

PLANNING, REVIEW AND EVALUATION COMMITTEE

Minutes of the Planning, Review and Evaluation meeting held on 21st February, 2025

1	Name	Designation
1	Dr. Sr. S. Sahayaselvi	Principal
2	Dr. Sr. M. Mary Hilda	Secretary
3	Dr. Sr. K. Francy	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. V. 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. Selva Mary Gokila S. George	Dean of Student affairs
11.	Dr. V. Antony Prakash Babila	Dean of Extension
12.	Dr. R. Abilasha	Dean of External affairs
13.	Dr. Jeni Chandar Padua	Dean of Entrepreneurial Development
14.	Ms. P.T. Anbu Hannah Dora	Senior Faculty
15.	Dr. S.J. Jenepha Mary	Coordinator of RUN
16.	Dr. S. Panimaya Mercy	Coordinator of UBA
17.	Dr. V. Sujin Flower	Coordinator of Placement and Career Guidance Cell
18.	Dr. Sheeba Daniel	IIC Convenor
19.	Dr. J. Christy Celine Mary	Physical Education Directress
20	Mr. J. Jeevakarunyam	Non-teaching staff representative
21	Ms. Sandra	Student Representative

The members of the Planning and Evaluation Committee came together for a meeting on 21st February, 2025. The meeting commenced at 11.30 p.m. with a short prayer. The chairperson welcomed the members. Dr. P. Sathya, 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.

Recommendations	Action taken
Principal	
To prepare Institution Development Plans for 15 years	The Institution Development Plans for 15 years have been prepared and published in a book format as well as in the website.
To put up floor map in all the blocks	The floor map has been put up in all the blocks
To prepare the academic Calander plan and Academic schedule for 2024-2025	The academic planner and calendar have been prepared and shared with the stakeholders
To design the theme for the academic year 2024 – 2025	The theme for the academic year 2024 – 2025 is “Networking, Research Grants and Skill Enhancement (NRS)
To give 1% towards HCIIC for entrepreneurial related activities and 0.25 percent for research activities	Rs. 2,63,000 has been transferred to HCIIC account and Rs. 66, 000 has been spent on research account.
To provide a score card to measure 360-degree performance of the faculty	Crossian Faculty Development (CFD) is prepared the score card and distributed the faculty to assess 360-degree performance and productivity.
To prepare the flex boards in necessary locations in view of the NAAC	Flex boards have been put up in required locations
To create a separate e-mail id for grievance and intimate the same through posters	grievance@holycrossnsl.edu.in has been created and circulated among the students through which they raise complaints, if any
To construct a green pyramid garden	A green pyramid garden has been constructed, costs up to Rs. 1,50,000/-
To construct the green guest house	Green guest house has been constructed with the interior decoration, amounting to Rs. 54,89,593/-
To have a department faculty Review Forum	The department review forum was organized in the month of June. The Secretary and the Principal met all the faculty members department wise to discuss the prospects and expectations of each faculty
To elevate the greenery effects of the college and to name every garden as butterfly, rock, medicine, etc.	Every garden has been named as rock, star, medicine, Herbal
To set up sensor-based water tap by the students of Physics department	Sensor – based water taps designed by the students from the Department of Physics are set near the Green paradise

To organize the student council election through ERP by the students of Computer Science	The students from the department of Computer Science developed a software and the elections are conducted through ERP
To construct a fountain in front of the administrative block	A fountain has been constructed in front of the administrative block with the help of the sponsor (Er. Augustin)
To name each block as A, B, C, D, E, F	The blocks are named as A, B, C, D, E and F respectively
To create a separate computer lab for the departments of Artificial Intelligence and Computer Science	Separate computer labs for the departments of Artificial Intelligence and PG Computer Science are established.
To purchase of separate server for Controller's Section	Separate server has been purchased for Controller's section and it is placed in the server room.
To apply projects in Spain, Curie, DST and other funding agencies	Projects have been applied for Curie and DST which was rejected. Results are waiting for Spain project, from Indian Rare Earth Ltd we received 13 computers, 2 Colour printers are received from Bank of Baroda
To whitewash the administrative block and library	The administrative block and library were painted.
To purchase 3 white boards and paint the black boards	Three white boards and blackboards are purchased
To put flavour block near the toilets	Flavour blocks are put up near the toilets
Vice Principal	
To set up digital scanners in the college entrance to check on the entry and exit of the students and also to check the late comers	Digital scanners are set up in the college front gate and the Vice Principals are notified with the list of late comers through the ERP portal
To award the department which has less late comers at the end of each semester	The respective departments will be awarded at the end of the academic year
To restrict the usage of mobile phones by monitoring through student volunteers	Mobile checking is done time to time with the help of the Student Council
Examination Wing	
To upload all the Semester grades of 2021 - 2024 batch before December 2024 in NADU	ABC/APAAR id has been created for all the students. April 2024 data has been uploaded in the NAD portal.

To organize a seminar on “OBE - Challenges and Future directions” for faculty members in September	Workshop on “Global Perspective on OBE: Lessons Learnt and Future Directions” was organized on 19/09/2024
To organize an orientation programme to the faculty on assessment and OBE attainment	Orientation on OBE assessment and attainment was organized on 12/12/2024 and 27/12 /2024.
IQAC	
To organize an orientation to the Junior faculty on Professional Ethics in September 2024	Completed during the scheduled dates (23-09-2024 to 28-09-2024)
To organise a Faculty Development Programme on AI tools September 2024	Organised a one-day workshop on 28-09-2024
To submit the SSR before 15th September, 2024	Submitted on the scheduled date
To implement a centre for Indian Knowledge System in January 2025	Will be implemented before April 2025
To conduct mock visits in view of NAAC accreditation in November 2024	Two mock visits were conducted in the months of December and January
Deans of the Academic Affairs	
To monitor the Certificate Courses and Generic Value-added Courses from 18th to 23rd November, 2024	The Certificate Courses and Generic Value-added Courses were successfully completed from 18 th to 23 rd November, 2024
To coordinate the Board of Studies for all the departments in January	Rescheduled to March in view of NAAC visit
To organize two Curriculum Steering Committee Meetings each semester	Curriculum Steering Committee Meetings have been organised on 06.08.2024, 09.10.2024
To monitor the SWAYAM-NPTEL Courses	College is recognised as Aspirant College and holds 416th place among 1442 active colleges Two faculty members have been recognised as Mentors and SPOC as Aspirant Mentor Motivated Learner and Topper recognition for Ridhi, II MA English. She has been approved by IIT Madras as eligible for Internship with stipend
To organize the Academic Council in April	The Academic Council will be organized in April

To consolidate the feedback on Curriculum and Action Taken in the month of April	The curriculum feedback will be consolidated in the month of April
Crossian Centre for Research & Development	
To release CCRD Newsletter 2023-2024 in the month of July 2024.	‘Crossian Centre for Research & Development Newsletter 2023-2024’ was released on 12.07.2024 during the Investiture Ceremony by the Chief guest.
To organize a Conference with paper presentation & paper publication in the proceedings with ISBN in the month of July 2024.	Two Day International Conference on ‘Integrating Pedagogies and Multidisciplinary Research for Successful Research Grant’ was held on 25.07.2024 & 26.07.2024 with paper presentation & paper publication (80) in the proceedings with ISBN: 978-81-971463-1-2
To convene the Research Advisory Committee meeting, Research Ethics Committee meeting and Crossian Scholars Forum in the month of August 2024.	Convened Research Advisory Committee meetings on 9.8.2024, 3.9.2024, 01.10.2024 & 19.11.2024 Research Ethics Committee meeting was organized on 07.08.2024, 24.09.2024 and Crossian Scholars Forum on 22.08.2024
To release the <i>Crossian Resonance</i> June 2024 issue in the month of September 2024.	Released the June 2024 issue (Vol 15, No 1) of “ <i>Crossian Resonance</i> ”, on 28.09.2024 in the State Level Workshop on “Harnessing AI Tools for Innovative Assessment Design” by Dr. A. Vimal Jerald, the resource person.
To organise a Hands on Training on writing proposals for research grants in the month of October 2024	Organized an Online Training Programme on “Effective Research Grant Proposal Writing” on 15.10.2024 from 10 am to 12 Noon at St. Joseph’s Hall to the faculty members of Commerce, Economics, History and Social Work Organised a State Level “Hands-on Training: Drafting Research Grants Proposal” on 23.10.2024, from 10 AM to 12.30 PM at St. Joseph’s Hall for the faculty members of the department of Mathematics, Computer Science and Artificial Intelligence & Data science.
To monitor Institutional seed money projects - Crossian Research Seed Money Scheme for faculty members and Scholars throughout the academic year	Collected the Progress reports from CRSMSP 2023-’24 batch Investigators of faculty & Scholars and the IInd instalment is disbursed. Called for, Collected, Selected the proposals for CRSMSP 2024-2025 Scholars and disbursed the I instalment. Called for the proposals for CRSMSP 2024-2025 faculty

To ensure the publication of a minimum of 10 research articles in SCI/ SSCI journals, 30 in Scopus/ Web of Science indexed journals, 30 in UGC care 1 journals and 30 in other journals with ISSN.	SCI /SSCI journals - 38 Scopus - 24 Web of Science - 13 UGC care 1 journals - 17 Crossian Resonance - 76 Other ISSN Journals - 23 Total - 191
Dean of External Affairs & MoU Nodal Officer	
To sign two MoUs with foreign institutions/ organizations during the month of August and October respectively	Signed an MoU with Government based National Institute of Social Development, Sri Lanka, Tunku Abdul Rahman University of Management and Technology (TAR UMT) Malaysia and Lincoln University College - Kota Bharu, Malaysia
To sign an MoU with an NGO in the month of September	Two MoUs have been signed with NGOs in the months of July & August 1.Maiyam Kalai Kuzhu, Chennai (09.09.2024) 2. Consumer Research Education Action Training Empowerment. (CREATE TRUST) Madurai (20.08.2024)
To sign two industry based MOUs in November	Three MoUs have been signed with Industries 1. Dream Tech Training and Services, Delhi (01.07.2024) 2. Geospatial Campus, Nagercoil (25.07. 2024) 3. Masivan Pathipagam, Vizhupuram (06.10.2024) Two more MoUs have been signed with St. Xavier's Catholic College of Nursing & Regional Coordinating Institute , Gandhigram
Dean of Student Affairs	
To release the e-copy of the <i>Yuvathi</i> magazine on the college website in July.	The e-copy of the students' Yuvathi magazine was successfully released on the college website on 27.08.2024.
To organize Teachers' Day in the month of September	Teachers' Day was celebrated on 05.09.2024.
To organize a Quality Circle meeting in September	Quality Circle Meeting was successfully held on 04.09.2024.
To foster a culture of English on campus	Golden Mike was conducted on 22.08.2024.

Dean of Extension Services	
- To organize an awareness talk on 'Consumer Protection Acts' (Consumer Club) - To organize a training on 'Disaster Management Training' in July (YRC)	The event was organised on 16.07.2024. The training on Disaster Management was conducted on 16.07.2024
To organize a Demonstration session on 'Vermicomposting and Pit making' in Thollavilai village in August (Eco club)	A demonstration on Vermicomposting and pit making was conducted in Thollavilai Village on 24.09.2024
To pay a visit to the District court, Nagercoil in August (Consumer Club)	The visit to the District Court , Nagercoil will be organized in the month of March due to obtaining delay in permission
To organization a 'Blood Donation Camp' in August (YRC & NCC)	A Blood Donation camp was organized on 13.08.2024. 35 units of blood donated to Govt. hospital, Aasaripallam.
To organize a Camp to assess the 'Body Mass Index' for the first year students in September (Health and Hygiene Committee)	Body Mass Index Camp organised for first-year undergraduate students on October 16, 2024, by the Department of Physical Education.
To conduct an awareness rally on 'Wearing Helmet' in September (Legal Literacy Club)	Orientation on Road Safety and Vehicle Act was conducted on 27-08-2024
To organize a 'Plastic Awareness and Cleaning programme' in Thollavilai village in September (Eco club)	A demonstration on terrace gardening was conducted in Karthigaivadali village on 16.07.2024
To organize awareness programmes on 'Terrace Garden' 'Kitchen Garden' and demonstration session on 'Vermicomposting and Pit Making' in Melasoorankudy Village in October (Eco club)	The demonstration on terrace gardening, vermicomposting and pit making were conducted in Kurusady village instead of Melasoorankudy village on 14.10.2024
Dean of Entrepreneurship Development	
To give an orientation to first year UG and PG students on goal setting and classify them	An orientation session for I UG and I PG students was conducted in July 2024, followed by the circulation of Google Forms to categorize them into five groups.
To train and mentor the students by conducting 2 business mentoring meets	Two Business Mentoring sessions were conducted—one in September 2024 and the other in January 2025.

To sign 2 MoUs - with the Chamber of Indian industries and DIFST, Midalam.	MoUs were signed with CII in June 2024 and with DIFST in July 2024.
To conduct 4 campus bazaars during the year	Three Campus Bazaars have been conducted during the academic year 2024-2025 - (on July 30, 2024, September 10, 2024)
To organise two food festivals during the odd semester.	Two food festivals were organized - one on Sports Day (August 29) and the other on Fine Arts Day (August 22 and 23, 2024)
To create 50 entrepreneurs during the academic year 2024-2025.	A total of 52 entrepreneurs have been identified and officially registered under the DoE for the 2024-2025 fiscal year.
To establish a centralized sales hub for student-produced goods	The Sales Hub was set up near the Book-Nook but could not progress due to irregular operating hours.
To conduct two Skill Development Programmes for young women between the age group of 18 and 23	A skill development programme “DHEERA-2024” was organized on September 9, 2024, training 152 young women. Another programme will be organized in February
Crossian Centre for Faculty Development	
To organize a competition for higher secondary students in September	The competition was not conducted as the permission was denied from the DEO.
To promote the value of gratitude by offering greeting to the alma mater in September	The students greeted their teachers at school on teachers’ day
To organize a two day hands-on training on the effective use of AI for teaching faculty in September	Instead of two – days hands – on training, a one –week online FDP on “Empowering Educators: Innovative Approaches for Excellence in Teaching” was organized between 23 – 28, September, 2024
To organize a programme on Time Management and Goal Setting for the students in October	The Dean of Student Affairs will organize the programme
Parent-Teacher Association	
To organize PTA Executive Meeting on 19.08.2024	The PTA Executive meetings were organized on 11.09.2024 and 12.10.2024.
To conduct General PTA Meeting for UG and PG Students during 21-10- 2024	The General PTA meeting for UG and PG students will be organized in December.

