



Ready for  
Every Good Work

# SACRED HEART COLLEGE (AUTONOMOUS)

Tirupattur – 635 601, Tamil Nadu, S.India

Resi : (04179) 220103

College : (04179) 220553

Fax : (04179) 226423

A Don Bosco Institution of Higher Education, Founded in 1951 \* Affiliated to Thiruvalluvar University, Vellore \* Autonomous since 1987

Accredited by NAAC (4<sup>th</sup> Cycle – under RAF) with CGPA of 3.31 / 4 at 'A+' Grade

## 6.5.3 IQAC Conference 2018-2019



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## Proforma of Application

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Name of the College / Institution / University : Sacred Heart College (Autonomous), Tirupattur,  
Pin 635601, Vellore District, Tamil Nadu

University to which affiliated in case of Colleges : Thiruvalluvar University (State University),  
Serkkadu, Vellore-632 115, Tamil Nadu

Details of Recognition by UGC : 2(f) and 12(B) of UGC Act 1956

Type of the Institution : Grant-in-aid/Self-Financing

NAAC Grade : Accredited by NAAC(3<sup>rd</sup> cycle) with CGPA of  
3.34 on the 4 point scale at 'A' grade

(Please tick (✓) the appropriate item)

1. Activity : Workshop  Seminar  Conference
2. Geographical Coverage : State Level  National
3. Theme of the Conference : **“Opportunities and Challenges in Revised Assessment and Accreditation Framework for HEIs”**
4. Proposed dates : 21<sup>th</sup> & 22<sup>nd</sup> February 2019
5. Venue : Pope Francis Hall,  
Sacred Heart College(Autonomous),  
Tirupattur, Vellore District.

## 6. Name and Address of the Organizing Institution

Name of the Head of the Institution : Rev. Dr. D. Maria Antony Raj SDB,  
Institution's Name : Sacred Heart College,(Autonomous)  
Address : Sacred Heart College,(Autonomous),Tirupattur,  
Vaniyambadi road, Vellore District  
Email : [office@shctpt.edu](mailto:office@shctpt.edu)  
PIN : 635 601  
Website : [www.shctpt.edu](http://www.shctpt.edu)  
Phone No. : 04179 - 220553  
Fax No. : 04179 - 225060

7. Name & Designation of the Convener of the IQAC: Dr. S. Sagayaraj  
IQAC Coordinator  
Sacred Heart College(Autonomous),Tirupattur  
Pin 635601,Vellore Dist.,

Ph. No Office : 04179-226602  
Residence : 9597477258  
Mobile : 9443035624  
E-mail : [sagay@shctpt.edu](mailto:sagay@shctpt.edu)

8. Designation of Official Empowered to Receive Financial Grants (Grants will be released only in favors of head of the Institution):

Principal,  
Sacred Heart College,(Autonomous) ,  
Tirupattur- 635601  
Vellore District., Tamil Nadu

9. Brief write-up about the seminar highlighting its importance in the National

- a. Theme
- b. Objectives
- c. Discussion Themes
- d. Expected outcome
- e. Participants (nature/ categories)
- f. Expected outcome
- g. Estimates of expenditure as given below

**\*\*\*Write up is enclosed of Annexure-I\*\*\***

10. Nature of Workshop/Seminar/Conference and number of participants expected:

Nature (Put tick mark under relevant column)	Number of participants		
	Local	Outstation	Total
State			
National	100	50	150

11. Broad details of the total estimated expenditure: (In Rupees)

1. TA/DA for External Participants : Rs.50,000
2. TA/DA for Resource Persons : Rs.40,000
3. Pre-conference printing : Rs.10,000  
(Announcements, abstracts, etc.)
4. Publication of Proceedings. : Rs.25,000
5. Stationery : Rs.5,000
6. Local Hospitality : Rs.40,000
- Grand Total : Rs. 1,70,000**



