Aug-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	28-Jan-2020
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	11-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>•eGovernance Electronic Governance (egovernance) is the application of Information and Communication Technology (ICT) for delivering and exchanging information, communication transactions, integration of various standalone systems and services. The eGovernance services is made available to three main target groups namely Management, Staff and Students, providing information in a convenient, efficient and transparent manner by various aspects, such as Webbased service delivery, Digital democracy and Establishment of a secure and cooperative interaction.</p> <p>•Planning and Development The module focuses on the College Handbook (Text and Mobile apps) and EPP which is made available on the college website.</p> <p>•Administration All College Office Activities are digitalized.</p> <p>•Student Admission and Support The module covers various activities which include: Applying for Admission, Student Login (Attendance, CA Marks, Feedback, Leave Management, Exit Interview), Examination Fee Application Payments, Generation of Hall Tickets, Monitoring of their Academic Progress and End Semester Examination Results.</p> <p>•Examination All Examination Related Activities are digitalized and records are kept in the office of the controller of examinations.</p> <p>•ERP AcME ERP is used to maintain all finance related transactions and documents. Annual eGovernance report approved by Governing Council/ Board of Management/</p>

Syndicate. From 2014 onwards the following software modules were developed.

- Admission Module The Admission module allows the candidates to apply online for any course offered by the college the module aids the manual verification process of the applications, and automatically filters and shortlists the applications according to the eligibility criteria and augments the selection process to complete the admission process adhering to the Admission guidelines.
- Student Module The Student Module facilitates the creation and maintenance of their profile, applying for Examination Online, and viewing their CA, Semester Performances and their attendance. They can also download the needed certificates instantly which will be authorized by the Principal. They can opt for nonmajor electives online. At the end of every semester, they can evaluate the performance of their course teachers online.
- Office Module All the segments of the college office including student services, fee payment and customizable reports can be created in this regard.
- Examination Module The Schedule of end semester examinations is created the received applications are confirmed and customizable reports are generated.
- Staff Module This module caters to the faculty needs such as creating and maintaining their profile and updating their details on their corporate life, international exposure, memberships/fellowships, annual plan, teaching plan, leave management, research work, publications, research projects, awards and achievements. They can enter the day today attendance online and also calculate the CA marks.
- ERP AcME. ERP is an Enterprise Resource Planning software solution for religious and nonprofit organizations (NPO) which provides simple, user friendly and computerized software to maintain all the institution accounts and it allows to generate reports of all accounts transactions. It is deployed as Head Office and Branch Office suite. Head office has the control over the branch offices by enforcing the branch offices to follow certain policy. Head Office admin creates the masters and those masters can be

downloaded by the Branch Offices on demand from the Head Office.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			

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1.1.2 - Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				

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1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Microbiology	16/06/2018
BSc	Biochemistry	16/06/2018
BSc	Chemistry	16/06/2018
BSc	Computer Science	16/06/2018
BA	English	16/06/2018
BSc	Mathematics	16/06/2018
MSW	Social Work	16/06/2018
BA	Tamil	16/06/2018

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Tamil	16/06/2018
MPhil	Tamil	16/06/2018
BSc	Biochemistry	16/06/2018
MSc	Biochemistry	16/06/2018
MPhil	Biochemistry	16/06/2018
BCA	Computer Applications	16/06/2018
MCA	Computer Applications	16/06/2018
MPhil	Computer Applications	16/06/2018
BA	English	16/06/2018
MA	English	16/06/2018
MPhil	English	16/06/2018
BA	Economics	16/06/2018
MA	Economics	16/06/2018
MPhil	Economics	16/06/2018
BCom	Commerce	16/06/2018
MCom	Commerce	16/06/2018
MPhil	Commerce	16/06/2018
BSc	Mathematics	16/06/2018
MSc	Mathematics	16/06/2018
MPhil	Mathematics	16/06/2018
BSc	Physics	16/06/2018
MSc	Physics	16/06/2018
MPhil	Physics	16/06/2018
BSc	Chemistry	16/06/2018
MSc	Chemistry	16/06/2018

MPhil	Chemistry	16/06/2018
BSc	Computer Science	16/06/2018
MSc	Computer Science	16/06/2018
MPhil	Computer Science	16/06/2018
MSW	Social Work	16/06/2018
MPhil	Social Work	16/06/2018
BBA	Business Administration	16/06/2018
MBA	Management Studies	16/06/2018
MPhil	Management Studies	16/06/2018
BA	Tamil	16/06/2018
BCom	Commerce Computer Applications	16/06/2018
MSc	Counselling Psychology	16/06/2018
BSc	Microbiology	16/06/2018
PhD or DPhil	Tamil	16/06/2018
PhD or DPhil	Economics	16/06/2018
PhD or DPhil	Commerce	16/06/2018
PhD or DPhil	Mathematics	16/06/2018
PhD or DPhil	Physics	16/06/2018
PhD or DPhil	Chemistry	16/06/2018
PhD or DPhil	Computer Science	16/06/2018
PhD or DPhil	Social Work	16/06/2018
PhD or DPhil	Management Studies	16/06/2018
PhD or DPhil	Biochemistry	16/06/2018

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Learning Disability	16/06/2018	60
ANDROID Programming	16/06/2018	55

Photoshop	16/06/2018	50
NPTEL Course	16/06/2018	15
LaTeX for Mathematics	16/06/2018	15
R - Language for Statistics	16/06/2018	8
NPTEL (Developing Soft Skills and Personality)	16/06/2018	2
NPTEL (Introduction to Linear Algebra)	16/06/2018	1
NPTEL (English Language for Competitive Exams)	16/06/2018	1
NPTEL (Gender Justice and Workplace Security)	16/06/2018	1

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Physics	3
BA	Tamil	10
BBA	Business Administration	70
BCA	Computer Applications	52
BSc	Biochemistry	11
BSc	Computer Science	113
BA	Economics	3
BA	English	44
MBA	Management Studies	53
MCA	Computer Applications	71

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes

Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

At Sacred Heart College (Autonomous), there is a structured feedback system in check. This system ensures that feedback based on the curriculum aspects, courses structure and infrastructure facilities are regularly updated drawing inferences and suggestions from different stakeholders such as students, parents, faculty, employers and alumni. The college upholds the IQAC as a pivotal body in ensuring quality consciousness and enrichment. Under the purview of the IQAC, various departments and committees like the Career Guidance Cell, Anti-Ragging Committee, Women's Cells, Counselling Centre and the Sexual Harassment Committee, etc reinforce the curriculum by incorporating updated information and diurnal social issues for holistic development. Periodical analysis is made by the IQAC in ensuring quality via student's surveys, faculty performance reviews, parent meetings, alumni interaction and employee contact. Student's surveys and faculty reviews are carried out online via a robust application developed by the IQAC. Feedback from the parents are carried out with a human touch via by face to face interaction in parent teacher meetings. Further feedback from stakeholders which include the alumni, and employers are collected via tailor made exclusive meetings and conferences. Feedback of stakeholders is sought regularly about infrastructure and learning resources for ensuring optimum teaching and learning. Accordingly, continuous review of infrastructure and learning resources is carried out by respective committees and the recommendations are integrated for upgrading, maintaining and utilizing physical, academic and support facilities. Feedback which is taken from faculties, stakeholders and experts regarding industry trends is used to identify new demands of industry. The aspect of confidentiality is always maintained at Sacred Heart College, bearing in mind the felt needs of the students as their feedback and areas of improvement are communicated to their respective faculty for the development of their teaching and learning pedagogy. Feedback received by students on their respective teacher's performance is communicated directly by the principal for faculties having more than two years of experience in the college and by the rector for the new recruits of the college. Another unique aspect of Sacred Heart College, is its open-door system, which enables anyone with a grievance, issue or suggestion to meet the principal or the rector for sorting out any objection. Structured feedback taken from students, alumni, employers and experts from academia, industry and research serve in the regular improvement of the course/programme offered by the college. Feedbacks from faculties are also taken for their suggestions in syllabus revision. Feedback taken from eminent experts is facilitated to incorporate new areas in the curriculum/ programme. Feedback from students is also taken through CQC meetings (Class Quality Cell) and corrective measures are taken accordingly to improve the teaching-learning processes.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

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Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCA	Computer Applications	55	323	55
BA	English	154	265	154
BBA	Business Administration	77	208	77
BSc	Biochemistry	55	189	55
BSc	Computer Science	113	493	110
BSc	Chemistry	113	493	110
BSc	Physics	113	704	110
BSc	Mathematics	158	507	156
BCom	Commerce	158	487	154
BA	Economics	81	129	77

