



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

Sacred Heart College

- Name of the Head of the institution

Dr. Reena Ittyachan

- Designation

Principal (in-charge)

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

04802701159

- Mobile no

9947763648

- Registered e-mail

shcollegecky@gmail.com

- Alternate e-mail

principalshcollegecky@gmail.com

- Address

Railway station road, Chalakudy,
Thrissur

- City/Town

Chalakudy

- State/UT

Kerala

- Pin Code

680307

2. Institutional status

- Affiliated /Constituent

Affiliated

- Type of Institution

Women

- Location

Semi-Urban

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of Calicut**
- Name of the IQAC Coordinator **Dr. Shirley Jose K**
- Phone No. **9605180125**
- Alternate phone No. **9846603436**
- Mobile **07019044663**
- IQAC e-mail address **iqacshc@gmail.com**
- Alternate Email address **iqacshc@sacredheartcollege.ac.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://sacredheartcollege.ac.in/wp-content/uploads/2022/06/AQAR-2020-21-Report.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

http://sacredheartcollege.ac.in/wp-content/uploads/2022/08/2021-2022_11zon.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	74	2004	16/02/2004	15/02/2009
Cycle 2	A	3.08	2011	16/09/2011	15/09/2015
Cycle 3	A+	3.55	2017	23/01/2017	22/01/2022

6. Date of Establishment of IQAC

16/08/2004

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	STAR College Scheme	Department of Biotechnology, Government of India	2018, 3 Years	6300000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **6**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

1. To assist faculty and students in becoming accustomed to blended (online and offline) mode of teaching and learning.
2. Encourage staff to use the smart classrooms to increase interest in the subjects along students.
3. Encourage participation in co and extracurricular activities.
4. Greater emphasis on promotion of pupils' potential for employment.
5. Promote green initiatives in the campus.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Facilitating the usage of digital technologies and knowledge base upgradation.	Promoting the use of digital technology and updating knowledge bases
Encourage the management to complete the construction of new block.	Classrooms and state of the labs for new courses (Psychology and Zoology)
To upgrade sports facilities and boost the number of students participating in sports.	Courts, open gym, yoga and fitness center are being constructed.
To increase enrollment by enhancing and promoting the college's image on various social media platforms	Visits to various schools to spread awareness of the college's courses, facilities, and competent teachers. Utilizing social media, such as YouTube, Instagram, and others, to promote student involvement and college activities.

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	Principal (in-charge)
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• State/UT	Kerala
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13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	28/02/2022
15. Multidisciplinary / interdisciplinary	
<p>The university to which the college is affiliated to prescribes the curriculum which is to be followed. This limits the academic flexibility and so the college cannot offer multidisciplinary courses. If the college is given independent status, it is prepared to provide these courses.</p>	

• However within these limitations the open courses and complementary courses both have an interdisciplinary focus. Regardless of the program they are pursuing, students have the chance to select subjects from the sciences or the humanities through the open courses available to them.

• The University of Calicut offers a choice-based credit system for its curriculum, with mandatory credits for projects, institution visits, and field trips. The topics for projects and the locations for field trips are selected in a way that promotes interdisciplinary learning, environmental education, and community involvement.

• Once the new NEP policy is established in the higher education sector, it will enable multiple entry and exits at various levels. If a student wants to graduate at different levels with a certificate, diploma or degree they must complete internships worth a certain number of credits. The college wishes to offer skill based internship programs that will help students improve their communication skills, organizational skills, problem solving and decision making skills. Content writing, website development, graphic designing, hotel managerial skills, application development, fashion designing etc. are some of the internships the college wishes to offer.

• Any research work or scientific study must include societal demands in order to be beneficial. A society is built up of people, thus whatever technical advancement we make should be for the benefit of people as a whole and so any scientific effort should incorporate a humanities component. Likewise, any human endeavour should correlate to the environment around us. In light of this, the institution wants to provide add on courses now, and if upgraded to autonomous status, elective courses that are interdisciplinary in scope and multidisciplinary in nature.

16.Academic bank of credits (ABC):

According to the UGC sub-regulations, only universities, established or incorporated by or under a Central Act, a Provincial Act or a State Act; the institutions Deemed-to be Universities declared as such under Section 3 of the University Grants Commission Act, 1956 (3 of 1956); and the Autonomous Colleges as defined in these regulations can register their institution under the ABC. As our college is an affiliated college we do cannot register under the ABC as per the present regulations. Being affiliated with a university drastically

restricts a student's ability to select their academic path and courses. Currently, staff and students can sign up for online courses like MOOCs and SWAYAM through the library's website.

17.Skill development:

Vocational education prepares students for careers that are traditionally non-academic and entirely related to a particular trade, occupation. It is aimed at the student gaining direct experience in a particular set of methods or technology. Training in skills set that the proposed NHEQF recommends for levels 5 to 10 which our college aims to address are communication skills, digital literacy skills, Value inculcation, environmental awareness and action etc.

The college already provides additional value-added, and capability-improving courses to teach extra talents, such as soft skills. both practical and business capabilities. More skill-addition courses will soon be offered according to carefully thought-out plans that will be implemented gradually.

The institution's prospective strategy includes proposals for collaborations and MOUs for skill development. In order to offer skill development programmes for students based on NSQF Levels, MoUs have been formed with KELTRON and CDiT, Government of Kerala.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college's vision and objectives are closely linked with value-based education. Every week for the allotted hour, faculty members conduct value orientation classes in which emphasis is placed on Indian value systems. The value education curriculum incorporates Indian culture and thought.

The college encourages the students to to celebrate different festivals. This creates an awareness about the cultures of different soceities in India and helps create religious tolerance among students.