12. Financial assistance required from NAAC for this activity Specific items of expenditure

Amount (Rs.) 1, 15,000/-

1. TA/DA for External Participants	: Rs.50,000
2. TA/DA for Resource Persons	: Rs.40,000
3. Publication of Proceedings	: Rs.25,000
<b>Total</b>	<b>: Rs.1,15,000</b>

# Certificate

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This is to certify that

- a) Institution has no objection if the Conference on **“Opportunities and challenges in Revised Assessment and Accreditation Framework for HEIs”** is organized in the Institution premises

**From 21<sup>st</sup> February 2019 to 22<sup>nd</sup> February 2019**

- b) Space and other infrastructural facilities would be extended for organizing the aforesaid Conference
- c) The funds shall be utilized for the purpose for which they are sanctioned.

## Signature of the Head of the Institution

Name : Rev.Dr.D.Maria Antony Raj SDB,  
Address : Principal,  
Sacred Heart College(Autonomous),  
Tirupattur - 635601  
Vellore Dist. Tamil Nadu

Date

Official seal

# Annexure- I

## **Brief write-up about the seminar highlighting its importance in the National Context**

Higher education enhances the human capital and reflects the country's growth and prosperity. Quality Assurance in Higher education is perceived in terms of satisfaction of teachers, students and other stakeholders. Enhanced quality of higher education enables the students to explore their potential to make a difference in their life.

The National Assessment Accreditation council (NAAC) has been established to sustain and promote Quality education in India. The NAAC advocates the establishment of Internal Quality Assurance Cell (IQAC) to assure Quality in Higher education. The IQAC internalizes and institutionalizes the quality assurances through a sense of belongingness the quality assurance and participation among the stakeholders of an institution towards academic excellence.

Quality Assurance and sustenance has become the prime objective of IQAC and this two days National level conference on “**Opportunities and Challenges in Revised Assessment and Accreditation Framework for HEIs**”, is organized to create a platform for academicians, IQAC coordinators and Management of Higher Education Institutions to introduce the New NAAC Accreditation Framework and to discuss the issues and Challenges involved in preparation of Assessment & Accreditation Process.

### **A. Theme : “OPPORTUNITIES AND CHALLENGES IN REVISED ASSESSMENT AND ACCREDITATION FRAMEWORK FOR HEIs”**

### **B . Objectives**

The objectives of the Conference are to

- To discuss the New Accreditation Framework.
- To discuss the Issues and Challenges in the New Accreditation Framework.
- Emphasize the position of IQAC in establishing a system to improve the performance of the HEIs to achieve the goal of academic excellence and ensuring quality in Higher Education.
- Highlight on the part of IQAC in the post accreditation quality initiatives of the HEIs.
- Discuss on the aspects of developing and practicing the quality benchmarks and parameters in various activities of HEIs.
- Suggest mechanisms to make IQAC more vibrant in HEIs.

### C. Discussion Themes

- New Accreditation Framework Opportunities and Challenges in the New Accreditation process

### D. Participants(nature/categories)

- Administrators
- Faculty Members of various Discipliners
- IQAC Coordinators
- Members of IQAC of a HEIs
- Research Scholars

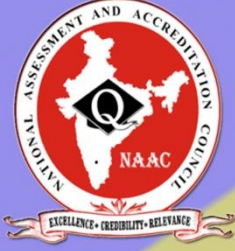
### E. Expected outcome

Apart from the enrichment of knowledge and awareness created in the field of Higher Education, the outcome will always pave way for further enrichment of Quality in Autonomous Educational Institutions.

- (i) This conference will make the participants to understand the role of IQAC and its importance.
- (ii) Best practices will be identified to enrich the quality of the higher education in New Revised Accreditation Framework.

