



Holy Cross College (Autonomous)

Nagercoil – 629 004

Affiliated to Manonmaniam Sundaranar University, Tirunelveli
Nationally Accredited with A+ Grade (CGPA 3.35) by NAAC IV Cycle
An ISO 9001:2015 Certified Institution

SSR
2019-2020
to
2023-2024

2.3.3 Preparation and adherence of Academic Calendar and Teaching plans by the institution

ACTION PLAN- Crossian Centre for Research and Development

2023-2024

Crossian Centre for Research & Development

Action Plan & Action taken report 2023- 2024

Month	Activity	Special focus/ Outcome	Action Taken
June	Article collection from ERP for Crossian Resonance.	Journal - Crossian Resonance	The articles submitted online were downloaded from ERP
July	Article processing (internal review) for Crossian Resonance.	Journal - Crossian Resonance	Carried out the internal review of the articles received.
	Incentives to the research contribution – Data verification	Research Funding	Research details of faculty 2022-2023 were analysed.
	Collection of progress reports from the principal investigators of CRSMS 2022- '23.		Collected the progress reports from the principal investigators of CRSMS 2022- '23 and disbursed II installment.
	International Conference on Multidisciplinary research with paper presentations and Publications of Proceedings.	Research Promotion	Two Days International Conference on Innovative Trends in Multidisciplinary Research was conducted on 07.07.2023 & 08.07.2023
August	Article processing (external review) for Crossian Resonance.	Journal - Crossian Resonance	Articles corrections as per the comments of the internal reviewer.
	Research Ethics Committee Meeting	Research Ethics	Research Ethics Committee Meeting was held on 19.08.2023 on the topic Maximizing Research Scholar Productivity: Strategies for Enhanced Research Output.
	Distributing Incentives to the selected candidates.	Research Funding	The selected candidates were honoured with incentives on 22.08.2023
	Call for seed money proposals CRSMS 2023- '24		Called for proposals under the Crossian Research Seed Money Scheme (CRSMS) on 25.08.2023.
September	Article processing (corrections as per the comments of reviewers) and release of June 2023 issue.	Journal - Crossian Resonance	The internal reviewed articles were corrected as per the comments of the reviewer and sent for external review.




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	Crossian Scholars forum	Research Guidance	Crossian Scholars forum was conducted on the topic '2023 Research Focus' on 07.09.2023.
October	Call for papers for December issue and release of June issue	Journal - Crossian Resonance	The external reviewed articles were corrected as per the comments of the reviewer; compiled, edited the Journal Crossian Resonance Vol. 14 No. 1 was released on 07.10.2023.
	Workshop on Research proposal writing.	Research Training Support	Workshop on "Art of Research Proposal for Tapping Research Grants" was conducted on 07.10.2023 to faculty and scholars.
	Training on e-resources to scholars	Research Training Support	Training Programme on Empowering Researchers with E- Resources: Unlocking Infilbnet and N-List was held on 25.10.2023.
	Research Advisory Committee Meeting for Scrutinizing and announcing the selected faculty proposals for CRSMS 2023- '24.	Research Advice and Research Funding	Selection and Declaration of Seed Money (Faculty) proposals: made a thorough analysis based on the objectives, methodology, novelty, social relevance of each proposals and recommended 4 proposals out of the 6 proposals on 27.10.2023.
November	Releasing I installment to the selected proposals of CRSMS 2023- '24	Research Funding	Disbursed I instalment to selected candidates.
	Criterion III files update	Research Documentation	Collected research data department wise.
December	Orientation on IPR	Advancing Research	Seminar on "IPR in the digital era: challenges & opportunities for researchers" was organised in association with Institution's Innovation Council, Holy Cross College (Autonomous) Nagercoil, on 12.12.2023 to research scholars.



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	Research Advisory Committee Meeting for Scrutinizing and announcing the selected Scholars' proposals for CRSMS 2023- '24.	Research Advice and Research Funding	Selection and Declaration of Seed Money (Faculty) proposals: made a thorough analysis based on the objectives, methodology, novelty, social relevance of each proposals and recommended 4 proposals out of the 6 proposals on 27.10.2023.
January	Article processing (internal review) for Crossian Resonance.	Journal - Crossian Resonance	The articles submitted online were downloaded from ERP and distributed for internal review.
	Consultancy Policy - Reframing	Advancing research	Reframed the consultancy policy.
February	Article processing (external review) for Crossian Resonance.	Journal - Crossian Resonance	The corrected articles as per the comments of the internal review were sent for external review.
	Criterion III files update	Research Documentation	Criterion 3 files were submitted to IQAC.
	Research Colloquium.	Research guidance	Research Colloquium on the topic Research Ethics was conducted on 14.02.2024 to research scholars.
March	Article processing (corrections as per the comments of reviewers) and release of June 2023 issue.	Journal - Crossian Resonance	The corrected articles as per the comments of the external review
	Distributing Incentives to the selected candidates.	Research Funding	
April	Call for papers for June issue	Journal - Crossian Resonance	
	Research Advisory Committee Meeting	Research guidance	
	Criterion III files update	Research Documentation	
May	Collection of articles for June issue	Journal - Crossian Resonance	
	Update of research database of Scholars and guides on our website	Research Documentation	