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3570	907	64	29	109

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
202	202	7	100	77	1

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

Sacred Heart Accompanying Programme Education(SHAPE) INTRODUCTION The SHAPE is a holistic formation plan for the undergraduate students in Sacred Heart College. The Salesian System of Education has a unique way of mentoring, which is by accompanying the young by Salesians and teachers. Faculty members play a crucial role in the success of students and at every stage of the student life. As followers of Don Bosco, the staff accompany the students by being present among them. The mentors direct their thoughts, words and deeds towards the positive development and reduce their attention towards the negative perspectives of life. Every mentor tries to lead the mentees to become good citizens of the Nation. The SHAPE is not meant to create a kind of dependency of mentee on the mentor but it forms the faculty members to become experts in helping the young people to take responsibility for their own development in the following dimensions of growth: Physical, Intellectual, Psychological, Social, Spiritual and Skill development. While styles of advising and mentoring vary across the disciplines, the fundamentals apply throughout graduate education. The following guidelines will be of help to the faculty members who seek to improve their effectiveness as mentors. We hope it is useful to those who assume the role of mentor and for those who have enjoyed success but are looking to become more skillful with a wider range of students. THE MENTORING SYSTEM The mentor is both a friend and a role model who supports and encourages a young person in his/her academic and personal growth. The mentor is also a guide who helps a young person make the difficult change from school to higher education. This time of transition is especially important, for it is a time when young people are making decisions about how much – or how little—they can expect to achieve. The SHAPE is designed for a staff member to accompany a group of about 8 students from each year to take responsibility for their own growth. The respective staff will help the allotted students for three years in their journey of shaping themselves. It is not a substitute for the counseling programme. The Rector/Secretary will be overall in charge of SHAPE and the Heads of the Departments will coordinate the programme for the department. Every first year UG student will be given a list of programmes or opportunities available in the campus to develop himself/herself on the following six specified dimensions of growth: Physical, Intellectual, Psychological, Social, Spiritual and Skill development. They have to make their own choice of activities for their development.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4639	202	23

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
202	188	14	14	91

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. K. A. Maria John Joseph UGC Minor Project	Associate Professor	The impact of group based micro-finance schemes on rural households in Vellore District
2018	Mrs.R.Ananthalaskhmi	Assistant Professor	Don Bosco Research Grant
2018	Dr. V. Durga Devi	Assistant Professor	Sacred Heart Fellowship

2019	Dr. A.Poongothai	Assistant Professor	Guided M.Sc Project to Ms. V.K. Naziya
2019	Dr. V. Durga Devi	Assistant Professor	TNSCST
2019	Dr. I. NiyasAhamed	Assistant Professor	Student Project Scheme
2018	Dr P Saranraj	Assistant Professor	Young Researcher Award

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2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	EC01	Nov 2018	23/11/2018	03/12/2018
BCom	CO01	Nov 2018	23/11/2018	03/12/2018
BSc	MA01	Nov 2018	23/11/2018	03/12/2018
BSc	PH01	Nov 2018	23/11/2018	03/12/2018
BSc	CH01	Nov 2018	23/11/2018	03/12/2018
BSc	CS01	Nov 2018	23/11/2018	03/12/2018
BSc	BC01	Nov 2018	23/11/2018	03/12/2018
BBA	BB01	Nov 2018	23/11/2018	03/12/2018
BA	EN01	Nov 2018	23/11/2018	03/12/2018
BCA	CA01	Nov 2018	23/11/2018	03/12/2018

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2.5.2 - Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
4	355	0.01127

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://shctpt.edu/IQAC/files/Part_B_2.6.1_Program_Outcomes.rar

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
EC	MA	Economics	4	4	100
EN	BA	English	66	45	68.18
BC	BSc	Biochemistry	49	33	67.35
BB	BBA	Business Administration	61	33	54.1
CS	BSc	Computer Science	53	38	71.7
CH	BSc	Chemistry	55	41	74.55
PH	BSc	Physics	50	37	74
MA	BSc	Mathematics	72	53	73.61
CO	BCom	Commerce	70	23	32.86
EC	BA	Economics	49	23	46.94

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://shctpt.edu/IQAC/files/Part_B_2.7.1_SSS.rar

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution provides seed money to its teachers for research

Yes			
Name of the teacher getting seed money	The amount of seed money	Year of receiving grant	Duration of the grant

Dr. V. Collins ArunPrakash

100000

2018

730

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3.1.2 - Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				

No file uploaded.

3.2 - Resource Mobilization for Research

3.2.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC Grants-in-Aid ForMinorResearch Projects, UGC- SERO, Hyderabad	1.66	0.44
Major Projects	1095	Govt. of India, Dept. OfAtomics Energy (DAE), Board of Researchin Nuclear Sciences (BRNS), Mumbai.	19	0.88
Major Projects	1095	DST- SERB (Science and Engineering ResearchBoard) New Delhi	20.92	3.2
Major Projects	1095	DST- SERB (Science and Engineering ResearchBoard) New Delhi	30.1	3

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3.2.2 - Number of ongoing research projects per teacher funded by government and non-government agencies during the years

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3.3 - Innovation Ecosystem

3.3.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Personality Development	Commerce	12/09/2018
COMCAP 2K18	Commerce CA	27/09/2018

Workshop on Entrepreneurial Development Programme	Commerce CA	11/01/2019
National Seminar on Prospects and Dimension of Commerce in New Era	Commerce CA	19/02/2019
Workshop on Stress Management for Boys	Commerce CA	19/07/2018
Workshop on Counseling and Psychology for Girls	Commerce CA	19/07/2018
Workshop on Investment Awareness Program SEBI	Commerce CA	14/08/2018
JULIA`18	BCA	20/07/2018
International Conference on Current Trends in Cancer Research and Therapeutics (Ctcr-2018)	Biochemistry	29/08/2018
National Seminar on Adolescent Obesity: Physical Fitness and Dietary Approach to Weight Loss	Biochemistry	13/12/2018
One Day Workshop on Spirulina Production Quality Management	Biochemistry	18/02/2019
Skill Enhancement Programme for Academicians and Researchers in Computer Science(SEPARC 2018).	Computer Science	24/08/2018
A Two-Day Intensive Workshop on Developing Skills on Psychological, Motivation and Technique Aptitude	Computer Science	24/11/2018
Workshop on Publication	Computer Science	26/02/2019
Workshop on Theatrics	English	09/07/2018
Seminar on Banned Books	English	07/09/2018
ELLITES (Inter collegiate competition)	English	12/09/2018
Workshop on Research Methodology	English	20/09/2018
Seminar on Posthumanism	English	16/02/2019
Seminar on Technology Enabled Skill Learning	English	19/02/2019
Seminar on Rich Literary Tradition in Dravidian Writing	English	20/02/2019
Seminar on Diasporic Literature	English	23/02/2019
Report of Two Days Workshop on Research Methodology In Social Science	Economics	24/08/2018
National Conference on Applied Mathematics and its Applications (NCAMA-2019)	Mathematics	06/02/2019
One Day Seminar on Current Trends in Difference and Differential Equations	Mathematics	22/02/2019
Transforming Operational Business to Strategic Business	MBA	28/02/2019
SHINE-2018	MCA	17/09/2018
National Workshop on NODEJS	MCA	23/02/2019

International conference on Advance in Material Research	Physics	12/02/2019
Application of Science and Technology for rural Areas	Physics	04/02/2019
National Conference on Environmental Concerns and Role of Youth in Today`s Context	Social Work	11/09/2018
National Workshop on Application of Nvivo in Qualitative Research	Social Work	01/03/2019
Emerging Trends in Community Development	Social Work	15/02/2019
சிறப்புத்தமிழும்போட்டித்தேர்வும்	Tamil	04/07/2018
அரசுப்போட்டித்தேர்வுஅறிமுகம் விழிப்புணர்வுநிகழ்ச்சி	Tamil	04/07/2018
நாட்டுப்புறஆடல்கலைகள்பயிற்சி	Tamil	13/08/2018
அழகியபெரியவன்சந்திப்பு	Tamil	13/10/2018
திருநங்கைகள்சந்திப்பு	Tamil	18/12/2018
கணிணிப்பயிலரங்கம்	Tamil	09/01/2019
இலக்கணத்தேவையும்மொழிப்பயன்பாடும்	Tamil	14/02/2019
தேடல்	Tamil	11/07/2018
காமராஜ்திரையிடல்	Tamil	17/07/2018
நாட்டுப்புறஆடல்கலைகள்பயிற்சி	Tamil	13/08/2018
மேற்குத்தொடர்ச்சிமலை -திரைப்படம்	Tamil	29/08/2018
பரியேறும்பெருமாள் -திரைப்படம்	Tamil	05/09/2018
பேரன்பு -திரைப்படம்	Tamil	06/02/2019
ஆமி (மலையாளம்)திரைப்படம்	Tamil	08/02/2019

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3.3.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category

Young Researcher Award	Dr. P.Saranraj	ARUNAI International Research Foundation	02/12/2018	International
Highest Research Paper Publication Award	Dr. P.Saranraj	ARUNAI International Research Foundation	02/12/2018	International

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3.3.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

No file uploaded.

