YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	SACRED HEART COLLEGE, THEVARA, KOCHI
• Name of the Head of the institution	Dr. Jose John
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	04842870501
• Alternate phone No.	
• Mobile No. (Principal)	9447433901
• Registered e-mail ID (Principal)	principal@shcollege.ac.in
• Address	Sacred Heart College (Autonomous), Thevara Kochi, Kerala
• City/Town	Kochi
• State/UT	Kerala
• Pin Code	682013
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	13/06/2014
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Grants-in aid**
• Name of the IQAC Co-ordinator/Director	**Dr. Ignatious Abraham**
• Phone No.	**04842870577**
• Mobile No:	**9447187501**
• IQAC e-mail ID	**iqac@shcollege.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.shcollege.ac.in/wp-content/uploads/IQAC/AQAR/AQAR-2020-21.pdf
4.Was the Academic Calendar prepared for that year?	**No**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**Five Star**	**95**	**2000**	**17/04/2000**	**16/04/2007**
Cycle 2	**A+**	**91.7**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 3	**A**	**3.30**	**2013**	**23/03/2013**	**23/03/2020**
Cycle 4	**A+**	**3.50**	**2022**	**Nil**	**20/01/2027**

6.Date of Establishment of IQAC	**01/03/2005**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the	No File Uploaded	

composition of the IQAC by the HEI		
9.No. of IQAC meetings held during the year	8	
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Did IQAC receive funding from any 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)

Sustainability and Skill Building: IQAC organized a Craft Making from Waste training program on June 13, 2022, promoting creativity and environmental responsibility by repurposing waste materials and encouraging sustainable practices among students and staff. Faculty Induction and Development: A comprehensive Five-Day Induction Programme for new faculty was held from June 27 to July 1, 2022, covering areas such as Outcome-Based Education, college policies, examination systems, and Moodle, providing teachers with essential tools for effective, student-centered education. Professional Growth Initiatives: Through various Faculty Enrichment Programs and workshops, including 'Questioning the Questions' on July 29, 2022, focused on effective exam methods, IQAC promoted continuous professional development, enhancing teaching practices and assessment standards across departments. Leadership and Technical Staff Training: IQAC organized an Orientation for Heads of Departments on July 18, 2022 and an intercollegiate Lab Staff Training on September 17, 2022, concentrating on efficient management practices and essential laboratory skills, thus strengthening leadership and technical capabilities within the college. Career Guidance and Recognition: The Career Development Session on July 19, 2022 and the Felicitation for the Bank of Baroda Award on January 31, 2023, encouraged students' skill development and celebrated high achievers, fostering a supportive environment for career growth and academic excellence.

12.Plan of action chalked out by IQAC at 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
Enhance Environmental Awareness and Creativity	Conduct workshops that promote sustainable practices through hands-on activities, encouraging participants to repurpose waste into usable crafts.
Strengthen Faculty Onboarding and Development	Provide newly inducted faculty with comprehensive training to align them with institutional policies, teaching methodologies, and the college's academic ecosystem.
Promote Continuous Professional Development	Organize regular enrichment programs and workshops focused on effective teaching practices, examination standards, and outcome-based education.
Empower Leadership and Improve Departmental Coordination	Offer targeted leadership training for Heads of Departments to improve departmental management and alignment with institutional goals.
Encourage Career Development and Celebrate Achievements	Conduct sessions on essential career skills for students and establish a platform to recognize outstanding achievements, fostering motivation and personal growth.
Enhance Operational Efficiency Among Support Staff	Provide intercollegiate training to laboratory and technical staff to ensure high standards of lab management and safe practices.

13.Was the AQAR placed before the statutory body?	No

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Nil	Nil

14.Was the institutional data submitted to AISHE ?	**Yes**

- Year

Year	Date of Submission
2022-23	03/04/2024

15.Multidisciplinary / interdisciplinary

In order to develop the all-round capacities of the students – intellectual, aesthetic, social, physical, emotional and moral in an integrated manner, the college is preparing to include multidisciplinary subjects as per the National Educational Policy 2020. Keeping in view the problems faced by the students, the college is planning to set up short term and vocational courses. The aim is to make the students equipped, so that they don't need to rely on Government jobs but instead pave a way towards self-employment. As the College is preparing itself to have more of multi-disciplinary subjects it tries to identify the programme learning outcomes along with courses and unit learning outcomes that define the specific knowledge, skills, attitudes and values that are to be acquired by the learner and would ensure that each programme achieves its goal.

16.Academic bank of credits (ABC):

The Academic Bank of Credits (ABC) has been envisaged to facilitate the academic mobility of students with the freedom to study across the Higher Education Institutions in the country with an appropriate "credit transfer" mechanism from one programme to another. ABC is envisaged as per National Education Policy 2020. The college has not yet registered in the ABC portal. The registration process will be done in the coming academic year. A significant number of value-added courses are being offered by the college. Each value-added courses will be a given equivalent credit and the students will be encouraged to take value-added courses.

17.Skill development:

Sacred Heart College is taking efforts to strengthen the vocational education and soft skills of students in alignment with National Skills Qualifications Framework. A Computer Aided Drug Design course is conducted as part of NSQF. The Governing Council of the college took an important decision to offer different value-added courses for the students. It is mandatory for the students to study atleast one value added course during their study. The value-added courses are designed to impart skills in students. Paper pen making, soaps and sanitary formulations, food preservation techniques, fish processing are some of the vocational skills the students can achieve through different courses. Besides these, courses imparting soft skills are also offered by the college. The experts from industry are also invited to give students vocational training.

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

The additional languages department of the college offers different courses in several Indian languages like Hindi, Sanskrit and Malayalam. The department also offers various open courses in these languages to integrate the Indian language knowledge to the UG curriculum. The college also promote bilingual mode of teaching to enable the slow learners to understand the concepts clearly. Several programmes are organized by the institution to enhance the knowledge on Indian culture and traditions in students. It is also decided to institute a museum to showcase the Indian culture and tradition.

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

As an institution of Higher Education, Sacred Heart College is committed to providing high quality educational products and services appropriate to the purpose of the organization, supportive of its vision, mission and framework of objectives, which take into account relevant educational, scientific and technical developments, meeting social responsibility, managing intellectual property and fulfilling the aspirations of learners and all other stakeholders, leading to a just and enlightened society. The college is planning to introduce a seminar series to enlighten students about the integration of humanities and science disciplines. Deliberations are also made to chalk out a strategy to introduce interdisciplinary courses. Outcome-based education or outcomes-based education (OBE), also known as standards-based education, is an educational theory that bases each part of an educational system around goals (outcomes). By the end of the educational experience, each student should have achieved the goal. There is no single specified style of teaching or assessment in OBE; instead, classes, opportunities, and

assessments should all help students achieve the specified outcomes. The role of the faculty adapts into instructor, trainer, facilitator, and/or mentor based on the outcomes targeted. Through OBE enhances the traditional teaching methods are redefined and focuses falls on what the institute provides to students. It shows the attainment level of the students using statements like "able to do" (at the end of the course) in favor of students. OBE provides clear standards for observable and measurable outcomes. Sacred Heart College has implemented OBE based curriculum for both UG and PG programmes.

20.Distance education/online education:

The college has a well customized on-line platform MOODLE for the on-line engagement of teaching learning process. The course teachers can create a course in MOODLE and enrol the learners. Lectures, tutorials and assignments can be uploaded in the MOODLE page so that students can access them. Even after the covid lock-down phase the faculty members are encouraged to create online courses as part of promoting blended learning.

Extended Profile

1.Programme

1.1   **39**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   **3314**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   **1167**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3   **3314**

Number of students who appeared for the examinations conducted
by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1   **869**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2   **166**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1	**39**
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1	**3314**
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	**1167**
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	**3314**
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1	**869**
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 Number of full-time teachers during the year:	**166**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3 Number of sanctioned posts for the year:	**166**

4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**161**
4.2 Total number of Classrooms and Seminar halls	**110**
4.3 Total number of computers on campus for academic purposes	**356**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**18531365**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Sacred Heart College has always been at the forefront of higher education arena in the country, offering courses, catering to the needs of the society, industry and the nation. The institution assesses the educational requirements at the local, national and global level on the basis of the feedback of the various stakeholders and prepares the curriculum accordingly.Curriculum design and development is carried out in congruence with the

vision Page 9/68 28-12-2023 10:34:17 Annual Quality Assurance Report of SACRED HEART COLLEGE and mission of the institution. The motto of the college 'A Righteous Heart Seeks after Wisdom' has a pivotal role in shaping the academic activities of the institution.

The curricula developed is relevant to the local needs as manifested by its focus on sustainable development goals (SDG), organic cultivation, ecotourism, entrepreneurship development etc.. The curricula developed is relevant to National Needs which is reflected in the design of Curricula according to UGC and CBCSS regulations. The curricula developed is relevant to Global Needs which emphasise on critical thinking and deep domain knowledge, innovation, gender sensitisation, professional ethics, preservation of environment, sustainable development and global citizenship. The college developed an OBE based curriculum and created a framework where the knowledge levels, skill-based competencies and ethical/social skills are aligned with each other.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	[https://aqar.shcollege.ac.in/2022-23/category/980?1-curricular-aspects/11-curriculum-design-and-development/111-curricula-developed-and-implemented](#)

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	No File Uploaded
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

869

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

00

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	**No File Uploaded**
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

37

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Professional Ethics, Gender, Human Values and Environment and

Sustainability are highly valued by the College as they form part of the vision, mission and core values of the institution. The institution has consciously integrated these issues into the day-to-day administration, approved curricula, value-added courses and co-curricular activities of the College.

The Program Outcomes of both UG and PG programmes outline the College's commitment to ethical values, and environment and sustainability. Plagiarism check report is made mandatory for the submission of all P G dissertations.

Several courses in the approved curricula address issues related to Gender issues, women empowerment, women entrepreneurship and gender-specific welfare measures. SWASTI, the Women's Cell organizes various programmes to sensitize students to the problems faced by women, as well as opportunities available to them.

Value education is conducted periodically for all the students to inculcate social and ethical values in them. The College umbrella body HEAL (Heartian Extended Arm for Life) ensure student participation in social service. UG students engage in ServiceLearning programme for 40 hours. Several courses in the approved curricula have environment and sustainability as their thrust area. Promotes the manufacturing of cloth bags, paper pens and the use of recycled papers.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

12

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

412

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

910

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni   **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://aqar.shcollege.ac.in/2022-23/category/992?1-curricular-aspects/14-feedback-system/141-structured-feedback-from-stakeholders
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following   **A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	https://aqar.shcollege.ac.in/2022-23/category/993?1-curricular-aspects/14-feedback-system/142-structured-feedback-system
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1247

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

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

167

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 students' learning levels and organises special programmes for both slow and advanced learners.

The assessment of the learning levels of students immediately after their admission is an important aspect of the teaching-learning process in the college. While science and social science departments assess logical reasoning and basic knowledge of subjects, the humanities departments assess the language level and writing skill of the students through detailed self-introduction and writing tests. The slow learners are identified on the basis of the learning potential through entry tests and internal exams.

