

PLANNING, REVIEW AND EVALUATION COMMITTEE

Minutes of the Planning, Review and Evaluation meeting held on 3rd january, 2023

Sl. No.	Names	Designation
1	Dr. Sr. S. Sahayaselvi	Principal
2	Dr. Sr. M. Mary Hilda	Secretary
3	Dr. Sr. Leema Rose	Vice Principal 1
4.	Dr. P. Sathya	Vice Principal 2
5.	Dr. J. Vinoliya Josephine Mary	Controller of Examinations
5.	Dr. H. Jimsy Asha	IQAC Director
6	Dr. Jeni Chandar Padua	Dean of Science
7	Dr. S. Mary Mettilda Bai	Dean of Research
8	Ms. A. Judes Jalaja	Dean of Student affairs
9	Dr. V. Antony Prakash Babila	Dean of Extension
10	Dr. R. Abilasha	Dean of External affairs
11	Dr. F. Brisca Renuga	Senior Faculty
12	Dr. S.J. Jenepha Mary	Coordinator of RUN
13	Dr. Panimaya Mercy	Coordinator of UBA
14	Ms. P.T. Anbu Hannah Dora	Coordinator of Clubs and Committees
15	Dr. V. Sujin Flower	Coordinator of Placement and Career Guidance Cell
16	Dr. Sheeba Daniel	IIC Convenor
17	Dr. J. Christy Celine Mary	Physical Education Directress
18	Mr. M. Wilson	Non-teaching staff representative
19	Ms. Ridhi F. Dayal	Student Representative

The members of the Planning and Evaluation Committee came together for a meeting on 6th January, 2023. The meeting commenced at 2.30 p.m. with a short prayer.

The chair person welcomed the members. Dr. Sr. Leema Rose, the Vice Principal read the minutes of the previous meeting and it was approved by the members.

Dr. Sr. Sahayaselvi, the Principal presented the report of the action taken on the recommendations of the previous meeting.

S. No.	Recommendations	Action taken
1.	To set up a restaurant hut and renovate the canteen	Two restaurant huts have been constructed and the canteen has been renovated. Rotary Club of Nagercoil sponsored Rs. 2, 30, 000 for the same
2.	To equip Golden Jubilee hall with audio facilities	Two fans have been purchased for Rs. 6,38, 000, audio system has been purchased for Rs. 20,50,000 and 1000 chairs have purchased for Rs. 6,50,000
3.	To renovate the existing notice board	The notice board has been renovated to use both front and back. Amount spent Rs. 1, 86, 000
4.	To devise a model for this academic year to focus more on quality education	The Crossian model has been devised with a focus on commitment with compassion
5.	To formulate a theme for the academic year and work for the same throughout the year	The theme for the academic year is Initiate, Innovate and Collaborate. All the activities of the college will revolve around this theme
6.	To decentralize the Administration for effective functioning	The Administrative team has been decentralised and the following members were appointed: Dr. P. Sathya as the Vice Principal 2, Dr. S. Regi as the Assistant Controller of Examiantions, Dr. Antony Prakash Babila as the Dean of Extension, Dr. R. Abilasha as the Dean of External Affairs and Dr. Mary Metilda Bai as Dean of Research
7.	To showcase the activities of the college through social media	Social media accounts in Twitter, LinkedIn and Facebook were created and the activities of the college are posted regularly. YouTube channels – one in Tamil and another in English were created to showcase the activities of the institution. The teachers are asked to

		maintain accounts in Twitter, LinkedIn and Instagram.
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8.	To establish Crossian Human Resource Development Centre (CHRDC)	CHRDC is established to provide trainings, opportunities for the staff for constant self and professional development.
9.	To apply for one NSS unit for Self Financing streams and NCC for Aided stream	NSS unit for Self financing stream is started 01.10.2022 and for NCC, the permission is obtained from JD office, Tirunelveli.
10.	To sign MoUs with other HEIs	23 MoUs have been signed with various HEIs in Tamil Nadu, Karnataka, Assam and Jharkhand.
11.	To redesign the college logo for better visibility	The existing logo has been redesigned to enhance better visibility and clarity
12.	To enhance media centre with well-equipped audio and video facilities	The media centre is shifted to St. Joseph's Block with well-equipped audio and video facilities.
13.	To give an honorarium of 1% towards IIC and entrepreneurship related activities and 0.25% for publication on the total income of the college to the contributors	IIC has been given Rs. 4, 44, 652 as seed money, innovation and entrepreneurship and Rs. 1, 09, 000 for the promotion of research publications
14.	To mobilize money to nurture the poor students	A <i>Crossian Amudha Surabi</i> is created to collect funds from all stakeholders and start this project in January 2023
15.	To provide RFID to all the staff and students	RFID has been given to all the staff and students
16.	To increase the bandwidth for better Wi-Fi connectivity	From 80 mpbs to 150 mpbs connection is obtained from BSNL. Amount spent Rs. 7, 00, 000
17.	To enhance the admission and to attract more students	Calendars have been issued to all the staff and students so as to ensure better visibility of the institution
18.	To enhance the research network of the faculty	The faculty enrolled themselves in Vidwan portal and IRINS

Recommendations:

1. To construct an arch in the entrance
2. To enroll the institution for Academic Bank of Credits (ABC) and Naan Mudhalvan Scheme