3.4 - Research Publications and Awards

3.4.1 - Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Tamil	4
Mathematics	4
Physics	1

3.4.2 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Biochemistry	26	6.86
International	Business Administration	4	5.75
International	Chemistry	3	0
International	Commerce	10	0
International	Commerce (CA)	1	0
International	MCA	6	5.87
International	BCA	2	5.87
International	Computer Science	10	7.42
International	Economics	4	0
International	English	10	6.2

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3.4.3 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Tamil	1
Computer Science	1
Microbiology	7
Biochemistry	10
Mathematics	4

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3.4.4 - Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			

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3.4.5 - Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
CLINICAL SIGNIFICANCE OF ANTIPHOSPHOLIPID SYNDROME IN PREGNANCY WOMEN	Dr. Poongothai A	Life Science Archives (LSA)	2019	0	SACRED HEART COLLEGE	0
BIOSYNTHESIS AND CHARACTERISATION OF ZINC OXIDE NANO PARTICLE USING PLANTAIN FLOWER BRACT EXTRACT	Mrs. Anantha Lakshmi R	Journal of Emerging Technologies and Innovative Research	2018	0	SACRED HEART COLLEGE	0
APPLICATION OF ZNO NANOPARTICLES IN STEM CELL DIFFERENTIATION - A REVIEW	Mrs. Anantha Lakshmi R	National level seminar on Stem cell therapies in clinical	2018	0	SACRED HEART COLLEGE	0

		trials - Progress and Challenges				
PRELIMINARY PHYTOCHEMICAL SCREENING OF AQUEOUS EXTRACT OF PLANTAIN FLOWER BRAC	Mrs. Anantha Lakshmi R	Journal of Emerging Technologies and Innovative Research	2019	0	SACRED HEART COLLEGE	0
PHYTOCHEMICAL SCREENING OF AQUEOUS EXTRACT OF TAMARINDUS INDICA BARK AND ITS ANTIBACTERIAL ACTIVITY	Mrs. Anantha Lakshmi R	Journal of Emerging Technologies and Innovative Research	2019	0	SACRED HEART COLLEGE	0
IN VITRO GROWTH INHIBITORY EFFECT OF ZnO NANOPARTICLES ON HUMAN LIVER CANCER CELL LINES (Huh7)	Mrs. Anantha Lakshmi R	Asian journal of pharmaceutical and clinical research	2019	0	SACRED HEART COLLEGE	0
Antioxidant activity of ZnO Nanoparticles synthesized using Luffa acutangula peel extract	Mrs. Anantha Lakshmi R	Research journal of pharmacy and technology	2019	0	SACRED HEART COLLEGE	0
Green synthesis and Characterization of Silver Nanoparticles Using Stalk Extract of Moringa oleifera and its Antibacterial activity	Mrs. Gomathi A C	International Journal of Creative Research Thoughts	2018	0	SACRED HEART COLLEGE	0
BIOSYNTHESIS AND CHARACTERISATION OF ZINC OXIDE NANO PARTICLE USING PLANTAIN FLOWER BRAC EXTRACT	Mrs. Gomathi A C	Journal of Emerging Technologies and Innovative Research (JETIR)	2018	0	SACRED HEART COLLEGE	0
PRELIMINARY PHYTOCHEMICAL SCREENING OF AQUEOUS EXTRACT OF PLANTAIN FLOWER BRAC	Mrs. Gomathi A C	Journal of Emerging Technologies and Innovative Research (JETIR)	2019	0	SACRED HEART COLLEGE	0

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3.4.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Impact of Shock Waves on Molecular and	Martin Britto	Journal of ELECTRONIC	2019	17	0	Sacred Heart College

Structural Response of Potassium Dihydrogen Phosphate Crystal	Dhas S A	MATERIALS				
Study of optical and laser damage threshold in EDTA and DTPA-doped DAST single crystals	Dr. Jose M	Applied Physics B (Laser and Optics)	2018	10	1	Sacred Heart College
Growth of bulk single crystals of urea for photonic applications	Martin Britto Dhas S A	Electronic Materials Letters	2018	17	7	Sacred Heart College
Skolem Mean Like Labeling	Dr. Balaji V	SER. APPL. MATH. INFORM. AND MECH	2018	10	0	Sacred Heart College
A COMPARITIVE STUDY ON SYSTEM RELIABILITY OF MIXED CONFIGURATION MODELS	Dr. Merceline Anita A	International Journal of Research and Analytical Reviews	2019	2	0	Sacred Heart College
ANTIOXIDANT AND ANTI-INFLAMMATORY ACTIVITY OF ZiziphusJujuba(L.) FRUIT EXTRACT	Dr. Poongothai A	International Journal of Recent Scientific Research	2018	14	0	university-based agricultural research institutions in nigeria
Simultaneous Quantification of Drospirenone, Ethinyl Estradiol and Levomefolate by Stability Indicating RP-HPLC Method	Dr. Xavier Rajarathinam S R	Journal of Analytical Bioanalytical Techniques Journal of Analytical Bioanalytical Techni	2018	3	0	Sacred Heart College
Simultaneous Quantification of Formoterol Fumarate and Glycopyrrolate Using Reverse Phase High Performance Liquid Chromatography	Dr. Xavier Rajarathinam S R	Asian Journal of Chemistry	2018	3	0	Sacred Heart College
A Rough Set Pooled Fitness Function Based Particle Swarm Optimization Algorithm using Golden Ratio Principle for Feature Selection	Mrs. Saravanapriya K	International Journal of Engineering and Advanced Technology (IJEAT)	2019	1	0	Sacred Heart College
Uniqueness of solutions of a discrete fractional order boundary value problem	Dr. George Maria Selvam A	AIP Conference Proceedings	2019	4	0	Sacred Heart College

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3.4.7 - Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	9	56	39	2
Presented papers	47	28	3	0
Resource persons	8	28	58	29

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3.5 - Consultancy

3.5.1 - Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Department of English	Training in Communicative Skills	Integrated Village Development Programme (IVDP), Krishnagiri Dt.	69900
Department of English	Training in Communicative Skills	Don Bosco SIHARAM, TiruvannamalaiDist	30000
Department of English	Training in Communicative Skills	Sacred Heart College (Autonomous) Department of Computer Science	5000
Department of English	Training in Communicative Skills	Don Bosco Technical Centre, Murunkan, Mannar Dt., Sri Lanka	5000
Department of English	Training in Communicative Skills	Salesian Province of Don Bosco	9000
DEEDS	NABCONS, New Delhi	NABCONS, New Delhi	90000

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3.5.2 - Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				

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3.6 - Extension Activities

3.6.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red

cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day : Special Meditation for world peace	Mr.S.Sivakumar - Heartfulness Meditation Trainer, Krishnagiri	2	850
Clean Idayanagar Awareness Programme	Idayanagar Community	1	150
Blood Donation Camp	Dr.Kumaravel- Chief , Blood Bank, Government Hospital, Tirupattur	2	100
National Integration Camp	Alakappa Engineering College, Karaikudi	3	4
Tirupattur Lake Cleaning Awareness with the Community	With the community	3	52
Cancer Prevention and Consumer Awareness	Dr. M. Sivakumar, from Cancer Institute, Adyar, Chennai.	4	230
Rovers and Rangers Annual Training Camp	Gandhi Scout Guide Group, Chennai	2	41
Awareness Programme	Government	1	80
Cyber Safety and Social Media	Government	2	150
Child Protection Womens Rights	Government	4	250

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3.6.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