Enrollment in MOOC and SWAYAM courses is made easier for students and employees through the information centre (the library's website). The college's upgraded ICT facilities offer a favourable atmosphere for enrolling in online courses.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Program outcomes, program-specific results, and course outcomes are all specified in the affiliating University's amended syllabus as per 2019 regulations. The college adheres to the requirements set forth by the University of Calicut and has followed these. As an affiliated college there are various limitations placed on us regarding conduct of examinations. Faculty take into account the course outcomes while setting question papers for internal examinations, assigning assignments and seminars. The faculty also try to design the questions which help assess the higher levels of learning in a student. It has been suggested that a common course outcome mapping system be implemented for the upcoming academic year.

20.Distance education/online education:

The institution has top-notch resources for integrating IT into the administrative and teaching-learning processes. The faculty responded to the difficulties of the threat to education posed by the pandemic and changed the instructional approach. Effective ICT teaching is made possible by Wi-Fi enabled departments, smart classrooms, and well-stocked computer labs. To share knowledge, notes, and power point presentations, use the Knowledge Centre, a digital repository. The institution has a YouTube account that it uses as a venue for posting faculty recordings of their lectures. By participating in training programmes, the faculty have gained the digital skills necessary to manage online education.

Extended Profile

1.Programme

1.1 407

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 972

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

105

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

367

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

69

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

69

Number of sanctioned posts during the year

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File Description	Documents
Data Template	View File
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File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	69
File Description	Documents
Data Template	View File

3.2	69
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	46
Total number of Classrooms and Seminar halls	
4.2	165.70
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	148
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Sacred Heart College is affiliated to University of Calicut and adheres to the required curriculum prescribed it.

Classes started in the offline mode during the month of October and a blended mode of learning was then followed with students using online platform to access material and offline classes helped them understand the concepts better.

Before the start of every academic year, the head of the department holds a meeting where courses are divided among teachers according to their areas of interest and specialisation. A curriculum plan is created, and the teachers are required to create a course plan outlining curriculum delivery. They also inform students of the course outcomes at the start of each semester.

Curriculum delivery is through lectures, seminars, discussions,

quizzes, written tests etc. Each month, a detailed report of classes each taken teacher is submitted to the department head which is then sent to the Principal. The teachers meet regularly to discuss about feedback and necessary follow-up and Progress Reports of the students are maintained.

Internal Examinations are tentatively scheduled after consulting with the IQAC and the Internal Examination Committee. The college handbook, notices, announcements, and interactions with tutors and mentors help students understand the entire process.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Observance of the academic calendar required by the university for classes, tests, semester breaks. and holidays

- At the start of the academic year, the institution creates a schedule of academic activities and events.
- To provide more in-depth information and orientation about the college, the Student Induction Program was conducted for the new students.
- To make sure that things were happening as planned, the Principal regularly called meetings and executed follow-up actions with the employees.
- Examinations, seminar presentations and assignment submission were all followed according to the university's and college's specified timelines.
- The Internal Examination Committee Special ensures that internal exams are conducted on time by creating a schedule.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>B. Any 3 of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 696 523 757">File Description</th> <th data-bbox="523 696 1396 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 757 523 936">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="523 757 1396 936" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 936 523 1003">Any additional information</td> <td data-bbox="523 936 1396 1003" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	View File			
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Any additional information	View File								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
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<p>18</p>									
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Institutional data in prescribed format (Data Template)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>1</p>									

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

13

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The transformation of life must begin and be aided by holistic education in all spheres. With this idea in mind, the institution has integrated other courses to its curriculum to deal with the wide range of problems the globe is currently facing. The curriculum includes activities that integrate topics like gender, the environment and sustainability, human values, and professional ethics. The University's curriculum also includes audit courses in gender studies, environment studies, disaster management, human rights, and consumer protection.

Commemoration of special days to create awareness, such as environment day, Salim Ali Day, Tiger Day etc. Environment day is celebrated every year where saplings are planted and care and awareness programs such as skits, mimes and rallies are organized. Green audit is carried out on a regular basis. Several courses related to environment, pollution etc. are offered by various programs.

Gender sensitization programs with focus on knowledge of legal literacy on Women's rights, women friendly laws etc. are held regularly. Courses related ethics of research, ethics of society

etc. are an integral part of curriculum. Value education classes are held once every week for all students. Activities of the NSS instill in students values like compassion, honesty, loyalty etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

16

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

367

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://sacredheartcollege.ac.in/wp-content/uploads/2023/01/Students-feedback-analysis-report-2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://sacredheartcollege.ac.in/criteria-2-7-1-feedback-form/
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
324	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

51

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Teachers assess pupils' learning levels by conducting the following background academic inquiries: Plus Two marks/marks from the previous exam, assignments, entry-level assessments, etc. Different learner-specific teaching methodologies are then adopted according to their learning levels.

Advanced learners are enrolled in a variety of courses that are tailored to their abilities such as training in skill development and software-based learning. Several value-added courses like GST, Office Automation, Mathematics for Competitive Examinations etc. are offered to them. They are encouraged to present papers in seminars, conferences, participate in inter-collegiate competitions/events.

Slow learners are given bridge courses. They are given personal attention with remedial coaching and mentoring and also by dividing into groups for peer learning. Additional learning material is also provided to them in the form of notes, question banks etc. Professional counselor of our college is also skilled in addressing students with learning disabilities.

Programs on career counseling, language proficiency, training for interview, group discussion, and personality development are organized. Career guidance, basic computer skills, reading motivation through awareness of reading week are some of the other activities for students. Library resources like Knowledge centre, INFLIBNET help all learners to widen their knowledge horizons.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
324	69

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential learning is through practical activities where students relate to information they acquire in the classroom. In community based participatory learning activities under the NSS and college's "Heart to Heart" initiatives. Students are taken on study tours, industrial visits and field trips. Students participate in debates, quizzes, essay, painting and poster competitions.

Designed learning experiences are gained through add - on courses. Students get hands on training in soap and detergents making, LED bulb making. They learn to conduct water analysis and get trained in technical writing skills and learn to use software such as LATEX.