Placement Cell	
To develop problem-solving skills, offer aptitude and logical reasoning training from October to December.	The training programme will be organized in February
To enhance soft skills by conducting training programs on communication skills, teamwork and presentation skills from October to December.	As part of skill development initiatives, the following programs were organized: a workshop on 'Python for Beginners – A Skill Initiative' on July 18, 2024; a session on 'Mathematics and Data Science in Industry' on September 4, 2025; and the 'Streamlining Operations with SAP' programme on September 30, 2024.
To conduct the Accenture On-Campus Recruitment Drive in September	The Accenture On-Campus Recruitment Drive was successfully conducted on September 11, 2024. A total of 83 students participated, and 18 of them were selected for employment at Accenture.
To arrange interview skills workshops, including mock interviews and feedback sessions in November	A mock interview and mock group discussion were conducted on December 12, 2024.
To conduct resume writing workshops to guide students on creating effective resumes tailored to different industries in December	A training programme on 'Professional Resume Building' was conducted on September 20, 2024.
To invite industry experts for guest lecture on current trends, job opportunities and career paths in December.	Guest lectures by industry experts were conducted as part of career development initiatives. Sessions were held on July 3, 2024, and July 10, 2024, covering topics related to skill enhancement, job opportunities, and career growth.
Reaching the Unreached Neighbourhood (RUN)	
To sign more than five MOUs with GO's and NGO's	2 MoU's were signed with PROVISION in the month of August
To accomplish the environmental related activities NGO's Provision and Gold King charitable Trust were selected	Environmental related activities were carried through PROVISION
To carry out the extension activities from the month of August to April	Extension activities were carried out from the month of August to April
To select schools for the transformation of quality education	- RC Convent, Punnai Nagar - Kurusady school Students - CMS boy's home was selected

	• Tribal welfare school in Pechiparai • Govt. Middle School, Thamathukonam
• To focus on the following sustainable development goals ○ Quality Education ○ Gender equality ○ Good Health and well being ○ Clean water and sanitation ○ Life on land ○ Climate action ○ Affordable and clean energy	Quality education (SDG4) was given to the following school students • RC Convent, Punnai Nagar • Kurusady school Students • CMS boy's home were selected • Tribal welfare school in Pechiparai • Govt. Middle School, Thamathukonam • Department of Physics, History and Economics visited the tribal welfare school in Pechiparai and activities based on SDG 3, 4 and 5 were given
UBA	
August • To organize a blood group identification camp (Health Camp) - Annai Nagar	The blood group identification camp (Health Camp) at Kurunchalianvilai, Pallam Panchayat on 15th August, 2024. Also participated in the Gram Sabha meeting held at same venue on same date
September • To organize a Roadside Plantation in Pozhikkarai • To paint the wall on the importance of Child health in Annai Nagar • To organize a campaigning on wastewater management in Pozhikkarai	• Successfully completed roadside plantation on 21st September, 2024 • Completed the wall painting programme on 21st September, 2024 • Instead of waste water management campaign, participated in the Cleanliness awareness rally and tree plantation programme organised by Pallam Panchayat on 21st September, 2024 at Chothavilai Beach
October • To establish a Tailoring Center in Annai Nagar in the month of October • To organize a training programme on the setting up and maintenance of Terrace Garden in Annai Nagar • To organize an orientation to effectively use water in Pozhikkarai	• On 2nd October, 2024, participated in the Gram Sabha meeting held at Naina Puthoor, Pallamthurai Panchayat. • Terrace gardening programme was done on 19th October, 2024 • Orientation on 'Water resource mnagement' programme was held on 19th October, 2024 • On 19th October, 2024, "Solid Waste Management" programme was organised in Manakudy • Tailoring centre was established on 2nd November, 2024

Institution's Innovation Council	
To provide mentoring support and guidance for student innovators and entrepreneurs by collaborating and networking with industries and institutions	Organized one mentoring event for student innovators and entrepreneurs - Mentoring event: Poster Presentation of Ideas/PoC on 27-09-2024
To provide assistance and financial support for drafting and filing of 8 patents	Provided assistance to submit 10 inventions for patent drafting and filing. (In process)

RECOMMENDATIONS

Principal

- To advertise in all social media about the admission for the academic year 2025 to 2026
- To motivate both PG and Ph.D. scholars to write NET examination.
- To have more focus towards competitive examination
- To write Projects for both Government and non-government organisation
- To apply for Indian ranks like India today, Education world and any other awards
- To get minority certificate from Tamil Nadu government
- To visit at least one foreign country in view of Collaboration
- To bring more companies for placement.
- To organise College day on 28th March on a grand Scale.
- To organise the convocation day for the batch 2023-2024 and 2024-2025

Vice Principal

- To give the award to the PBOT award for the department with less number of latecomers
- To organize a Signature campaign against the use of drugs
- To organize a Hand printing campaign against the use of drugs
- To organize a selfie competition against the use of drugs

Examination Wing

- To organize a one day National level Seminar on psychomotor domain testing- Assessment of motor skill
- To organize an orientation to Faculty and Students on Question Bank, Internal component mark calculation and OBE.
- Preparation of question bank -Online repository of question as per OBE pattern.

Dean of Academic Affairs

- To organize two Curriculum Steering Committee Meetings in February
- To conduct Faculty Development Programme on IKS for staff during March.
- To collect curriculum feedback from the stakeholders through online mode
- To give Add-on Certificate courses.
- To offer more technology based Generic Value Added Courses

IQAC

- To conduct Capacity Building Programme for Non-teaching Staff
- To Implement the IKS Centre
- To release the biannual newsletter.
- Conduct & Analysis of Academic and Administrative Audit

Dean of Entrepreneurship

- To organize a stall in January
- To conduct a Skill Development Programme in February
- To release a newsletter for the Deanery of Entrepreneurship
- To recommend extra credits for the founders and co-founders who are completing their UG & PG studies this year.
- To honour the 52 startsteps of the current academic year with certificates.
- To register the majority of the 52 startsteps under MSME.
- To provide seed funding to a few deserving students.

Placement Cell

- To establish industry collaborations by signing MoUs with Srishti Innovative Technologies in Technopark, Thiruvananthapuram, in February, focusing on training and placement opportunities.
- To invite HR professionals for career guidance sessions to provide second-year students with insights into resume building, interview skills, and industry expectations.
- To conduct five campus interviews for final-year students in March.

PTA

- The PTA Executive meeting will be organized in February.
- The General PTA meeting for UG and PG students will be organized in December.
- The PTA orientation programmes on the NAAC visit will be organized in December.

Dean of Student Affairs

- To organise the NAAC Cultural Programme to highlight students' creativity
- To organize Student Forum in the month of January
- To conduct a special All-India Radio Programme in February
- The Prize Distribution Ceremony for Fine Arts will be held in the month of February.
- Graduation Day will be held in February.
- The College Annual Day is scheduled for March.
- The Student Council Election will be conducted through the ERP system in March.
- The Valedictory Function to commemorate the achievements of the graduating students will take place in the month of March
- To introduce SPIC MACOY (Indian classical arts and culture) in January 2025

Dean of External Affairs

- Two MoUs are to be signed with Foreign Universities in the month of March and April focusing on exchange of staff and students.
- Two more MoUs are to be signed with industries in the month of April focusing on placement, training and skill development.

Dean of Extension Service

- February - Eco Club will organize the Shuttle Free Day
Consumer Club will organize an invited talk on 'Adulteration Awareness Programme'
NSS (Aided & S.F) will organize Camp
- March - Women's Cell will organize the 'International Women's Day' celebration on March 8, 2025
YRC has planned to observe 'World Earth day'
AICUF will organize an awareness programme on 'Street play on Dowry System'
- April - Consumer club will organize a Court visit, Nagercoil.

UBA

- To conduct a MOOC on Community Engagement
- To sign MOU with SIRDPR

Institution's Innovation Council

- To submit 10 inventions for patent drafting in the month of December.
- To organize a mentoring event on Innovation and prototype in the month of January.
- To provide assistance for drafting 5 more patents in the month of February.
- To conduct an orientation session on Technology Transfer and Commercialization in the month of March.
- To file 15 patents in the month of March.
- To organize a mentoring event for faculty and student innovators: Transforming Designs into Utility Patent for Commercialization in the month of April.
- To upload 50 innovative ideas/prototypes/business plans in YUKTI portal in the month of April.

Crossian Centre for Research & Development

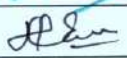
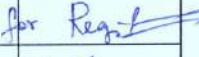
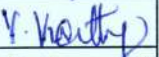
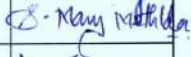
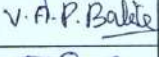
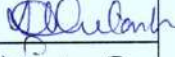
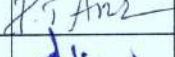
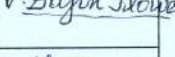
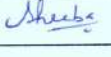
- To monitor the Institutional seed money projects (Crossian Research Seed Money Scheme Projects - CRSMSPs).
- To release the December 2024 issue of the Crossian Resonance.
- To organize a collaborative Research colloquium/ Workshop/ Hands-on Training to Research Scholars.
- To complete the Criterion III research oriented files for the academic year 2024-2025.
- To update the research database on the college website.
- To call for papers for the June 2025 issue of the Crossian Resonance.
- Distribution of Endowment Prizes, Best Contributor (Research) Award and Incentives for 2024.

Reaching the Unreached Neighbourhood (RUN) Programme

- To sign more than five MOUs with GO's and NGO's.
- To accomplish the environmental related activities through NGO.
- To carry out the extension activities from the month of August to April.
- To select schools for the transformation of quality education.
- To focus on the following sustainable development goals: Quality Education, Gender equality, Good Health and well being, Clean water and sanitation, Life on land, Life below, water, Climate action, Affordable and clean energy.

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

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Minutes of the Planning, Review and Evaluation meeting held on 21st July, 2025

Members of the Planning, Review and Evaluation Committee 2025-2026

S.No	Name	Designation
1	Dr. Sr. S. Sahayaselvi	Principal & Chairperson
2	Dr. Sr. K. Francy	Vice Principal 1
3	Dr. S. Mary Mettilda Bai	Vice Principal 2
4	Dr. A. Anami Augustus Arul	Controller of Examinations
5	Dr. X. Venci Candida	IQAC Director
6	Dr. M. Priya Dharshini	Dean of Academic Affairs
7	Dr. V. Virgin Nithya Veena	Dean of Online Education
8	Dr. C. Nirmala Louis	Dean of Research
9	Dr. T. Sheeba Helen	Dean of Student affairs
10	Dr. M. Anitha Malbi	Dean of International Affairs
11	Dr. V. Pradeepa	Dean of Extension
12	Dr. K. Jeya Daisy	Dean of External affairs
13	Dr. Jeni Chandar Padua	Dean of Entrepreneurial Development
14	Dr. Sheeba Daniel	Convenor of IIC
15	Dr. S. Ajith Sinthuja	Coordinator of Crossian Centre for Faculty Development
16	Dr. S. Sujitha	Coordinator of Placement and Career Guidance Cell
17	Ms. A.R. Jemi	Coordinator of RUN
18	Dr. S. Panimaya Mercy	Coordinator of UBA
19	Dr. S. Thenmozhi	Coordinator of PTA
20	Dr. S.J. Jenepha Mary	Coordinator of Alumnae Association
21	Dr. J. Christy Celine Mary	Physical Education Directress
22	Dr. V. Jeya Kala	Librarian
23	Ms. S. Mary Jose Babila	Non-teaching staff representative
24	Ms. A. Joe Nituna	Student Representative

The members of the Planning, Review and Evaluation Committee convened for a meeting on 21st July 2025. The session began at 2 p.m. with a prayer led by Dr. Sr. K. Francy, Vice Principal.

The Chairperson, Principal Dr. Sr. S. Sahayaselvi, extended a warm welcome to all members. Dr. S. Mary Mettilda Bai, Vice Principal, read the minutes of the previous meeting held on 21.02.2025, which was approved by the committee.

The committee then proceeded to review the action taken on the recommendations of the previous meeting. Principal Dr. Sr. S. Sahayaselvi presented the action taken report under her domain, which was followed by reports from members representing other domains as detailed in the table below.

Action Taken Report on the Recommendations of the Previous Meeting

Recommendations	Action taken
Principal	
To advertise in all social media about the admission for the academic year 2025 to 2026	To enhance the visibility and outreach of our UG and PG programmes, we undertook the following promotional activities: - Social media promotions were carried out on Instagram and Facebook at a cost of ₹11,651. - A newspaper advertisement campaign was launched with an expenditure of ₹12,285. - Advertisement boards were displayed at over 15 strategic locations, amounting to ₹52,700. - College visibility was ensured at 3 key locations through banners and other means. - Multiple short videos and YouTube content were produced and published to increase digital engagement. To support this, a dedicated video editor has been appointed with a monthly salary of ₹15,000.
To motivate both PG and Ph.D. scholars to write for the NET examination.	Ten students and scholars cleared the NET examination during the academic year 2024–2025. The achievement serves as a motivation for others to prepare and appear for the upcoming examinations.
To have more focus towards competitive examination	A reputed coaching centre from Chennai has been brought to the campus to conduct classes for TNPSC and UPSC aspirants. Additionally, the theme of "Competitive Examinations" has been integrated into the college's academic focus for the year 2025–2026.
To write Projects for both Government and non-government organisation	Several project proposals were submitted to agencies such as DST, CURIE, and institutions in Spain and Odisha. While multiple submissions were made, a few government-funded projects have been successfully sanctioned.

To apply for Indian ranks like India today, Education world and any other awards	The institution has actively participated in prestigious national-level rankings and surveys conducted by India Today, Education World and The Week–HANSA Research Survey. The results secured are as follows: - Education World Rankings - Tamil Nadu: 17th - All India: 45th - India Today Rankings - Science: 84th - Arts: 88th - Commerce: 189th - MSW: 44th - The Week–HANSA Research Survey - Science: 82nd - Arts: 89th - Commerce: 106th
To get minority 6HB from Tamil Nadu government	An application for the Minority Certificate was submitted to the Government of Tamil Nadu, and the certificate has been successfully obtained for the college.
To visit at least one foreign country in view of Collaboration	Dr. Sr. M. Mary Gilda, Secretary of the College and Dr. Sr. S. Sahayaselvi, Principal, visited Malaysia and signed Memoranda of Understanding (MoUs) with Lincoln University and Abdul Rahman University of Management and Technology, establishing formal academic collaborations.
To bring more companies for placement.	A total of 177 students have been successfully placed in reputed organizations such as 1. Accenture, India 2. SRV Schools, Rasipuram 3. AKT Institutions, Kallakurichi 4. FLP Labs, Kochi 5. Institute of Verbal Communication, Coimbatore 6. Quintessence Business Solutions & Services, Chennai 7. Foxconn Mobile India Pvt Ltd, Chennai 8. Michaels Academy of Communicative English, Ooty 9. BDM Technology, Nagercoil 10. Talent Turbo (SART), Nagercoil
To organise College day on 28th March on a grand Scale.	The event was organized on a grand scale. Sr. Fatima Kattar, the Provincial, served as the Chief Guest, while Bishop Nazarene Soosai was the Guest of Honour on 21st April 2025.
To organise the convocation day for the batch 2023-2024 and 2024-2025	The convocation was held on 24.05.2025 for the graduating batches of 2023–2024 and 2024–2025. Mr. Mano Thangaraj, Honourable Minister, graced the occasion as the Chief Guest.