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3.6.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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Child Protection and Women`s Rights	Mrs. M.A. Sneha , Advocate - Tirupattur Court, Tirupattur	Child Protection and Women`s Rights	2	200
Clean India Awareness March	Tirupattur Municipality	Clean India Awareness March	1	150
Solid Waste Management Special talk and field visit	Mr. Rajarathinam - Sanitary Officer , Tirupattur Municipality	Solid Waste Management Special talk and field visit	4	150
Government Hospital Cleaning Drive	Dr.Selvakumar -Dean GH, Tirupattur	Government Hospital Cleaning Drive	2	50
Rovers and Rangers for Scout and Guide	Gandhi Scout Guide Group, Chennai	Interview meet for Rovers and Rangers for Scout and Guide	2	24
AIDS Awareness	Government	World AIDS Day	1	80
Rally on Awareness on Breast Feeding	Tirupattur Town Rotary Club	Rally on Awareness on Breast Feeding	4	200
Rally on Voter ID card Enrollment	Election Commission of India - The Tahsildar of Tirupattur	Rally on Voter ID card Enrollment	4	200
Special camp: Voter ID card Enrolment	Election Commission of India - The Tahsildar of Tirupattur	Special camp- Voter ID card Enrolment	1	500
Poster presentation	Government and RRC team	Poster presentation	3	80

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3.7 - Collaborations

3.7.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

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3.7.2 - Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
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Internship	Study of Tuberculosis	Sri Ganesh Laboratory , Tirupattur	19/11/2018	18/12/2018	Arthi G
Internship	Pharmacology	Regenix super specialty Lab Pvt. Chennai	19/11/2018	18/12/2018	ValarmathI G
Internship	Anemia	Sri Ganesh Laboratory , Tirupattur	19/11/2018	18/12/2018	Jeevaparvatham A
Internship	Diabetes mellitus	Sri Ganesh Laboratory , Tirupattur	19/11/2018	18/12/2018	Anupriya S
Internship	Antioxidants	Regenix super specialty Lab Pvt. Chennai	19/11/2018	18/12/2018	Praveena P
Internship	Effect of 2G and 3G mobile on Human	Sri Ganesh Laboratory , Tirupattur	19/11/2018	18/12/2018	Dhanalakshmi M
Internship	Hematological profile on thyroid patients	Sri Ganesh Laboratory , Tirupattur	19/11/2018	18/12/2018	Gowthami M
Internship	RIA	Regenix super specialty Lab Pvt. Chennai	19/11/2018	18/12/2018	Rojamary M
Internship	Biochemistry and Molecular biology	Regenix super specialty Lab Pvt. Chennai	19/11/2018	18/12/2018	Ramya R
Internship	Lipid profile	Regenix super specialty Lab Pvt. Chennai	19/11/2018	18/12/2018	Saifullahbasha F J

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3.7.3 - MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Sunyani Technical University, Ghana	25/08/2018	1.Study tours to India vice versa to Sunyani technical University 2.Exchange of graduate or undergraduate students 3.Twinning/Dual Degree Programs 4.Summer School Programs 5.Exchange of academic personnel 6.Cooperative development activities	0
Kumasi Technical University, Ghana	25/08/2018	1.Study tours to India vice versa to Kumasi Technical University, Ghana. 2.Exchange of graduate or undergraduate students 3.Twinning/Dual Degree Programs 4.Summer School Programs 5.Exchange of academic personnel 6.Cooperative development activities	0
Accra Technical University, Ghana	25/08/2018	1.Study tours to India vice versa to Accra Technical University, Ghana 2.Exchange of graduate or undergraduate students	0

		3.Twinning/Dual Degree Programs 4.Summer School Programs 5.Exchange of academic personnel 6.Cooperative development activities	
Koforidua Technical University,Ghana	25/08/2018	1.Study tours to India viceversa to Koforidua Technical University,Ghana . 2.Exchange of graduate or undergraduate students 3.Twinning/Dual Degree Programs 4.Summer School Programs 5.Exchange of academic personnel 6.Cooperative development activities	0
Ho Technical University.Ghana	25/08/2018	1.Study tours to India vice versa to Ho Technical University,Ghana 2.Exchange of graduate or undergraduate students 3.Twinning/Dual Degree Programs 4.Summer School Programs 5.Exchange of academic personnel 6.Cooperative development activities	0
Takoradi Technical University,Ghana	25/08/2018	1.Study tours to India vice versa to Takoradi Technical University,Ghana 2.Exchange of graduate or undergraduate students 3.Twinning/Dual Degree Programs 4.Summer School Programs 5.Exchange of academic personnel 6.Cooperative development activities	0
Kwame Nkrumah of science and Technology Kumasi ,Ghana	25/08/2018	1.Study tours to India vice versa to Kwame Nkrumah of science and Technology Kumasi,Ghana 2.Exchange of graduate or undergraduate students 3.Twinning/Dual Degree Programs 4.Summer School Programs 5.Exchange of academic personnel	0
Bolgatanga polytechnic, Sumbungu, Ghana	25/08/2018	1.Study tours to India vice versa to Bolgatanga polytechnic, Sumbungu,Ghana. 2.Exchange of graduate or undergraduate students 3.Twinning/Dual Degree Programs 4.Summer School Programs 5.Exchange of academic personnel	0
Cape coast Technical University,Capecoast,Ghana	25/08/2018	1.Study tours to India vice versa to Cape coast Technical University,Capecoast,Ghana. 2.Exchange of graduate or undergraduate students 3.Twinning/Dual Degree Programs 4.Summer School Programs 5.Exchange of academic personnel	0
AWECARE Analytical Research Laboratories,Erode	11/12/2018	1.To promote and enhance academic, research interest between SHC AWECARE Analytical and Research Lab. 2.To provide summer training for UG PG students during their courses and providing professional manpower to support the programme.	5

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
633.53	2592.76

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Class rooms	Newly Added

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4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
eBLIS	Fully	1.18.0	2007

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	64342	5120461	1414	543332	65756	5663793
Reference Books	16836	5557470	1882	955425	18718	6512895
e-Books	3135809	9900	11000	0	3146809	9900
Journals	133	198604	8	24000	141	222604
e-Journals	9071	9900	2166	0	11237	9900
Digital Database	7	0	3	0	10	0

CD & Video	1436	0	55	0	1491	0
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	11475	38500	27	3400	11502	41900
Others (specify)	0	0	0	0	0	0

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. C.R. Christy Anand	Psychology for Social Work Practice	MS-Power Point (uploaded in MOODLE)	20/08/2018
Dr. S. Paulraj	Social Work Practice with Groups	MS-Power Point (uploaded in MOODLE)	20/08/2018

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	502	297	2	48	50	40	51	110	16
Added	17	0	0	2	0	0	0	0	15
Total	519	297	2	50	50	40	51	110	31

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

110 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
--	--	--	--

298.17

702.67

362.79

233.45

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

The institution with its seven decades of experience has established systems and procedures for maintaining/utilizing every facility under its domain. Maintenance of the Campus The care and regular maintenance of the entire college is foreseen by the Administrator who with his staff supervises daily functioning. A team of 15 women supervised by an administrative staff regularly ensures the cleanliness and maintenance of the college. The roads, common places, faculty and class rooms, laboratories, research centers are cleaned daily and mopping is done periodically. Classrooms Classrooms are available with necessary infrastructure under the purview of the Administrator. In case of any repair or technical complaints a standardized form is used for the immediate rectification and assistance that would be facilitated by the Instrument Maintenance Facility (IMF) technical team. During summer holidays and as per the requirement of each department regular refurbishment of desks, tables and chairs are looked into. Laboratories The laboratories at SHC house a large collection of sophisticated equipment's to carry out research. The Laboratories are equipped with fire management systems which include fire alarms, evacuation and control, first-aid kits, fire extinguishers, fume cupboards, exhaust ducts, goggles and safety masks are available to deal with various classification of fire in case of any emergency situations. Library The books in library are accessed, stamped and then shelved according to the Dewey decimal classification. Periodic Book binding is carried out to prevent the damage of books. A Library Advisory Committee exists for the optimum functioning and improvement of services. The recent trade mark of Sacred Heart College is its effective Biometric system that monitors the in and out movement of students, faculty and visitors. Sports Centre A dedicated team of two full time Physical Directors and an Assistant (marker) monitor and maintain the effective functioning of the sports wing. A state of the art Indoor Stadium was constructed in 2019 to give a face-lift to the sports wing. Sports equipment's are periodically refurbished and new equipment's are purchased accordingly. Cutting, cleaning and maintenance of various grounds are regularly taken care. First-aid kits are always available for any emergency. Computer Services A well trained IMF team exists for the regular maintenance of IT enabled services and computer aided facilities. The Director of the Computer Centre ensures the maintenance of computers and network facility of the institution. Generator facility The campus has two diesel generator with a capacity of 320 KV and other generator with a capacity of 250 KV. Canteen The Canteen Maintenance Committee headed by the Dean of Student Welfare takes care of quality and prices along with other related issues of the canteen. Water and Waste Management There are effective solid, liquid and waste management systems available in the institution. Water harvesting units and environment conservation panels are periodically checked. There are adequate dustbin facilities available throughout the campus with colour distinction for the segregation of bio-degradable and non-degradable waste.