3. To revise the curriculum as per the National Higher Education Qualification Framework (NHEQF)
4. To introduce new courses such as B.Sc Fashion Design and M. Sc Computer Science in the next academic year (2023 – 24).
5. To prepare the timetable as per faculty, programme and room allotment and upload it in the website
6. To improve the pedagogy and activity based teaching among the faculty
7. To number the rooms due to additions
8. To shift the COE office to Cecile Hall and renovate the same
9. To renovate the Vice Principal's office
10. To purchase chairs for the Golden Jubilee hall
11. To set up the Conference hall
12. To shift the departments of English (SF), Commerce (SFII), Tamil (SF), and Computer Science.
13. To apply for a NCC unit for the Aided stream
14. To give training for the students based on their interests such as placement, entrepreneurship, higher studies, competitive examination and home management
15. To select a theme for the next academic year 2023 – 24
16. To enhance publications in premier journals among faculty and students
17. To construct new classrooms for the new courses to be offered in the next academic year and purchase equipments for the same.
18. To renovate the driver's resting room.

Minutes of the Planning and Evaluation meeting held on 5th August, 2023.

Planning, Review and Evaluation Committee

1	Dr. Sr. S. Sahayaselvi	Principal	Signature
2	Dr. Sr. M. Mary Hilda	Secretary	
3	Dr. Sr. Leema Rose	Vice Principal 1	
4.	Dr. P. Sathya	Vice Principal 2	
5.	Dr. J. Vinoliya Josephine Mary	Controller of Examinations	
6.	Dr. H. Jimsy Asha	IQAC Director	
7.	Dr. Virgin Nithya Veena	Dean of Academic Affairs	
8.	Dr. S. Mary Mettilda Bai	Dean of Research	
9.	Dr. Mabel Edel Queen	Dean of Student affairs	
10.	Dr. V. Antony Prakash Babila	Dean of Extension	
11.	Dr. R. Abilasha	Dean of External affairs	
12.	Dr. Jeni Chandar Padua	Dean of Entrepreneurial Development	
13.	Ms. P.T. Anbu Hannah Dora	Senior Faculty	
14.	Dr. S.J. Jenepha Mary	Coordinator of RUN	
15.	Dr. Panimaya Mercy	Coordinator of UBA	
16.	Dr. V. Sujin Flower	Coordinator of Placement and Career Guidance Cell	
17.	Dr. Sheeba Daniel	IIC Convenor	
18.	Dr. J. Christy Celine Mary	Physical Education Directress	
19.	Mr. M. Johnson Paulraj	Non-teaching staff representative	
20	Ms. F. Shimarna	Student Representative	

The members of the Planning and Evaluation Committee came together for a meeting on 5th August, 2023. The meeting commenced at 2.00 p.m. with a short prayer.

The chairperson welcomed the members. Dr. Sr. Leema Rose, the Vice Principal read the minutes of the previous meeting and it was approved by the members.

Dr. Sr. Sahayaselvi, the Principal presented the report of the action taken on the recommendations of the previous meeting.

S. No.	Recommendations	Action taken
1.	To construct an arch in the entrance	It is completed and amount spend for this arch is Rs. 14,13,744/-
2.	To enroll the institution for Academic Bank of Credits (ABC) and Naan Mudhalvan Scheme	The college has been registered under the ABC and Naan Mudhalvan Scheme successfully
3.	To revise the curriculum as per the National Higher Education Qualification Framework (NHEQF)	The curriculum is revised as per TANSCH and LOCF
4.	To introduce new courses such as B.Sc Fashion Design and M. Sc Computer Science in the next academic year (2023 – 24).	The courses are introduced in the academic year 2023 - 24
5.	To prepare the timetable as per faculty, programme and room allotment and upload it in the website	The timetable is uploaded in the website
6.	To improve the pedagogy and activity based teaching among the faculty	Faculty are instructed to do activity based teaching and the same is monitored through the log book by the respective HoD's and the Principal
7.	To number the rooms due to additions	All the rooms are numbered
8.	To shift the COE office to Cecile Hall and renovate the same	The Controller's section has been shifted to Cecile Hall
9.	To renovate the Vice Principal's office	The Vice Principal's rooms are renovated.
10.	To purchase chairs for the Golden Jubilee hall	Thousand chairs are purchased for the Golden Jubilee hall. Amount spent Rs. 6,50,000/-
11.	To set up the Conference hall	The construction is in progress. The amount spent is Rs. 11,50,000/-

12.	To shift the departments of English (SF), Commerce (SFII), Tamil (SF), and Computer Science.	The departments are shifted to the respective places.
13.	To apply for a NCC unit for the Aided stream	Permission has been obtained for NCC army and awaiting for NCC Navy.
14.	To give training for the students based on their interests such as placement, entrepreneurship, higher studies, competitive examination and home management	The students are divided based on their aptitude and interest during academic year 2023 - 2024 and programmes/trainings have been organized time to time
15.	To select a theme for the next academic year 2023 – 24	The theme for the academic year 2023 – 24 is Out come based education, Industry 4.0 and Patent and Publication
16.	To enhance publications in premier journals among faculty and students	63 research papers are published in premier journals
17.	To construct new classrooms for the new courses to be offered in the next academic year and purchase equipments for the same.	The new class room is constructed for Fashion design and costume and the equipments are purchased for Rs. 7,66,999/-
18.	To renovate the driver's resting room	The drivers resting rooms are constructed for Rs. 5,52,671/-