Vice Principal	
To give the PBOT award to the department with less number of latecomers.	The PBOT Award for 2024-2025 was presented during the College Day function 21.04.2025. The Department of English (Self-Financed) received the award.
To organize a Signature campaign against the use of drugs.	A Signature campaign against drug use was organised to raise awareness among students on 10.03.2025
To organize a Hand printing campaign against the use of drugs.	A hand printing campaign was organised on 17.03.2025 to symbolize solidarity and raise awareness against drug abuse.
To organize a selfie competition against the use of drugs.	A selfie competition was conducted on 10.02.2025 to raise awareness about the harmful effects of drug use.
Examination Wing	
To organize a one day National level Seminar on psychomotor domain testing- Assessment of motor skill.	An online Orientation on “Innovative Pedagogy and Skill Enhancement” was conducted on 26.03.2025.
To give orientation to the faculty regarding the internal component calculations and to include the same in the handbook for the academic year 2025 to 2026.	Orientation was given to the faculty regarding the internal component calculations in the second week of March 2025 and the same was included in the handbook for the academic year 2025 to 2026.
To develop Software for online repository of questions as per OBE.	Software was developed for an online repository of questions as per OBE in the Month of April 2025.
IQAC	
To conduct Capacity Building Programme for Non-teaching Staff.	The programme was organised for three days from 8th to 10th of April 2025 for all Non-teaching Staff
To Implement the IKS Centre.	The implementation of IKS Centre is rescheduled to the academic year 2025-2026.
To release the biannual newsletter.	In the month of April, the June-Dec newsletter was released and the Dec-May newsletter will be released in the month of August
Conduct & Analysis of Academic and Administrative Audit.	AAA was conducted in the month of April and analysed.
Crossian Centre for Academic Affairs	
To organize two Curriculum Steering Committee Meetings.	The Curriculum Steering Committee meeting was held on 20-02-2025 and 25-03-2025.
To collect curriculum feedback from the stakeholders through online mode.	The curriculum feedback is collected from the stakeholders (Students, Staff, Alumnae, Employers, Parents and Academic Peers) through online mode in the month of April 2025.
To provide an insight on the Add-on Certificate courses.	Few departments expressed their willingness in offering Add-on Certificate courses and provided the syllabus during the month of April 2025, it is on revision for implementing it practically.

Crossian Centre for Research & Development	
To monitor the Institutional seed money projects (Crossian Research Seed Money Scheme Projects - CRSMSPs).	- Collected the report from the Principal Investigators of Crossian Research Seed Money Scheme for Scholars (CRSMSP-S) 2023-2024 & Faculty (CRSMSP-F) 2022-2023 batch and disbursed the final installment except those who asked for extension. - Sanctioned Crossian Research Seed Money Scheme Project for Faculty (CRSMSP-F) 2024-2025 batch and disbursed the first installment.
To release the December 2024 issue of the Crossian Resonance.	Released the December 2024 issue (Vol. 15, No. 2) of “Crossian Resonance”, on 08th March 2025.
To organize a collaborative Research colloquium/ Workshop/ Hands-on Training to Research Scholars.	- Organized a Research colloquium on “Funding Agencies” on 18th February 2025. - In collaboration with the Research and Development Cell, Sree Ayyappa College, Chunkankadai, conducted a <i>workshop</i> titled “How to Write Review Papers” on 21.02.2025. - In collaboration with the Institution’s Innovation Council (IIC), Holy Cross College (Autonomous), Nagercoil, organized a seminar titled “Role of IPR in Protecting Indigenous Knowledge in Research” on 26th March 2025.
To complete the Criterion III research oriented files for the academic year 2024-2025.	The research-oriented files (2024-2025) from all the departments were collected and documented.
To update the research database on the college website.	Updated/ Uploaded: 1) List of the supervisors and research scholars 2) December 2024 issue of Crossian Resonance 3) List of Ph.D. awardees 2024-2025 4) Reports of all the events of CCRD including annual report (2024-2025)
To call for papers for the June 2025 issue of the Crossian Resonance.	The call for papers for June 2025 was made in the month of April through department research committee members & website.
Distribution of Endowment Prizes, Best Contributor (Research) Award and Incentives for 2024.	Celebrated ‘Research Day’ and distributed Endowment Prizes, Best Research Contributor Award and Incentives for 2024 on 15 th March, 2025.
Crossian Centre for Student Affairs	
To conduct a special All-India Radio Programme in February.	Conducted the All-India Radio programme on 13.02.2025.
To organise Prize Distribution Ceremony for Fine Arts in the month of February.	The Prize Distribution Ceremony for Fine Arts was held on 10.03.2025 to honour the prize winners.
To Conduct the Student Council Election through the ERP system in March.	Student Council members were elected on 22.03.2025.

To organise Diamond Jubilee Celebration, College Day, Orchestra, Debate in April.	Programmes were organized from 21.04.2025 to 23.04.2025.
To hold the Valedictory Function in April to commemorate the achievements of the students.	The Valedictory Function was conducted on 24.04.2025.
Crossian Centre for Extension Services	
February Eco Club: To organize the Shuttle Free Day. Consumer Club: To organize an invited talk on 'Adulteration Awareness Programme'. NSS (Aided & S.F): To organize NSS Camp.	Eco Club organized the Shuttle Free Day on 10-02-2025. Consumer Club organized an Adulteration Awareness Programme on 28-02-2025. NSS (Aided & S.F) organized a Special Camp from 23-02-2025 to 01-03-2025.
March Women's Cell: To organize the 'International Women's Day' celebration on March 8, 2025. YRC: To observe 'World Earth day' AICUF: To organize an awareness programme on 'Dowry System'.	Women's Cell organized the 'International Women's Day' celebration on March 8, 2025. YRC observed 'World Earth day' on 26-03-2025. AICUF conducted a debate on the Dowry system instead of street play on 26-03-2025.
April Consumer club: To organize a Court visit, Nagercoil.	Permission not granted from the consumer court, so it was not conducted
Crossian Centre for External Affairs	
To sign two MoUs with Foreign Universities in the month of March and April focussing on exchange of staff and students.	Two MoUs have been successfully signed with foreign universities — Abdul Rahman University and Lincoln University — focusing on the exchange of staff and students.
To sign two MoUs with industries in the month of April focussing on placement, training and skill development.	One MoU has been signed with Srishti Innovative Technologies, Technopark, Thiruvananthapuram. The second industry MoU is yet to be signed due to a delay in receiving confirmation from the partner. Follow-up is in progress, and it is expected to be finalized soon.
Crossian Centre for Entrepreneurship & Career Development	
To organize a Bazaar in January.	Two Campus Bazaars were conducted on 22.1.2025 and 28.1.2025.
To conduct a Skill Development Programme in February.	DHEERA-2025 Skill Development Programme-II for economic empowerment of women was conducted on 14.2.2025.
To release a newsletter for the Deanery of Entrepreneurship.	Released the newsletter for Deanery of Entrepreneurship on July 2nd, 2025 during the Investiture Ceremony.

To recommend extra credits for the founders and co-founders who are completing their UG & PG studies this year.	Extra credits were allotted to all the outgoing students who have been founders (2 credits) and co-founders (1 credit) of various start steps and the details were sent to the CoE for including the credits in the mark statement.
To honour the 52 startsteps of the current academic year with certificates.	During the academic year 2024-2025, 99 entrepreneurs were registered under the Deanery of Entrepreneurship. These student entrepreneurs were honored and certificates were awarded to them on July 2nd, 2025 during the Investiture Ceremony.
To register the majority of the 52 startsteps under MSME.	4 Start steps were registered under MSME.
To provide seed funding to a few deserving students.	1 Student from II MSc Zoology was awarded seed funding of Rs. 2500, for her StartStep-Nasa's Fresco, during the year 2024-2025.

Institution's Innovation Council

To provide assistance for drafting 5 patents in the month of February.	Provided assistance for filing 7 patents in the month of March. HCIIC provided Rs. 1,65,370/- as seed money for drafting and filing of 14 patents.
To conduct an orientation session on Technology Transfer and Commercialization in the month of March.	Conducted an orientation session on Technology Transfer and Commercialization on 16-04-2025.
To file 15 patents in the month of March.	Filed 5 utility patents and 1 design patent in the month of April. Filed 5 utility and 1 design patents in the month of June. Filing of 2 design patents are in process. Patent Details (June 2024 - May 2025) Granted - 4 (Design Patents) Published - 8 Filed - 2 (Provisional specifications) and 1 - design patent
To organize a mentoring event for faculty and student innovators: Transforming Designs into Utility Patent for Commercialization in the month of April.	Organized a mentoring event for innovators on 16-04-2025.
To upload 50 innovative ideas/ prototypes/business plans in YUKTI portal in the month of April.	Uploaded 54 innovative ideas/ prototypes/ business plans in YUKTI portal from April 2025 to June 2025.

Placement & Career Guidance Cell

To establish industry collaborations by signing MoUs with Srishti Innovative Technologies in Technopark, Thiruvananthapuram, in February, focusing on training and placement opportunities.	On 25th February 2025, a Memorandum of Understanding (MoU) was signed with Srishti Innovative Technologies, Technopark, Thiruvananthapuram. The MoU aimed at enhancing student readiness for the IT industry by providing practical training and placement support
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To invite HR professionals for career guidance sessions to provide second-year students with insights into resume building, interview skills, and industry expectations.	A total of 7 career guidance sessions were conducted for second-year students. HR professionals from reputed industries such as J-Click Solutions, Makos Infotech Pvt. Ltd, BDM Technologies, GIIMS Kochi, ECC Academy and Srishti Innovation Computer Systems were invited to provide valuable insights on resume preparation, interview techniques, and industry expectations.
To conduct five campus interviews for final-year students in March.	8 campus recruitment drives were conducted. As a result, 177 students secured placements in various companies, demonstrating the success of the enhanced placement efforts.
Reaching the Unreached Neighbourhood (RUN) Programme	
To sign more than five MOUs with GO's and NGO's.	2 MoU were signed with PROVISION in the month of August.
To accomplish the environmental related activities through NGO.	Environmental related activities were carried through PROVISION.
To carry out the extension activities from the month of August to April.	Extension activities were carried out from the month of August to April.
To select schools for the transformation of quality education.	Five Schools were selected - RC Convent, Punnai Nagar - Kurusady School Students - CMS boy's home, Punnai Nagar - Tribal Welfare School in Pechiparai - Govt. Middle School, Thamathukonam
- To focus on the following sustainable development goals: - Quality Education - Gender equality - Good Health and well being - Clean water and sanitation - Life on land - Life below water - Climate action - Affordable and clean energy	Quality education (SDG4) was given to the following school students: - RC Convent, Punnai Nagar - Kurisady School Students - CMS boy's home - Tribal welfare school in Pechiparai - Govt. Middle School, Thamathukonam - The Department of Physics, History and Economics visited the tribal welfare school in Pechiparai and activities based on SDG 3,4 and 5 were given.
UBA Cell	
To conduct a MOOC on Community Engagement	As the platform requires agreement with the institution, it is postponed to the academic year 2025 - 2026. But the following programmes were conducted. - Training Programme on "Beverage making" at Kattu Vilai on 1st March, 2025 - Field Visit - Organic Farming at Kovil Vilai on 1st March, 2025 - Visit to Anganwadi - Games and Puzzles at Kovil Vilai on 1st March, 2025 - Computer basics for school children at Manakudi on 1st March, 2025

	○ Waves against Waste: A Coastal Clean-up Initiative at Puthenthurai on 4th March, 2025 ○ Environmental Protection - Palm seed sowing at Pozhikkarai on 22nd March, 2025 ○ Awareness Programme on Cybercrime and phishing at Manakudi on 22nd March, 2025 ○ Sustainable water management – World Water Day at Pozhikkarai on 22nd March, 2025 ○ Water Management – Gram Sabha Meeting at Kesavan Puthenthurai on 29th March, 2025 ○ Water Management at Pallam on 29th March, 2025 ○ Coastal Cleaning - Waste Management at Pallam on 29th March, 2025 ○ Visit to Anganwadi - Games and Puzzles at Kovil Vilai on 29th March, 2025 ○ Certificate Distribution Ceremony - Tailoring Course at Annai Nagar on 8th April, 2025
● To sign an MOU with State Institute of Rural Development & Panchayat Raj (SIRDPR).	Signed MOU with SIRDPR on 20th May, 2025
Parent-Teacher Association	
● To organise the PTA orientation programmes on the NAAC visit.	The PTA orientation programmes on the NAAC visit were organised on 14.12.2024 & 18.01.2025.
● To organise the PTA Executive meetings.	The PTA Executive meeting was held on 05.02.2025 & 06.03.2025.
● To convene the General PTA meeting.	The General PTA meeting was held on 24.03.2025 & 25.03.2025.
● To collect feedback from the Parents of the outgoing students.	Feedback was collected from the Parents of the outgoing students in the month of March.

Each report was discussed and evaluated in terms of effectiveness, challenges faced and impact, forming the basis for further planning and continuous improvement.

Following this, the recommendations for each domain for the period June 2025 to December 2025 were presented by the respective representative and reviewed by all members, as given under each domain below.