The slow learners are offered remedial programme after the first internal assessment test, mentoring system with a ratio of 1:20 to help both slow-learners and fast learners, tutoring system to provide individual attention and care, peer learning to give individual attention. The fast learners are offered Walk with a Scholar (WWS) is a programme of the government of Kerala, which is being implemented in the college to support the fast learners. It offers the selected students the opportunity to listen to invited lectures, to bring about positive changes such as increased self-confidence, improved communication skills, better academic performance, increased awareness regarding higher studies and career options in one's academic field and improved interpersonal functioning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/999?2-teaching-learning-and-evaluation/22-student-diversity/221-special-programmes-for-advanced-learners-and-slow-learners

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2023	3314	166

File Description	Documents
Upload 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:

Sacred Heart College is known for its academic instruction and focus on student-centred and experiential learning. The status of autonomy as it has provided the institution with the opportunity to introduce core courses, open courses, elective courses, add-on and value added courses, OBE model and ICT integrated learning. CBCSS system adopted by the college has provided the students with the opportunity to choose their electives. The faculty follows student-centric andparticipative teaching methods in the classroom. Teachers use several structural approaches, such as inductive-deductive approach, heuristic approach, discussion method, project and problem solving methods, concept mapping and constructivist approach and traditional methods. The lecture method is supplemented by audio-visual presentations, which include PPTs, Videos, models, webinars, MOODLE on line courses etc. Internship and field visits are mandatory for most of the programmes. All the UG and PG programmes have project work during their final semesters. The laboratory practical sessions, practical records and procedural charts enable the science students to have experiential leaning and hands-on training in their disciplines. The invited talks, workshops, seminars and association related activities provide the students exposure and knowledge about the latest trends in their subjects.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1002?2-teaching-learning-and-evaluation/23-teaching-learning-process/231-student-centric-methods

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Academic instruction at Sacred Heart College takes advantage of a plethora of ICT tools and technology enabled solutions to carry out the teaching, learning and evaluation processes. The faculty makes use of smart classrooms to enhance their lecture with multimedia content and dynamic presentations. The college has 289 computers for students' use and the computer-student ratio is 1: 8.4. Class rooms are ICT-enabled with high quality projector and Wi-Fi. A Learning Management System (LMS) on MOODLE is being used to coordinate learning activities and as a robust platform for sharing digital content with students. Learning materials, assignments and projects are frequently exchanged and valued through paperless means using the college's LMS. Teachers create lessons, manage courses, and interact with other teachers and students using this platform. The faculty members make use of Google Classroom and Google Meet for academic transactions. Teachers create multimedia rich PowerPoint presentations to enrich their lessons. Lectures are recorded and preserved as e-resources and accessed by students online and offline. Dedicated institutional G-suite email addresses withunlimited cloud storage available on Google platform. Dedicated studio for the creation of learning resources such as video lectures, documentaries, interviews and news reports.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://aqar.shcollege.ac.in/2022-23/category/1003?2-teaching-learning-and-evaluation/23-teaching-learning-process/232-ict-enabled-teaching
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

166

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The teaching-learning process in the College is meticulously organized in a participatory manner both in the Annual Planning Meeting as well as in the Department level meeting. The manifold curricular and co-curricular activities are charted out in accordance with a detailed Academic Calendar.

Academic Calendar Preparation:

- **The Academic Calendar committee collect the details of all the department level programmes and align them with the major programmes of the college.**
- **The Examination committee prepare the schedule of various examinations for the academic year.**

Teaching Plan:

- **The teaching plans for an academic semester are prepared by individual faculty/faculty members.**
- **The Head of the Department convenes the meeting of all course coordinators and completes the process of course plan preparation.**
- **The consolidated course plans with the mapping are presented in the department meeting before they are sent to IQAC.**

Adherence to Teaching and Academic plan:

- **The Academic departments evaluate the progress of the course plans every month in its meeting.**
- **The Head of Department collects feedback from students informally about the course completion.**
- **The Principal collects the teacher evaluation feedback at the end of every semester.**
- **Principal and the college council recommend suggestions to ensure qualitative improvement of the teaching-learning process.**

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

166

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	[View File](#)

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

76

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	[View File](#)

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

43

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	[View File](#)
Any additional information	[View File](#)

2.5 - Evaluation Process and Reforms

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

25

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

135

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Office of the Controller of Examinations (CoE) is a fully automated facility with nearly all the procedures related to the examinations right from admission to the award of mark sheets are done through the centralized Examination Management System. The college has created a separate wing for software development and EMS maintenance.

Online Application:

Submission of application and fee payment for the various programmes are done online

System based application processing.

- **Admission Process through EMS.**
- **Attendance Marking: Once a student is enrolled, the system**

- generates student lists and attendance is marked through the EMS.
- Faculty members are also provided with a mobile app to make the process time saving and efficient.
- Continuous Internal Assessment: Online entry of marks.
- Online Registration for Semester Examination.
- Hall ticket issued online.
- Barcoding system introduced instead of register numbers on answer scripts.
- Early preparation of the Examination Calendar.
- Online applications related to examination
- Online exam fee payment
- Certificate printing

The Examination Committee of the college meets periodically to evaluate the examination processes and make recommendations for efficient, transparent, objective and speedy processing of the various examination related activities, early redressal of examrelated grievances and early publication of results.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1013?2-teaching-learning-and-evaluation/25-evaluation-process-and-reforms/253-it-integration-in-examination-procedures

2.6 - Student Performance and Learning Outcomes

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

Students/Faculty Orientation and Mapping of Outcomes

Orientation on Program Outcomes (POs), Program-Specific Outcomes (PSOs), and Course Outcomes (COs), along with mapping, assessment tools, and attainment metrics, is provided during the induction program. Faculty undergo continuous training on designing, mapping, and attainment of POs, PSOs, and COs. These outcomes are displayed in classrooms and on the college website.

The POs and PSOs align with:

- **The vision and mission of the college.**
- **The POs and PSOs are developed through rigorous brainstorming sessions by IQAC, in consultation with experts, the College Council, and faculty.**

Steps for Curriculum Alignment and Assessment

Step 1: Curriculum Alignment The syllabus for each program is mapped to POs, PSOs, and COs.

Step 2: Setting Benchmarks Benchmarks are established by course teachers and departments for each course.

Step 3: Identification of Assessment Methods

- **Direct Measures: Students demonstrate skills via assignments, seminars, presentations, and tests.**
- **Indirect Measures: Student surveys, alumni surveys, and employer feedback.**

Step 4: Automated Attainment Report Generation

Step 5: Continuous Improvement Attainment reports guide program enhancements.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1015?2-teaching-learning-and-evaluation/26-student-performance-and-learning-outcomes/261-publication-of-po-and-co

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Assessment of Program Outcomes (POs), Program-Specific Outcomes (PSOs), and Course Outcomes (COs)

The assessment of POs, PSOs, and COs uses both direct and indirect methods. Direct assessment includes course-embedded evaluations like assignments and exams, while indirect measures, such as surveys and alumni feedback, supplement direct data by providing

insights into the learning experience.

Rubric-based assessment ensures consistent evaluation by defining performance levels aligned with PSOs and mapped to specific POs. Faculty assess assignments as part of Continuous Internal Assessment (CIA) and again based on PSO-specific rubrics, using Bloom's Taxonomy to categorize competency levels as "low," "medium," or "high."

Attainment is calculated, setting a 60% target for each outcome. COs are mapped to relevant POs and PSOs to gauge the overall achievement, which is reviewed annually to set new targets.

Continuous improvement is achieved through this closing the loop process: when targets are unmet, an action plan is developed, and adjustments are made to the curriculum and assessment methods. This approach ensures consistent enhancement in program structure and delivery, aligning with institutional goals for student success.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1016?2-teaching-learning-and-evaluation/26-student-performance-and-learning-outcomes/262-attainment-of-po-and-co

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1021

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://aqar.shcollege.ac.in/2022-23/category/1017?2-teaching-learning-and-evaluation/26-student-performance-and-learning-outcomes/263-pass-percentage

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://aqar.shcollege.ac.in/2022-23/category/1019?2-teaching-learning-and-evaluation/27-student-satisfaction-survey/271-online-student-satisfaction-survey

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

3.1.1 Research Culture and Facilities at Sacred Heart College (2021-22)

Sacred Heart College has fostered a dynamic research culture by implementing robust policies and practices to encourage active involvement in research among faculty, students, and scholars. This dedication has driven substantial growth in research infrastructure, providing advanced space, equipment, and facilities that enhance research output and quality.

The College hosts 7 Recognized Research Centres of Mahatma Gandhi University for Doctoral Research and specialized laboratories, including:

- **Space Research Lab**
- **Arachnology Research Lab**
- **Biotechnology Lab**
- **Computational Chemistry Lab**

- **Biochemistry Lab**
- **Water Quality Assessment and Nano Science Lab**

Additionally, the Fr. Berchmans Central Instrumentation Lab is equipped with state-of-the-art instruments such as High Performance Liquid Chromatography (HPLC), a Lyophiliser, UV spectrometer, and Fluorescent Microscope. The Water Quality Assessment and Nano ScienceLab also supports specialized research.

Facilities that promote independent and collaborative research include:

- **Desk spaces and cubicles with reliable internet connectivity for individual researchers**
- **Dedicated research rooms for shared classes and workshops**

The College's Research Promotion Policy actively encourages faculty and researchers to pursue projects of scientific and social significance. This policy includes a clearly defined code of ethics, ensuring integrity and authenticity in all research endeavors.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View File](#)
Provide URL of policy document on promotion of research uploaded on the website	https://www.shcollege.ac.in/research-2/?display=policy
Any additional information	[View File](#)

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

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

540000

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

6.1

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**
List of research projects during the year	**No File Uploaded**

3.2.3 - Number of teachers recognised as research guides

3

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	[View File](#)
Institutional data in Prescribed format	[View File](#)

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	**Nil**
Any additional information	[View File](#)

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Creating Impact Through Knowledge: The Innovation and Entrepreneurship Centers at Sacred Heart College

Link to the Incubation and Innovation Homepage of Sacred Heart College (Autonomous)

Sacred Heart College has developed a robust ecosystem that fosters innovation, knowledge creation, and transfer through dedicated centers focused on research, entrepreneurship, community orientation, and incubation. The college's initiatives encourage students and faculty alike to engage in sustainable practices, applied learning, and community-driven entrepreneurship.

Research and Innovation Initiatives

Various centers at Sacred Heart College drive research and innovation, providing resources for hands-on experiences and creative exploration. Through projects in sustainable practices such as paper pen production, bio-bouquet making, and apiculture, students and faculty contribute to ecological responsibility while developing applicable skills.

Community Orientation and Skill-Building

The college emphasizes community orientation by engaging students in practical training that benefits the local community. Initiatives include cage fish farming, cloth bag manufacturing, and the production of eco-friendly cleaning products, each aimed at fostering self-sufficiency, ecological responsibility, and community support.

Entrepreneurship and Incubation

The incubation center at Sacred Heart College supports aspiring entrepreneurs, providing them with the tools and guidance necessary to launch projects that contribute to sustainable development. With a focus on practical and responsible business solutions, students learn essential skills in food processing and other environmentally sustainable practices.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

17

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

12

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

4

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

33

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

228

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

13

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

20.961

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

217687

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Outreach and Extension Activities at Sacred Heart College

Guided by its mission of fostering the holistic development of individuals to contribute significantly to nation-building and the advancement of humanity, Sacred Heart College has been dedicated to this vision for the past 75 years. The college has consistently produced socially responsible, professionally skilled, and intellectually active individuals who contribute meaningfully to society.

Through extensive outreach and extension programs in neighboring communities and adopted villages, the college has sensitized students to pressing social issues, cultivating empathy and a deep concern for fellow human beings. Recognizing the importance of social awareness, Sacred Heart College has integrated outreach activities into the curriculum, making it mandatory for every student to complete 40 hours of Social Service Learning as a requirement for graduation.

Heartian Extended Arm for Life (HEAL)

HEAL is the college's primary initiative for coordinating extension and outreach activities. Programs under HEAL are organized through two dedicated extension centers, SHCOOB and Mithradham, which serve as hubs for community-based projects. These centers provide students with practical platforms to engage in meaningful work that benefits the surrounding communities while reinforcing their commitment to social responsibility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

53

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	[View File](#)

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

70

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

863

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

24

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	**No File Uploaded**

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

6

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	**No File Uploaded**

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 equipments, etc.

Sacred Heart College has developed adequate infrastructure facilities for supporting teaching – learning process on the campus. The management in its relentless attempt for excellence has created state-of-the-art infrastructural facilities for the holistic development of students.