http://shcpt.edu/IQAC/files/Part_B_4.4.2_Policies.pdf

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Works Scholarship	174	867175
Financial Support from Other Sources			
a) National	Government	2329	20150732
b) International	Nil	0	0

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling	16/06/2018	403	Miss LathaMunuswamy, Coordinator, Counselling Centre (Academics) , Sacred Heart College, Tirupattur.
Yoga and Meditation	16/06/2018	600	Dr. S.R. Xavier Rajarethinam, Vice-Principal (Academics) Sacred Heart College, Tirupattur.
Bridge Course	07/06/2018	1267	Sacred Heart College (Autonomous), Tirupattur.
Remedial Coaching	20/08/2018	1561	Respective Departments of Sacred Heart College, Tirupattur
Soft Skill Development	16/08/2018	342	Don Bosco Vazhikaatti, Sacred Heart College (Autonomous), Tirupattur - 635 601. Email: dbvprejos17@gmail.com
Career Counselling	22/06/2018	693	Training Placement Division of Sacred Heart College, Tirupattur

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal

No Data Entered/Not Applicable !!!

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
IDBI Federal Life Insurance co ltd(Erode)	51	45	MRF	15	1

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	B.A. English	B.A. English	Vaani College of Institution	B.Ed
2018	3	B.A. English	B.A. English	Dr.David Raja Chandralekha college of education	B.Ed
2018	1	B.A. English	B.A. English	RAJIV GANDHI NATIONAL INSTITUTE YOUTH DEVELOPMENT	MA.Development studies
2018	1	B.A. English	B.A. English	Amritalaya College of Education	B Ed
2018	1	B.A. English	B.A. English	TAMILNADU OPEN UNIVERSITY	M A English
2018	12	B.A. English	B.A. English	Sacred Heart College (Autonomous)	M A English
2018	3	B.A. English	B.A. English	C.S. College of Education	B.Ed.
2018	1	B.A. Economics	B.A. Economics	Dr MGR education and research institute	MBA
2018	4	B.A. Economics	B.A. Economics	Sacred Heart College (Autonomous)	MBA
2018	8	B.A. Economics	B.A. Economics	Sacred Heart College (Autonomous)	M. A Economics

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1

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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Fr.Guezou StateLevel Basketball Tournament	State	72
30th DonBosco Centenary State Level Volleyball Tournament	State	96
Thiruvalluvar University IntercollegeBasketball Tournament	Intercollege	96
Thiruvalluvar University Inter- CollegeVolleyball Tournament	Intercollege	204
Thiruvalluvar University Inter- CollegeHockeyTournament	Intercollege	108
Thiruvalluvar University Interdivision Volleyball Tournament	Intercollege	48
Thiruvalluvar University Interdivision Basketball Tournament	Intercollege	48
Thiruvalluvar University Interdivision HockeyTournament	Intercollege	72

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Each department nominates its representatives (men women) from the respective classes in the beginning of every academic year. The student secretary (one for UG and another for PG) is also elected via the same. Presidents and Vice-Presidents are nominated with the consensus of the respective faculty members. The Student Council (SC) consists of the Presidents, Vice-Presidents, Secretaries and representatives of all the programmes. The college holds an investiture ceremony in the first week of July of every academic year. The Vice Principal of Administration guides the SC and holds a minimum of four

meetings in a semester with the Dean of Students Affairs. The foremost concern of the SC is to provide opportunities and to represent the grievances of the student community. These grievances are addressed immediately. The SC plays a key role in providing the management with suggestions in the organization of Sports Day, Cultural Fest, Community Day, Farewell Day and Annual Day. Significant cultural events are also planned for Pongal and International Women's Day Celebrations. The SC brings about awareness on epidemic and contagious diseases amidst the neighboring communities. This SC is active in promoting educational values and decorum inside and outside the college. Creating Awareness among the local community via rallies which cater to National importance such as Swachh Bharat and the Right to Vote are some of the prime programmes by the SC. The council also plays a pivotal role in the promotion of healthy and hygienic campaigns in the campus. The SC is adequately represented in various forums which include the Board of Studies, IQAC, Library and Anti-Ragging Committees. The SC offers its suggestions for key changes and voice their opinions to the management to include more student-friendly practices. It is noteworthy to mention that in the last five years as part of the ISR, this council had visited the neighbourhood of Tirupattur with a novel venture of contributing towards the upliftment of the community with funds and household articles generously sponsored by the faculty members, administrative staff and students. The collected funds/articles were distributed to the needy, the underprivileged and the nomads existing in the neighbourhood. The SC conducts Condolence meetings and Obituary notes are sent as an act of respect to mourn the sad demises of faculty members, administrative staff and the students. The SC regularly organizes prayer meetings for the promotion of world peace. It plays an active role in organizing blood donation camps in which every year a minimum of 300 units of blood is donated to the Government Hospitals of Tirupattur and Vellore for the poorest of the poor to benefit.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

Yes

Sacred Heart College Alumni Association Sacred Heart College Alumni Association is attached to the Don Bosco Past Pupils Federation which is a worldwide recognized organization. This organization dates back to the year 1980 and accords to various objectives in the establishment of a versatile alumni relationship. Establishment of Alumni Chapters There are two established alumni chapters located at Chennai and Bangalore in association with the Sacred Heart College Alumni Association. A total of 1047 members are enrolled in these two chapters during the academic period 2013-'19. Periodic annual meetings are conducted to encourage faculty-alumni relationships. These meetings enable the alumni to gain insights into the current happenings in the college and voice their opinions towards steadfast upliftment of the college. Functioning of the Sacred Heart College Alumni Association In keeping with the rapid increase of graduating students and the edifice of a strong alumni network, the commencement of each year embarks with an Annual General Body Meeting in which various programmes are constituted. This endeavor is significant in catering to the development of the institution and the student community via both financial and non-financial programmes. Some of the programmes include:

1. Financial aids Every year the alumni association facilitates the underprivileged and meritorious poor students with financial assistance through scholarships. Study materials are provided to them as an act of motivation to enrich their learning. Funds are allocated for the development of the institution.
2. College Curriculum Development Distinguished alumni in well-established service sectors and industries are included as part of the Members of Board of Studies. They

play a versatile role in the revision of the curriculum and in keeping up with the latest innovations. Learned alumni serve as members in the AC and revise key concepts and novelties in teaching. They also volunteer to serve as resource persons in Conferences/Seminars/Workshops organized by the college. 3. Outreach Activities Training programmes are conducted in Government Schools and the surrounding neighborhood villages to prevent the rate of school dropouts and to sensitize the community on the importance of education. Distribution of clothes and other necessary materials are collected and distributed to the downtrodden as and when a need arises. The alumni association regularly joins hands with various social service organizations in helping the sick and the poor. They organize programmes which facilitates the promotion of environmental-friendly practices. Awareness Creation and the provision of socio-legal support to the downtrodden is evident in the outreach activities of the Sacred Heart College Alumni Association. 4. Felicitations Spiritual Retreats Due gratitude and felicitation has always been a part of the Alumni Association of Sacred Heart College. The retiring faculty and the staff members are regularly recognized and adorned for their resourceful and dedicated services.

5.4.2 - No. of registered Alumni:

1278

5.4.3 - Alumni contribution during the year (in Rupees) :

64100

5.4.4 - Meetings/activities organized by Alumni Association :

2018 - 6 Executive Committee Meetings (05.07.2018, 06.08.2018, 05.09.2018, 05.10.2018, 05.11.2018, 05.12.2018) 2019 - 9 Meetings (05.01.2019, 13.01.2019, 28.01.2019, 05.02.2019, 15.02.2019, 17.02.2019, 20.02.2019, 24.02.2019, 05.03.2019)

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Problem • Need for governing strategies to monitor Academic and Non-Academic activities. • Effective implementation of the academic and non-academic activities of the department. **Plan** • Setting up of restructuring committee under the Convener ship of the Principal in the year 2018-2019. • Principal conducts Heads of the Department (HOD) meeting to discuss the monthly plan of the academic and non-academic activities of the college. **Solution** • To restructure the existing academic structure. • In turn the HOD contacts the faculty meeting of the Department to plan the implementation of the academic and non-academic activities. **Outcomes** • Administration of academic and non-academic matters is now streamlined. • Effective implementation of academic and non-academic activities of the Department in harmony of the whole college plan. • Department are given freedom to conduct its own academic and non-academic activities.