Domain-wise Recommendations (June – December 2025)

Principal

1. Approval of the academic theme focusing on International Collaboration, Competitive Examinations, and Intercollegiate Competitions.
2. Preparation of the Academic Planner and Academic Schedule for the academic year.
3. Convening the Finance Committee Meeting to discuss budgetary and funding matters.
4. Organize the Faculty Forum in August and the Staff Forum in September.
5. Display advertisement boards in all Holy Cross Schools across the Madurai province.
6. Encourage faculty members to visit schools before December to promote admissions.
7. Conduct regular professional development programmes for the teaching staff.
8. Celebrate the 60th Closing Year on August 2nd.
9. Restructure the III Day Order and introduce the “Hour of Blossoming into Career Excellence,” segmented into four coaching areas: Higher Education, Placement Training, Competitive Examination Preparation and Entrepreneurial Skills Development.
10. Conduct a survey to assess the possibility of changing the college timings from 8:30 a.m. to 1:30 p.m.
11. Motivate students to apply for national scholarships and the Sitaram Jindal Foundation Scholarship Top of Form Bottom of Form.
12. Establishment of startup incubation spaces within the campus and collection of rent inclusive of GST.
13. Renovation of the. First floor of COE office to include proper infrastructure for paper valuation and scrutiny of question papers.
14. Construction of a shed near the drivers’ office for buses, with plans to complete painting work as part of the improvement.
15. Modify the staff room of the Costume and Fashion designing department.
16. To establish a team for preparing a commemorative book on the 60-year journey of excellence of Holy Cross College (Autonomous), Nagercoil

Vice Principal

1. Present the PBOT award per semester to the department with the least number of latecomers, as a recognition of discipline and punctuality.
2. Acknowledge and appreciate departments that consistently maintain clean and hygienic premises, promoting a culture of cleanliness on campus.
3. Organize an expert talk or awareness campaign on the ill effects of drug use in observance of International Day against Drug Abuse and Illicit Trafficking.
4. Observe Anti-Ragging Week (August) with awareness activities and campaigns to ensure a safe and inclusive campus environment.
5. Implement a classroom-level waste segregation system by using clearly labeled bins for: Biodegradable trash waste, Recyclable paper waste and Plastic waste.
6. Monitor and address the grievances received from students through email and suggestion box regularly.

Examination Wing

1. Analyze Graduate Outcome Based on Student's Semester results.
2. Organize an International workshop on Outcome Based Education in Collaboration with Lincoln University.
3. Conduct Hands on Training: DigiLocker - Digital Records for a Digital Future.
4. Providing Score-sheet for Continuous Internal Assessment.
5. Making a short video on "Examination Pattern and Ethical Exam Practices".

IQAC

1. Orientation on New NAAC framework to all faculty in the month of June 2025.
2. Conduct the 7 days Student Induction Programme and domain specific bridge courses for all I UG students in the month of June 2025.
3. Conduct and analysis of SLOC from all students about the departments and Institution.
4. Organise an Orientation to the junior faculty on Professional Ethics in July 2025.
5. Organise Faculty Development programme for all Teaching faculty in the odd semester 2025-2026.
6. Ensure the implementation of Domain and Cultural Clubs across all departments by July 2025.
7. Encourage all the teaching faculty to create at least one e-content per course, they handle in the odd semester 2025-2026.
8. Enhancement of LMS (hands-on session for faculty) in the month of August 2025.

Crossian Centre for Academic Affairs

1. Organize a Workshop regarding framing the new syllabus in September 2025.
2. Conduct the Curriculum Steering Committee meetings in August and September 2025.
3. Conduct Generic Value-Added Courses in November 2025.
4. Design the New Structure and Components of the Syllabus for the year 2026-2029.

Crossian Centre for Online Education

1. Orient the students on SWAYAM-NPTEL courses in August 2025.
2. Select student ambassadors to promote SWAYAM-NPTEL courses in August 2025.
3. Record the students details who completed SWAYAM-NPTEL courses (odd semester) in December 2025.
4. Collaborate with Communication Professionals Llc and organise online courses in October 2025.
5. Review and map relevant SWAYAM-NPTEL courses in October 2025.

Crossian Centre for Research & Development

1. Monitor the Institutional seed money projects (Crossian Research Seed Money Scheme Projects - CRSMSPs 2024-25).
2. Release the June 2025 and December 2025 issue of the Crossian Resonance.
3. Organize a collaborative Research colloquium to Research Scholars in September 2025
4. Crossian Scholars forum meet on October 2025
5. Update the research database on the college website in November 2025.
6. NET/CSIR Dec 2025 Examinations information to all scholars and provide coaching to needy scholars.

Crossian Centre for Student Affairs

1. Organize Freshers Day in collaboration with PTA on 26.06.2025.
2. Conduct the Investiture Ceremony on 02 July 2025 to entrust leadership roles to students.
3. Launch CREATIVE SPARK CLUB - Theatre, Music, Painting, Dance and Photography & Videography clubs to build creative and technical skills among students and to celebrate College Founding Day on 02 August 2025 , honoring the institution's legacy.
4. Conduct Golden Mike in August to promote leadership and self-expression.
5. Organize Culturals from 25–29 August 2025 to showcase student talents.
6. Celebrate Teachers' Day on 04 September 2025 and appreciate teachers' roles.
7. Distribute Culturals prizes in September 2025 and recognize achievements.
8. Celebrate the Holy Cross Feast on 12 September 2025 and uphold spiritual values.
9. Present a programme on All India Radio in September and offer national exposure.
10. Organize a Student Documentary Film Competition to encourage creativity, storytelling, and practical skills in filmmaking.
11. Celebrate Christmas and host a Food Festival on 23 December 2025 to foster unity and joy.

Crossian Centre for International Affairs

12. 1. Organize awareness programs on International collaborations and global exposures in July 2025.
14. 2. Launch immersion program with Lincoln University, Malaysia in August 2025.
15. 3. Organize orientation for Online Courses like COURSERA, edX, UDEMY, UDACITY. etc. in September 2025.
17. 4. Conduct classes for TOEFL, IELTS and German language in October 2025.

Crossian Centre for Extension Services

1. NCC - Celebrate Kargil Vijay Diwas and Inter Unit Camp at Pandicherry in July.
2. NSS Unit No 76 & 77 - Organise Experimental learning programme on “Cyber Crime” in collaboration with Ministry of Youth affairs and Sports in July and beach cleaning in October.
3. NSS Unit No 239 & 240 - Organise Nature walk in Chunkankadai Hills in collaboration with the Science forum to commemorate Soil Day in December and beach cleaning in October.
4. YRC - Conduct Disaster Management Training in July and Blood drop shape human chain at Thollavillai in October.
5. The Women's Cell - Provide a Training programme on Self-defence for a Girl child in July and Save girl Child awareness rally at Melasoorankudy in October.
6. ECO Club - Create habitats for Birds on our campus and Plant donation at Thollavillai in August.
7. The Rotaract Club - Organise free medical camp at Mala Ramanputhur in August and Rally in commemoration of International Peace Day.
8. AICUF - Organise leadership from empathy: insight from six thinking hats in September and Rally on Karam Festival at Kurusady in September.
9. The Consumer Club - Organise awareness programme on Food Adulteration in collaboration with CIVIL Consumer protection and Civil Rights Association Kulasekaram kanyakumari District in September and awareness programme on Consumer Rights at Government High School Melasoorankudy in October.

10. YUVA Tourism Club - Organise a virtual trip to Heritage Tourist spots in August and Heritage walk (Charithra Museum at Naiatinkarai and Padmanapuram Place) in October.
11. Electoral literacy Club - Organise Survey on “Non Voter’s ID holder at Nagercoil in July and Street play on Ethical Voting at Kurusady in September.
12. Legal literacy committee - Organise online Quiz on Know your Rights and Pamphlet distribution on the theme Rights to education in September.

Crossian Centre for External Affairs

1. Conduct meetings with the external affairs representatives to collect data on functional and non-functional MoUs, Feedback and discuss renewal options.
2. In June, the RUN Committee will sign 1 MoU with an NGO to promote student outreach activities.
3. In July, the RUN Committee will sign another MoU with an NGO for community engagement.
4. In July, the Department of Computer Science will sign 1 MoU with an industry for internships and training.
5. In July, the Department of Tamil SF will sign 1 MoU with the Writers’ Forum for collaborative literary and academic activities.
6. In August, the Deanery of Academics will sign 1 MoU with an academic institution to support competitive exam training.
7. In September, the Deanery of Entrepreneurship will sign 1 MoU with another academic institution to promote innovation and entrepreneurship.
8. In September, the Department of Computer Science will sign 1 MoU with an academic institution for academic collaboration.
9. In September, the Department of Mathematics will sign 1 MoU with an academic institution to support research and learning.
10. In October, the Department of Chemistry will sign 1 MoU with an industry for academic and research partnership.

Crossian Centre for Entrepreneurship & Career Development

11. Conduct a goal-setting programme for I UG and I PG students and categorise them into higher studies, placement, competitive excellence and entrepreneurship excellence.
12. Organise VISION 2025 for II UG, III UG and II PG students to set goals and receive structured mentoring.
13. Conduct a regional-level innovative Intercollegiate competition titled “Entrepreneurship Idea Contest” in collaboration with the Joint Directorate of Collegiate Education.
14. Recognize and award the finalists of the inter-collegiate competition with cash prizes worth Rs 30,000, at a significant campus event.
15. Conduct entrepreneurship awareness and mentoring sessions (8 programmes) for selected students during HOB hours on all third day orders at St. Joseph’s Hall.
16. Organise free competitive exam coaching classes (8 programmes) for students on all third day orders in the Multipurpose Hall.
17. Organise Coaching classes (paid) for competitive exams in collaboration with Chennai coaching centre in the college campus on II, III, V day orders and on Saturdays in the college campus.
18. Conduct two Campus Bazaars for student entrepreneurs, in August and September

19. Organise a Christmas Bazaar which includes competitions like cake baking and cookie making, relevant to the Christmas season.
20. Organise Dheera 2025, a skill development programme to train 300 young women and nurture their entrepreneurial potential, in September.
21. Sign an MoU with Chennai Coaching Centre, to facilitate training in TNPSC and UPSC.
22. Sign an MoU with an external organisation for collaborative programmes and student support.
23. Coordinate and maintain records of the initiatives carried out under WISE (Women's Initiative for Skill Enhancement), facilitating and encouraging collaborative programmes with academic departments, the Deanery of Entrepreneurship and Career Development, and the Institution's Innovation Council (IIC) from the academic year 2025 onwards.
24. Conduct 10 programmes of WISE in collaboration with the Departments of Physics, Chemistry, Botany, Zoology, Computer Science, English and Commerce, during the months of August, September, October, November and December.
25. Organise 5 programmes of WISE in collaboration with the Department of Costume and Fashion Design in August, September, October and December.

Institution's Innovation Council

1. Nominate 10 prototypes for YUKTI Innovation Challenge 2025 in July.
2. Nominate 20 faculty members for the Innovation Ambassador Training programme in July.
3. Submit 4 ideas for MSME Idea Hackathon 5.0 in July.
4. Upload 15 ideas and 5 business plans in YUKTI portal in August.
5. Organise an Intra Institutional Idea Competition for Smart India Hackathon 2025 in August.
6. Upload 15 ideas for Smart India Hackathon 2025 in September.
7. Organise a mentoring event on Presentation of Ideas/PoC in October.
8. Provide assistance for drafting and filing of 5 patents in the month of November.
9. Monitor and upload the reports of the IIC collaboration activities of the departments in the IIC portal.
10. Conduct and upload all the IIC driven, MIC driven, self-driven and celebration activities in the IIC portal.

Crossian Centre for Faculty development

1. Organize orientation programmes for the faculty in the beginning of the Odd Semester.
2. Conduct a programme for the faculty to boost up their mental health and improve their skills in the month of July.
3. Conduct Faculty Development Programme for the newly recruited faculty with minimum five years of teaching experience through online mode in the month of July.
4. Provide a performance scorecard for faculty members that includes all relevant parameters to elevate the standards of the teaching community in the month of July and the same to be graded at the end of the academic year and honored with an award.
5. Conduct a workshop on Curriculum Development and Competitive Examination in the month of August.
6. Organize Faculty Development Programme for all the staff including outsiders in recent AI techniques to enhance the teaching learning process through online mode in the month of September.
7. Collaborate with Lincoln University, Malaysia and organize an advanced workshop on OBE and academic benchmarking in the month of November.

Placement and Career Guidance Cell

1. Organise 5 Career Awareness sessions, pre-placement talks from industrialists, and HR interactions.
2. Arrange 4 mentoring sessions by alumnae (one alumna per month).
3. Conduct a full-day soft skills training session (Skilathon) in the month of August covering areas such as resume building, group discussions, mock interviews, public speaking, personality development, leadership skills, and non-verbal communication for the outgoing students
4. Organise a session on aptitude test preparation, logical reasoning, and problem-solving techniques relevant to placement processes.
5. Conduct a parent orientation programme in October to encourage them to allow their children to work in industries outside the district.
6. Offer a generic value-added course on Employability Skills for Career Excellence in November 2025
7. Conduct an on-campus placement drive with Accenture in the month of September 2025

Reaching the Unreached Neighbourhood (RUN) Programme

1. Sign 2 MoU with NGOs (SDG 17).
2. Organize career guidance programmes for high school students at St. Aloysius School, Vettoornimadam (SDG 4).
3. Conduct Digital Literacy Programmes for rural youth and homemakers at Kandavilai (SDG 4).
4. Organize Menstrual Hygiene Awareness for adolescent girls in one of the selected villages (SDG 3).
5. Conduct Skill Development Programmes like Handicraft for women at Vettoornimadam (SDG 5).
6. Organize Financial Literacy Camps like how to open bank accounts and use UPI (SDG 4).
7. Initiate Environmental awareness and action like Sapling Plantation drives and cleaning villages (SDG 15).
8. Organize mental health awareness sessions for teens and parents (SDG 3).
9. Initiate “My Kitchen My Health” Programme at Mulagumoodu in collaboration with the NGOs (SDG 11).
10. Visiting and having interactive sessions at Old Age Homes (SDG 3).
11. Sea shore cleaning drives in the selected coastal villages (SDG 14).

UBA Cell

1. Participate in Gram Sabha Meetings.
2. Orientation on People's Plan Campaign.
3. Conduct PRA & Baseline Survey.
4. Sensitisation of Panchayat members, youth & SHGs on LSDG themes .
5. Organise People's Plan Campaign & special Gram Sabha.
6. Draft plan preparation, finalisation of GPDP.
7. Get approval for final GPDP.
8. Adopt two more villages - Parakkai & Kovalam.
9. Conduct low cost/ no cost activities related to health & hygiene.
10. Installation of solar fish dryer if fund released by NCI.

Parent-Teacher A

1. Organise Fresher's Day / Orientation for First Year Students & their Parents.
2. Conduct General PTA Meeting to review the Semester & CIA performance of the students.
3. Convene Executive Committee Meetings of the PTA.
4. Verify whether the department-wise PTA WhatsApp groups are created and currently functional.