### F. Estimates of expenditure as given below:

1. TA/DA for External participants	: Rs.50,000
2. TA/DA for Resource Persons	: Rs.40,000
3. Pre-conference printing (Announcements, abstracts, etc.)	: Rs.10,000
4. Publication of Proceedings.	: Rs.25,000
5. Stationery	: Rs.5,000
6. Local Hospitality	: Rs.40,000
<b>Grand Total</b>	<b>: Rs. 1,70,000</b>



2 Days National Level Conference on



**“OPPORTUNITIES AND CHALLENGES IN REVISED  
ASSESSMENT AND ACCREDITATION FRAMEWORK FOR HEIs.”**



February 21<sup>st</sup> & 22<sup>nd</sup>  
2019

**INTERNAL QUALITY ASSURANCE CELL (IQAC)  
SACRED HEART COLLEGE (AUTONOMOUS)  
ACCREDITED BY NAAC (3<sup>rd</sup> CYCLE)  
WITH CGPA of [3.43/4.00] at ‘A’ GRADE  
TIRUPATTUR - 635 601  
TAMIL NADU**



## About the College

Sacred Heart College is an autonomous educational institution accredited by NAAC (3rd Cycle) with CGPA of [3.43/4.00] at 'A' Grade. It is a minority institution established in 1951 and administrated by the Salesians of Don Bosco. The College has marked a reawakening

for Tirupattur, a town in Vellore District, nestled between Chennai and Bangalore with its motto "Ad Omne Opus Bonum Instructi" (Ready for Every Good Work) the college ever venture into new initiatives for the development of human society.

## IQAC

The National Assessment and Accreditation Council (NAAC) Proposed that every accredited institution shall establish an internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC is a functional part of the institution towards achieving the goals of academic excellence and ensuring

the National Assessment and Accreditation Council (NAAC) proposed that every accredited institution shall establish on Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC is a functional part of the institution towards achieving the goals of academic excellence and ensuring.

## Objectives

- To discuss the NAAC New Revised Accreditation Framework.
- To discuss the Issues and Challenges in the New Revised Accreditation Framework.
- Emphasize the position of IQAC in establishing a system to improve the performance of the HEIs to achieve the goal of academic excellence and ensuring quality in Higher Education.
- Highlight on the part of IQAC in the post accreditation quality initiatives of the HEIs.
- Discuss on the aspects of developing and practicing the quality benchmarks and parameters in various activities of HEIs.
- Suggest mechanisms to make IQAC more vibrant in HEIs.



## Expected outcome

Apart from the enrichment of knowledge and awareness created in the field of Higher Education, the outcome will always pave way for further enrichment of Quality in Autonomous Educational Institutions.

- (i) This conference will make the participants to understand the role of IQAC and its importance.
- (ii) Best practices will be identified to enrich the quality of the higher education in New Revised Accreditation Framework.

## Call for Research Articles

We welcome original research articles from teaches of various diciplines, researchers educational administrators on any aspects of Emerging Trends in Quality Assurance in Autonomous Colleges.

The complete research article should reach us on or before the due date. peer reviewed and selected research articles will be published in conference proceeding. The Research articles can be sent to the following email: [iqac@shctpt.edu](mailto:iqac@shctpt.edu)

## Registration

Participants are requested to register by filling the registration form provided with this call letter. The registration fee(non-refundable) of 500 should be paid as Demand Draft in favour of "The Principal,

Sacred Heart College" payable at Tirupattur, Vellore district. Photocopies of the registration form can be send to "The IQAC Coordinator, Sacred Heart College, Tirupattur-635 601".

## Accomodation

Accomodation will be arranged only an prior request an payment basis.



## Programme Schedule

## Members

### 1st Day (21/02/2019)

REGISTRATION	- 8.30 a.m. - 9.00 a.m.	Rev.Dr. K.A. Maria Arokia Raj
INAUGURATION	- 9.00 a.m. - 9.15 a.m.	Rev. Dr. Praveen Peter
SESSION I	- 9.30 a.m. - 11.00 a.m.	Rev. Dr. G. Theophil Anand
Tea Break	- 11.00 a.m. - 11.30 a.m.	Dr. S.R. Xavier Rajarathinam
SESSION II	- 11.30 a.m. - 1.00 p.m.	Dr. S. Paul Raj
Lunch Break	- 1.00 p.m. - 2.00 p.m.	Dr. D. Leslin
SESSION III	- 2.00 p.m. - 3.30 p.m.	Dr. G. Britto Antony Xavier
SESSION IV	- 3.30 p.m. - 4.30 p.m.	Mrs. Josephine Sahaya Mala