6.1.2 - Does the institution have a Management Information System (MIS)?

Yes

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The College is well-known for its academic excellence and has a good reputation among public for serving first-generation learners and the marginalized sections from nearby districts. The dates and course details for admission are displayed in the College Website, Prospectus and Notice boards. The counseling dates and call for certificate verification is communicated to the individuals through the website and to their personal mobile numbers via SMS. Displaying lists of selected students on the notice board ensures transparency of admission. No discrimination based race, religion, caste, gender, etc. into admission of educational and/or academic programs or activities.
Industry Interaction / Collaboration	At Sacred Heart College regular efforts are made to build and maintain excellent rapport with the Top Management of various Organizations and Industries and forge collaborative Industry, Academia alliances. This provides a unique and rare opportunity provided to students to learn the theoretical concepts practically. Industrial visits and summer internships to top industries are also some of the practices at SHC. The college is in process of initiating Memoranda of Understanding with major companies, where the component of learning that focuses on the application of theory in an authentic industrial context.
Human Resource Management	Sacred Heart College has a separate HR wing that organizes various orientation and enrichment programmes for both faculty and staff for upgrading their skills in the latest technology. Salary, pay-scale and increments are given to staff members as per the college norms which leads to employee satisfaction. The management contributes an amount equal to the employee share for EPF with pension scheme. The college grants Medical, Casual, On Duty and Special Leave to its faculty and staff. It also provides Maternity Leave according to government norms. Biometric and CCTV facility is also used for effective human resource management.
Library, ICT and Physical Infrastructure / Instrumentation	The college library facilitates research-oriented books, journals e-journals for research reference. Every year new books and journals are added to keep with steady pace of development. Each department has adequate ICT and physical infrastructure. Versatile laboratorial instruments are procured every year. Online International Courses such as COURSERA and National Courses such as NPTEL and SWAYAM are offered to cater to the variety of interests of students and to enable interdepartmental mobility with extra credits. It is noteworthy to mention that many teaching faculty at our college have also enrolled and taken up a significant number of such online course.
Research and Development	Sacred Heart College ensures that all departments of the college have access to well-equipped computers and around the clock Wi-Fi facilities for improved teaching and learning. Laboratories are equipped with stat-of-the-art instruments and adequate infrastructural facilities to carry out innovative research. To uphold research, all departments are encouraged to offer projects at both the UG and PG level. The management has set aside seed money to encourage students and faculty to take up minor and major research

	<p>projects. The college motivates its faculty members to attend research-oriented seminars/workshops/conferences, etc., by providing special duty leave.</p>
Examination and Evaluation	<p>UG courses require 148 credits with an addition of six credits to its maximum. PG courses require 90 required credits with an addition of twelve credits to its maximum. The maximum marks for CA is 30 for UG and 40 for PG. The components of CA marks allotment are approved by the respective departments and by the Academic Council. The college has now adopted a uniform question paper pattern for all disciplines. MOODLE an online platform has been adopted by various departments for the application of online test, quiz and discussions forums. The same is considered for the application of CA.</p>
Teaching and Learning	<p>The traditional classroom teaching is supplemented by regular tests, tutorials, group discussions, extensive lab work, projects, seminars, MOODLE (online learning platform) and industrial exposure. While teaching students and keeping pace with the evolving definitions and concepts, a sincere effort is also made to cover the latest developments in each subject area. The classroom environment is congenial and makes learning proactive and the students learn a sense of team spirit, responsibility and professional integrity. It helps in building a healthy student-faculty bond, which develops students to their fullest potential and harnesses the best in the teachers.</p>
Curriculum Development	<p>An academic audit is periodically conducted to review the existing syllabus. Based on the recommendations of the academic audit the restructuring committee screens, reviews and analyzes the curriculum of Sacred Heart College along with many top notch universities and colleges. After a series of discussions amendments are made and integrated into the new curriculum. The modified curriculum now focuses on the instillation of discipline-specific electives, self-study courses, certificate courses and interdepartmental electives. Credits and optional credits. The UGC model curriculum is adopted for setting core papers and the same is effectively carried out by various departments.</p>

6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The module focuses on the College Handbook (Text and Mobile apps) and EPP which is made available on the college website.
Administration	All College Office Activities are digitalized.
Finance and Accounts	AcME ERP (Accounts Made Easy) is used to maintain all finance related transactions and documents
Student Admission and Support	The module covers various activities which include: Applying for Admission, Student Login (Attendance, CA Marks, Feedback, Leave Management, Exit Interview), Examination Fee Application Payments, Generation of Hall Tickets, Monitoring of their Academic Progress and End Semester Examination Results.
Examination	All Examination Related Activities are digitalized and records are kept in the office of the controller of examinations.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Rev. Dr. G. Theophil Anand and Dr. V. Collins Arun Prakash, Sacred Heart College, Tirupattur	To attend National Colloquium on Autonomous Institutions Marching Towards University Status at St. Joseph College	-	5996
2019	Mr. Antony Doss A and Dr. Jude Vimal Michael, Sacred Heart College, Tirupattur	Training programme for UGC EAT Module of Public Financial Management Systems (PFMS) for HEI's (TA DA)	-	2000
2019	Dr. S. Sagayaraj and Fr. J. Andrews Raja, SHC, TPT	To attend Tow Day National Seminar at Don Bosco College, Panjim, Goa	-	11712
2019	Mr. Antonydoss and Mr. T. Selvam, SHC, TPT	TA, DA to attend NAAC NIRF Workshop at C. Abdul Hakeem College, Melvisharam on 9/1/2019	-	1625
2018	Mr. G. Sivananam, P.J. Naveen, H. Annapurani, P. Maria Sangeetha	Workshop on Outcome Based Education	-	4200
2018	John Sundar and Rose	Training Programme for The Bharat Souts Guides	-	2000
2018	Ms. Latha Munisamy, Mario Leo Joseph and Ms. Merlin	Training Prog. for Three Staff Members - Help at Hand - Strengthening Faculty in Counselling Techniques to Facilitate Gen Z	-	3000
2018	Dr. K.Sivakumar	NCC - PRCN Training Course to OTA, KAMPTEE, Nagpur	-	20000
2018	Dr. S. Sagayaraj and Dr. S. A Martin BrittoDhas	Attending State level seminar on Quality Assurance and Accreditation, Loyola College, Chennai	-	2836

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6.3.2 - Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	A twoday animationprogramme for the newly	Nil	04/06/2018	05/06/2018	16	0

	recruited faculty					
2018	A twoday animationprogramme for junior faculty	Nil	06/06/2018	07/06/2018	161	0
2018	A two day workshop onLeadershipTraining Programme for the Headsof the Departments	Nil	11/06/2018	12/06/2018	25	0
2018	Faculty Retreat	Nil	29/10/2018	30/10/2018	202	0
2018	Nil	Faculty Retreat	29/10/2018	30/10/2018	0	89

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Courses	1	16/08/2018	12/09/2018	27
Orientation Courses	2	24/05/2018	20/06/2018	27
Orientation Courses	2	17/05/2018	13/06/2018	27
Counselingand MentoringSkills for School Teachers	1	23/02/2019	23/02/2019	1
Orientation Courses	2	24/05/2018	20/06/2018	27
Refresher Course	5	23/11/2018	13/12/2018	20
Refresher Course	1	16/11/2018	06/12/2018	20
Refresher Course	1	23/08/2018	12/09/2018	20
Refresher Course	1	08/06/2018	28/06/2018	20
Refresher Course	1	19/06/2018	09/07/2018	20