Class Rooms

81 well-planned and spacious classrooms

Seminar Halls enabled with ICT facilities for innovative teaching and learning

Spectacular Zoology and Botany Museums for providing experiential learning for life science students

92 LCD projectors, 12 Smartboards, 7 LED TVs,

Media Lab and recording studio and e-content development facilities.

76 Wi-Fi access points and 200 Mbps Internet leased line facilities are available.

Library

Spacious library with 2 reading rooms and a confab which can

occupy a total of 25 students.

A collection of 91000 books, 152 journals and periodicals, online databases, and digital library.

Laboratories

Well-equipped laboratories with advanced equipment for cutting edge research and experiments in all Science Departments.

Language lab with 40 computers and software

DST-FIST funded Central Instrumentation Facility Specialized laboratories are set up for Space Research, Arachnology, Computational Chemistry and Biochemistry.

Computing equipment and Facilities

200 MBPS leased connection,

fully Wi-Fi campus 372 computers,

289 Computers for students' access

76 Wi-Fi access points.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1053?4-infrastructure-and-learning-resources/41-physical-facilities/411-adequacy-of-facilities-old

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

With the vision and mission of achieving the "integral development of the individual persons" the College has developed adequate facilities on the campus for cultural activities, games, yoga and sports.

Cultural Activities

- Main auditorium with a large stage and green room
- State-of-the-art, fully air-conditioned auditoriums like
- Marian Hall and Melesius Hall
- Students' Centre
- Fr. Archangel Hall
- The Amphitheatre for celebrations.
- Lakeview grounds for organizing large-scale cultural events
- The College orchestra has an exclusive music room.

Yoga

- Yoga was introduced in the College in 2013 as a co-curricular
- activity
- Yoga is offered as an add-on course
- International Day of Yoga celebrations since 2015
- The School of communication produced videos of Yoga.

Sports and Games

The College is credited with infrastructure facilities for

- 1 basketball, 32.0x20.0 Mts
- 2 volleyball, outdoor 24.0x 15.0 Mts and indoor- 40x20 Mts
- 1 athletics, 200x150mts (1.22x 7 lanes)
- 1 football (100 x65mts)
- 1 cricket, centre wicket (20.12X2.64M)
- 3 cricket nets (4.88 X 1.02Mts)
- 1 shuttle badminton (13.41 X5.18M)
- 1 yoga, wrestling, judo (10.8 X 6.27M)
- 1 table tennis (9.28X4.73M)
- 1 Kabbadi (13X10 Mts)
- 1 handball (40X20mts)
- 1 fencing (106 Class Room)
- 1 softball (100 x65mts)
- 1 baseball (100 x65mts)

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

111

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

79637006.8

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

Sacred Heart College Library, named after the founder of the college, Rev Fr Francis Sales, with a collection of 91000 books and subscription to 152 journals and magazines is completely automated using integrated library management system. It has a spacious reference section besides 220 cubicles and research bay for students to sit comfortably and study.

Automation Software

- **Name of the ILMS Software: Koha**
- **Nature of Automation: Fully**
- **Version: 21.05.15.000**

Digital Database and Electronic Resources

- **UGC-NLIST membership, login ID and password for all members**
- **RFID entry system enabled**
- **D-Space software installed for building institutional repository**
- **Fully automated library supported by Koha, Opensource Software and OS are in operation eg: Koha, D Space, Ubuntu, Debian, Mint-Linux, etc.**
- **Completely Wi-Fi enabled and networked**
- **22 Desktops for free and fast browsing**

Library Facilities

- **DDC (Dewey Decimal Classification) system**
- **Turnitin plagiarism checker**
- **Researchers bay for Ph D, M Phil scholars.**
- **Scanning and reprographic facility available**
- **Unique Competitive examination and Civil service bay for students**
- **Mendeley Reference Manager and Research Methodology training for students and faculty members.**
- **Air-conditioned ICT enabled Library seminar hall with a seating capacity of 30**
- **72 Rare Sanskrit books published before 1930**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources   **A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	[View File](#)

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

1061693

File Description	Documents
Audited statements of accounts	[View File](#)
Any additional information	[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 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

106

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Sacred Heart College has sophisticated IT infrastructure developed and updated regularly, which comprises of computing equipment, server, software and high-speed Internet connectivity. The Institution has taken positive steps in providing state-of-the-art IT infrastructure with periodic assessment of the efficiency of existing facility.

IT Policy

- **Ensures and secures all healthy and legal aspects for the usage of the IT Infrastructure from all the stakeholders.**
- **Makes aware all the stakeholders to follow the ethical usage of the IT Infrastructure and Copyright, Cyber Security, bullying, official email usage etc.**
- **The policy clearly articulates the provisions for the purchase of IT-related equipment like computing system, server, software and hardware and facilities like Wi-Fi, cybersecurity, etc.**
- **The policy has defined the standards for the usage of internet facilities by stakeholders and standards against the misuse of internet browsing facility.**

Cyber-Security

- **FORTINET firewall is installed for securing connectivity**
- **Round the clock CCTV monitoring of Server Room Use of Secure Protocols (HTTPS, SSH)**
- **Use of Official Email Address for communications Secure Database for Exam Purposes.**

Software

- **College insists through its IT policy to follow the developers' software usage instructions**
- **The Policy promotes Free and Open-Source (FOSS) software.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1063?4-infrastructure-and-learning-resources/43-it-infrastructure/431-it-policy

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3314	356

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1066?4-infrastructure-and-learning-resources/43-it-infrastructure/434-facilities-for-e-content-development
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

227099544.7

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	[View File](#)

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

A well-established infrastructure policy, designed, developed and revised in accordance with the statutory requirements, technological developments, and infrastructure requirements is being implemented in the college under the guidance of the Governing Council.

Infrastructure Maintenance committee

The Infrastructure Maintenance committee of the College is headed by the Principal; however, the Bursar is primarily responsible for providing and maintaining the infrastructure. His responsibility is often shared by the Vice Principal and HoDs of the institution.

Maintenance of Campus Infrastructure

The maintenance activities are overseen by a full time Supervisor under the Bursar and is assisted by 10 support staff.

Laboratory Facility

The HoDs coordinate the upkeep of instruments and equipment in the laboratories with the assistance of the Lab Assistant.

Classroom Facility

The HODs are assigned with the responsibility of the smooth functioning of classrooms. The classroom furniture is checked/ repaired regularly.

Information Technology Facility

The Lab assistants under the supervision of the System administrators maintain the computers and related accessories in labs, classrooms and administrative areas.

Sports Facility

The Physical Education faculty looks after the various courts and sports complexes on the campus.

Library Facility

The library advisory committee and the librarian look after the maintenance of the libraries.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1069?4-infrastructure-and-learning-resources/44-maintenance-of-campus-infrastructure/442-maintenance-and-utilization-of-academic-support-facilities

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

232

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File]()
Upload any additional information	[View File]()

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

210

File Description	Documents
Upload any additional information	[View File]()
Institutional data in prescribed format	[View File]()

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

113

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

93

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

215

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

44

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

22

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Student Council –

The College Union The College Union/Students' Council is an elected body, which is empowered to promote and facilitate all the co-curricular and extracurricular activities of the college and provide opportunities for the training of students as good citizens.

Election to the College Union is held democratically in conformity with the guidelines and procedures laid down by the College in accordance with the recommendations of Lyngdoh Committee and MG University for forming student councils.

Election follows the parliamentary system.

The council of class representatives (Student parliament), formed with two class representatives from each class (one boy and one girl) is constituted every year. Union consists of a Chairperson, Vice-Chairperson (Female), General Secretary, Magazine Editor, Two University Union Councillors, Two Lady Representatives, Arts Club Secretary, Class Representatives and a nominated Sports Secretary.

The elected Union is mentored and guided by Dean of Student Affairs.

The council of class representatives meets regularly and share students' ideas, interests and concerns with teachers and the management.

Student Representations

Student bodies of each department, and the department Associations organize various events of the associations. They also prepare the students for inter-collegiate competitions and also hosts inter-collegiate fests and Intra-collegiate competitions.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar-app-files.s3.ap-south-1.amazonaws.com/f95652060768e23ddb31704c5f732687/files/subcategories/420/Students-Union-2022-23.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

19

File Description	Documents
Report of the event	[View File](#)
List of sports and cultural events / competitions organised per year	[View File](#)
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association of Sacred Heart College (AASH) functions as a nodal agency for maintaining liaison with the alumni and including them in the development and growth of the institution. It operates through its full-fledged web portal alumni.shcollege.ac.in , and creates networking opportunities through various activities to foster relationship among alumni, students, faculty and management. Has more than 5000 registered members, spread all over the world Has international chapters in North America and Middle East, as well as national chapters in New Delhi, Bangalore, Chennai and North East India. Has active alumni groups of sports students, as well as NSS

volunteers. An Elected Executive Committee coordinates various activities of the association. Celebrates the third Saturday of every year as "Heartifest". Alumni Contributions Financial Helped the College in instituting scholarships, endowments and organizing invited lectures, national/international seminars Offered financial and logistic support for various programmes and

activities Raised fund for the annual alumni homecoming day and cultural festival "Heartifest" Flood rescue and relief and activities under the leadership of NSS alumni. Noted alumni are the members of the Board of Studies in various departments and contribute significantly to the curriculum review and revision.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1086?5-student-support-and-progression/54-alumni-engagement/541-alumni-support

5.4.2 - Alumni's financial contribution during the year   **E. <2 Lakhs**

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 an effective leadership in tune with the vision and mission of the Institution

Sacred Heart College, Kochi, founded on the CMI vision of education, focusses on the integral development of the individual who can contribute to the nation building process and progress of humanity. The leadership of the College is dynamic and proactive; it designates and delegates responsibilities to the stakeholders for the successful implementation of its educational mission.

A strong leadership, which governs the institution with well-defined systems and organizational structure. The administrational structure includes, The Management Council, Governing Council, Academic Council, College Council, Staff Council and Departments.

The Finance Committee looks into the financial matters of the College and approves the purchases of the college. IQAC committee takes care of the different qualitative initiatives of the college based on stakeholders' feedback.

Decentralization of administration is ensured through faculty

representation in the apex bodies like Governing Body, Academic Council and College Council. Participative administration is evident in different committees.

The long term and short-term strategic plans of the college are in alignment with the vision and mission of the college. The strategic goals are Strengthening Research Activities, Faculty Development & Consultancy, Student Support and Progression, Educational Leadership, Expansion of the Horizon of Knowledge Base and Infrastructure Expansion.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1090?6-governance-leadership-and-management/61-institutional-vision-and-leadership/611-governanceleadership-in-tune-with-vision-and-mission

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The governance and leadership at Sacred Heart College (Autonomous), Thevara, are closely aligned with its vision and mission, reflecting in key institutional practices like the effective implementation of the National Education Policy (NEP). This alignment is evident in key institutional practices that promote academic excellence, holistic development, inclusivity, and community engagement, while also steering the institution toward sustained growth and innovation.

Sustained institutional growth is a testament to visionary leadership, with expansion in academic offerings, infrastructure, and research, while retaining core values of ethical and inclusive education. Decentralization is central to governance, enabling participatory decision-making across faculty, students, and administrative staff. Various committees and advisory bodies work autonomously, fostering transparency and accountability.

The Institutional Perspective Plan, both short-term and long-term, emphasizes sustainable growth, digital transformation, and community engagement. Regular updates to this plan ensure

responsiveness to global academic trends and emerging challenges.

Overall, Sacred Heart College's leadership combines tradition and innovation, with practices that not only reflect the institution's mission but also promote holistic development, academic excellence, and national priorities like NEP.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1091?6-governance-leadership-and-management/61-institutional-vision-and-leadership/612-effective-leadership

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The Institutional Perspective Plan at Sacred Heart College (Autonomous), Thevara, is effectively deployed, ensuring a well-coordinated and efficient functioning of institutional bodies. This is evident from the college's robust policies, administrative setup, and adherence to service rules and procedures, all of which are aligned with its mission and long-term goals.