### 2nd Day (22/02/2019)

SESSION V	- 9.00 a.m. - 10.30 a.m.	Mr. A. George Louis Raja
TeaBreak	- 10.30 a.m. - 11.00 a.m.	Mr. V. Thomas Immanuel
SESSION Vi	- 11.00 a.m. - 12.30 p.m.	Dr. S.U. Vasantha Kumar
Lunch Break	- 12.30 p.m. - 1.30 p.m.	Dr. S. Kalaiarasi
SESSION VII	- 1.30 p.m. - 3.00 p.m.	Mr. S. Jeyaraju
SESSION VIII	- 3.00 p.m. - 4.00 p.m.	Mr. B. Antony Doss
VALEDICTORY	- 4.00 p.m. - 4.30 p.m.	Dr. F. Sagayaraj Francis
		Mrs. Agila Ezhilarasan
		Mr. Joseph Peeris
		Rev. Fr. A. Stanislaus

### Important Dates

**Last date for submission of the articles**  
06/02/2019

**Confirmation of the accepted articles**  
09/02/2019

**Note: TA will be provided only for the presenters**

### Contacts

**Dr. M. Maria Dominic**  
+91-944354072

**Dr. S. A. Martin Britto Dhas**  
+91-8903101253

### Organizing Committee

<b>Chief Patron</b>	<b>: Rev. Dr. C. Antonyraj</b>
<b>Patron</b>	<b>: Rev. Dr. D. Maria AntonyRaj</b>
<b>Convener</b>	<b>: Dr. S. Sagayaraj</b>
<b>Coordinators</b>	<b>: Dr. M. Maria Dominic</b> <b>Dr. S. A. Martin Britto Dhas</b>

**Venue: Pope Francis Hall**  
**Sacred Heart College**  
**(Autonomous)**  
**Tirupattur – 635 601.**





Name :

Gender :

Designation :

Institution :

E-mail ID :

Phone Number :

Address :

Registration Fee : ` 500 / DD

DD Number & Date :

Bank Drawn :

Signature of the participant with date



प्रो. एस.सी. शर्मा  
निदेशक  
Prof. S.C. Sharma  
Director



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission

**SACRED HEART COLLEGE**  
(Autonomous)

Tirupattur-635 601. Vellore Dt.

Received on: 27.03.2019

21<sup>st</sup> March 2019

File No: 13D

Replied on:

NAAC/Seminar/SS\_DIR/2019

The Principal  
Sacred Heart College (Autonomous)  
Tirupattur, Vellore- 635601, Tamil Nadu

Dear Sir/Madam,

Greetings from NAAC!

This has reference to your proposal seeking financial assistance/academic support for organizing national seminar in your institution. After due consideration your proposal has been accepted for financial assistance of Rs. 1,00,000/- (Rupees One Lakh only). The balance amount required to organize this activity may kindly be mobilized at your end. The Financial assistance is subject to the adherence to the enclosed procedures for release of sanctioned grants and settlement of the same. We appreciate the initiative taken by your institution and hope that you will continue to strive for quality and excellence in Higher Education.

The seminar/workshop has to be conducted on the scheduled date(s) as mentioned in the seminar proposals sent to NAAC. In case of any change in scheduled date, the institution has to obtain prior permission from the region co-ordinator stating the reason for change of dates. In case of any delay in submission of the claims the reimbursement will not be made and NAAC will not be liable for the expenditure incurred.