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
202	0	89	0

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Yes	Yes	Yes

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Auditing The College conducts internal and external financial audits regularly. For any recurring and non-recurring expenses, the department concerned gets the approval from the Principal and submits the same in the Accounts Section. The Accounts section processes the approval and allots the required money. After the completion of the programme, the account is settled with proper bills, counter signed by the HoD and the Principal. The accounts are maintained by the Accounts Section, guided and coordinated by the Administrator (Bursar) of the Management. All accounts maintained at SHC are online, this includes the maintenance of Receipts Payments, Cash Books. **External Auditing** Every year, the student tuition fees account, university fees account, special fees account are audited as per the government nomenclature and are reviewed by the Joint Directorate of Collegiate Education (JD), Vellore Region. Auditor of SHC Society audits both self-financed and aided accounts. The balance sheet pertaining to both aided and management is audited and its Income Tax (IT) Returns are filed every year. Once in five years the Accounts General (AG), Chennai, audits all the Government Accounts maintained by the College.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Rural Mart for Marketing Gypsies Products	240000	Training

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6.4.3 - Total corpus fund generated

509900

6.5 - Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	No
Administrative	No	No	Yes	No

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

1. 30-06-2018 - Parents Meeting - UG II Years 2. 21-07-2018 - Parents Meeting - UG II Years 3. 18-08-2018 - Parents Meeting - UG II Years

6.5.3 - Development programmes for support staff (at least three)

Nil

6.5.4 - Post Accreditation initiative(s) (mention at least three)

1. The agreement between Sacred Heart College and the Ghanaian Universities is to jointly collaborate the student and faculty exchanges, organize study tours, conduct summer school programmes and venture in joint researches in areas relevant to both Ghana and India. 2. Value of the equipment purchased during the year (Rs. in Lakhs) 78,23,550/- compared to the previous year of 41,40,762/-. 3. B.Sc., Micro-Biology course is introduced in the academic year 2018-19.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

Yes

b) Participation in NIRF

Yes

c) ISO certification

No

d) NBA or any other quality audit

No

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Department File Maintenance	19/07/2018	16/06/2018	16/03/2019	202
2018	Question Paper Audit	27/09/2018	16/06/2018	16/03/2019	202
2018	Audit on Evaluation and Valuation System	24/10/2018	16/06/2018	16/03/2019	202
2018	Research Day	15/12/2018	16/06/2018	16/03/2019	323
2018	Templates for Board of Studies	24/10/2018	16/06/2018	16/03/2019	202

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

The Role of Women in Society and their Importance	12/07/2018	12/07/2018	500	0
Psychological Problems for Women Students and their Management	28/08/2018	28/08/2018	400	0
Dynamics in Relationships and their Management	08/09/2018	08/09/2018	550	0
Women`s Day Celebration	07/03/2019	07/03/2019	1200	0
Inter Department Tournament	26/11/2018	26/11/2018	450	690

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1757.3

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	20
Provision for lift	Yes	20
Ramp/Rails	Yes	20
Braille Software/facilities	Yes	20
Rest Rooms	Yes	20
Scribes for examination	Yes	20
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	3	3	28/08/2018	3	DEEDS	Commerce - Socio-economic Survey in Rural Households in Yellagiri Village based on Interview Schedule.	200
2018	4	4	28/08/2018	3	DEEDS	B.Com(CA) Awareness provided on ATM and Banking. Helping hand offered to the village people to operate ATM and address their ATM	425

						related problems (Seerangapatti Panchayath Union) Middle School	
2018	2	2	26/08/2018	5	DEEDS	BBA Clean India (Govt High School, Vaniyambadi)	200
2018	3	3	07/01/2019	3	DEEDS	BCA - Computer Awareness for People School Students (Government Higher Secondary School, Koratti.)	750
2018	3	3	13/08/2018	4	DEEDS	Biochemistry - General Awareness about Hygienic and Disease Prevention (Athiganoor village)	156
2018	2	2	03/09/2018	4	DEEDS	Computer science shift - II - Lab to Land Process (Govt Hr Sec School - Kurisilapattu)	320
2018	2	2	02/07/2018	3	DEEDS	Economics- College all necessary information about the social Issues (Kakkanampalayam)	200
2018	2	2	09/07/2018	3	DEEDS	Commerce shift-II Social economic awareness and service in rural household in Perampattu village	200
2018	2	2	09/07/2018	3	DEEDS	Physics Shift-I Awareness about the student social Responsibility (Sundarampalli Village)	220
2018	2	2	02/07/2018	3	DEEDS	Physics shift-II Lab to Land Govt. High School - Motoor.	270

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7.1.5 - Human Values and Professional Ethics

Title	Date of publication	Follow up (max 100 words)
The Roles and Functions of all the office bearers of the College: from Secretary of the College to Non-teaching staff and the various Committees of the College.	16/06/2018	The roles and functions of all the office bearers of the College are explained to the office bearers, staff and students. The roles of the various committees are also explained and followed up in their regular activities.
The Code of Conduct for the teaching staff and the non-teaching staff has been prepared. The Code of Conduct for Students is published in the College Hand Book every year.	16/06/2018	The management council adheres to the code of conduct. It is read every year at the beginning of the academic year.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Sessions on Non Violent Communication for Teaching staff	24/11/2019	25/11/2019	102
Sessions on Value Based Leadership for Teaching staff	24/11/2019	25/11/2019	98
Sharing day in which the final year students went to different villages and shared with people and children food and useful materials.	16/12/2019	16/12/2019	1603
The second year students go for exposure camp for 3 days to different villages to know the problems of rural people and find technology to solve their problems.	13/06/2018	08/01/2019	1252
Assembly talks by the secretary on the 5 core values of the College - Primacy of God - Honesty - Respect for all - Being Responsible - Pursuit of Excellence	16/06/2018	03/04/2019	4477
Regular Value Education classes for first year students (1stSem) in which the following values are taught - Faith in God - Major Religions - Social Responsibility - Moral Values/Ethics - Pursuit of Happiness	16/06/2018	27/10/2018	1267
Personality Development classes for first years (2nd Sem.)	22/11/2018	03/04/2019	1267

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7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.The college conducts A No Drive Day where all the stakeholders are asked to avoid vehicles and commute to college via the public transportation.
2.The College observes a 'Black Out' for 45 minutes every Monday to conserve energy.
3.The campus of SHC has Green landscaping with a vast coverage of trees providing a pollution free atmosphere for staff and students.
4.The college has moved on to a digital platform and the office has started becoming paperless as majority of the communications are now routed through online.
5.There is an herbal gardens in the campus with various species of plants for medicinal use.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

1. Title of the Practice: Communicative English Programme 2. Objectives of the Practice The following are the objectives of Communicative English Programme: 1. To enable students to learn correct pronunciation, spelling, meaning and usage of English Vocabularies. 2. To make students frame correct sentences with known vocabularies related to daily routines 3.
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To give English language skill practice in language skills to students to enhance their English proficiency. 4. To expose students to native speakers' spoken language to enable them to recognize native speakers' accent and language usage. 5. To simulate real life situations in the classroom to practice real English dialogues and speeches to gain fluency in English. 3. The Context SHC (Autonomous), Tirupattur is geographically located in Vellore District and it is an agricultural hub of Tamil Nadu. Needless to say that the students pursuing the studies at SHC, hail from many surrounding villages situated in and around the rural region of Tirupattur. It is against this background that the relevance and urgency of this best practice could be understood in its depth as majority of the students enrolled at SHC have done their schooling in Tamil medium, that too in government run schools, and hence their exposure to English is to a very minimum standard. 4. The Practice Facts Facts - Constrains and Limitations • In SHC majority of the students enrolled have done their schooling in a Tamil medium board of education and that too in government run schools and hence their exposure to English is to a minimum level. • Another interesting fact is that the parents of such students themselves are not exposed to English and thus the family situation does not help him/her in acquiring the necessary English fluency at home. • Most of the students enrolled in the college are from rural backgrounds and are not from co-educational schools. Hence, most of the students especially, the girls are tongue-tied in front of the boys. Significance of English as a Language at the Indian Higher Education Standard • Acquiring English language as a skill needs continuous language practice, which in the present context of education is not provided. • Students who gain admission at SHC do have the basic potential for English language, which calls for appropriate ways of making students acquire English. • As almost all tertiary level studies are done in English medium, it is necessary to enhance English language proficiency of the student's right at the start of the studies, which will help them to pursue their main subjects of specialization. Strategies Adopted to Overcome the Constraints and Limitations The first year students at the tertiary level of studies are streamed into three homogeneous groups. Two continuous hours are allocated for English Communicative Skill classes. All Departmental programmes are in English to create a continuous English language learning environment. The basic language skills of Listening, Speaking, Reading, and Writing (LSRW) are taught in isolation, emphasizing each skill at a time and the language assessment of learners are always done by a team of trainers. Another significant feature of this novel programme is that no term-end examination is conducted. A series of formative tests are conducted at regular intervals to assess the progress made by the learners. The tests' scores are used to make a final evaluation of a learner. 5. Evidence of Success The random sampling technique was adopted and 50 of the total population was taken for the study. A tool was developed and the reliability of the instrument was found to be 0.907 Cronbachs Alpha. The study revealed that: • Majority (65.4) of the respondents stated that they were able to improve their English vocabulary and have developed their skills in narration. • More than half (56.8) of the respondents revealed that they have developed their extempore skills and have picked up the ability to comprehend audio and video presentations in English. • Majority (63.7) of the respondents stated that they have improved their reading comprehension skill. • And more than half (58.9) of the respondents stated that the programme on 'Communicative English' was effective to their overall development in their proficiency of the language. 6. Problems Encountered and Resources Required Bigger students' strength in classes, regular absenteeism, lack of interests in students and timings for the classes of Shift-I were some of the major problems encountered. Various resources have been incorporated which include adequate composition of students in each class based on their entry-level in the English language proficiency. BEST PRACTICE - 2 1. Title of the Practice: Seeding Hope Services - SHC (Counselling Centre SHAPE) 2. Objectives of the Practice • To provide