The administrative structure is well-defined, with clearly outlined roles and responsibilities that promote operational efficiency. Key decisions are decentralized, enabling various committees, including the Internal Quality Assurance Cell (IQAC) and academic boards, to actively participate in governance. These bodies work collaboratively, ensuring transparency in decision-making, implementation of academic and administrative reforms, and efficient resource management.

The college follows well-established procedures for appointments, service rules, and promotions, in accordance with governmental and UGC regulations. Regular review and updates of these policies ensure they remain relevant and responsive to evolving needs.

In conclusion, the effective deployment of the Institutional Perspective Plan, supported by efficient functioning of the institutional bodies, ensures smooth governance and the continuous development of the institution. This approach enables Sacred Heart College to remain adaptive, forward-looking, and aligned with its academic and community-focused goals.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1093?6-governance-leadership-and-management/62-strategy-development-and-deployment/621-effective-deployment-of-strategicperspective-plan
Upload any additional information	View File

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

The functioning of various institutional bodies at Sacred Heart College (Autonomous), Thevara, follows a well-defined system to ensure efficient planning and implementation of policies and programs. The Management Council, comprised of trust members, oversees strategic decisions. The Principal serves as the administrative and academic head, ensuring smooth operations.

The college operates several statutory bodies. The Governing Body, College Council, and Staff Council make decisions on academic programs, examinations, results, fees, scholarships, and co-curricular activities. The Staff Council, meeting monthly, manages day-to-day administration, while the Academic Council and Boards of Studies meet biannually to review or create curricula for new and existing programs.

The Internal Quality Assurance Cell (IQAC) plays a vital advisory role, offering insights to the Governing Body on strategic planning, quality enhancement, infrastructure, and policy development.

Staff appointments in the aided section adhere to government guidelines, with service conditions defined by KER and KSR. Selection, promotion, and appraisal of unaided staff follow the

college's HR policies, ensuring consistent and fair management practices.

This system enables the institution to maintain effective governance and continuous quality improvement.

File Description	Documents
Paste link to Organogram on the institution webpage	https://aqar.shcollege.ac.in/2022-23/item/474?items///the-functioning-of-the-various-institutional-bodies-is-effective-and-efficient-as-visible-from-the-policies-administrative-set-up-appointment-and-service-rules-procedures-etc
Upload any additional information	View File
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1094?6-governance-leadership-and-management/62-strategy-development-and-deployment/622-effective-functioning-of-institutional-bodies

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) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College has always been paying special attention to ensure the intellectual and material well-being of its faculty and supporting

staff. While providing intellectual and professional development, it also offers financial and health securities for its employees.

The following are the welfare schemes available for the teaching and non - teaching staff:

- Group Insurance Scheme for self- financing faculty and staff.

- Gratuity and pension for self- financing faculty and staff.

- Interest Free Loans by the Management to faculty and staff.

- College Credit Society provides loans to faculty and staff up to Rs. 10,00,000 /-

- Financial support for the construction of houses and to meet medical expenses

- Preference to children of teaching and non-teaching staff for admission to various courses.

- Support to children of non-teaching staff who are economically challenged.

- Incentives for research publication by Self-financing faculty.

- Awareness programmes for Non-Teaching Staff.

- The teaching and non-teaching staff organizes annual staff picnics, occasional tours and common celebration of festivals. The expense of the non-teaching staff tour is born by the management.

- Periodical technical training to the faculty and staff to familiarize with the Management Software System developed by the College

- Terminal Benefits

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

6

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	[View File](#)
Upload any additional information	[View File](#)

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

18

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college conducts a systematic internal and external audit every year to monitor its financial aspects relating to academic and non-academic activities. Internal audit is held twice in a year, by a committee constituted by the Management Council for a period of 3 years. The College keeps up the proper internal auditing to fully guarantee that the institutional funds are used carefully. The Internal audit committee audits all financial transactions of the college, though they come under the general audit held annually by external agencies.

The external audit is conducted regularly by Chartered Accountants, Deputy Director of Collegiate Education and Accountant General' office.

Financial audits are conducted regularly and separately for the following accounts:

1. Personal Deposit Account is regularly audited by an external auditor.

2. Autonomy Grant is regularly audited by an external auditor.

3. DST-FIST Fund

The utilization of the allocated fund is released through the PFMS system of Central Plan Scheme Monitoring System (CPSMS) and is managed by the committee for the DST – FIST fund.

4. Jubilee Trust Fund is audited by external and internal auditors.

File Description	Documents
Upload any additional information	[View File]
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

660.06

File Description	Documents
Annual statements of accounts	[View File]
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	[View File]
Any additional information	[View File]

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Sacred Heart College implements a comprehensive strategy for mobilizing funds to support its diverse developmental goals, ensuring the optimal utilization of resources from various sources.

Mobilization of Funds:

1. Earned Income (Fixed) – A significant portion of the college's income comes from student fees, with hostel fees also contributing substantially.

2. Earned Income (Variable) – The college raises funds for various activities through multiple sources:

    ○ Sponsorships – Sponsors support student initiatives, including festivals and events.

    ○ Consultancy Services – Faculty members contribute by offering consultancy services.

    ○ Alumni Contributions – Donations from alumni play an essential role in fundraising efforts.

- ○ **Rental Income – College facilities such as the playground, computer lab, and examination halls are rented out for activities like exams, online tests, recruitment drives, and even film shoots on non-working days.**

  - ○ **Contributions from Individuals and Philanthropists – These donations also serve as a significant source of funding.**

3. **Government Funding – The college receives funds from central agencies, including the UGC, RUSA, and Autonomous grants.**

This multi-faceted approach ensures that the college effectively mobilizes resources to meet its developmental objectives.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1104?6-governance-leadership-and-management/64-financial-management-and-resource-mobilization/643-strategies-for-mobilization-of-funds

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The Internal Quality Assurance Cell (IQAC) of Sacred Heart College, Thevara, has made significant strides in institutionalizing quality assurance processes, as evident in its faculty and staff development programmes and extension activities.

Practice I: Faculty Development Programmes

To enhance academic quality, the IQAC has organized a series of professional development and administrative training programmes

for faculty and staff. These sessions aimed at improving subject knowledge, teaching methodologies, and technical skills. The training covered critical areas such as Outcome-Based Education (OBE), research paper writing, intellectual property rights, ICT-enabled teaching, mentoring, research protocols, and plagiarism. These initiatives have positively impacted teaching quality and research outputs, fostering a culture of continuous learning and innovation among the faculty.

Practice II: Coordination of Extension/Outreach Programmes and Introduction of Service Learning

In alignment with its mission of nation-building and social responsibility, the IQAC has been coordinating various extension and outreach activities through HEAL (Heartian Extended Arm for Life). These initiatives culminated in the introduction of a mandatory 40-hour Service Learning program for every undergraduate student. This program encourages students to engage with the community, providing them with valuable real-world experiences while contributing to social development.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Sacred Heart College, Thevara, ensures continuous enhancement of its teaching-learning processes, operational structures, and learning outcomes through periodic reviews conducted by the Internal Quality Assurance Cell (IQAC). This systematic evaluation aligns with the norms set by accreditation bodies and institutional policies.

The IQAC plays a pivotal role in organizing these reviews, focusing on Outcome-Based Education (OBE), which emphasizes the achievement of specific learning outcomes by students. The teaching methodologies are regularly updated to incorporate innovative, student-centric approaches like blended learning, ICT-enabled teaching, and experiential learning. Faculty members are encouraged to participate in professional development programs that refine their pedagogical techniques and keep them abreast of

the latest academic trends.

Additionally, the IQAC facilitates the collection of feedback from students, faculty, and stakeholders to identify areas of improvement. This feedback informs decisions on curriculum revisions, assessment reforms, and the introduction of new learning tools.

The institution also monitors learning outcomes through regular assessments and audits, ensuring that students meet the desired educational objectives. Based on the insights gained, necessary adjustments are made to maintain high standards of academic performance and to create an environment that fosters holistic learning.

These periodic reviews ensure that Sacred Heart College remains committed to delivering quality education while continually evolving to meet the dynamic needs of its students and society.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.shcollege.ac.in/wp-content/uploads/IQAC/Annual_Reports/IQAC-Annual-Report-2022-23.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

The college is dedicated to gender equity, aligning initiatives with UNSDG Goal 5. Annual action plans include gender-focused courses and place women in leadership roles across departments and councils.

Regular gender awareness, anti-ragging, and sexual harassment prevention campaigns reinforce these efforts, supported by 24/7 CCTV monitoring and awareness signage across campus. Female staff accompany students on field trips, ensuring security and inclusivity. The college has established Grievance Redressal and Sexual Harassment Prevention Committees for structured support, while a counselor provides counseling and gender sensitization programs. Facilities include common rooms with rest spaces, incinerators, and napkin vending machines in girls' washrooms, plus a daycare center for up to 50 children.

In 2022-23, key events included:

- **Peer Inclusivity Week on inclusivity (June 2022),**
- **Talk on Gender Rights by Dr. Gifty Oommen (July 2022),**
- **Empowering Women for Tomorrow Conclave (Nov 2022),**
- **Cup of Life on sustainable menstrual products (Aug 2022),**
- **Gender Galaxy Seminar on LGBTQ+ inclusion (March 2023), and**
- **International Women's Day programs on "Women and Law" (March 2023).**

These initiatives collectively foster a safe, inclusive, and supportive environment.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/517?711-gender-equity

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Over the past decade, Sacred Heart College has made significant contributions in the field of environmental protection and sustainability, demonstrating its commitment to the moral, social, and legal responsibilities of creating a world free from waste and environmental exploitation.

In the financial year 2022-23, the College made considerable investments to enhance its waste management infrastructure. These improvements include the installation of a sewage and water treatment plant valued at ?1,620,000, and an incinerator for efficient waste disposal at a cost of ?1,316,100.

The College's comprehensive waste management policy promotes responsible practices in waste production, segregation, storage, handling, transport, and disposal. Maintaining a plastic-free campus, the College ensures a large portion of food waste is converted into renewable biogas energy via its biogas plant, which powers cooking in the canteen.

Classrooms feature separate bins—red for plastic and related

materials, and green for paper—which are collected in a central waste segregation center for sorting. Canteen wastewater is managed through sedimentation pits with periodic clearing, while the School of Communications operates a dedicated wastewater treatment plant.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	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
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:　　**A. Any 4 or All of the above**

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

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

C. Any 2 of the above

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions/awards**
5. **Beyond the campus environmental promotional activities**

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	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,

A. Any 4 or all of the above

**reader, scribe, soft copies of reading
materials, screen reading, etc.**

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

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

Sacred Heart College is built on the values and principles of St. Kuriakose Elias Chavara, a notable social reformer who opposed untouchability and other social injustices in 18th-century Kerala. The college embraces democratic values of cultural, regional, linguistic, and communal harmony within its foundational culture. It aims to cultivate an inclusive community by promoting secularism, moral values, and faith in God. The faculty, staff, and students come from a wide range of linguistic, regional, communal, and socio-economic backgrounds. Admissions to undergraduate and postgraduate programs are conducted in line with university and government regulations, with special reservations for SC, ST, and other backward communities, as well as seats set aside for minority, cultural, and sports quotas. The college celebrates cultural, regional, linguistic, and communal harmony, honoring these diversities by observing significant cultural and regional days. Important national occasions, such as Republic Day, Independence Day, Gandhi Jayanti, National Youth Day, National Integration Day, and Constitution Day, are observed with great importance by the three wings of NCC and NSS.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations:

values, rights, duties and responsibilities of citizens:

Sacred Heart College actively promotes awareness of constitutional obligations—values, rights, duties, and responsibilities—among students and faculty through a range of impactful initiatives and events.

Our mission statement reflects a commitment to fostering an environment where students are empowered to engage in nation-building and contribute meaningfully to the betterment of society. To embed these values, the College hosts various programs aimed at deepening constitutional awareness. At the beginning of each academic year, the Principal leads a sensitization program, underscoring the significance of constitutional duties for all citizens and the need to develop as responsible members of society.