Participatory Learning strategies include brainstorming sessions, case studies and community surveys. Students can interact with experts in various fields and learn to trace out local histories / local economy. Through practical demonstration, presentation of experiences, discussions, exhibitions and role plays learning experience of students is enhanced.

Problem - Solving Methodology. In a number of job settings, an employer looks for individuals who can successfully identify and pose important questions that shed light and result in improved

answers. Students acquire these skills through their representation in the College Union and IQAC. Students also participate in NSS camps, rallies, marches and dharnas.

File Description	Documents
Upload any additional information	View File
Link for additional information	NIL

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All departments have Wi-Fi connectivity, with majority of the classrooms having interactive Smart boards. There is a Center for Excellence with computers and high-speed internet. There are computers, laptops, and projectors available in each department which teachers and students use for seminars and discussions.

Teachers have undergone courses where they learn new applications to improve presentations and increase class interaction.

Teachers and students have access to online content through the digital library and have remote access to international educational resources. Teachers exchange their notes, presentations and references through the Knowledge Center, a digital library. All teaching faculty use the N-list digital resources regularly.

Faculty and students take up MOOC courses. Several faculty members are also offering MOOC courses in Swayam portal through EMMRC, University of Calicut. In the post-COVID era, ICT tools are utilised to their fullest extent. Google Classroom, Google Meet, Teachmint are used to share notes, assignments and reference materials and to as to administer tests, quizzes etc.

You tube channel of the college has 4.44k subscribers. Recorded classes are uploaded on YouTube regularly, especially for students with limited access to connectivity. YouTube links, e-books, e-resources, and videos are utilized to enhance the quality of lecture delivery.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

48

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

69

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

20

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

443

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal evaluation is given 20% of the total weightage.

Internal evaluation is based on a planned, transparent system that includes written exams, in-class participation based on attendance for theoretical courses, and lab participation/attendance for practical courses.

Project work submitted by the student is based on its content, presenting style, overall finding, and research aptitude.

Out of the 20% internal weightage, test papers account for 40%, assignments 20%, seminars 20%, and classroom participation based on attendance 20%.

The internal assessment scores given to pupils are disclosed by displaying it on the notice board, ensuring that the evaluation

process is transparent. Students also sign a mark register.

Every student enrolled in the course has an academic record, which is kept by the faculty in charge and sent to the university by the principal. This is also maintained as a progress card which is signed by their parents.

To maintain transparency and robustness, teachers make sure that students are aware of the internal assessment evaluation standards by casually discussing them in class.

The college handbook given to the students also includes the evaluation and grading guidelines. The academic calendar with tentative dates for internal exam helps the students to prepare well in advance.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The University of Calicut, with whom the college is affiliated, has outlined the regulations for how internal exams must be administered, including the weighting and question-pattern specifications. Each semester's university exams include an external evaluation that accounts for 80% of the final grade.

For resolving internal and external complaints, a clear mechanism is in place.

Internal assessment is mostly based on quizzes, assignments, projects, and seminars.

Internal exams are administered in accordance with University policies and are well in advance informed to the students.

The faculty conducts evaluations according to the timeline laid out in the academic calendar.

The pupils are given the updated scripts of the answers to verify.

Students are free to voice their complaints to the teachers handling the course which is then forwarded to the class-in-charge or the department head if the student is not satisfied.

The grievance redressal cell operates at the college level to handle any complaints from students.

Resolving complaints at the university level, such as inquiries about results, revisions to mark lists, and other university-issued certificates, is done by sending such inquiries through the college external examination unit.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college follows the curriculum provided by the University of Calicut.

The syllabus clearly states the program and course outcomes which are clearly displayed on the college website. The faculty makes sincere efforts to create lesson plans that successfully integrate the COs and POs within the overall framework of the specified syllabus.

When developing a teaching methodology, student diversity is taken into consideration. At the start of each semester, students are given the curriculum, homework, and seminars.

There is little room for academic flexibility combined with lack of time and the cumbersome syllabi are further restrictions.

The syllabus also includes exact method of the different types of evaluation.

Faculties have been encouraged to attend workshops, seminars, conferences, and faculty development activities with focus on teaching methodology, assessment of learning levels based on COs and POs.

Successful alumni are also invited by the college to connect with students. This provides an opportunity for them to discuss how their courses shaped their careers and allowed them to better align with course objectives. Only 20% of the assessment can be done at the college level. A robust technique to map CO attainment is yet to be established for this internal assessment.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sacredheartcollege.ac.in/programme-outcome/
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college lacks the autonomy to create its own syllabus, as follows the Cos, PSOs and POs prescribed the University of Calicut. At present it is up to the department level QACs and academic committees to determine the outcomes after multilevel discussions.

It is measured through University exams, internal exams, assignments, seminars, surprise tests, and open

book tests. etc., The faculty records the performance of each student on each PO. Remedial coaching is also

provided to slow learners to achieve the desired progression

AVERAGE ATTAINMENT IN EVALUATION PROCESS:

Results in University exams are given 80% weightage and internal assessment is assigned a weightage of 20%. Sincere attempts are made by the faculty and management to address any serious issues and impediments faced by the students in performing and realizing COs and POs.

Measurement of POs is also done by analysing student progression numbers to HEIs and job placements.