Alumnae Association

1. Organize annual Alumnae meet on the second Saturday of August.
2. Develop a Google site in the month of July.
3. Create international chapter meet through online mode in the month of September.
4. Establish a new Alumnae chapter in Chennai before November.
5. Mobilize a fund of fifty thousand rupees (50,000) for the infrastructure development in the college before December.
6. Create a database of alumnae.

Physical Education

1. Ground Maintenance in the month of June.
2. Conduct Selection Trials in July to identify students and form College sports teams.
3. Organize Department - wise Intramural Sports Competitions and celebrate Sports Day.
4. Deliver an awareness program in August on sports injuries, focusing on causes, treatment and preventive measures, for student athletes.
5. Host a District Level Ball Badminton Tournament in August in commemoration of National Sports Day.
6. Arrange a Medical Inspection for I UG students in December to identify health concerns and provide necessary guidance.
7. Conduct coaching programmes and arrange coaching camps from July to December to prepare the student players for participation in various competitions at various levels.

Librarian

1. Arrange Orientation Program for Freshers, to familiarize new students with library facilities, resources, rules and services.
2. Conduct Book Review Sessions to promote reading habits and critical analysis among students.
3. Organise Seminar on Foundation of Archival in collaboration with the Department of History to raise awareness on techniques and importance of preserving rare books, manuscripts and archival materials.
4. Host a Collaborative Webinar with St. Xavier's College, Palayamkottai and HCC Research Section on "Academic Excellence in the Digital AI Tools and DrillBit for Ethical Writing".
5. Assign and label proper rack numbers for books to ensure easy access and systematic arrangement.
6. Organize the 'Knowledge Quest' program daily, in collaboration with the Quiz Club, in the month of August to trigger the thirst for current affairs.
7. Provide career excellence support in collaboration with Placement and Career Guidance Cell by sharing employment updates weekly once from the month of August.
8. Arrange Orientation and Interaction Session on commitment to career excellence in August.
9. Share Relevant job listings from the Employment Newspaper regularly.

Non-teaching Staff

1. Conduct a one-day seminar on ‘Skill Development’ for the Non-Teaching Staff in December.
2. Ensure the completion of following training/ certification by non-teaching staff:
 - Typewriting – 1 staff member
 - Tally – 4 staff members
 - Library Science – 3 staff members
 - Graphic Design – 1 staff member
 - Government Examination in Computer on Office Automation – 2 staff members

The Chairperson then requested the members to prepare an action plan based on the recommendations and to execute it prudently with commitment and earnest effort. The meeting concluded with a formal vote of thanks delivered by the Principal and ended at 3.30 p.m.

Thank you,

Dr. S. Mary Mettilda Bai
Vice Principal

PLANNING, REVIEW AND EVALUATION COMMITTEE

Minutes of the Planning, Review and Evaluation meeting held on 9th December, 2025

Members of the Planning, Review and Evaluation Committee 2025-2026

S.No	Name	Designation
1	Dr. Sr. M. Mary Gilda	Secretary
2	Dr. Sr. S. Sahayaselvi	Principal & Chairperson
3	Dr. Sr. K. Francy	Vice Principal 1
4	Dr. S. Mary Mettilda Bai	Vice Principal 2
5	Dr. A. Anami Augustus Arul	Controller of Examinations
6	Dr. X. Venci Candida	IQAC Director
7	Dr. M. Priya Dharshini	Dean of Academic Affairs
8	Dr. V. Virgin Nithya Veena	Dean of Online Education
9	Dr. C. Nirmala Louis	Dean of Research
10	Dr. T. Sheeba Helen	Dean of Student affairs
11	Dr. M. Anitha Malbi	Dean of International Affairs
12	Dr. V. Pradeepa	Dean of Extension
13	Dr. K. Jeya Daisy	Dean of External affairs
14	Dr. Jeni Chandar Padua	Dean of Entrepreneurship & Career Development
15	Dr. Sheeba Daniel	Coordinator of IIC
16	Dr. S. Ajith Sinthuja	Coordinator of CCFD
17	Dr. S. Sujitha	Coordinator of Placement and Career Guidance Cell
18	Ms. A.R. Jemi	Coordinator of RUN
19	Dr. S. Panimaya Mercy	Coordinator of UBA
20	Dr. S. Thenmozhi	Coordinator of PTA
21	Dr, S.J. Jenepha Mary	Coordinator of Alumnae Association
22	Dr. J. Christy Celine Mary	Director of Physical Education
23	Dr. V. Jeya Kala	Librarian
24	Ms. S. Arockia Theras Bhabi	Non-teaching staff representative

The members of the Planning, Review and Evaluation Committee convened for a meeting on 9th December 2025. The session began at 2 p.m. with a prayer led by Dr. Sr. K. Francy, Vice Principal.

The Chairperson, Principal Dr. Sr. S. Sahayaselvi, extended a warm welcome to all members. Dr. S. Mary Mettilda Bai, Vice Principal, read the minutes of the previous meeting held on 21.07.2025, which was approved by the committee.

The committee then proceeded to review the action taken on the recommendations of the previous meeting. Principal Dr. Sr. S. Sahayaselvi presented the action taken report under her domain, which was followed by reports from members representing other domains as detailed in the table below.

Action Taken Report on the Recommendations of the Previous Meeting held on 21.07.2025

Sl.No	Recommendations	Action taken
I	Principal	
1	Approval of the academic theme focusing on International Collaboration, Competitive Examinations and Intercollegiate Competitions.	The theme, approved by the Governing Body, has been displayed in seven prominent locations and communicated to all stakeholders. All the activities of the college are aligned with this theme.
2	Preparation of the Academic Planner and Academic Schedule for the academic year.	The academic planner and schedule are prepared and intimated to the faculty and students to ensure adherence to the academic plan and timetable of the college.
3	Convening the Finance Committee Meeting to discuss budgetary and funding matters.	A meeting of the Finance Committee was convened on 19th June 2025 to discuss and review financial matters of the institution.
4	Organize the Faculty Forum in August and the Staff Forum in September.	The Faculty Forum was organized on 18th August 2025, and the Staff Forum on 1st September 2025. All suggestions and appreciations from the sessions were documented by the IQAC team.
5	Display advertisement boards in all Holy Cross Schools across the Madurai province.	Instead of displaying the admission advertisement, it was decided to prepare a brochure and distribute it to the students of Holy Cross Schools across the Madurai Province.
6	Encourage faculty members to visit schools before December to promote admissions.	The process is in progress, and five thousand prospectuses were printed and distributed among +2 students. Furthermore, nearly all departments extended invitations to school students and organized interschool competitions on campus.
7	Conduct regular professional development programmes for the teaching staff.	The Professional Development Programme is conducted every month, and all sessions are systematically recorded by the Crossian Centre for Faculty Development.
8	Celebrate the 60th Closing Year on August 2nd.	The 60th Year College Day Celebration culminated in a solemn Holy Mass, followed by the inauguration of the Creative Spark Club and vibrant cultural programmes coordinated by the Dean of Students.
9	Restructure the III Day Order and introduce the “Hour of Blossoming into Career Excellence,” segmented into four coaching areas: Higher Education, Placement Training, Competitive Examination Preparation and Entrepreneurial Skills Development.	It is organized regularly and systematically every week on the third working day.

10	Conduct a survey to assess the possibility of changing the college timings from 8:30 a.m. to 1:30 p.m.	A Google Form survey and a WhatsApp poll were conducted among the faculty, staff and students, and nearly 75% of the respondents were in favor of the proposal. However, since the college provides bus facilities, there is a concern that students may leave the campus immediately after classes and may not utilize their time productively. In addition, it could affect the regular programmes of various clubs and committees, as well as the 'Hour of Blossoming.' Consequently, this may reduce the number of institutional activities, which could impact the preparations for the upcoming NAAC visit.
11	Motivate students to apply for national scholarships and the Sitaram Jindal Foundation Scholarship.	Through continuous motivation and support, 43 students successfully applied for and received the Sitaram Jindal Foundation Scholarship, and 26 students applied for and received the National Scholarship.
12	Establishment of startup incubation spaces within the campus and collection of rent inclusive of GST.	Working spaces have been provided to five startups CrossCom, R-Shell Business Solutions, Zoro Tech, JCS Infotech and Tree Hugs. The rent ranges from ₹2,000 to ₹5,000 per month, inclusive of GST.
13	Renovation of the First floor of COE office to include proper infrastructure for paper valuation and scrutiny of question papers.	The renovation and upgradation of the first floor of the COE's office have been completed with enhanced infrastructure. An amount of approximately ₹11,51,182/- has been spent on the project.
14	Construction of a shed near the drivers' office for buses, with plans to complete painting work as part of the improvement.	The construction work near the driver's room has been successfully completed at a cost of Rs. 4,66,000/-
15	Modify the staff room of the Costume and Fashion designing department.	The staff room of the Department of Custom Design and Fashion has been expanded at a modified cost of Rs. 1,14,000/-
16	Establish a team for preparing a commemorative book on the 60-year journey of excellence of Holy Cross College (Autonomous), Nagercoil.	Ten teams have been organised under distinct titles, and the book will be officially released on College Day. Under the title "The Path travelled from 1965 to 2025".
II	Vice Principal	
1	Present the PBOT (Please Be On Time) award per semester to the department with the least number of latecomers, as a recognition of discipline and punctuality.	The PBOT award was presented during the Fine Arts Prize Distribution Day (17.10.2025), and the Department of Computer Science received the award for the Odd semester 2025 - 2026.

2	Acknowledge and appreciate departments that consistently maintain clean and hygienic premises, promoting a culture of cleanliness on campus.	On progress and the award will be given at the end of this academic year.
3	Organize an expert talk or awareness campaign on the ill effects of drug use in observance of International Day against Drug Abuse and Illicit Trafficking.	Organized an awareness campaign on the ill effects of drug use on 25th June 2025 at 11:30 a.m. in the Golden Jubilee Hall.
4	Observe Anti-Ragging Week (August) with awareness activities and campaigns to ensure a safe and inclusive campus environment.	- An Anti-Ragging Orientation Session was conducted on 22nd August 2025. - An interdepartmental Face Painting Competition was held on 30th September 2025 and the prize was given on the Fine Arts Prize Distribution Day.
5	Implement a classroom-level waste segregation system by using clearly labeled bins for: Biodegradable trash waste, Recyclable paper waste and Plastic waste.	On 3rd September 2025, <i>Manjapais</i> under the 'PlastiCatch Mission@HCCNGL2025' were distributed to all classrooms and staffrooms with an orientation on proper usage through Ecoclub. Students were instructed to collect dry plastics in the <i>Manjapai</i>, recyclable papers in paper trays and dispose of trash waste in dustbins.
6	Monitor and address the grievances received from students through email and suggestion box regularly.	The email and the suggestion box are monitored regularly and addressed the grievances promptly within a few days at the earliest.
III	Examination Wing	
1	Analyze Graduate Outcome Based on Student's Semester results.	Successfully analyzed the Graduate Outcome of the Outgone Students (both UG -2022-2025 and PG - 2023-2025), and the results were presented in the Award Committee meeting held on 24-11-2025.
2	Organize an International workshop on Outcome Based Education in Collaboration with Lincoln University.	CCFD organized a Workshop on Outcome Based Education in collaboration with Lincoln University on 29-11-2025.
3	Conduct Hands on Training: DigiLocker - Digital Records for a Digital Future.	Conducted Hands-on Training on "DigiLocker – Digital Records for a Digital Future." from 08-09-2025 to 12-09-2025.
4	Providing Score-sheet for Continuous Internal Assessment.	Provided score-sheets for Continuous Internal Assessment to all departments through ERP.
5	Making a short video on "Examination Pattern and Ethical Exam Practices".	- Examination Pattern and Ethical Exam Practices were presented and circulated to students. - A short video on "Verification of Consolidated Marks" was created and shared with the students.

IV IQAC		
1	Orientation on New NAAC framework to all faculty in the month of June 2025.	Orientation of New NAAC Framework was organised on June 9th and 10th, 2025. Orientation was given on the topics 'Decoding the Attributes of NAAC' and 'From Insights to Action: Assessing and Advancing Attribute Outcomes'.
2	Conduct the 7 days Student Induction Programme and domain specific bridge courses for all I UG students in the month of June 2025.	The 7 days Student Induction Programme was organised from 23-06-2025 to 01-07-2025 including the domain specific bridge courses.
3	Conduct and analysis of SLOC from all students about the departments and institution.	SLOC analysis was conducted on 23-06-2025 for all students of the college and consolidated.
4	Organise an Orientation to the junior faculty on Professional Ethics in July 2025.	The 7 Day Online Faculty Development Programme was organised for junior faculty on the topic 'Inspiring Educators: Enhancing Pedagogy, Research and Institutional Excellence' from 28-07-2025 to 04-08-2025 in collaboration with CCFD.
5	Submission of data in AISHE Portal	The data for the AISHE Portal was successfully submitted on 09-10-2025 and the Provisional Certificate was received.
6	Organise Faculty Development programme for all Teaching faculty in the odd semester 2025-2026.	Organised online FDP on 'Design and Development of MOOCs in Four Quadrant Approach' from 21-10-2025 to 28-10-2025 in collaboration with CCFD.
7	Ensure the implementation of Domain and Cultural Clubs across all departments by July 2025.	Domain and Cultural Clubs were implemented across all Departments.
8	Encourage all the teaching faculty to create at least one e-content per course, they handle in the odd semester 2025-2026.	E-content links were collected from all the faculty members through Attribute 3 coordinators.
9	Enhancement of LMS (hands-on session for faculty) in the month of August 2025.	- Training on LMS was given to faculty on December 6th 2025. - Enhancement of LMS is in progress.
V Crossian Centre for Academic Affairs		
1	Organize a Workshop regarding framing the new syllabus in September 2025.	A two day workshop was organized on Quality Setting and Systematizing - NEP Curriculum with relevance to Posterity on 19-09-2025 and 20-09-2025.
2	Conduct the Curriculum Steering Committee meetings in August and September 2025.	Two Curriculum Steering Committee Meetings were organized on 04-08-2025 and 07-10-2025.
3	Conduct Generic Value-Added Courses in November 2025.	The Generic Value Added Courses were organized from 17-11-2025 to 21-11-2025.
4	Design the New Structure and Components of the Syllabus for the year 2026-2029.	The new structure and components of the syllabus were proposed in the Curriculum Steering Committee on 07-10-2025.