The College utilizes diverse platforms—such as the official website, Service Learning Record, Teacher's Diary, and handbooks provided by the IQAC—to consistently reinforce constitutional principles. Furthermore, the preamble is integrated into the common curriculum across all undergraduate courses, ensuring comprehensive understanding. Celebrations of national festivals, including Independence Day and Republic Day, are marked by flag hoisting and parades by the NCC and NSS units, inspiring a sense of patriotism and national pride within the college community.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the 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 programmes, etc. in support of the claims	[View File](#)
Any other relevant information	[View File](#)

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

Sacred Heart College takes great care in promoting the national integrity of the nation and upholding the nationalist, democratic, and secular values envisioned in the constitution of India. The college promotes the principle of unity in diversity and instils in the students a democratic spirit which can transcend all the religious, caste, class and regional distinctions and divisions. In order to cultivate these values in the students, the college observes national, international commemorative days, events and festivals.

Independence Day and Republic Day, the two major days in the history of India are celebrated with ceremonial flag hoisting on the campus by the principal. Gandhi Jayanti Day is celebrated in the most appropriate fashion in the college proclaiming the institution's solidarity with the message of the Father of the Nation for a clean nation. The college conducts an exclusive cleaning drive of the institution as well as the neighbouring KSRTC bus station, market, housing colony etc.

Environment Day, Ozone Day, Water Day, Forest Week, Tiger Day, Wetlands Day and Earth Day are celebrated in the most appropriate manner. International Yoga Day is celebrated annually on June 21 with the active leadership of NCC and NSS.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

BEST PRACTICE I 1. Title of the practice: Service learning 2. Objectives of the Practice: To instil a sense of social commitment in students. 3. The Context: The college considers as its mission to instil in the students the dignity of labour and caring attitude. 4. The Practice: The student groups visit old-age homes; destitute/isolation wards and child cancer wards of hospitals periodically, weekly cleaning drives of public places, beautifying vacant lots and creating awareness among the public about cleanliness. 5. Evidence of success: The participants can empathise with the aged and the suffering. 6. Problems Encountered & Resources Required: The students as well as the public were sceptical initially. BEST PRACTICE 2 1. Title of the Practice: SHARE and Research Incubation 2. Objectives of the Practice: Coordinate the research promotion activities. 3. The Context: The college decided to create a forum for the promotion of research. 4. The Practice: Organises a science congress every year. 5. Evidence of Success : Successful in ensuring the quality of research of the Ph.D. scholars. 6. Problems Encountered and Resources Required: Paucity of time. 7. Notes: Plagiarism checking is often a thorny task

File Description	Documents
Best practices in the Institutional website	https://www.shcollege.ac.in/iqac/?display=best-practices
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Sustainable Living: Promoting a Sustainable Lifestyle

Over the last decade, the college has systematically engaged students to inculcate its environmental policy into their lifestyle. The college has stressed both curricular and co-curricular activities as part of achieving this goal.

The Department of Environmental Studies was established in 2016 in response to the increasing demand for specialists in Environmental Science. Prior to the launch of theMaster's program, the college introduced a mandatory add-on course in Environmental Studies for all undergraduate students in 2017-18, making it the first of its kind in the country.

Mithradham, a unique research center located in Aluva, is an extension center of the college which demonstrates sustainability in practice through wind and solar energy generation. In 2005, the college forayed into solar power generation with two on-grid solar units with a capacity of 33 KW, generating approximately 140 units per day. Currently, the college produces 155 KW of solar power, becoming one of the first in Kerala to achieve 100% solar energy.

To raise awareness among students about the importance of biodiversity, the college has established one more extension center in the nearby village of Arayankavu.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Sacred Heart College has always been at the forefront of higher education arena in the country, offering courses, catering to the needs of the society, industry and the nation. The institution assesses the educational requirements at the local, national and global level on the basis of the feedback of the various stakeholders and prepares the curriculum accordingly.Curriculum design and development is carried out in congruence with the vision Page 9/68 28-12-2023 10:34:17 Annual Quality Assurance Report of SACRED HEART COLLEGE and mission of the institution. The motto of the college 'A Righteous Heart Seeks after Wisdom' has a pivotal role in shaping the academic activities of the institution.

The curricula developed is relevant to the local needs as manifested by its focus on sustainable development goals (SDG), organic cultivation, ecotourism, entrepreneurship development etc.. The curricula developed is relevant to National Needs which is reflected in the design of Curricula according to UGC and CBCSS regulations. The curricula developed is relevant to Global Needs which emphasise on critical thinking and deep domain knowledge, innovation, gender sensitisation, professional ethics, preservation of environment, sustainable development and global citizenship. The college developed an OBE based curriculum and created a framework where the knowledge levels, skill-based competencies and ethical/social skills are aligned with each other.

File Description	Documents
Upload additional information, if any	[View File]()
Link for additional information	https://aqar.shcollege.ac.in/2022-23/category/980?1-curricular-aspects/11-curriculum-design-and-development/111-curricula-developed-and-implemented

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	No File Uploaded
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

869

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

00

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

37

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Professional Ethics, Gender, Human Values and Environment and Sustainability are highly valued by the College as they form part of the vision, mission and core values of the institution. The institution has consciously integrated these issues into the day-to-day administration, approved curricula, value-added courses and co-curricular activities of the College.

The Program Outcomes of both UG and PG programmes outline the College's commitment to ethical values, and environment and sustainability. Plagiarism check report is made mandatory for the submission of all P G dissertations.

Several courses in the approved curricula address issues related to Gender issues, women empowerment, women entrepreneurship and gender-specific welfare measures. SWASTI, the Women's Cell organizes various programmes to sensitize students to the problems faced by women, as well as opportunities available to them.

Value education is conducted periodically for all the students to inculcate social and ethical values in them. The College umbrella body HEAL (Heartian Extended Arm for Life) ensure student participation in social service. UG students engage in ServiceLearning programme for 40 hours. Several courses in the approved curricula have environment and sustainability as their thrust area. Promotes the manufacturing of cloth bags, paper pens and the use of recycled papers.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

`12`

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

`412`

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

`910`

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://aqar.shcollege.ac.in/2022-23/category/992?1-curricular-aspects/14-feedback-system/141-structured-feedback-from-stakeholders
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://aqar.shcollege.ac.in/2022-23/category/993?1-curricular-aspects/14-feedback-system/142-structured-feedback-system
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1247

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

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

167

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 students' learning levels and organises special programmes for both slow and advanced learners.

The assessment of the learning levels of students immediately after their admission is an important aspect of the teaching-learning process in the college. While science and social science departments assess logical reasoning and basic knowledge of subjects, the humanities departments assess the language level and writing skill of the students through detailed self-introduction and writing tests. The slow learners are identified on the basis of the learning potential through entry tests and internal exams.

The slow learners are offered remedial programme after the first internal assessment test, mentoring system with a ratio of 1:20 to help both slow-learners and fast learners, tutoring system to provide individual attention and care, peer learning to give individual attention. The fast learners are offered Walk with a Scholar (WWS) is a programme of the government of Kerala, which is being implemented in the college to support the fast learners. It offers the selected students the opportunity to listen to invited lectures, to bring about positive changes such as increased self-confidence, improved communication skills, better academic performance, increased awareness regarding higher studies and career options in one's academic field and improved interpersonal functioning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/999?2-teaching-learning-and-evaluation/22-student-diversity/221-special-programmes-for-advanced-learners-and-slow-learners

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2023	3314	166

File Description	Documents
Upload 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:

Sacred Heart College is known for its academic instruction and focus on student-centred and experiential learning. The status of autonomy as it has provided the institution with the opportunity to introduce core courses, open courses, elective courses, add-on and value added courses, OBE model and ICT integrated learning. CBCSS system adopted by the college has provided the students with the opportunity to choose their electives. The faculty follows student-centric andparticipative teaching methods in the classroom. Teachers use several structural approaches, such as inductive-deductive approach, heuristic approach, discussion method, project and problem solving methods, concept mapping and constructivist approach and traditional methods. The lecture method is supplemented by audio-visual presentations, which include PPTs, Videos, models, webinars, MOODLE on line courses etc. Internship and field visits are mandatory for most of the programmes. All the UG and PG programmes have project work during their final semesters. The laboratory practical sessions, practical records and procedural charts enable the science students to have experiential leaning and hands-on training in their

disciplines. The invited talks, workshops, seminars and association related activities provide the students exposure and knowledge about the latest trends in their subjects.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1002?2-teaching-learning-and-evaluation/23-teaching-learning-process/231-student-centric-methods

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Academic instruction at Sacred Heart College takes advantage of a plethora of ICT tools and technology enabled solutions to carry out the teaching, learning and evaluation processes. The faculty makes use of smart classrooms to enhance their lecture with multimedia content and dynamic presentations. The college has 289 computers for students' use and the computer-student ratio is 1: 8.4. Class rooms are ICT-enabled with high quality projector and Wi-Fi. A Learning Management System (LMS) on MOODLE is being used to coordinate learning activities and as a robust platform for sharing digital content with students. Learning materials, assignments and projects are frequently exchanged and valued through paperless means using the college's LMS. Teachers create lessons, manage courses, and interact with other teachers and students using this platform. The faculty members make use of Google Classroom and Google Meet for academic transactions. Teachers create multimedia rich PowerPoint presentations to enrich their lessons. Lectures are recorded and preserved as e-resources and accessed by students online and offline. Dedicated institutional G-suite email addresses withunlimited cloud storage available on Google platform. Dedicated studio for the creation of learning resources such as video lectures, documentaries, interviews and news reports.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://aqar.shcollege.ac.in/2022-23/category/1003?2-teaching-learning-and-evaluation/23-teaching-learning-process/232-ict-enabled-teaching
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

166

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The teaching-learning process in the College is meticulously organized in a participatory manner both in the Annual Planning Meeting as well as in the Department level meeting. The manifold curricular and co-curricular activities are charted out in accordance with a detailed Academic Calendar.

Academic Calendar Preparation:

- **The Academic Calendar committee collect the details of all the department level programmes and align them with the major programmes of the college.**
- **The Examination committee prepare the schedule of various examinations for the academic year.**

Teaching Plan:

- **The teaching plans for an academic semester are prepared by individual faculty/faculty members.**
- **The Head of the Department convenes the meeting of all course coordinators and completes the process of course plan preparation.**

- **The consolidated course plans with the mapping are presented in the department meeting before they are sent to IQAC.**

Adherence to Teaching and Academic plan:

- **The Academic departments evaluate the progress of the course plans every month in its meeting.**
- **The Head of Department collects feedback from students informally about the course completion.**
- **The Principal collects the teacher evaluation feedback at the end of every semester.**
- **Principal and the college council recommend suggestions to ensure qualitative improvement of the teaching-learning process.**

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

166

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	[View File](#)

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

76

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

43

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

25

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

135

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Office of the Controller of Examinations (CoE) is a fully automated facility with nearly all the procedures related to the examinations right from admission to the award of mark sheets are done through the centralized Examination Management System. The college has created a separate wing for software development and EMS maintenance.

Online Application:

Submission of application and fee payment for the various programmes are done online

System based application processing.

- Admission Process through EMS.
- Attendance Marking: Once a student is enrolled, the system generates student lists and attendance is marked through the EMS.
- Faculty members are also provided with a mobile app to make the process time saving and efficient.
- Continuous Internal Assessment: Online entry of marks.
- Online Registration for Semester Examination.
- Hall ticket issued online.
- Barcoding system introduced instead of register numbers on answer scripts.
- Early preparation of the Examination Calendar.
- Online applications related to examination
- Online exam fee payment
- Certificate printing

The Examination Committee of the college meets periodically to evaluate the examination processes and make recommendations for efficient, transparent, objective and speedy processing of the

various examination related activities, early redressal of examrelated grievances and early publication of results.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1013?2-teaching-learning-and-evaluation/25-evaluation-process-and-reforms/253-it-integration-in-examination-procedures

2.6 - Student Performance and Learning Outcomes

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

Students/Faculty Orientation and Mapping of Outcomes

Orientation on Program Outcomes (POs), Program-Specific Outcomes (PSOs), and Course Outcomes (COs), along with mapping, assessment tools, and attainment metrics, is provided during the induction program. Faculty undergo continuous training on designing, mapping, and attainment of POs, PSOs, and COs. These outcomes are displayed in classrooms and on the college website.