Seminars, workshops, training programs, project works, inter-departmental & interdisciplinary activities, and co-curriculars supplementary the entire proces

The IQAC is considering a more robust scale of measurement of attainment of CO, PSO and PO and initial discussions for a tailor-made software is also in progress.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://sacredheartcollege.ac.in/wp-content/uploads/2023/01/2.6.2-Final.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

296

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://sacredheartcollege.ac.in/criteria-2-7-1-feedback-form/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

5

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	NIL

3.2 - Innovation Ecosystem

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

The college seeks to foster a scientific mindset and cultivate the proper attitude toward the usage of natural resources both on and off campus through the "Lab to Community" and "Earn while you learn" programmes. The students' acquired knowledge are used for service in the local community through projects like water quality testing, production and distribution of soaps, cleaning solutions, sanitizers, fabric softeners etc. Training has also been given in creation of value-added products, building of LED bulbs etc. These initiatives also help students to earn money as well. Programs for eco-friendly sensitization such making cloth and paper bags, as well as instructions for cake making, are included in the knowledge transfer to the neighbourhood.

Students submitted their ideas as part of the Young Innovators Programme (YIP) by KDISC. The Unnat Bharat Abhiyan's efforts aim to broaden students' perspectives on social issues and entrepreneurship. The Entrepreneurship Development Club and the various subject associations organize activities that foster traits like achievement drive, self-confidence, etc. Interactive sessions with successful entrepreneurs especially college alumni give students a better understanding of the actual world. Students are also exposed to experts in the field of research, artificial intelligence, data science etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

10

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

9

File Description	Documents
URL to the research page on HEI website	https://sacredheartcollege.ac.in/wp-content/uploads/2022/12/StudentRegistration-AOAR2021-22.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

9

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

23

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Sacred Heart College has always attempted to inculcate social consciousness among students by providing them with ample opportunities to work among the people. Different programs are organized under the auspices of the departments, NSS, Womens' Cell, and clubs.

Blood donation camps, hair donation drives, construction of houses for the underprivileged, mass cleanliness drives etc. in the community have helped students to learn skills in mobilizing community participation. Celebration of days of national importance like World Environment Day, Anti-Narcotics Day, World AIDs Day, National Integration Day, Swachh Bharath Pakhwada, Yoga Day, International Day for Elimination of Violence against Women, etc. provides rich and meaningful educational experiences.

Visits to old age and children's homes and training to Kudumbashree members in English language, the Septuagenarian Forum, training in quail farming for Kudumbashree members, has helped students in honing their problem-solving abilities.

Classrooms are used as a platform for inculcating social sensibility among students when they are encouraged to collect funds and other materials for the needy. Occasions like Christmas and Onam are utilized for instilling a sense of compassion and empathy in less privileged sections of society.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

19

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

531

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

5

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

11

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Sacred Heart College has constantly updated its physical facilities to facilitate teaching and learning through latest tools and technology.

Physical Infrastructure

Academic/Teaching-Learning Infrastructure

The institution attempts to provide a conducive environment for teaching and learning by offering a blend of physical and digital mediums.

Classrooms

- 43 properly ventilated classrooms with comfortable seating and fans
- Spacious classrooms
- 16 SMART classrooms equipped with interactive boards and overhead WI-FI enabled LCD projectors with roll-down screens
- 12 digitally-enabled classrooms with LCD projectors
- Departmental libraries

Library

- Two-storey building with a seating capacity of 140
- Fully automated from 2009
- 30 computers with 5 for office use and 25 for browsing
- E-journals subscribed through INFLIBNET N-LIST and DELNET
- A good collection of books, journals and magazines
- Reading areas in the ground floor and the first floor
- Question bank facility

Administrative Infrastructure

- Principal's Office
- Solar-powered administrative office
- Centre for Excellence (Computer Centre)
- Bursar's office

Warden's offices (Hostels)

Academic/Student Support Infrastructure

- Auditorium
- Guest room with state-of-the-art facilities
- The IQAC office
- Counselling centre
- Student Amenity centre
- Canteen
- Exam cell
- Store

- NSS office
- Ramps for differently-abled
- Two womens' hostels
- 10 staff rooms 12 laboratories
- 148 computers
- Audio visual room
- Language lab/BCom lab facility
- Sports Infrastructure
- Open gym and fitness centre

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sacredheartcollege.ac.in/facilities/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The 2000 square feet auditorium is the location for all cultural events provided with high-quality sound systems and LCD projectors. It is used for yoga courses and karate sessions. There is a main stage and a smaller stage in the auditorium. Cultural events are also staged on the open, tiled area in front of the library and the meadow area in front of the auditorium.

Conference Infrastructure

Three seminar halls are utilised for conducting seminars, departmental association activities, NSS activities and value orientation talks.

Sports and Health Infrastructure

The college offers top-notch gym and sports facilities for students' all-around growth. The indoor gym facility and the 400m athletic track facilities are open to the local women. The following are the renovated sports facilities that are available, especially after the college playgrounds were flooded as a result of the 2018 floods.

- 400meter 8-lane multipurpose track
- 400meter cycling track
- 40m*20m handball court
- 13m*10m kabaddi court
- 30m*10m tug of war court
- 32m*14m basketball court with gallery
- 32m*14m netball court
- 23.77m*10'97m tennis court
- 14m*6.10m shuttle badminton court
- 13.4m*6.3m ball badminton court
- 18m*9m volleyball court
- Two 13.4m*6.3m sepak takraw court
- 12.2m*5.5m tennikoit court
- 28m*16m kho-kho court
- Outdoor gym
- Yoga facility in auditorium
- Physical fitness centre

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sacredheartcollege.ac.in/facilities/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

32

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sacredheartcollege.ac.in/facilities/ict-facilities-2/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4.12

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is located in a separate three-storied building with a total area of 1684.62 sq.mts and a seating capacity of 140. The library is fully automated with Koha ILLMS software, version 21.11. Routine activities like cataloguing, circulation, renewal of books, information retrieval, membership creation, gate entry scanning etc. are done through this software. Bar coding of books and member ID creation are done for speeding up the book circulation. The books are classified using Dewey Decimal classification. The library collection has more than 25500 books along with 64 periodicals and 5 newspapers. 25 PCs are installed for students to access e-resources and 5 computers are provided for office use. CCTV surveillance is available both inside and outside the library premises. Librarian gives library orientation classes for fresher students during the student induction program annually.