Counselling to sustain Student Retention and Success. • To develop Innovative Programmes to Support the overall development of the students, which will improve their quality of life. • To encourage Psychological Development through Outreach Programmes and Prevention.

3. The Context The students of SHC are from the rural areas, so the need for counselling and guidance is quite high. Many students have unhealthy parenting styles, alcoholic or abusive parents, disturbed study environment, dysfunctional family setup etc. Coming from such an environment, students need guidance in psychological and academic areas for which the counselling and mentoring services are beneficial. Students, who face age related/family/peer group issues, find it difficult to concentrate in academics such students with the guidance of mentor and counsellor will be able to cope better in academics and personal life.

4. The Practice The Seeding Hope Services at SHC consists of two services, namely CC (Counselling Center) and SHAPE (Sacred Heart Accompaniment Programme of Education). First year UG students under the SHAPE programme are placed under one mentor for personal guidance in academics, whereas issues related to personal and psychological matters are taken care by the counselling centre. All the 1st year students are given individual orientation about the Counselling Centre and the SHAPE Programme at the commencement of the semester. Students those who have arrear papers are given remedial coaching and counselling. Family members of the students also utilize the counselling centre of Seeding Hope Services - SHC. The issues that come to the centre through SHAPE and class teachers are mostly related to relationship, academics, and psychosocial aspects. Such issues include students getting confused with infatuation and love and having difficulty in marking boundaries in boy-girl relationship. Such students are facilitated to understand the differences between the two and made to be aware of healthy boy-girl relationship. Psychological techniques such as Catching oneself, Disputing irrational beliefs, Changing one's language, Cognitive homework, Self-verbalization, Behaviour change, Relaxation training, Scheduling activities, Graded exposure, Systematic desensitization are practised. Students with such issues are identified through SHAPE or the management and are immediately sent to the CC. This approach has helped so many students to cope with their studies and reduced the rate of drop out. The above concerns are dealt based on individual needs taking into account the personality factors and the available resources the students have. Individuals are not given advice whereas they are empowered and facilitated to tackle the current problematic issues on their own. The students are empowered in such a way that they become independent of the Counselling in the shortest time possible.

5. Evidence of Success Scientific research was undertaken to study the effectiveness of Seeding Hope Services CC (Counselling Centre) and SHAPE as one of the best practices of SHC. CC A tool was developed and tested using a 'Likert' scale. The reliability of the instrument was found to be 0.793 Cronbachs Alpha. The study revealed that a vast majority (67.6) of respondents stated a high level of satisfaction with regard to the Counselling process carried out at SHC. SHAPE An instrument was developed and the reliability was found to be 0.799 Cronbachs Alpha. The study revealed that majority of the respondents stated that they have been given proper academic guidance with regard to their studies and have benefited from the aforesaid programme.

6. Problems Encountered and Resources Required

Obstacle 1. Stigma related to utilizing Counselling Services: As students had no awareness about the concept of counselling, it was thought that counselling is just getting advice and people with problems only go to counsellor. Visiting the counsellor was seen as a stigma and students who went were identified as people with severe problems. Strategies adopted: Since 2014 it was made compulsory that all the first year students must meet the counsellor individually. The sessions, were targeted to spread awareness on the real concept and essence of counselling.

Obstacle 2. Change of mentor annually: Students have to start fresh every academic year. Strategies adopted: A mentor assigned in the beginning will guide the student throughout the graduate programme.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://shctpt.edu/IQAC/files/Part_B_7.2.1_Best_Practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

RESEARCH DEVELOPMENT One of the previous NAAC recommendations suggested the college to foster research culture. Taking cue from this the college has initiated various activities. JyothiNivas Hostel which was home to thousands of students in the past 60 years was totally converted into a research block to promote research in a big way. Sensing the importance of research in our college the hostel was renamed as Abraham Panampara Research Centre (APRC) after the first eminent Indian Principal of the college. Departments offering research programmes and the faculty having major and minor projects are given facilities in this centre including working space, computers with internet facility 24x7 on all days. In addition to this, APRC houses Central Analytical Instrumentation and Instrument Fabrication Centres. The following five online journals have been started from January 2017 with complete online submission system: Journal of Computing and Intelligent Systems (ISSN: 2456-9496) Journal of Computational Mathematica (ISSN: 2456-8686) Journal of Functional Materials And Biomolecules (ISSN: 2456-9429) Journal of Social Sciences and Management Research (ISSN: 2456-9879) Journal of Tamil language and Literature (ISSN: 2456-821X) Turnitin anti-plagiarism software (One of the Worlds best at the moment) was procured. Papers are accepted for publication in these journals only after they are screened for their originality and subsequent review by acknowledged experts in the related fields. Ours is the only Arts and Science College in Tamil Nadu to possess this software. The Salesian System of Education has a unique way of mentoring and providing opportunities for staff and students to hone their talents and skills. One such initiative is the Don Bosco Research Fellowship and the Sacred Heart College Fellowship. During the academic year 2018- 2019, 5 faculty members received a grant of Rs.1,73,200/- as part of the Don Bosco Research Fellowship Programme and 22 students received a grant of Rs.1,65,200/- as part of the Sacred Heart College Fellowship Programmes for the pursuit of research. During 2018-2019 the faculty members of the college had published 296 papers in the national and international journals under, 23 books were written by the faculty. Sacred Heart College being one of the pioneers of imparting quality education has added another feather to its cap by strengthening its research cell and extending it vigorously in all dimensions. To mark this glorious achievement of dedicated research from staff and students, a maiden effort has been made to honour and show case to the world the research carried out by the college thus making it a red-letter day in the history of the college. Sacred Heart College celebrated its first Research Day on 15th December 2018, cash awards were given to the staff and students from arts and science departments. Every department has Research Forum with the top five students having a strong desire for research from every class constituting it. They are encouraged to participate and present papers in conferences/seminars to gain more insights on research, thereby strengthening the institutional distinctiveness of the college on the whole.

Provide the weblink of the institution

http://shctpt.edu/IQAC/files/Part_B_7.3.1_Institutional_Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

1.Orientation Program for Heads of the Departments 2.Orientation Programme for all the faculty members 3.Annual Plan of the Faculty 4.MOODLE based P.G. Entrance Test 5.Orientation for Non Academic Associations 6.Orientation for CQC Leaders 7.Uploading and sending AQAR of 2018-19 8.Conducting NAAC sponsored conference 9.Faculty evaluation of students - Odd semester 10.Evaluation of the Departments - Odd semester 11.Evaluation of CQC activities - Odd semester 12.Evaluation of Groups and Movements - Odd semester 13.Applying for NIREF 2019 14.Applying for India Today 2019 15.Applying for ASIHE 2019 16.Communication of Newsletter to Students and Alumni 17.Faculty evaluation of students - Even semester 18.Evaluation of the Departments - Even semester 19.Evaluation of CQC activities - Even semester 20.Evaluation of Groups and Movements - Even semester 21.Publications by the faculty members Department wise 22.Activities of MOU's are to be documented - Department wise 23.Details of faculty members attending ON DUTY 24.Document Management System for the Departments documents 25.College Calendar in Mobile APP 26.Academic Performance Indicator for Faculty 27.Software for calculating points for Research Day 28.Curriculum Feedback online 29.Self-Study Report on Curricular Aspects 30.Counselling Report Automation