The POs and PSOs align with:

*   **The vision and mission of the college.**
*   **The POs and PSOs are developed through rigorous brainstorming sessions by IQAC, in consultation with experts, the College Council, and faculty.**

Steps for Curriculum Alignment and Assessment

Step 1: Curriculum Alignment The syllabus for each program is mapped to POs, PSOs, and COs.

Step 2: Setting Benchmarks Benchmarks are established by course teachers and departments for each course.

Step 3: Identification of Assessment Methods

- **Direct Measures: Students demonstrate skills via assignments, seminars, presentations, and tests.**
- **Indirect Measures: Student surveys, alumni surveys, and employer feedback.**

Step 4: Automated Attainment Report Generation

Step 5: Continuous Improvement Attainment reports guide program enhancements.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	[View File](#)
Upload any additional information	[View File](#)
Link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1015?2-teaching-learning-and-evaluation/26-student-performance-and-learning-outcomes/261-publication-of-po-and-co

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Assessment of Program Outcomes (POs), Program-Specific Outcomes (PSOs), and Course Outcomes (COs)

The assessment of POs, PSOs, and COs uses both direct and indirect methods. Direct assessment includes course-embedded evaluations like assignments and exams, while indirect measures, such as surveys and alumni feedback, supplement direct data by providing insights into the learning experience.

Rubric-based assessment ensures consistent evaluation by defining performance levels aligned with PSOs and mapped to specific POs. Faculty assess assignments as part of Continuous Internal Assessment (CIA) and again based on PSO-specific rubrics, using Bloom's Taxonomy to categorize competency levels as "low," "medium," or "high."

Attainment is calculated, setting a 60% target for each outcome. COs are mapped to relevant POs and PSOs to gauge the overall achievement, which is reviewed annually to set new targets.

Continuous improvement is achieved through this closing the loop process: when targets are unmet, an action plan is developed, and adjustments are made to the curriculum and assessment methods. This approach ensures consistent enhancement in program structure and delivery, aligning with institutional goals for student success.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1016?2-teaching-learning-and-evaluation/26-student-performance-and-learning-outcomes/262-attainment-of-po-and-co

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1021

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://aqar.shcollege.ac.in/2022-23/category/1017?2-teaching-learning-and-evaluation/26-student-performance-and-learning-outcomes/263-pass-percentage

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://aqar.shcollege.ac.in/2022-23/category/1019?2-teaching-learning-and-evaluation/27-student-satisfaction-survey/271-online-student-satisfaction-survey

RESEARCH, INNOVATIONS AND EXTENSION
3.1 - Promotion of Research and Facilities
3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

3.1.1 Research Culture and Facilities at Sacred Heart College (2021-22)

Sacred Heart College has fostered a dynamic research culture by implementing robust policies and practices to encourage active involvement in research among faculty, students, and scholars. This dedication has driven substantial growth in research infrastructure, providing advanced space, equipment, and facilities that enhance research output and quality.

The College hosts 7 Recognized Research Centres of Mahatma Gandhi University for Doctoral Research and specialized laboratories, including:

- Space Research Lab
- Arachnology Research Lab
- Biotechnology Lab
- Computational Chemistry Lab
- Biochemistry Lab
- Water Quality Assessment and Nano Science Lab

Additionally, the Fr. Berchmans Central Instrumentation Lab is equipped with state-of-the-art instruments such as High Performance Liquid Chromatography (HPLC), a Lyophiliser, UV spectrometer, and Fluorescent Microscope. The Water Quality Assessment and Nano ScienceLab also supports specialized research.

Facilities that promote independent and collaborative research include:

- Desk spaces and cubicles with reliable internet connectivity for individual researchers
- Dedicated research rooms for shared classes and workshops

The College's Research Promotion Policy actively encourages faculty and researchers to pursue projects of scientific and social significance. This policy includes a clearly defined code of ethics, ensuring integrity and authenticity in all

research endeavors.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.shcollege.ac.in/research-2/?display=policy
Any additional information	View File

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

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

540000

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

6.1

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

3

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Creating Impact Through Knowledge: The Innovation and Entrepreneurship Centers at Sacred Heart College

Link to the Incubation and Innovation Homepage of Sacred Heart College (Autonomous)

Sacred Heart College has developed a robust ecosystem that fosters innovation, knowledge creation, and transfer through dedicated centers focused on research, entrepreneurship, community orientation, and incubation. The college's initiatives encourage students and faculty alike to engage in sustainable practices, applied learning, and community-driven entrepreneurship.

Research and Innovation Initiatives

Various centers at Sacred Heart College drive research and innovation, providing resources for hands-on experiences and creative exploration. Through projects in sustainable practices

such as paper pen production, bio-bouquet making, and apiculture, students and faculty contribute to ecological responsibility while developing applicable skills.

Community Orientation and Skill-Building

The college emphasizes community orientation by engaging students in practical training that benefits the local community. Initiatives include cage fish farming, cloth bag manufacturing, and the production of eco-friendly cleaning products, each aimed at fostering self-sufficiency, ecological responsibility, and community support.

Entrepreneurship and Incubation

The incubation center at Sacred Heart College supports aspiring entrepreneurs, providing them with the tools and guidance necessary to launch projects that contribute to sustainable development. With a focus on practical and responsible business solutions, students learn essential skills in food processing and other environmentally sustainable practices.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

17

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures	A. All of the above

implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

12

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

4

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

33

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

228

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

13

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

20.961

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

217687

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Outreach and Extension Activities at Sacred Heart College

Guided by its mission of fostering the holistic development of individuals to contribute significantly to nation-building and the advancement of humanity, Sacred Heart College has been dedicated to this vision for the past 75 years. The college has

consistently produced socially responsible, professionally skilled, and intellectually active individuals who contribute meaningfully to society.

Through extensive outreach and extension programs in neighboring communities and adopted villages, the college has sensitized students to pressing social issues, cultivating empathy and a deep concern for fellow human beings. Recognizing the importance of social awareness, Sacred Heart College has integrated outreach activities into the curriculum, making it mandatory for every student to complete 40 hours of Social Service Learning as a requirement for graduation.

Heartian Extended Arm for Life (HEAL)

HEAL is the college's primary initiative for coordinating extension and outreach activities. Programs under HEAL are organized through two dedicated extension centers, SHCOOB and Mithradham, which serve as hubs for community-based projects. These centers provide students with practical platforms to engage in meaningful work that benefits the surrounding communities while reinforcing their commitment to social responsibility.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

53

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	[View File](#)

3.6.3 - Number of extension and outreach programmes conducted by the institution

through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

70

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

863

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

24

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

6

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

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 equipments, etc.

Sacred Heart College has developed adequate infrastructure facilities for supporting teaching – learning process on the campus. The management in its relentless attempt for excellence has created state-of-the-art infrastructural facilities for the holistic development of students.

Class Rooms

81 well-planned and spacious classrooms

Seminar Halls enabled with ICT facilities for innovative teaching and learning

Spectacular Zoology and Botany Museums for providing experiential learning for life science students

92 LCD projectors, 12 Smartboards, 7 LED TVs,

Media Lab and recording studio and e-content development facilities.

76 Wi-Fi access points and 200 Mbps Internet leased line facilities are available.

Library

Spacious library with 2 reading rooms and a confab which can occupy a total of 25 students.

A collection of 91000 books, 152 journals and periodicals, online databases, and digital library.

Laboratories

Well-equipped laboratories with advanced equipment for cutting edge research and experiments in all Science Departments.

Language lab with 40 computers and software

DST-FIST funded Central Instrumentation Facility Specialized laboratories are set up for Space Research, Arachnology, Computational Chemistry and Biochemistry.

Computing equipment and Facilities

200 MBPS leased connection,

fully Wi-Fi campus 372 computers,

289 Computers for students' access

76 Wi-Fi access points.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1053?4-infrastructure-and-learning-resources/41-physical-facilities/411-adequacy-of-facilities-old

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

With the vision and mission of achieving the "integral development of the individual persons" the College has developed adequate facilities on the campus for cultural activities, games, yoga and sports.

Cultural Activities

- Main auditorium with a large stage and green room
- State-of-the-art, fully air-conditioned auditoriums like

- Marian Hall and Melesius Hall
- Students' Centre
- Fr. Archangel Hall
- The Amphitheatre for celebrations.
- Lakeview grounds for organizing large-scale cultural events
- The College orchestra has an exclusive music room.

Yoga

- Yoga was introduced in the College in 2013 as a co-curricular
- activity
- Yoga is offered as an add-on course
- International Day of Yoga celebrations since 2015
- The School of communication produced videos of Yoga.

Sports and Games

The College is credited with infrastructure facilities for

- 1 basketball, 32.0x20.0 Mts
- 2 volleyball, outdoor 24.0x 15.0 Mts and indoor- 40x20 Mts
- 1 athletics, 200x150mts (1.22x 7 lanes)
- 1 football (100 x65mts)
- 1 cricket, centre wicket (20.12X2.64M)
- 3 cricket nets (4.88 X 1.02Mts)
- 1 shuttle badminton (13.41 X5.18M)
- 1 yoga, wrestling, judo (10.8 X 6.27M)
- 1 table tennis (9.28X4.73M)
- 1 Kabbadi (13X10 Mts)
- 1 handball (40X20mts)
- 1 fencing (106 Class Room)
- 1 softball (100 x65mts)
- 1 baseball (100 x65mts)

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

111

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

79637006.8

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

Sacred Heart College Library, named after the founder of the college, Rev Fr Francis Sales, with a collection of 91000 books and subscription to 152 journals and magazines is completely automated using integrated library management system. It has a spacious reference section besides 220 cubicles and research bay for students to sit comfortably and study.

Automation Software

- **Name of the ILMS Software: Koha**
- **Nature of Automation: Fully**
- **Version: 21.05.15.000**

Digital Database and Electronic Resources

- **UGC-NLIST membership, login ID and password for all members**
- **RFID entry system enabled**
- **D-Space software installed for building institutional repository**
- **Fully automated library supported by Koha, Opensource Software and OS are in operation eg: Koha, D Space, Ubuntu, Debian, Mint-Linux, etc.**
- **Completely Wi-Fi enabled and networked**
- **22 Desktops for free and fast browsing**

Library Facilities

- **DDC (Dewey Decimal Classification) system**
- **Turnitin plagiarism checker**
- **Researchers bay for Ph D, M Phil scholars.**
- **Scanning and reprographic facility available**
- **Unique Competitive examination and Civil service bay for students**
- **Mendeley Reference Manager and Research Methodology training for students and faculty members.**
- **Air-conditioned ICT enabled Library seminar hall with a seating capacity of 30**
- **72 Rare Sanskrit books published before 1930**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	**A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

1061693

File Description	Documents
Audited statements of accounts	View File
Any additional information	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 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

106

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Sacred Heart College has sophisticated IT infrastructure developed and updated regularly, which comprises of computing equipment, server, software and high-speed Internet connectivity. The Institution has taken positive steps in providing state-of-the-art IT infrastructure with periodic assessment of the efficiency of existing facility.