Library Services:

- INFLIBNET N-LIST having access to 6000+ e-journals and 199500+ e-books
- DELNET
- DSpace institutional repository software
- Urkund plagiarism detection software
- Current awareness service
- Selective dissemination of information
- Reference service
- New arrivals display
- Reprographic service
- OPAC (Online Public Access Catalogue) service
- Question bank facility
- Free Internet Service
- Library's Exclusive website named 'Library and Knowledge Centre'

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sacredheartcollege.ac.in/knowledgecentre/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3.5878

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

17

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The IT facilities in the institution are constantly upgraded to facilitate the teaching, learning, evaluation and administrative activities. The college has a comprehensive IT policy that has been formulated with the aim of achieving accessibility, inclusivity, security and ensuring legal and appropriate use of IT infrastructure provided in the campus. A secure e-supported environment is guaranteed through guidelines on utilisation of IT resources. The policy applies to technology administered by the college centrally, or by the individual departments or by individuals of the college community. The policy applies to stakeholders on-campus and off-campus and to all resources like network devices, internet access, data storage, documentation facility, official e-mail services etc.

The college took the following steps to upgrade its IT facilities for the smooth conduct of online teaching and learning:

- Internet access to all departments through LAN connected computers and Wi-Fi with 40 mbps BSNL leased line connection and 200 mbps rail net
- Total of 148 computers and 11 WiFi routers installed
- Security ensured with individual username and password, licensed anti-virus facility additionally supported by firewall facility
- 16 SMART classrooms and 12 ICT-enabled classrooms
- College programmes telecasted through official YouTube channel
- CCTV surveillance

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sacredheartcollege.ac.in/facilities/

4.3.2 - Number of Computers

114

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

4.12

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- Established policies exist which are devised, revised and implemented under the guidance of the Governing Council of various committees.
- Complaints and maintenance are systematically reported and time-bound action is taken.
- A well-established mechanism is in place to conduct auditing of materials in the departments, lab, library etc.

Infrastructure Maintenance Committee

- Assess general requirements, maintenance and plan for infrastructural enhancement.
- Electronic equipment, CCTV, fire extinguishers etc. serviced regularly by internal and external experts.
- Painting and carpentry contracts given as and when necessary.
- Water tanks, garden and the whole campus cleaned regularly.
- Security guards for campus security.

Classroom Management

- Classroom furniture checked and repaired regularly.

Laboratories

- Routine calibration, servicing of instruments and upkeep of lab equipments

Information Technology Facility

- Maintenance of ICT facilities done periodically
- Management of website done by website committee.

Sports Facility

- Sports equipment repaired on a regular basis.
- First-aid kits available

Library

- Upgrade of books, journals, e-resources etc done on a regular basis by the Library Advisory Committee

Canteen Facility

- Canteen committee oversees prices, maintenance and hygiene.

Water and Waste Management

- Effective systems for solid waste management.
- Bio-gas plant installed

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

144

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

90

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above								
<table border="1"> <thead> <tr> <th data-bbox="82 436 517 506">File Description</th> <th data-bbox="517 436 1393 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="82 506 517 656">Link to Institutional website</td> <td data-bbox="517 506 1393 656">https://sacredheartcollege.ac.in/criterion-v-student-support-and-progression/</td> </tr> <tr> <td data-bbox="82 656 517 725">Any additional information</td> <td data-bbox="517 656 1393 725">View File</td> </tr> <tr> <td data-bbox="82 725 517 860">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="517 725 1393 860">View File</td> </tr> </tbody> </table>	File Description	Documents	Link to Institutional website	https://sacredheartcollege.ac.in/criterion-v-student-support-and-progression/	Any additional information	View File	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to Institutional website	https://sacredheartcollege.ac.in/criterion-v-student-support-and-progression/								
Any additional information	View File								
Details of capability building and skills enhancement initiatives (Data Template)	View File								
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
2348									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
2348									
<table border="1"> <thead> <tr> <th data-bbox="82 1249 517 1319">File Description</th> <th data-bbox="517 1249 1393 1319">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="82 1319 517 1379">Any additional information</td> <td data-bbox="517 1319 1393 1379">View File</td> </tr> <tr> <td data-bbox="82 1379 517 1590">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="517 1379 1393 1590">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	View File								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

172

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

16

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

41

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Because of the COVID epidemic, there will be no elected students' union at the college in 2021-2022. The students'

council that was chosen for the 2019-20 academic year carried on with its responsibilities through March 2022 in the 2021-22 academic year. In addition, class leaders are elected for all UG and PG courses, ensuring student representation. The information is distributed by these student representatives by phone, email, and other channels as and when necessary. Students eagerly participated in the online contests held in conjunction with national holidays like Onam as well as offline celebrations like Kerala Piravi Day and Christmas. Students' demands and challenges are efficiently addressed thanks to their representation on many cells, committees, groups, and clubs.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

77

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

In the college, an officially recognised Alumni Association actively supports the growth of the organisation. The college's active alumni association used to hold an annual gathering each

year. Due to limitations caused by Covid, the meeting was held online in the academic year 2021-2022. However, when the COVID pandemic restrictions were lifted for the 2022-2023 academic year, the conference was held offline. There were many alumni members present at the sessions, and the college has also formed a Telegram group for alumni members. The college alumni frequently interact with the students and share their accomplishments and experience. Interactions between alumni and students happen regularly.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Conceptualizing the well-founded principle that educated women form the prerequisite for a progressive society, the mobilizing principles of the institution constitutes the core of all curricular, extracurricular activities from the initial planning down to the level of implementation. Delivery of academic programmes aims at the continuous advancement of the personal, social, moral and economic well-being of the students. Strict adherence to the instructions of the University and the Government with respect to admission procedures ensures that students from the most backward sections are extended the opportunity to study in the college. Coherent and consistent efforts are made to update and upgrade the students through different support systems. Inculcating in the learners, the love for humanity, nature and the nation is an integral concept embedded in the unwritten syllabus of the institution. The clubs and NSS uphold the vision and mission of the college.