VI Crossian Centre for Online Education		
1	Orient the students on SWAYAM-NPTEL courses in August 2025.	Orientation was done by the Committee members through the class teachers in the month of July.
2	Select student ambassadors to promote SWAYAM-NPTEL courses in August 2025.	Student Ambassadors have been selected and a WhatsApp group is created.
3	Record the students details who completed SWAYAM-NPTEL courses (odd semester) in December 2025.	226 students appeared, 157 students passed, 1 topper, 2 gold, 15 silver, 61 Elite and 79 successfully completed.
4	Collaborate with Communication Professionals Llc and organise online courses in October 2025.	Work is in progress.
5	Review and map relevant SWAYAM-NPTEL courses in October 2025.	Work is in progress.
VII Crossian Centre for Research & Development		
1	Monitor the Institutional seed money projects (Crossian Research Seed Money Scheme Projects - CRSMSPs 2024-25).	Collected the report from the Principal Investigators of Crossian Research Seed Money Scheme for Scholars (CRSMSP-S) 2023-2024 & Faculty (CRSMSP-F) 2023-2024 batch and disbursed the final installment except those who asked for extension.
2	Release the June 2025 and December 2025 issue of the <i>Crossian Resonance</i> .	- Released the June 2025 issue (Vol. 16, No. 1) of “<i>Crossian Resonance</i>”, on 19th September 2025. - The call for papers for December 2025 was made in the month of October through department research committee members & college website.
3	Organize a collaborative Research colloquium to Research Scholars in September 2025.	In collaboration with the Research and Development Cell, St.Xavier’s College (Autonomous), Palayamkottai, conducted a workshop titled “Essential tools for effective research article writing” on 26.09.2025.
4	Crossian Scholars forum meet in October 2025.	Conducted Research Ethics committee meeting and Crossian Scholars forum meeting on 28.08.2025 and 29.09.2025.
5	Update the research database on the college website in November 2025.	- List of the research supervisors, Ph.D. awardees 2025 and registered research scholars. - Soft copy of June 2025 issue of Crossian Resonance.
6	NET/CSIR Dec 2025 Examinations information to all scholars and provide coaching to needy scholars.	- NET/CSIR Dec 2025 Examinations information to all scholars on 22.10.2025 - and provided coaching to needy scholars through their department faculty.

VIII Crossian Centre for Student Affairs		
1	Organize Freshers Day in collaboration with PTA on 26.06.2025.	Organised Freshers Day in collaboration with PTA on 23.06.2025.
2	Conduct the Investiture Ceremony on 02 July 2025 to entrust leadership roles to students.	Conducted the Investiture Ceremony on 02.07.2025.
3	Launch CREATIVE SPARK CLUB - Theatre, Music, Painting, Dance and Photography & Videography clubs to build creative and technical skills among students and to celebrate College Founding Day on 02 August 2025, honoring the institution's legacy.	Launched CREATIVE SPARK CLUB and celebrated College Founding Day on 02.08.2025.
4	Organize Culturals from 25–29 August 2025 to showcase student talents.	Organised Cultural <i>Euphora 2025</i> (Offstage events on 25.08.2025 and 26.08.2025; Onstage events on 28.08.2025 and 30.08.2025).
5	Celebrate Teachers' Day on 04 September 2025 and appreciate teachers' roles.	Department-wise celebration.
6	Organize the Onam festival and foster unity among students.	Organized the Onam festival on 04.09.2025.
7	Celebrate the Holy Cross Feast on 12 September 2025 and uphold spiritual values.	Organized Holy Cross Feast with the Staff Club on 13.09.2025.
8	Conduct Learners' Governance Day to encourage student participation in campus leadership.	Conducted Learners' Governance Day on 19.09.2025.
9	Organize a Magic Show to offer a refreshing break from academic schedules.	Organized Magic Show on 29.09.2025.
10	Distribute Culturals prizes in September 2025 and recognize achievements.	Organised Culturals <i>Euphora 2025</i> Prize Distribution day on 17.10.2025.
IX Crossian Centre for International Affairs		
1	Organize awareness programs on International collaborations and global exposures in July 2025.	Organized three awareness programs: - Leveraging sustainable offshore education pathways and welfare schemes by the Govt of Tamilnadu on 12.08.2025. - Global Learning pathways-Empowering students for Higher education and Digital Readiness on 03-09-2025. - Beyond Borders-Studying abroad opportunities and challenges on 16-09-2025.
2	Launch immersion program with Lincoln University, Malaysia in August 2025.	Launched the Immersion program on 14-08-2025, and students were given orientation.
3	Organize orientation for Online Courses like COURSERA, edX, UDEMY, UDACITY. etc. in September 2025.	Organised an Orientation on the topic "Hands on AI Essentials: Practical Tools For Academic Excellence", on 26-11-2025.
4	Conduct classes for TOEFL, IELTS and German language in October 2025.	Arrangements were made and the announcement for TOEFL, IELTS and German language classes was issued. A few students opted for German, and the German language classes are now in progress.

X	Crossian Centre for Extension Service	
1	NCC - Celebrate Kargil Vijay Diwas and Inter Unit Camp at Pandicherry in July.	• Participated in an inter unit camp at Pandicherry on 13-07-2025. • Celebrated Kargil Vijay Diwas on 21-07-2025.
2	NSS Unit No 76 & 77 - Organise Experimental learning programme on “Cyber Crime” in collaboration with Ministry of Youth affairs and Sports in July and beach cleaning in October.	• Organized Experimental learning programme from 01-08-2025 to 30-09-2025. • Organized beach cleaning at Muttom beach on 30-09-2025.
3	NSS Unit No 239 & 240 - Organise Nature walk in Chunkankadai Hills in collaboration with the Science Forum to commemorate Soil Day in December.	• Will be organized on 20-12-2025.
4	YRC - Conduct Disaster Management Training July and Blood drop shape human chain Thollavillai in October.	• Conducted disaster management Training on 10-10-2025. • Conducted Blood drop shape human chain at Thollavillai on 02-12-2025.
5	The Women's Cell - Provide a Training programme on Self-defence for a Girl child in July and Save girl Child awareness rally at Melasoorankudy in October.	• Provided training program on self defence for a girl child on 02-12-225. • Organized child awareness rally at Melasoorankudi on 03-12-2025.
6	Eco Club - Create habitats for Birds on our campus and Plant donation at Thollavillai in August.	• Habitats for Birds on our campus will be done in January. • Distributed saplings at Thollavillai on 05-12-2025.
7	Rotaract Club - Organise free medical camp at Mala Ramanputhur in August and Rally in commemoration of International Peace Day.	• Organized free medical camp at Government middle school at Devicode on 15-08-2025. • Organized rally in commemoration of International Peace Day in Kurusady on 22-09-2025.
8	AICUF - Organise leadership from empathy: insight from six thinking hats in September and Rally on Karam Festival at Kurusady in September.	• Organised Leadership from empathy insight from six thinking hats on 11-09-2025. • Organized rally on Karam festival at Kurusady on 02-12-2025.
9	Consumer Club - Organise awareness programme on Food Adulteration in collaboration with CIVIL Consumer protection and Civil Rights Association Kulasekaram, Kanyakumari District in September and awareness programme on Consumer Rights at Government High School Melasoorankudy in October.	• Organised an awareness programme on Food Adulteration in collaboration with CIVIL Consumer protection and Civil Rights Association Kulasekaram, Kanyakumari District on 11-12-2025. • Conducted awareness programme on Consumer Rights at Government High School Melasoorankudy on 11-12-2025.
10	YUVA Tourism Club - Organise a virtual trip to Heritage Tourist spots in August and Heritage walk (Charithra Museum in Naiatinkarai and Padmanapuram Place) in October.	• Organized a virtual trip to Heritage tourist spots on 11-09-2025. • Organized Heritage walk at Charithra Museum in Naiatinkarai on 03-12-2025.
11	Electoral literacy Club - Organise Survey on “Non Voter’s ID holders at Nagercoil in July and Street play on Ethical Voting at Kurusady in September.	• Organized survey on non voters ID holders at Nagercoil from 30-07-2025 to 31-07-2025. • Conducted Street play on Ethical voting at Kurusady on 08-12-2025.

12	Legal literacy committee - Organise online Quiz on Know your Rights and Pamphlet distribution on the theme Rights to education in September.	- Organized online Quiz on Know your rights on 29-10-2025. - Organized Pamphlet distribution on the theme Rights to education on 09-12-2025.
XI Crossian Centre for External Affairs		
1	Conduct meetings with the external affairs representatives to collect data on functional and non-functional MoUs, Feedback and discuss renewal options.	Conducted meetings with the External Affairs representatives on 26.07.2025 and 08.08.2025 collect data on functional and non-functional MoUs, obtain feedback, and discuss renewal options.
2	RUN Committee - Sign 1 MoU with an NGO to promote student outreach activities in June.	Signed an MoU with the Kottar Social Service Organisation on 26.06.2025.
3	RUN Committee - Sign another MoU with an NGO for community engagement in July.	- Signed an MoU with Nuthana Trust on 08.07.2025. - The RUN Committee extended the existing MoU with Provision Nagercoil as part of its continued collaboration activities.
4	Department of Tamil SF - Sign 1 MoU with the Writers' Forum for collaborative literary and academic activities in July.	Signed an MoU with South Writers Moment on 21.07.2025.
5	Crossian Centre for Entrepreneurship - Sign 1 MoU with an academic institution to support competitive exam training in August.	The MoU signing has been rescheduled to December 2025.
6	Crossian Centre for Entrepreneurship & Career Development - Sign 1 MoU with an academic institution to promote innovation and entrepreneurship in September.	The MoU could not be signed due to university restrictions.
7	Department of Computer Science - Sign 1 MoU with an academic institution for academic collaboration in September.	Signed two MoUs: - Jclick Solutions on 31.07.2025 - Feather Softwares on 01.08.2025
8	Department of Mathematics - Sign 1 MoU with an academic institution to support research and learning in September.	Signed an MoU with Skillbotix on 04-12-2025.
9	Department of Chemistry - Sign 1 MoU with an industry for academic and research partnership in October.	Signed an MoU with Nanjil Integrated Dairy Development on 21.11.2025.
XII Crossian Centre for Entrepreneurship & Career Development		
1	Conduct a goal-setting programme for I UG and I PG students and categorise them into higher studies, placement, competitive excellence and entrepreneurship excellence.	Conducted a goal setting orientation programme for I UG and I PG on July 1, 2025.
2	Organise VISION 2025 for II UG, III UG and II PG students to set goals and receive structured mentoring.	Conducted a goal-setting programme for II UG, III UG and II PG on June 18, 2025.
3	Conduct a regional-level innovative Intercollegiate competition titled "Entrepreneurship Idea Contest" in collaboration with the Joint Directorate of Collegiate Education.	Conducted the Intercollegiate competition titled "Entrepreneurship Idea Contest" in collaboration with the Joint Directorate of Collegiate Education on July 11, 2025.

4	Recognize and award the finalists of the inter-collegiate competition with cash prizes worth Rs 30,000, at a significant campus event.	The participants were honored and awarded with mementos and certificates. The winners were awarded the cash prizes on August 2, 2025 during the Founding Day Celebrations.
5	Conduct entrepreneurship awareness and mentoring sessions (8 programmes) for selected students during HOB hours on all third day orders at St. Joseph's Hall.	Entrepreneurship awareness, mentoring and workshops on various skill development was given to students on all third day orders during the Entrepreneurship Excellence sessions. Nine sessions were conducted.
6	Organise free competitive exam coaching classes (8 programmes) for students on all third day orders in the Multipurpose Hall.	Competitive Excellence sessions were given to around 410 students on all third day orders in the Multipurpose hall. So far nine programmes have been conducted.
7	Organise Coaching classes (paid) for competitive exams in collaboration with Chennai coaching centre in the college campus on II, III, V day orders and on Saturdays in the college campus.	Coaching classes (paying Rs.10,000/-) for competitive exams in collaboration with Chennai coaching centre are being conducted on all II, III, V day orders and on Saturdays.
8	Conduct two Campus Bazaars for student entrepreneurs, in August and September.	Two campus bazaars were conducted successfully on July 23 and September 18, 2025.
9	Organise a Christmas Bazaar which includes competitions like cake baking and cookie making, relevant to the Christmas season.	Will be conducted in December.
10	Organise Dheera 2025, a skill development programme to train 300 young women and nurture their entrepreneurial potential, in September.	Workshops on various skill development were given to students on all third day orders during the Entrepreneurship Excellence sessions. Nine sessions were conducted. This initiative was carried out this year as an equivalent to the 8 sessions of "Dheera", which is usually conducted every year.
11	Sign an MoU with Chennai Coaching Centre, to facilitate training in TNPSC and UPSC.	Could not be carried out.
12	Sign MoU with an external organisation for collaborative programmes and student support.	Could not be carried out due to University restrictions.
13	Coordinate and maintain a copy of the records of the initiatives carried out under WISE (Women's Initiative for Skill Enhancement), facilitating and encouraging collaborative programmes with academic departments, the Deanery of Entrepreneurship and Career Development, and the Institution's Innovation Council (IIC) from the academic year 2025 onwards.	Records which are being maintained by WISE will be handed over to the Deanery of Entrepreneurship and Career Devt., towards the end of each year.
14	Conduct 10 programmes of WISE in collaboration with the Departments of Physics, Chemistry, Botany, Zoology, Computer Science, English and Commerce, during the months of August, September, October, November and December.	Five programmes have been carried out, in collaboration with the departments.

15	Organise 5 programmes of WISE in collaboration with the Department of Costume and Fashion Design in August, September, October and December.	The programmes are being carried out by WISE in collaboration with the departments.
XIII Institution's Innovation Council		
1	Nominate 10 prototypes for YUKTI Innovation Challenge 2025 in July.	Nominated 10 prototypes for YUKTI Innovation Challenge 2025 on 25-08-2025. Out of the 10 prototypes, 7 were shortlisted for the second round and the prototypes were exhibited for the Round II evaluation in the IIC Regional Meet held on 02-12-2025 at Francis Xavier Engineering College, Tirunelveli.
2	Nominate 20 faculty members for the Innovation Ambassador Training programme in July.	Nominated 20 faculty members and 25 students for the Innovation Ambassador Training programme on 15-07-2025.
3	Submit 4 ideas for MSME Idea Hackathon 5.0 in July.	Submitted 4 ideas for MSME Idea Hackathon 5.0 on 11-08-2025.
4	Upload 15 ideas and 5 business plans in YUKTI portal in August.	Uploaded 17 ideas in the YUKTI portal on 28-08-2025.
5	Organise an Intra Institutional Idea Competition for Smart India Hackathon 2025 in August.	Organised Internal Hackathon for shortlisting ideas for Smart India Hackathon 2025 on 25-09-2025. 16 teams were presented their ideas based on the Problem Statements given by MIC and AICTE.
6	Upload 15 ideas for Smart India Hackathon 2025 in September.	Uploaded 12 ideas for Smart India Hackathon 2025 on 30-09-2025.
7	Organise a mentoring event on Presentation of Ideas/PoC in October.	Instead of mentoring event, a session on The Power of Ideas: Experience Sharing by Student Innovators was organised on 16-10-2025. The student innovators shared their experiences from the TN Global Startup Summit held on 09-10-2025 and 10-10-2025 at Codissia Trade Fair Complex, Coimbatore.
8	Provide assistance for drafting and filing of 5 patents in the month of November.	Provided assistance for drafting of 3 patents in the month of November (under process). Filed 7 patents in the month of July 2025.
9	Monitor and upload the reports of the IIC collaboration activities of the departments in the IIC portal.	Uploaded the reports of 62 IIC collaborative activities for the IIC calendar year 2024-2025 in the portal.
10	Conduct and upload all the IIC driven, MIC driven, self-driven and celebration activities in the IIC portal.	Uploaded 32 IIC driven, 10 MIC driven, 69 self-driven and 16 celebration activities (Total 127 activities) for the IIC calendar year 2024-2025 in the portal.