IT Policy

- **Ensures and secures all healthy and legal aspects for the usage of the IT Infrastructure from all the stakeholders.**
- **Makes aware all the stakeholders to follow the ethical usage of the IT Infrastructure and Copyright, Cyber Security, bullying, official email usage etc.**
- **The policy clearly articulates the provisions for the purchase of IT-related equipment like computing system, server, software and hardware and facilities like Wi-Fi, cybersecurity, etc.**
- **The policy has defined the standards for the usage of internet facilities by stakeholders and standards against the misuse of internet browsing facility.**

Cyber-Security

- **FORTINET firewall is installed for securing connectivity**
- **Round the clock CCTV monitoring of Server Room Use of Secure Protocols (HTTPS, SSH)**
- **Use of Official Email Address for communications Secure Database for Exam Purposes.**

Software

- **College insists through its IT policy to follow the developers' software usage instructions**
- **The Policy promotes Free and Open-Source (FOSS) software.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1063?4-infrastructure-and-learning-resources/43-it-infrastructure/431-it-policy

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3314	356

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

`A. ?50 Mbps`

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

`A. All four of the above`

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1066?4-infrastructure-and-learning-resources/43-it-infrastructure/434-facilities-for-e-content-development
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

`227099544.7`

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	[View File](#)

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

A well-established infrastructure policy, designed, developed and revised in accordance with the statutory requirements, technological developments, and infrastructure requirements is being implemented in the college under the guidance of the Governing Council.

Infrastructure Maintenance committee

The Infrastructure Maintenance committee of the College is headed by the Principal; however, the Bursar is primarily responsible for providing and maintaining the infrastructure. His responsibility is often shared by the Vice Principal and HoDs of the institution.

Maintenance of Campus Infrastructure

The maintenance activities are overseen by a full time Supervisor under the Bursar and is assisted by 10 support staff.

Laboratory Facility

The HoDs coordinate the upkeep of instruments and equipment in the laboratories with the assistance of the Lab Assistant.

Classroom Facility

The HODs are assigned with the responsibility of the smooth functioning of classrooms. The classroom furniture is checked/repaired regularly.

Information Technology Facility

The Lab assistants under the supervision of the System administrators maintain the computers and related accessories in labs, classrooms and administrative areas.

Sports Facility

The Physical Education faculty looks after the various courts and sports complexes on the campus.

Library Facility

The library advisory committee and the librarian look after the maintenance of the libraries.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1069?4-infrastructure-and-learning-resources/44-maintenance-of-campus-infrastructure/442-maintenance-and-utilization-of-academic-support-facilities

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

232

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	[View File](#)

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

210

File Description	Documents
Upload any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students'	A. All of the above

capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	**Nil**
Details of capability development and schemes	[View File](#)
Any additional information	**No File Uploaded**

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

113

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

93

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

215

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

44

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

22

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	**No File Uploaded**

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Student Council –

The College Union The College Union/Students' Council is an elected body, which is empowered to promote and facilitate all the co-curricular and extracurricular activities of the college and provide opportunities for the training of students as good citizens.

Election to the College Union is held democratically in conformity with the guidelines and procedures laid down by the College in accordance with the recommendations of Lyngdoh Committee and MG University for forming student councils.

Election follows the parliamentary system.

The council of class representatives (Student parliament), formed with two class representatives from each class (one boy and one girl) is constituted every year. Union consists of a Chairperson, Vice-Chairperson (Female), General Secretary, Magazine Editor, Two University Union Councillors, Two Lady Representatives, Arts Club Secretary, Class Representatives and a nominated Sports Secretary.

The elected Union is mentored and guided by Dean of Student

Affairs.

The council of class representatives meets regularly and share students' ideas, interests and concerns with teachers and the management.

Student Representations

Student bodies of each department, and the department Associations organize various events of the associations. They also prepare the students for inter-collegiate competitions and also hosts inter-collegiate fests and Intra-collegiate competitions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://aqar-app-files.s3.ap-south-1.amazonaws.com/f95652060768e23ddb31704c5f732687/files/subcategories/420/Students-Union-2022-23.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

19

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association of Sacred Heart College (AASH) functions as a nodal agency for maintaining liaison with the alumni and including them in the development and growth of the institution. It operates through its full-fledged web portal alumni.shcollege.ac.in , and creates networking opportunities

through various activities to foster relationship among alumni, students, faculty and management. Has more than 5000 registered members, spread all over the world Has international chapters in North America and Middle East, as well as national chapters in New Delhi, Bangalore, Chennai and North East India. Has active alumni groups of sports students, as well as NSS

volunteers. An Elected Executive Committee coordinates various activities of the association. Celebrates the third Saturday of every year as "Heartifest". Alumni Contributions Financial Helped the College in instituting scholarships, endowments and organizing invited lectures, national/international seminars Offered financial and logistic support for various programmes and activities Raised fund for the annual alumni homecoming day and cultural festival "Heartifest" Flood rescue and relief and activities under the leadership of NSS alumni. Noted alumni are the members of the Board of Studies in various departments and contribute significantly to the curriculum review and revision.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1086?5-student-support-and-progression/54-alumni-engagement/541-alumni-support

5.4.2 - Alumni's financial contribution during the year	E. <2 Lakhs

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 an effective leadership in tune with the vision and mission of the Institution

Sacred Heart College, Kochi, founded on the CMI vision of education, focusses on the integral development of the individual who can contribute to the nation building process and progress of humanity. The leadership of the College is

dynamic and proactive; it designates and delegates responsibilities to the stakeholders for the successful implementation of its educational mission.

A strong leadership, which governs the institution with well-defined systems and organizational structure. The administrational structure includes, The Management Council, Governing Council, Academic Council, College Council, Staff Council and Departments.

The Finance Committee looks into the financial matters of the College and approves the purchases of the college. IQAC committee takes care of the different qualitative initiatives of the college based on stakeholders' feedback.

Decentralization of administration is ensured through faculty representation in the apex bodies like Governing Body, Academic Council and College Council. Participative administration is evident in different committees.

The long term and short-term strategic plans of the college are in alignment with the vision and mission of the college. The strategic goals are Strengthening Research Activities, Faculty Development & Consultancy, Student Support and Progression, Educational Leadership, Expansion of the Horizon of Knowledge Base and Infrastructure Expansion.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1090?6-governance-leadership-and-management/61-institutional-vision-and-leadership/611-governanceleadership-in-tune-with-vision-and-mission

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The governance and leadership at Sacred Heart College (Autonomous), Thevara, are closely aligned with its vision and mission, reflecting in key institutional practices like the effective implementation of the National Education Policy (NEP). This alignment is evident in key institutional practices

that promote academic excellence, holistic development, inclusivity, and community engagement, while also steering the institution toward sustained growth and innovation.

Sustained institutional growth is a testament to visionary leadership, with expansion in academic offerings, infrastructure, and research, while retaining core values of ethical and inclusive education. Decentralization is central to governance, enabling participatory decision-making across faculty, students, and administrative staff. Various committees and advisory bodies work autonomously, fostering transparency and accountability.

The Institutional Perspective Plan, both short-term and long-term, emphasizes sustainable growth, digital transformation, and community engagement. Regular updates to this plan ensure responsiveness to global academic trends and emerging challenges.

Overall, Sacred Heart College's leadership combines tradition and innovation, with practices that not only reflect the institution's mission but also promote holistic development, academic excellence, and national priorities like NEP.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1091?6-governance-leadership-and-management/61-institutional-vision-and-leadership/612-effective-leadership

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The Institutional Perspective Plan at Sacred Heart College (Autonomous), Thevara, is effectively deployed, ensuring a well-

coordinated and efficient functioning of institutional bodies. This is evident from the college's robust policies, administrative setup, and adherence to service rules and procedures, all of which are aligned with its mission and long-term goals.

The administrative structure is well-defined, with clearly outlined roles and responsibilities that promote operational efficiency. Key decisions are decentralized, enabling various committees, including the Internal Quality Assurance Cell (IQAC) and academic boards, to actively participate in governance. These bodies work collaboratively, ensuring transparency in decision-making, implementation of academic and administrative reforms, and efficient resource management.

The college follows well-established procedures for appointments, service rules, and promotions, in accordance with governmental and UGC regulations. Regular review and updates of these policies ensure they remain relevant and responsive to evolving needs.

In conclusion, the effective deployment of the Institutional Perspective Plan, supported by efficient functioning of the institutional bodies, ensures smooth governance and the continuous development of the institution. This approach enables Sacred Heart College to remain adaptive, forward-looking, and aligned with its academic and community-focused goals.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://aqar.shcollege.ac.in/2022-23/category/1093?6-governance-leadership-and-management/62-strategy-development-and-deployment/621-effective-deployment-of-strategicperspective-plan
Upload any additional information	View File

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

The functioning of various institutional bodies at Sacred Heart

College (Autonomous), Thevara, follows a well-defined system to ensure efficient planning and implementation of policies and programs. The Management Council, comprised of trust members, oversees strategic decisions. The Principal serves as the administrative and academic head, ensuring smooth operations.

The college operates several statutory bodies. The Governing Body, College Council, and Staff Council make decisions on academic programs, examinations, results, fees, scholarships, and co-curricular activities. The Staff Council, meeting monthly, manages day-to-day administration, while the Academic Council and Boards of Studies meet biannually to review or create curricula for new and existing programs.

The Internal Quality Assurance Cell (IQAC) plays a vital advisory role, offering insights to the Governing Body on strategic planning, quality enhancement, infrastructure, and policy development.

Staff appointments in the aided section adhere to government guidelines, with service conditions defined by KER and KSR. Selection, promotion, and appraisal of unaided staff follow the college's HR policies, ensuring consistent and fair management practices.

This system enables the institution to maintain effective governance and continuous quality improvement.

File Description	Documents
Paste link to Organogram on the institution webpage	https://aqar.shcollege.ac.in/2022-23/item/474?items////the-functioning-of-the-various-institutional-bodies-is-effective-and-efficient-as-visible-from-the-policies-administrative-set-up-appointment-and-service-rules-procedures-etc
Upload any additional information	View File
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1094?6-governance-leadership-and-management/62-strategy-development-and-deployment/622-effective-functioning-of-institutional-bodies

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) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College has always been paying special attention to ensure the intellectual and material well-being of its faculty and supporting staff. While providing intellectual and professional development, it also offers financial and health securities for its employees.

The following are the welfare schemes available for the teaching and non - teaching staff:

- Group Insurance Scheme for self- financing faculty and staff.

- Gratuity and pension for self- financing faculty and staff.

- Interest Free Loans by the Management to faculty and staff.

- College Credit Society provides loans to faculty and staff up to Rs. 10,00,000 /-

- Financial support for the construction of houses and to meet medical expenses

- Preference to children of teaching and non-teaching staff

for admission to various courses.

- Support to children of non-teaching staff who are economically challenged.

- Incentives for research publication by Self-financing faculty.

- Awareness programmes for Non-Teaching Staff.

- The teaching and non-teaching staff organizes annual staff picnics, occasional tours and common celebration of festivals. The expense of the non-teaching staff tour is born by the management.

- Periodical technical training to the faculty and staff to familiarize with the Management Software System developed by the College

- Terminal Benefits

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	Nil

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

6

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	*View File*
Upload any additional information	*View File*

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

18

File Description	Documents
Summary of the IQAC report	*View File*
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	*View File*
Upload any additional information	*View File*

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college conducts a systematic internal and external audit every year to monitor its financial aspects relating to academic and non-academic activities. Internal audit is held twice in a year, by a committee constituted by the Management Council for a period of 3 years. The College keeps up the proper internal auditing to fully guarantee that the institutional funds are used carefully. The Internal audit committee audits all financial transactions of the college, though they come under the general audit held annually by external agencies.

The external audit is conducted regularly by Chartered Accountants, Deputy Director of Collegiate Education and

Accountant General' office.

Financial audits are conducted regularly and separately for the following accounts:

1. Personal Deposit Account is regularly audited by an external auditor.

2. Autonomy Grant is regularly audited by an external auditor.

3. DST-FIST Fund

The utilization of the allocated fund is released through the PFMS system of Central Plan Scheme Monitoring System (CPSMS) and is managed by the committee for the DST – FIST fund.

4. Jubilee Trust Fund is audited by external and internal auditors.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

660.06

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Sacred Heart College implements a comprehensive strategy for mobilizing funds to support its diverse developmental goals, ensuring the optimal utilization of resources from various sources.