Scholarships, endowments enlist financial backing and in retaining the students till the end of the programme. Remedial classes and career orientation programmes also facilitate successful completion of courses. Webinars, conferences, workshops and invited lectures are frequently organized to supplement classroom learning. In addition to real time teaching-learning, online platforms also are effectively utilized for the above purposes.

File Description	Documents
Paste link for additional information	https://sacredheartcollege.ac.in/about-us/vision-mission/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization and participative management is significantly incorporated into the fabric of the college governance and administration. All stakeholders are deemed to have a representation and voice in academic as well as non-academic matters. Prime policy decisions are taken by the Principal in consultation with the Manager. There were regular meetings convened by the Principal for the faculty and heads of the departments as and when deemed necessary. The administrative staff were also involved in the process. Follow-up meetings were also conducted to monitor the progress of education and to voice the concerns, issues and hurdles faced by both the student and the faculty. The management and faculty took immediate action to ensure that students did not discontinue from learning, by identifying students who did not have access to smartphones and internet connectivity. Remedial measures were executed with respect to availability of smartphones. Online PTA meetings were convened by the departments as well to address these issues and concerns.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has developed a system for organizing and carrying out initiatives that are consistent with its mission. Academic, administrative, and infrastructure issues are all included in the development agenda, and stakeholder support is sought for implementation.

A monumental challenge faced by the college was rebuilding and renovation after the floods of 2018 which was completed in late 2019.

A core committee established by the management council evaluates the various needs that are to be addressed.

- A new floor is being constructed over the self-financing block with spacious classrooms and built-in laboratories for M.Sc. Zoology and Integrated Psychology. A Pareeksha Bhavan for conducting various examinations especially if granted autonomous status.
- The language lab was fitted with 30 new computers.
- Fitness center, Amenity center and Canteen were renovated.
- Yoga hall and counselling center are being constructed.
- Open gym, new basket ball and volley ball courts have been constructed.
- A common store room and generator room were renovated.
- The drainage system for rain water collection has been completed. Also water management system for proper drainage of rain water has been done.
- 14 new toilets on third floor, 20 new toilets added to UG hostel and the roof of PG hostel was renovated.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NIL
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

A decentralized and democratic structural framework is functional, implementing constructive and efficient working of the institutional bodies. At the top level is the Managing Board comprising the Patron, the Principal, the Vice Principal, Bursar and two educationists who are designated for the formulation of broad policy matters. The staff council consisting of the Principal, Vice Principal, Bursar, Heads of the Departments, Librarian and three elected representatives assist the Principal in the routine governance activities of the institution. Monitoring of quality initiatives is performed by the Principal with the assistance of the IQAC. The authority to make appointments is vested in the Manager of the college. Administrative authority belongs to the Principal who serves as the link between the management and the staff. The administrative staff play a pivotal role in the timely and proper execution of plans and policies. The Vice Principal carries out the duties of the Principal in her absence. The Bursar is the head of finances, the estate, the construction and development activities of the college. Heads of the Departments implement the decisions at the departmental level with the cooperation of the faculty. Curricular and extracurricular activities are coordinated by the faculty members and the deputed committees.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	https://sacredheartcollege.ac.in/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>It has been customary for the college to maintain a rapport between the management and the staff. The Principal keeps up cordiality with the staff and is sensitive to their issues and problems. Since the institution is an aided one, the staff are paid in accordance with the UGC and the State Government norms. The management provides additional help during critical times. A fund chipped in by the teaching staff called 'Santhwanam fund' is handy to meet medical emergencies of staff and students, For both the faculty and students, canteen facility is available at a minimum rate with good efficacy. On campus counseling facility is instituted with a clinical psychologist at service • On campus hostel facility is provided for female staff Staff are felicitated for their achievements or commendable performances inside and outside the campus. Free use of college infrastructure for research/extension activity is allowed. Constant encouragement is provided to faculty to take up research and guideships and to attend FDPs for the academic updation.</p>	
File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

8

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

15

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Self-appraisal and student evaluation have been the two basic yard sticks employed for the performance appraisal. The aforementioned system works at two levels, namely research activities on the one hand and teaching experience and qualification on the other hand. students' feedback also is given equivalent weightage in assessment. The performance appraisal report is scrutinized by the Principal and communicated to the staff. Enhancement, if needed, is conveyed to the respective staff by the Principal. The academic relevance and immediacy for refresher and orientation courses, promotion, research and guideships as well as paper presentations and publications is emphasized upon consistently by the Principal and the management. Informally also, faculty collect the students' feedback about their performance .The performance of the aided faculty is based on PBAS as stipulated by the UGC. Staff is congratulated and incentives are provided in acknowledgement of their achievements with respect to awards/prizes, publications and presentations. Teaching and non-teaching staff are commented on the successful conduct of various programmes in the college. Assistant Professors on contract are given salary increments on the basis of their performances. Guidance is given by the management to surmount the obstacles and to rectify the shortcomings

File Description	Documents
Paste link for additional information	https://sacredheartcollege.ac.in/policy-on-feedback-mechanism/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Flawless and transparent strategy is followed for the resource accumulation and utilization. Ingenious and adept operative methods have been followed for financial management • A system of budgeting is in place for ensuring optimal utilization of available resources • The finance and accounts operations of the college are subject to regular audit by auditors deputed by the Director of Collegiate Education, the Accountant General, the Chartered Accountants appointed by the Governing body and an Internal Audit body for self-financing courses authorized by the Manager • Request for funds is forwarded to the concerned agency after discussion in the college council. Fund utilization is monitored by the concerned committees • For programmes funded by the UGC, DBT the utilization statements along with all details are certified by chartered accountants and further verified by college level committees • Due importance is given to proper maintenance of finance accounts and thus errors are minimized. Necessary changes are made, as and when necessary, adhering to the suggestions of various auditing agencies • No major audit objections were raised this year