XIV Crossian Centre for Faculty development		
1	Organize orientation programmes for the faculty in the beginning of the Odd Semester.	Conducted a two-day orientation programme on 09.06.2025 and 10.06.2025 titled “Catalyzing Quality and Excellence in Higher Education,” which focused on productive teaching practices, understanding NAAC attributes and applying actionable methods for assessing and improving attribute-based outcomes.
2	Conduct a programme for the faculty to boost up their mental health and improve their skills in the month of July.	Conducted a session titled “The Mindful lassroom Begins with You” on 05.07.2025 in collaboration with the Health and Hygiene Committee,.
3	Conduct Faculty Development Programme for the newly recruited faculty with minimum five years of teaching experience through online mode in the month of July.	Conducted a 7 Day Online Faculty Development Program on” Inspiring Educators: Enhancing Pedagogy, Research and Institutional Excellence" session from 28-07-2025 to 04-08-2025 in collaboration with the IQAC.
4	Provide a performance scorecard for faculty members that includes all relevant parameters to elevate the standards of the teaching community in the month of July and the same to be graded at the end of the academic year and honored with an award.	Developed and distributed a scorecard containing key parameters for enhancing teaching standards to the faculty.
5	Conduct a workshop on Curriculum Development and Competitive Examination in the month of August.	Conducted a workshop on “Integration of Competitive Exams in Curricula” in collaboration with the Deanery of Academic Affairs on 23-08-2025.
6	Organize Faculty Development Programme for all the staff including outsiders in recent AI techniques to enhance the teaching learning process through online mode in the month of September.	Organized an Online 7 day Faculty Development Programme on Design and Development of MOOCs in Four Quadrant Approach in collaboration with IQAC from 21-10-2025 to 28-10-2025.
7	Collaborate with Lincoln University, Malaysia and organize an advanced workshop on OBE and academic benchmarking in the month of November.	Organized “Empowering Educators: Advanced workshop on OBE and Academic Benchmarking” on 29-11-2025.
XV Placement and Career Guidance Cell		
1	Organise 5 Career Awareness sessions, pre-placement talks from industrialists, and HR interactions.	Organized 8 career-focused programmes, including résumé writing, communication skills training, and industry expert sessions.
2	Arrange 4 mentoring sessions by alumnae (one alumna per month).	4 mentoring sessions facilitated by alumnae, providing valuable guidance to students.
3	Conduct a full-day soft skills training session (Skilathon) in the month of August covering areas such as resume building, group discussions, mock interviews, public speaking, personality development, leadership skills, and non-verbal communication for the outgoing students.	A one-day workshop on “Soft Skills Training for Campus Placement” was held on 13-08-2025, focusing on résumé building, group discussions, mock interviews, public speaking and leadership skills.

4	Organise a session on aptitude test preparation, logical reasoning, and problem-solving techniques relevant to placement processes.	A half-day session on aptitude test preparation, logical reasoning and problem-solving techniques was conducted on 22-09-2025, titled “Crack the Code: Aptitude Test Training,” by ECC Academy, Nagercoil.
5	Conduct a parent orientation programme in October to encourage them to allow their children to work in industries outside the district.	Department-wise parent orientation was conducted during the consolidated marksheet-signing session, to encourage parents to support their children in taking up employment opportunities outside the district.
6	Offer a generic value-added course on Employability Skills for Career Excellence in November 2025.	The generic value-added course has been postponed to the next board for approval.
7	Conduct an on-campus placement drive with Accenture in the month of September 2025.	The on-campus placement drive with Accenture could not be conducted as the hiring process for Arts and Science colleges has not yet been initiated by the company.
8	Conduct an on-campus placement drive with Besant Technologies	On 30th September, 38 students received job offers from Besant Technologies, Chennai, for roles in IT and Business Development, with annual packages ranging from ₹3–4 lakh..
9	Conduct a paid internship drive with CRUD operations for the Computer Science department	On 26th September, 2 Computer Science students were selected for a three-month paid internship programme, receiving a monthly stipend of ₹8,000.
10	Sign an international MoU	An international MoU with Uptown Vacations, Dubai, UAE, was signed in the month of August for placement training and the hiring process.
XVI	Reaching the Unreached Neighbourhood (RUN) Programme	
1	Sign 2 MoU with NGOs (SDG 17).	Signed MoU with Nuthana Trust, Mulagumoodu and Kottar Social Service Society, Nagercoil.
2	Organize career guidance programmes for high school students at St. Aloysius School, Vettoornimadam (SDG 4).	Organized career guidance programmes by the departments of Mathematics, English with Media Communication, Physics and Chemistry at St. Aloysius School and Little Flower Girl’s Higher. Sec. School.
3	Conduct Digital Literacy Programmes for rural youth and homemakers at Kandavilai (SDG 4).	Organized “Empowering Literacy in Rural Minds through Mathematics” programme at St. Teresa’s School, Kandavilai.
4	Organize Menstrual Hygiene Awareness for adolescent girls in one of the selected villages (SDG 3).	Organized “Menstrual hygiene awareness – Myths and hygiene practices for adolescent girls” at St. Aloysius School, Vettoornimadam.
5	Conduct Skill Development Programmes like Handicraft for women at Vettoornimadam (SDG 5).	Conducted hands-on-training in seed ball preparation and vermicompost preparation at Kandavilai and Kottar by the

		departments of Botany, English and Corporate Secretaryship.
6	Organize Financial Literacy Camps like how to open bank accounts and use UPI (SDG 4).	Conducted financial literacy programme on “Digital Payments and UPI” by the department of Artificial Intelligence and Data Science at Karankadu.
7	Initiate Environmental awareness and action like Sapling Plantation drives and cleaning villages (SDG 15).	“Palm Seed Plantation Drive” was organized by the departments of Physics and Chemistry around Mulagumoodu. - Village Cleaning Drives were undertaken in many select villages by different departments.
8	Organize mental health awareness sessions for teens and parents (SDG 3).	Organized “Health and Hygiene: The Foundation for Better Life” programme at AVD School, Ganapathipuram by the department of Mathematics.
9	Initiate “My Kitchen My Health” Programme at Mulagumoodu in collaboration with the NGOs (SDG 11).	Conducted “My Kitchen My Health” awareness programme and “Kitchen Audit” in collaboration with Nuthana Trust, Mulagumoodu.
10	Visit and conduct interactive sessions at Old Age Homes (SDG 3).	Departments of Economics and English with Media Communication visited Sneham Old Age Home at Vadasery.
11	Conduct Sea shore cleaning drives in the selected coastal villages (SDG 14).	Organized shore cleaning at Colachel, Pillaithoppu, Puthenthurai, Muttom, Rajakamangalamthurai, Sanguthrai and Pallam by various departments.
XVII UBA Cell		
1	Participate in Gram Sabha Meetings.	Participated in the Gram Sabha Meetings held on 15th August, 2025 and 11th October, 2025 at Manakudy, Parakkai, Puthenthurai, Kesavan Puthenthurai and Pallam.
2	Conduct an orientation on the People’s Plan Campaign.	Conducted an orientation on the People’s Plan Campaign on 11th October, 2025, at Parakkai.
3	Conduct PRA & Baseline Survey.	Instead, conducted the following activities in Parakkai and Manakudy on 15th August, 2025: - Street Play on child labour - Plantation of Nutri Garden in Households - Rally on importance of education - Talk on Digital Safety - Rally on Environmental Awareness - Removal of Plastics - Pamphlet distribution on cyber security
4	Conduct sensitisation programmes for Panchayat members, youth & SHGs on LSDG themes.	Instead, conducted Awareness Campaign on different Social Security Schemes at Parakkai on 11th October, 2025
5	Organise People's Plan Campaign & special Gram Sabha.	Organised Digital Awareness Programme at Pallam on 11th October, 2025.

6	Prepare and finalise the draft plan for GDPD	- Held a Rally on Child Rights at Parakkai on 11th October, 2025 - Conducted an Awareness Campaign on Cyber security at Parakkai on 11th October, 2025 - Carried out Nutri Garden Seed Distribution at Manakudy on 11th October, 2025
7	Obtain approval for the final GDPD.	Drafting of GDPDs is going on in DRCP. The drafting process will be completed in the month of January.
8	Adopt two additional villages - Parakkai & Kovalam.	Received confirmation from NCI.
9	Conduct low cost/ no cost activities related to health & hygiene.	- Conducted mosquito-borne disease awareness programme at Pallam on 15th August, 2025 - Carried out the Distribution of Supplementary Nutritious food at Parakkai on 15th August, 2025
10	Install a solar fish dryer, subject to fund release by NCI.	As the fund is not released by NCI, it is postponed.
XVIII Parent-Teacher Association		
1	Organise Fresher's Day / Orientation for First Year Students and their Parents.	Organised Fresher's Day Orientation for First Year Students and to the Parents on 23rd June, 2025.
2	Conduct General PTA Meeting to review the Semester and CIA performance of the students.	Conducted General PTA Meeting to review the Semester and CIA performance of the students on 22nd August, 2025.
3	Convene Executive Committee Meetings of the PTA.	Yet to conduct.
4	Verify the creation and regular functioning of department-wise PTA WhatsApp groups.	It is verified and it is functioning.
XIX Alumnae Association		
1	Organize annual Alumnae meet on the second Saturday of August.	Organized the Annual Alumnae Meet on 27th September 2025 at 10 a.m..
2	Develop a Google Site in the month of July.	Development of Google Site is in progress.
3	Create an international Chapter meet through online mode in the month of September.	Postponed to the month of December.
4	Establish a new Alumnae chapter in Chennai before November.	Established a new Alumnae chapter in Chennai with 25 members.
5	Mobilize a fund of fifty thousand rupees (50,000) for the infrastructure development in the college before December.	- Ms. Rabi Anu contributed ₹3000/- - Dr. Glory has promised to contribute ₹25,000/- - Ms. Yobina has promised to contribute ₹10,000/- - Dr. Julie has promised to contribute ₹5,000/-

XX Physical Education		
1	Carry out Ground Maintenance in the month of June.	Prepared the sports grounds in June for players to practice.
2	Conduct Selection Trials in July to identify students and form College sports teams.	Conducted the Selection trials on July 3rd and 4th, 2025, to identify and select students for our college sports teams.
3	Organize Department-wise Intramural Sports Competitions and celebrate Sports Day.	The Department-wise intramural sports competitions were held from July 8th to 14th 2025, culminating in a grand Sports Day celebration on July 23rd 2025.
4	Deliver an awareness program in August on sports injuries - focusing on causes, treatment and preventive measures, for student athletes.	The awareness program, originally scheduled for August 20th 2025, has been rescheduled to January 2026 due to a local holiday on the initial date.
5	Host a District Level Ball Badminton Tournament in August in commemoration of National Sports Day.	The District Level Inter-School Ball Badminton Tournament was cancelled due to the commencement of the Chief Minister's Trophy competitions. Therefore, instead of this competition, the M.S. University Intercollegiate Football and Volleyball Tournaments were conducted from 15-17 September 2025. In connection with the tournament, an additional volleyball court was constructed.
6	Arrange a Medical Inspection for I UG students in December to identify health concerns and provide necessary guidance.	Medical Inspection for I UG students is to be organized.
7	Conduct coaching programmes and arrange coaching camps from July to December to prepare the student players for participation in various competitions at various levels.	Conducted the coaching camp for Badminton from 11 - 20 August 2025, for Volleyball from 9-13 September 2025 and for Football from 3-13 September 2025.
XXI Librarian		
1	Arrange Orientation Program for Freshers, to familiarize new students with library facilities, resources, rules and services.	Conducted the Orientation Programme from 08/07/2025 to 18/07/2025 to the freshers.
2	Conduct Book Review Sessions to promote reading habits and critical analysis among students.	Held the Book Review from 15-09-2025 to 24/09/2025.
3	Organise Seminar on Foundation of Archival in collaboration with the Department of History to raise awareness on techniques and importance of reserving rare books, manuscripts and archival materials.	Held the seminar on Foundation of Archival in collaboration with the Department of History on 21-08-2025.
4	Host a Collaborative Webinar with St. Xavier's College, Palayamkottai and HCC Research Section on "Academic Excellence in the Digital AI Tools and DrillBit for Ethical Writing".	Organised a webinar on "Essential Tools For Effective Research Article Writing" in collaboration with St. Xavier's College, Palayamkottai, and in association with CCRD on 26.09.2025.

5	Assign and label proper rack numbers for books to ensure easy access and systematic arrangement.	Four racks have been arranged systematically and further work is in progress.
6	Organize the 'Knowledge Quest' program daily, in collaboration with the Quiz Club, in the month of August to trigger the thirst for current affairs.	- Conducted the Knowledge Quest program daily (A question was announced during the morning prayer, and students submitted their answers to the librarian during the forenoon break. The correct answer was shared the following day along with the next question). - The activity will continue in the even semester, and prizes will be awarded at the end of the academic year.
7	Provide career excellence support in collaboration with the Placement and Career Guidance Cell by sharing employment updates once a week from August onwards.	Shared the Employment News Weekly PDF regularly in the Faculty WhatsApp group since August 2025 and continues to be shared.
8	Arrange an Orientation and Interaction Session on commitment to career excellence in August.	Organised a talk on “Library Resources and Strategic Preparation for Competitive Examinations” on 21-08-2025 to the students.
9	Share relevant job listings from the Employment Newspaper regularly.	Shared relevant job listings from the Employment News regularly in the Faculty WhatsApp group, and the practice continues.
XXII Non-teaching Staff		
1	Conduct a one-day seminar on ‘Skill Development’ for the Non-Teaching Staff in December.	Conducted the one-day seminar on ‘Skill Development’ on 23.08.2025.
2	Ensure the completion of following training/certification by non-teaching staff: - Typewriting – 1 staff member - Tally – 4 staff members - Library Science – 3 staff members - Graphic Design – 1 staff member - Government Examination in Computer on Office Automation – 2 staff members	4 staff members completed Tally 1 staff member completed a course on Graphic Design 1 staff completed course on Canva 1 staff completed the course on Library Science and 3 staff members are currently doing it. 2 staff members are doing COA - One staff member is studying Typewriting.