Mobilization of Funds:

1. **Earned Income (Fixed)** – A significant portion of the college's income comes from student fees, with hostel fees also contributing substantially.

2. **Earned Income (Variable)** – The college raises funds for various activities through multiple sources:

   - **Sponsorships** – Sponsors support student initiatives, including festivals and events.

   - **Consultancy Services** – Faculty members contribute by offering consultancy services.

   - **Alumni Contributions** – Donations from alumni play an essential role in fundraising efforts.

   - **Rental Income** – College facilities such as the playground, computer lab, and examination halls are rented out for activities like exams, online tests, recruitment drives, and even film shoots on non-working days.

   - **Contributions from Individuals and Philanthropists** – These donations also serve as a significant source of funding.

3. **Government Funding** – The college receives funds from central agencies, including the UGC, RUSA, and Autonomous grants.

This multi-faceted approach ensures that the college effectively mobilizes resources to meet its developmental objectives.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional Information	https://aqar.shcollege.ac.in/2022-23/category/1104?6-governance-leadership-and-management/64-financial-management-and-resource-mobilization/643-strategies-for-mobilization-of-funds

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The Internal Quality Assurance Cell (IQAC) of Sacred Heart College, Thevara, has made significant strides in institutionalizing quality assurance processes, as evident in its faculty and staff development programmes and extension activities.

Practice I: Faculty Development Programmes

To enhance academic quality, the IQAC has organized a series of professional development and administrative training programmes for faculty and staff. These sessions aimed at improving subject knowledge, teaching methodologies, and technical skills. The training covered critical areas such as Outcome-Based Education (OBE), research paper writing, intellectual property rights, ICT-enabled teaching, mentoring, research protocols, and plagiarism. These initiatives have positively impacted teaching quality and research outputs, fostering a culture of continuous learning and innovation among the faculty.

Practice II: Coordination of Extension/Outreach Programmes and Introduction of Service Learning

In alignment with its mission of nation-building and social responsibility, the IQAC has been coordinating various extension and outreach activities through HEAL (Heartian Extended Arm for Life). These initiatives culminated in the

introduction of a mandatory 40-hour Service Learning program for every undergraduate student. This program encourages students to engage with the community, providing them with valuable real-world experiences while contributing to social development.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Sacred Heart College, Thevara, ensures continuous enhancement of its teaching-learning processes, operational structures, and learning outcomes through periodic reviews conducted by the Internal Quality Assurance Cell (IQAC). This systematic evaluation aligns with the norms set by accreditation bodies and institutional policies.

The IQAC plays a pivotal role in organizing these reviews, focusing on Outcome-Based Education (OBE), which emphasizes the achievement of specific learning outcomes by students. The teaching methodologies are regularly updated to incorporate innovative, student-centric approaches like blended learning, ICT-enabled teaching, and experiential learning. Faculty members are encouraged to participate in professional development programs that refine their pedagogical techniques and keep them abreast of the latest academic trends.

Additionally, the IQAC facilitates the collection of feedback from students, faculty, and stakeholders to identify areas of improvement. This feedback informs decisions on curriculum revisions, assessment reforms, and the introduction of new learning tools.

The institution also monitors learning outcomes through regular assessments and audits, ensuring that students meet the desired educational objectives. Based on the insights gained, necessary adjustments are made to maintain high standards of academic performance and to create an environment that fosters holistic learning.

These periodic reviews ensure that Sacred Heart College remains committed to delivering quality education while continually evolving to meet the dynamic needs of its students and society.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.shcollege.ac.in/wp-content/uploads/IQAC/Annual_Reports/IQAC-Annual-Report-2022-23.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

The college is dedicated to gender equity, aligning initiatives with UNSDG Goal 5. Annual action plans include gender-focused courses and place women in leadership roles across departments and councils.

Regular gender awareness, anti-ragging, and sexual harassment prevention campaigns reinforce these efforts, supported by 24/7 CCTV monitoring and awareness signage across campus. Female staff accompany students on field trips, ensuring security and inclusivity. The college has established Grievance Redressal and Sexual Harassment Prevention Committees for structured support, while a counselor provides counseling and gender sensitization programs. Facilities include common rooms with rest spaces, incinerators, and napkin vending machines in girls' washrooms, plus a daycare center for up to 50 children.

In 2022-23, key events included:

- Peer Inclusivity Week on inclusivity (June 2022),
- Talk on Gender Rights by Dr. Gifty Oommen (July 2022),
- Empowering Women for Tomorrow Conclave (Nov 2022),
- Cup of Life on sustainable menstrual products (Aug 2022),
- Gender Galaxy Seminar on LGBTQ+ inclusion (March 2023), and
- International Women's Day programs on "Women and Law" (March 2023).

These initiatives collectively foster a safe, inclusive, and supportive environment.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	[https://aqar.shcollege.ac.in/2022-23/category/517?711-gender-equity](#)

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the institution for the management of the following types of

degradable and non-degradable waste (within a maximum of 200 words)

Over the past decade, Sacred Heart College has made significant contributions in the field of environmental protection and sustainability, demonstrating its commitment to the moral, social, and legal responsibilities of creating a world free from waste and environmental exploitation.

In the financial year 2022-23, the College made considerable investments to enhance its waste management infrastructure. These improvements include the installation of a sewage and water treatment plant valued at ?1,620,000, and an incinerator for efficient waste disposal at a cost of ?1,316,100.

The College's comprehensive waste management policy promotes responsible practices in waste production, segregation, storage, handling, transport, and disposal. Maintaining a plastic-free campus, the College ensures a large portion of food waste is converted into renewable biogas energy via its biogas plant, which powers cooking in the canteen.

Classrooms feature separate bins—red for plastic and related materials, and green for paper—which are collected in a central waste segregation center for sorting. Canteen wastewater is managed through sedimentation pits with periodic clearing, while the School of Communications operates a dedicated wastewater treatment plant.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	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
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

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
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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	**C. Any 2 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	[View File](#)
Any other relevant information	[View File](#)

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	**A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of facilities	[View File](#)
Policy documents and brochures on the support to be provided	[View File](#)
Details of the software procured for providing assistance	[View File](#)
Any other relevant information	[View File](#)

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

Sacred Heart College is built on the values and principles of St. Kuriakose Elias Chavara, a notable social reformer who opposed untouchability and other social injustices in 18th-century Kerala. The college embraces democratic values of

cultural, regional, linguistic, and communal harmony within its foundational culture. It aims to cultivate an inclusive community by promoting secularism, moral values, and faith in God. The faculty, staff, and students come from a wide range of linguistic, regional, communal, and socio-economic backgrounds. Admissions to undergraduate and postgraduate programs are conducted in line with university and government regulations, with special reservations for SC, ST, and other backward communities, as well as seats set aside for minority, cultural, and sports quotas. The college celebrates cultural, regional, linguistic, and communal harmony, honoring these diversities by observing significant cultural and regional days. Important national occasions, such as Republic Day, Independence Day, Gandhi Jayanti, National Youth Day, National Integration Day, and Constitution Day, are observed with great importance by the three wings of NCC and NSS.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File]()

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

Sacred Heart College actively promotes awareness of constitutional obligations—values, rights, duties, and responsibilities—among students and faculty through a range of impactful initiatives and events.

Our mission statement reflects a commitment to fostering an environment where students are empowered to engage in nation-building and contribute meaningfully to the betterment of society. To embed these values, the College hosts various programs aimed at deepening constitutional awareness. At the beginning of each academic year, the Principal leads a sensitization program, underscoring the significance of constitutional duties for all citizens and the need to develop as responsible members of society.

The College utilizes diverse platforms—such as the official website, Service Learning Record, Teacher's Diary, and handbooks provided by the IQAC—to consistently reinforce constitutional principles. Furthermore, the preamble is

integrated into the common curriculum across all undergraduate courses, ensuring comprehensive understanding. Celebrations of national festivals, including Independence Day and Republic Day, are marked by flag hoisting and parades by the NCC and NSS units, inspiring a sense of patriotism and national pride within the college community.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the 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 programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

Sacred Heart College takes great care in promoting the national integrity of the nation and upholding the nationalist, democratic, and secular values envisioned in the constitution

of India. The college promotes the principle of unity in diversity and instils in the students a democratic spirit which can transcend all the religious, caste, class and regional distinctions and divisions. In order to cultivate these values in the students, the college observes national, international commemorative days, events and festivals.

Independence Day and Republic Day, the two major days in the history of India are celebrated with ceremonial flag hoisting on the campus by the principal. Gandhi Jayanti Day is celebrated in the most appropriate fashion in the college proclaiming the institution's solidarity with the message of the Father of the Nation for a clean nation. The college conducts an exclusive cleaning drive of the institution as well as the neighbouring KSRTC bus station, market, housing colony etc.

Environment Day, Ozone Day, Water Day, Forest Week, Tiger Day, Wetlands Day and Earth Day are celebrated in the most appropriate manner. International Yoga Day is celebrated annually on June 21 with the active leadership of NCC and NSS.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

BEST PRACTICE I 1. Title of the practice: Service learning 2. Objectives of the Practice: To instil a sense of social commitment in students. 3. The Context: The college considers as its mission to instil in the students the dignity of labour and caring attitude. 4. The Practice: The student groups visit old-age homes; destitute/isolation wards and child cancer wards of hospitals periodically, weekly cleaning drives of public places, beautifying vacant lots and creating awareness among the public about cleanliness. 5. Evidence of success: The

participants can empathise with the aged and the suffering. 6. Problems Encountered & Resources Required: The students as well as the public were sceptical initially. BEST PRACTICE 2 1. Title of the Practice: SHARE and Research Incubation 2. Objectives of the Practice: Coordinate the research promotion activities. 3. The Context: The college decided to create a forum for the promotion of research. 4. The Practice: Organises a science congress every year. 5. Evidence of Success : Successful in ensuring the quality of research of the Ph.D. scholars. 6. Problems Encountered and Resources Required: Paucity of time. 7. Notes: Plagiarism checking is often a thorny task

File Description	Documents
Best practices in the Institutional website	https://www.shcollege.ac.in/iqac/?display=best-practices
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Sustainable Living: Promoting a Sustainable Lifestyle

Over the last decade, the college has systematically engaged students to inculcate its environmental policy into their lifestyle. The college has stressed both curricular and co-curricular activities as part of achieving this goal.

The Department of Environmental Studies was established in 2016 in response to the increasing demand for specialists in Environmental Science. Prior to the launch of theMaster's program, the college introduced a mandatory add-on course in Environmental Studies for all undergraduate students in 2017-18, making it the first of its kind in the country.

Mithradham, a unique research center located in Aluva, is an extension center of the college which demonstrates sustainability in practice through wind and solar energy generation. In 2005, the college forayed into solar power generation with two on-grid solar units with a capacity of 33 KW, generating approximately 140 units per day. Currently, the

college produces 155 KW of solar power, becoming one of the
first in Kerala to achieve 100% solar energy.

To raise awareness among students about the importance of
biodiversity, the college has established one more extension
center in the nearby village of Arayankavu.

File Description	Documents
Appropriate link in the institutional website	https://www.shcollege.ac.in/iqac/?display=distinctiveness
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action for 2023-'24

Sacred Heart College is dedicated to fostering an inclusive and
progressive academic environment. The focus for the year
2023-24 is on strengthening institutional growth, advancing
inclusivity, and enhancing the quality of education and
administration. The key goals for the academic year are as
follows:

1. Final submission and follow-up on NAAC Accreditation
    process
2. Expansion of research initiatives through increased
    funding and support
3. Organization of inclusive professional training
    programmes, both online and offline
4. Strategic initiatives to further improve NIRF rankings
5. Advanced implementation of OBE attainment via SHARMS
    application
6. Introduction of inclusive, skill-based, value-added
    courses (aligned with NEP 2020)
7. Conduct of Academic and Administrative Audits with a
    focus on inclusivity
8. Attracting and supporting a diverse foreign student
    population