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The governing body is responsible for the functioning of the institution. An annual budget is formulated by the Principal in consultation with the Bursar, Administrative assistant, heads of the departments and is presented to the governing body for approval. The final decision on allocation of available resources is made by the Managing Board in consultation with the College Council and the IQAC. Since the college is an aided private institution, a major source of funding is the UGC and the State Government. The latter is responsible for the salary given to permanent staff. Development projects are funded by UGC under various schemes like UGC, DBT Star scheme etc. Special fee, tuition fee and a few self-financed UG and PG courses etc constitute another source of funding. The PTA, benefactors, staff and management make their contribution to compensate the deficit. Faculty contributes towards college development fund and free ships and financial support to deserving students. Funds are also provided by well-wishers, NGOs, MLA fund, MP fund etc. The management ensures financial support for augmentation of infrastructural facilities and for starting new programmes. The funds are effectively utilized for the purpose it was granted and accounts properly audited and filed up.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell (IQAC) has prominently contributed for institutionalizing the quality assurance strategies and processes. The IQAC constituted in 2004 as per NAAC guidelines sets quality benchmarks, facilitates policy design to achieve them and monitor quality assurance measures. The IQAC comprises representatives of all stakeholders and constantly strives to improve the efficiency and effectiveness of institutional resources. Student Induction Programme intends to explain the goal of higher education as betterment of social environment and natural environment for the sake of society and nature. Student Induction Programs are organized every year with the following objectives:

- To help the students get attuned to the new environment
- To familiarize the students with the ethos and culture of the institution
- To help them build bonds with fellow students and faculty members
- To expose them to a sense of larger purpose and self-exploration

At the onset of the COVID pandemic, online SIPs were organized for the students. Digital technology was resorted to for realizing the virtual classrooms. FDPs in digital learning like MOODLE was organized by the IQAC and teachers were actively encouraged to participate in webinars/training programmes to improve their technological proficiency.

File Description	Documents
Paste link for additional information	https://sacredheartcollege.ac.in/iqac-2/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC recommends desirable measures for quality enhancement and

sustenance. For the onward progression of the college IQAC formulates different strategies, hand in hand with the college council. Data compilation for AQAR, SSR and NIRF has resulted in academic improvements. Internal evaluation, feedback system, discussions with parents, well-wishers and alumni complement the process. Council and staff meetings, PTWA, IQAC, and management committee meetings are forums for evaluation. Decisions are communicated to the staff through the department heads. Through open assemblies, heads of the departments and the Principal communicate the decisions to the students. This helps in understanding the institutional strengths and weaknesses and thus to create a blueprint of development. Regular assessment methods like class tests, internal exams, seminars, assignments, projects, internal model viva, classroom participation are utilized, to ensure that students attain the prescribed outcomes. The IQAC encourages the faculty towards innovations in learning. Being an affiliated college, innovative curriculum implementation is the only way to ensure the prescribed outcomes. The fifth semester open course is choice-based and electives are with regard to batch preferences.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sacredheartcollege.ac.in/agar/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender awareness, empowerment, and equity are intrinsically linked to the institution's vision and goal because it is solely for women. There are ongoing initiatives, particularly in classroom settings to instill the importance of gender equality.

College teachers play a strategic role and serve as change agents. At Sacred Heart College, efforts to dispel gender constructions and stereotypes among students are the norm. Every college policy is created with the idea that women are responsible, equal players in socioeconomic growth. The Women's cell and the NSS, together with the IQAC, are leading programmes for gender awareness. To this goal, the various departments also plan activities.

The Women's Cell observed International Women's Day and National Women's Equality Day by hosting webinars on "Security of Women in Cyberspace" and "International Day of Women and Girls in Science," among other topics. A guest lecture on the "Protection of Women from Domestic Violence Act" was organised by the NSS unit.

The deployment of security personnel and the installation of CCTV cameras throughout the campus help to assure safety and security. Students and staff can seek the professional counselling services of an on-staff counsellor. There are also shared spaces like the amenities centre and cutting-edge restrooms.

File Description	Documents
Annual gender sensitization action plan	http://sacredheartcollege.ac.in/wp-content/uploads/2022/12/Gender-Sensitization-Plan-2021-22.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://sacredheartcollege.ac.in/wp-content/uploads/2022/12/Gender-Sensitization-2021-22.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

<p>7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management</p> <p>Management of solid waste handled by housekeeping workers to oversee waste management and maintain the cleanliness of the campus. All departments, classrooms, common areas, etc. have designated trash cans for collecting solid waste. The college has installed common incinerators as part of its waste management system. Organic and inorganic trash is separated from waste. For this, color-coded bins are employed. Wet biodegradable trash is recycled into biogas in a biogas plant and manure by vermicomposting.</p> <p>Non-biodegradable garbage is traded to recyclers by vendors. A well-planned water drainage system is present in the handling of liquid waste. The new block also contains a sewage treatment facility.</p> <p>For e-waste management, Chalakudy municipality, a civic</p>
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organisation, gathered all the e-waste. To ensure their recycling, old computers, electrical devices, empty toner cartridges, and other goods were sold to scrap dealers. A technician services and reuses old displays and CPUs. Those electrical devices and other lab supplies that can be repaired are revamped, and then reused. Chemicals waste generated from laboratories are disposed in a pit system. Hazardous chemicals are not being used in our science laboratories.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Sacred Heart College is a multi-cultural institution with students from the diverse socio-economic, community, religious and geographical backgrounds. The mission and vision of the college uphold the constitutional directives and stands for inclusive education.