Yours sincerely,

(S. C. Sharma)

Encl: a/a

Cc.: Southern Region Co-ordinator at NAAC (Dr. Latha Pillai, Adviser

E-mail ID: [pillai.latha@gmail.com](mailto:pillai.latha@gmail.com) )





NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL, BANGALORE

Procedure for Release of the Financial Support:

- ⇒ As an important post-accreditation quality sustenance activity, NAAC has requested the institutions to establish Internal Quality Assurance Cell (IQAC) in their institution. Hence organization of the seminar/workshop is mandated to be the activity of IQAC of the Institution.
- ⇒ The programme details of seminar/conference have to be sent to NAAC at least one month prior to the scheduled dates.
- ⇒ The sanctioned amounts should be spent exclusively on the programme for which the assistance is approved by NAAC.
- ⇒ **The release of grants will be on completion of the event and submission of the bills/vouchers/Statement of expenditure and Utilisation Certificate within a month to NAAC.** In case of any delay in submission of the claims the reimbursement will not be made and NAAC will not be liable for the expenditure incurred.
- ⇒ For better coordination organisers should be in communication with the respective Regional Coordinator at NAAC.
- ⇒ *The seminar/workshop has to be conducted on the scheduled date(s) as mentioned in the seminar proposals sent to NAAC. You have to obtain prior permission from NAAC if there is any change in the scheduled date of the seminar and state the reason for change of dates.*
- ⇒ Institutions may write a letter to the Regional Co-ordinators, NAAC seeking nomination for resource persons.
- ⇒ TA and honorarium for NAAC nominated resource persons and others may be paid within the grant sanctioned by NAAC. Honorarium of Rs. 1,000/- per day may be paid as per NAAC rule.
- ⇒ If NAAC officer is participating, the TA/DA may be either borne by NAAC or by the institution from the sanctioned grant. However, hospitality needs to be provided by the institution.
- ⇒ For National Level seminar, institution has to invite at least 10% of participants from outside the state and for State Level Seminar institutions have to invite at least 25% of participants from outside the district.
- ⇒ Institution cannot outsource the activity and as already mentioned the IQAC should be responsible for organising the event.
- ⇒ NAAC should be duly acknowledged in all the seminar related publications including proceedings of the Seminar / Conference.



**Post Seminar/workshop requirement:**

Within a week of the seminar the institution should bring out "The Proceedings" of the seminar/conference. A half page summary of the proceedings along with one or two photographs of high resolution may be sent to Regional Co-ordinator, NAAC for considering it for NAAC newsletter.

**Suggesting format for preparing the proceedings of NAAC Sponsored Seminars / Conference**

1. Theme of the seminar/ Conference
2. The programme (separate sheet may be enclosed)
3. The keynote address, presentation of invited resource persons and participants (enclose the copies of each one of them)
4. The recommendations/ Suggestions/ Action Points (outcome of the seminar)
5. Follow up actions, the institution proposes to undertake

The NAAC financial assistance may be spent under the broad heads given below:

Heads	Programme
A. Resource Persons-TA, Honorarium, etc.	Rs. 30,000/-
B. Pre-conference and venue Arrangements	Rs. 10,000/-
C. Lunch, tea and hospitality	Rs. 40,000/-
D. Publication of Seminar proceedings	Rs. 15,000/-
E. Miscellaneous	Rs. 5,000/-
<b>Total</b>	<b>Rs. 1,00,000/-</b>

The sanctioned amount will be released only on receipt of Certified Statement of Expenditure and Utilization Certificate within one month from the date of completion of the event or 31<sup>st</sup> March 2019 whichever is earlier along with the proceedings duly signed by the Head of the Institution.

Henceforth all the claims will be reimbursed through NEFT transfer. You are therefore requested to provide the following bank details and a cancelled cheque along with the claims.

Bank Details

1. Beneficiary Name: \_\_\_\_\_  
(Authorities designation only. For example Vice Chancellor/Registrar/Principal/Director etc,)
2. Name of the Bank: \_\_\_\_\_
3. Name of the Branch: \_\_\_\_\_
4. Account Type: \_\_\_\_\_
5. Account No: \_\_\_\_\_
6. RTGS/IFS Code: \_\_\_\_\_
7. MICR Code: \_\_\_\_\_  
(copy of the cancelled cheque)