Each report was discussed and evaluated in terms of effectiveness, challenges faced and impact, forming the basis for further planning and continuous improvement.

Following this, the recommendations for each domain for the period January 2026 to May 2026 were presented by the respective representative and reviewed by all members, as given under each domain below.

DOMAIN-WISE RECOMMENDATIONS (JANUARY 2026 – MAY 2026)

S.No	Domain-wise Recommendations (January 2026 – May 2026)
I	Principal
1	Organize school visits to distribute the <i>College Prospectus 2026–2027</i> and enhance institution–school linkage.
2	Prepare an e-prospectus to be shared via WhatsApp and uploaded on the college website.
3	Intensify admission-related promotional activities through targeted social media campaigns.
4	Ensuring that each department prepares the prospectus relevant to its discipline.
5	Prepare and publish the annual academic calendar.
6	Recognize teachers who have produced centum results by awarding certificates of appreciation.
7	Establish department-wise student forums to promote academic engagement and leadership.
8	Set up HoD cabins for three departments during the current semester.
9	Implement effective strategies to reduce student absenteeism.
10	Procure two LCD screens for the MPH to facilitate effective programme screening.
11	Renovate the Upstairs of MPH to accommodate startup initiatives
12	The purchase of a shredder enables safe and efficient cutting of outdated examination documents.
13	Introduce B.Com. with Computer Applications in the upcoming academic year.
14	Encourage faculty members to compulsorily complete at least one SWAYAM or NPTEL course annually.
15	Establish five new incubates in the college's incubation centre to promote student innovation.
16	Enhance the ERP system by strengthening attendance monitoring and integrating video content into the LMS.
17	Introduce AI-enabled features in the admission process to streamline workflow and reduce processing time.
II	Vice Principal
1	Conduct programs on Digital Etiquette (or "netiquette") Awareness/ Safer Internet Day.
2	Conduct Fire Safety awareness and drills.
3	Organise an awareness session on Security and safety of college property.
4	Conduct a workshop on Fostering a Ragging-Free Campus.
5	Organise an Expert Lecture on Anti-Ragging.
6	Present the PBOT (Please Be On Time) award per semester to the department with the least number of latecomers, as a recognition of discipline and punctuality.

7	Acknowledge and appreciate departments that consistently maintain clean and hygienic premises, promoting a culture of cleanliness on campus.
III	Examination Wing
1	Conduct End Semester examinations in the months of April and May.
2	Publish Results on 08-05-2026.
3	Upload e-copies of the answer scripts for revaluation verification.
4	Arrange Awareness talk on “Ethical Practices in Examination”.
5	Update Examination Manual.
IV	IQAC
1	Conduct Administrative Audit for the Office in the month of December.
2	Organise an Orientation and Demo on LMS Classroom for Students.
3	Conduct One Day workshop on AI Tools for the Administrative Staff.
4	Organise a FDP for all faculty members in collaboration with CCFD.
5	Conduct internal audits for departments, clubs and committees and administrative office.
6	Conduct Academic and Administrative Audit for 2025-2026.
7	Submit the data for NIRF.
V	Crossian Centre for Academic Affairs
1	Conduct the Board of Studies Meeting in March 2026 and compile the syllabus.
2	Conduct the Curriculum Steering Committee Meetings in January and March 2026.
3	Get the syllabus feedback for the Even Semester in April 2026.
4	Conduct the Academic Council in the first week of June 2026.
VI	Crossian Centre for Online Education
1	Draft policy for online education.
2	Ensure that either Unit IV or Unit V for each course is made available in LMS.
3	Orient the students on SWAYAM-NPTEL courses in December for Jan-June 2026.
4	Record the students details who completed SWAYAM-NPTEL courses (Even semester) in June 2026.
VII	Crossian Centre for Research & Development
1	Monitor the Institutional seed money projects (Crossian Research Seed Money Scheme Projects - CRSMSPPs) and to call for new proposals in December 2025.
2	Organize a National Conference to faculty and Research Scholars in January 2026.
3	Release the December 2025 issue of the Crossian Resonance in February 2026.
4	Celebrate ‘Research Day’ and Distribution of Endowment Prizes, Best Contributor (Research) Award and Incentives for 2025 in March 2026.

5	Call for papers for June 2026 issue of the Crossian Resonance in April 2026.
6	Update the research database in the college website in May 2026.
7	NET/CSIR June 2026 Examinations information to all scholars and provide coaching to needy scholars.
VIII	Crossian Centre for Student Affairs
1	Conduct Golden Mike in December in order to promote leadership and self-expression among students.
2	Present a programme on Kumari FM in December to provide students with national-level exposure and confidence in public communication.
3	Organize a Student Documentary Film Competition in December to encourage creativity, storytelling and practical skills in filmmaking.
4	Celebrate Christmas and host a Food Festival in December to foster unity, joy and festive spirit among students.
5	Conduct the Student Council Election through the ERP system in the month of March.
6	Conduct Graduation Day in April to honour academic achievement and celebrate student success.
7	Organize College Day in April to recognize excellence through awards, achievements and cultural performances.
8	Organize the Valedictory Function in April to celebrate the academic year and bid farewell to the outgoing students.
9	Ensure the timely uploading of the <i>Yuvathi</i> Magazine on the college website in April 2026.
IX	Crossian Centre for International Affairs
1	Pre-departure Orientation for Immersion Program, in January 2026.
2	Execution of the Immersion Program with Lincoln University, Malasiya in the month of February 2026.
3	Organize programs related to Higher Education in India and Abroad, during all third day orders (From January to March).
X	Crossian Centre for Extension Services
1	NCC ➤ Participate in All India Navi Camp. ➤ B and C Certificate examination in January 2026.
2	NSS Unit No 76 & 77 - Organize ➤ A rally on Road safety in January 2026. ➤ NSS Camp in February 2026.
3	NSS Unit No 239 & 240 - Organize ➤ Field survey camp in Arumanallor panchayat in February 2026. ➤ Rain water harvesting demonstration in March 2026.
4	YRC - Organize ➤ An eye camp in collaboration with Agarwal's eye hospital, Nagercoil in January 2026. ➤ Cancer awareness programme in February 2026.

5	Women's Cell - Organize ➤ Career guidance for higher secondary school students at Pallam in January 2026. ➤ Women's day celebration in the month of March 2026.
6	Eco Club ➤ Seed distribution in Kurusady in the month of January 2026 ➤ Street play on impacts of plastic in the month of March 2026.
7	Rotaract Club - Organize ➤ Eye check up and orientation on importance of eye donation in January 2026. ➤ Leadership training programme in the month of February 2026.
8	AICUF ➤ Build social awareness through games in January 2026. ➤ Organize Children's Parliament at Government H.S.S at Melasoorangudy in February.
9	Consumer Club ➤ Celebrate Consumer Day in the month of February 2026. ➤ Consumer Rights programme in Government H.S.S at Malasoorangudy in March.
10	YUVA Tourism Club ➤ Conduct a Tourism spot drive at Sanguthurai beach in January 2026. ➤ Organise Inter collegiate Travel blog contest in the month of March 2026..
11	Electoral Literacy Club - Organize ➤ A Demo on Voting booth during the first week of January 2026 ➤ A Pledge taking on Proud to Vote during the second week of March 2026.
12	Legal Literacy Club ➤ Participate in a court visit at Nagercoil in the month of January 2026. ➤ Conduct a Debate on Contemporary legal issues in the month of march 2026.
XI	Crossian Centre for External Affairs
1	Conduct a meeting with external affairs representatives to review the odd semester activities and carry out the remaining activities in the even semester.
2	Sign an MoU with an industry partner for HCIIC in December 2025.
3	Sign two MoUs with an industry partner for the Department of Physics in December 2025 and January 2026.
4	Establish an MoU with an industry partner for the Department of Commerce (Aided) in January 2026.
5	Sign an MoU with a government organization for the Department of Botany in February 2026.
6	Sign an MoU with a government organization for the Department of History in April 2026.
7	Establish an MoU with an industry partner for the Department of B.Com Corporate Secretaryship in January 2026.
8	Sign an MoU with an industry partner for the Placement and Career Guidance Cell in March 2026.
9	Sign an MoU to the industry by the Office of the Deans of Academic Affairs in December 2025.

XII	Crossian Centre for Entrepreneurship & Career Development
1	Celebrate National Entrepreneurship Day, and encourage the students who have opted for entrepreneurial excellence to register with the Deanery of Entrepreneurship.
2	Conduct entrepreneurship awareness and mentoring sessions (8 programmes) for selected students during HOB hours on all third day orders at St. Joseph's Hall.
3	Organise free competitive exam coaching classes (8 programmes) for students on all third day orders in the Multipurpose Hall.
4	Organise Coaching classes (paid) for competitive exams in collaboration with Chennai coaching centre in the college campus on II, III, V day orders and on Saturdays in the college campus.
5	Provide free coaching classes in collaboration with Chennai Coaching Centre for competitive exams to disabled students and widows.
6	Conduct a Christmas Bazaar which will be open to student entrepreneurs, their parents and outsiders in December, with competitions like Christmas cake-baking and cookie making, relevant to the Christmas season.
7	Organise a Campus Bazaar in February for the entrepreneurs of our college.
8	Coordinate and conduct training programmes for deprived women in collaboration with WISE and offer them certificates.
9	Become a knowledge partner of EDI, Tamil Nadu.
XIII	Institution's Innovation Council
1	Upload and evaluate PG and UG innovative projects in the YUKTI portal in January.
2	Provide assistance for drafting and filing of 5 more patents.
3	Upload the filed patent details in the KAPILA portal for reimbursement.
4	Organize Inter Collegiate Innovation Contest: Holy Cross Innovation Contest 2026 in February.
5	Conduct AI-Powered Solution Expo for AI / I4.0 Prototypes in March.
6	Upload the IIC activities in the portal.
XIV	Crossian Centre for Faculty development
1	Conduct an online Faculty Development Programme for all faculty members focusing on all the key attributes required for NAAC in the month of January.
2	Conduct programmes for the faculty on Physical health and Lifestyle changes, Mindfulness and Overall Wellness in the month of February and March.
3	Collect the performance scorecards from faculty members, evaluate and grade them, and present awards based on their performance in the month of March.
XV	Placement and Career Guidance Cell
1	Organise interactive sessions with HR professionals focused on enhancing students' employability during career excellence hours on all third day orders
2	Arrange Mentoring Sessions by alumnae, to guide students on career pathways and industry expectations.

3	Conduct a mega job fair in the month of January
4	Conduct an Internship fair in February for II UG and I PG students to facilitate internship opportunities and industry engagement.
5	Establish Memoranda of Understanding (MoU) with industry Besant Technologies to strengthen training and placement collaboration.
6	Conduct On-Campus Recruitment Drives by inviting the following companies to provide placement opportunities for final-year students. 1. December - SART Group of Companies, Nagercoil 2. January - Michael's Academy of Communicative English, Ooty, AKT Educational Institutions, Kallakurichi and Alldigi Tech, Chennai 3. February – Digisator India, Institute of Verbal Communication, Coimbatore, FLP Labs, Kochi, Vertical Solutions (Foxconn Mobile India Pvt Ltd), Chennai, SRV Group of Institutions, Rasipuram & Trichy, Technopark, Trivandrum 4. March - Quintessence Business Solutions and Services, Chennai, BDM Technology, Nagercoil, Uptown Vacations, Dubai
XVI	Reaching the Unreached Neighbourhood (RUN) Programme
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XVII	UBA Cell
1	Conduct the following programmes in association with Cognizant Technology Solutions • Soft Skills (Leadership, Adaptability, Teamwork and Decision Making) • Interview clinic (Resume writing, interview preparation, Linked in profile creation, group discussion, and mock interview) • MS Suite - Advance & Basic Excel • MS Suite - Advance & Power point • Cyber Security as a profession
2.	Conduct training programme for staff and students regarding UBA activities.
3.	Conduct LSDG activities.
4.	Participation in Gram Sabha Meetings.
5.	Organise a Career Guidance Programme.
6.	Organise Awareness programme on “Self Employment Schemes”.
XVIII	Parent-Teacher Association
1	Conduct General PTA Meeting to review the Semester and CIA performance of the students.
2	Organise Career Guidance Program for Outgoing Students.
3	Arrange Prizes for the Rank Holders During the College Day Function.
4	Collect Feedback from the Parents.
5	Convene Executive Committee Meetings of the PTA.

XIX	Alumnae Association
1	Organize 5 alumnae reunion meet.
2	Organize 3 alumnae chapter meet.
3	Mobilize 50,000 as corpus fund which will be utilized for the infrastructure and the betterment of the student community.
XX	Physical Education
1	Organise an awareness program in January on sports injuries - focusing on causes, treatment and preventive measures, for student athletes.
2	Conduct Sports Quota Selection trials for players seeking admission to U.G & P.G courses under the sports quota in April 2026.
XXI	Librarian
1	Conduct Book Exhibition in the third week of December & Purchase books for the department to enhance library resources and support academic activities.
2	Celebrate Library Day on 23-01-2026 by organizing three competitions each for students, staff and faculty members individually.
3	Conduct a webinar on Drillbit Plagiarism Check in the month of February to research scholars.
XXII	Non-teaching Staff
1	Conduct a one-day Yoga class.
2	Conduct a one-day seminar.
3	Enroll in the SWAYAM course on Advanced Instrumentation and Chemical Data Analysis, complete it and submit the certificate - minimum one staff member.
4	Undergo a six-month course in Clinical Psychology and submit the certificate upon completion - minimum one staff member.

The Chairperson then requested the members to prepare an action plan based on the recommendations and to execute it prudently with commitment and earnest effort. The meeting concluded with a formal vote of thanks delivered by the Principal and ended at 3.30 p.m.

Thank you,

Dr. S. Mary Mettilda Bai
Vice Principal