Strict adherence to the single window system mandated by the University in all admission matters ensures admission inclusivity. Students from within and outside the district, majority and minority communities, diverse socio-economic backgrounds and interior rural areas are given the opportunity to pursue education at the college. The celebration of different festivals helps create cultural harmony on the campus and students. Students have the freedom to practice their beliefs and rituals and be tolerant of those around them. Value education classes are utilized to make students aware of all religious texts. All festivals like Christmas, Holi, Ramadan and Onam are celebrated with enthusiasm.

Inclusivity in the teaching-learning process by establishing and creating a classroom climate that fosters a sense of belongingness. A uniform code of conduct for all students. Uniforms for students to reinforce non-discriminatory treatment. Teachers are adaptable and plan for all students and set high expectations for students individually. Teachers help set goals, offer hope and encouragement, teach life skills and provide the necessary resources.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Various events and programmes are organized for moulding the students and staff to become responsible citizens by sensitising them to the constitutional obligations; values, rights, duties and responsibilities as citizens.

Orientation talks on various constitutional values are given to both staff and students. Oath-taking and flag-hoisting ceremonies are organised on all days of national importance. The college places emphasis on secularism and democracy, and fosters an environment in which students and staff take pride in their cultural heritage. Students are equipped with values, attitudes and skills necessary to live in harmony as responsible citizens. The concern of the college about the degeneration of values, the impact of change on the students, etc has led to the concretisation of goals in the following ways :

- Holistic development of the students by addressing the head and the heart through "Heart to Heart" activities of the college
- Revisiting values through the common value classes dealt with by the faculty once a week for all students and in the process making everyone aware of eroding values
- Inculcating the understanding of the interdependence between family, society, nation and the world through talks, videos, films etc
- Bringing in a pro-active social conscience by encouraging philanthropic activities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://sacredheartcollege.ac.in/wp-content/uploads/2023/01/7.1.9-Constitutional-obligations-final.pdf
Any other relevant information	<u>NIL</u>

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Celebration and observance of days of national and international importance and festivals that honour the rich political, historical and cultural heritage of India is an integral part of education at Sacred Heart College. Appreciating and becoming aware of the stupendous contribution of freedom fighters and social reformers is a source of inspiration to students. The institution commemorates such days to imbibe in students the values of patriotism, nationalism, globalism, multiculturalism,

pluralism, social, and political commitment, a sense of history and strong value systems that have an anchor base in the heart.

Independence Day is celebrated through flag-hoisting and this year as India celebrated Azadi ka Amrit Mahotsav, the college too participated in this event by hoisting the flag, creating a flag with thumb impression, cycle race etc. As a fitting tribute to the Father of the nation, cleanliness drives were organized. Days such as National Integration day, Kerala Piravi, Constitution Day etc are celebrated with various events. Children's day was celebrated in a village nearby. World AIDS day and environment days are commemorated by conducting awareness rallies and planting of saplings.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Heart to Heart

Objective - As future citizens, it is imperative that students show empathy towards their fellow humans.

Context - Practices adopted under the umbrella of Heart to Heart helps in developing humanitarian values like empathy, love for fellow beings and selflessness.

Practice - Charity and philanthropy activities were organized within and outside the campus.

Evidence of Success - Students are more aware of the issues in their society and their fellow students.

2. Green and Clean Campus -

Objective - To introduce importance of clean and green surroundings.

Context - Green and clean campus initiatives by various departments

Practice - NSS unit plant saplings and helps maintains a clean campus. Department of Zoology also took many steps in that direction. They practice quail farming, ornamental fish rearing, vermicomposting, etc. A biogas plant is used to process organic waste. Several departments organize awareness programs about the environment. Energy conservation is the key initiative behind activities of Physics department. Water quality testing is done regularly by Chemistry department.

Evidence of Success - College campus is greener and all students are aware of how to dispose waste.

Problems - Not all students follow the rules to keep the campus clean.

File Description	Documents
Best practices in the Institutional website	https://sacredheartcollege.ac.in/7-2-best-practices/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sacred Heart College is a beam of hope and empowerment for young women from diverse socio-economic strata across Kerala. In keeping with its motto 'Light shines in darkness', The college has an exceptional reputation in the transformation of lives of generations of women students who have traversed through its portals. The institution is constantly striving to in its endeavour to address the changing needs of students to provide game-changing education in the most sensitive and compassionate manner.

The mission of the college is to:

- Become competent young women providing innovative leadership
- Create a just, humane and inclusive society
- Engage in the academic pursuit of truth and search for righteous living
- Learn to interact with other people and society and transform into socially, environmentally responsible gender-sensitive citizens

Issues of women are given special emphasis by organising a variety of gender sensitization programs under the auspices of the Women’s Cell, the NSS and the departments.

Job-oriented education through different programs conducted to promote entrepreneurship and self employment by the IQAC and the departments and the career and placement cell. This is in line with the mission of the college to promote self employment among women.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The following are action plans for the next academic year

1. Improve and publicize the image of the college through social media. To actively post events that happen in the college youtube channel.
2. To create an environment for holistic development for students, faculty and non-teaching staff. Conduct training programs for teaching and nonteaching staff.
3. Complete the second floor construction of self-financing block. 4. Promote physical fitness among students by making them use the open gym, fitness center and yoga hall regularly.
5. To encourage faculty to take up research projects and students to projects of interdisciplinary nature.

6. To conduct training programs for teachers in OBE, for making improvements in the existing teaching, learning and evaluation process and measurement of learning outcomes.
7. To develop an in-house academic management system - for managing attendance, outcome assessment, learning, admission and examination, accreditation, fee collection, performance analytics etc.
8. To better manage the waste generated and energy requirements as per the suggestions of the audit team.
9. To give additional thrust to campus placements initiatives.
10. To continue to organize extension activities for the benefit of the society.
11. To facilitate faculty exchange programs with other institutions.