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2022-2023

**Crossian Centre for Research & Development
Action Plan & Action taken report 2022- 2023**

Month	Activity	Special focus/ Outcome	Action Taken
June	Article processing for journal – Internal Review	Journal - Crossian Resonance	The articles submitted online were downloaded from ERP and given for internal review.
July	Article processing for journal – External Review	Journal - Crossian Resonance	The internal reviewed articles were corrected as per the comments of the reviewer and sent for external review.
	Incentives to faculty	Research motivation	Honoured the faculty for their contribution in research on 21.07.2022
August	Release of June issue of the Journal “Crossian Resonance”	Journal - Crossian Resonance	The external reviewed articles were corrected as per the comments of the reviewer; compiled, edited the Journal Crossian Resonance Vol. 13 No. 1 was released on 12.08.2022.
	Call for proposals for Crossian Research Seed Money.	Research promotion & Funding	Call for proposals for Crossian Research Seed Money was made.
September	Workshop on Publishing papers in indexed journal.	Research Training Support	Conducted National Level Workshop on Nuances in Publishing Research Papers in Indexed and Open Access Journals on 29 September 2022.
	Crossian Resonance under UGC care listed group - Part A process	Research up gradation	Submitted the UGC-CARE Protocol part I: Basic Information Proforma was duly filled and submitted to the University for enlist the Journal for Enlisting our Journal Crossian Resonance under UGC- CARE list journals.
October	Research Ethics Committee (all research guides) meeting.	Research policy & Accountability	Research Ethical Committee Meeting was held on 18.10.2022. Topic: Quality enhancement in research in the campus.
	Hands-on training on research relevant accounts.		Hands-on training was given to created Research relevant IDs (Google scholar, Researcher, Scopus, ORCHID, Vidwan)



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	Research Database update	Research visibility	Research guides details and Research Scholars details were posted on College website. Uploaded latest issue of "Crossian Resonance" on our website.
	Seed money proposal sanction	Research funding	Scrutinized the 11 proposals received and selected 6 proposals and the order copy was issued.
November	Call for articles for the Journal Crossian Resonance	Journal - Crossian Resonance	Online call for unpublished articles was made through College website.
	Crossian Scholars forum	Research guidance	Crossian Scholars Forum was conducted on 10.11.2022 and analysed the research activities of the research scholars and provided motivation to the research scholars to publish and present more research articles.
	Research Ethics Committee Meeting	Research guidance	Discussed the difficulties faced by our researchers to find solutions.
	International Webinar	Research training support	International Webinar on Guidance for Research and Scholarly Publishing was held on 21.11.2022.
December	Article processing for journal – Internal Review	Journal - Crossian Resonance	The articles submitted online were downloaded from ERP and given for internal review.
	Crossian Scholars Forum	Research guidance	Analysed the research progress of the scholars.
January	Article processing for journal – External Review	Journal - Crossian Resonance	Article processing: The internal reviewed articles were corrected as per the comments of the reviewer and sent for external review.
February	Research colloquium	Research guidance	Research colloquium on the topic Effective Data Processing and Publishing for Quality Research was carried out on 16.03.2023.
	Collection of Crossian Research Seed Money 2021-2022 final report & disburse of II instalment	Research Funding	Disbursed II instalment to the principal investigators of Crossian Research Seed Money 2021-2022 batch, based on their progress reports.
	December 2022 issue of Crossian	Journal - Crossian Resonance	The external reviewed articles were corrected as per



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March	Resonance		the comments of the reviewer.
	Research Database update	Research visibility	Updated Website with Articles in Crossian Resonance, List of Research Scholars Under Guidance, Ph.D. Supervisors, and Research Activities.
April	Release of December 2022 issue of Crossian Resonance	Journal - Crossian Resonance	The recommended articles were edited and the Journal Crossian Resonance Vol. 13 No. 2 was released on 18.04.2023.
	Call for articles for the journal Crossian Resonance	Research Publications	Online portal was opened for article submission.
	Endowment prizes	Research motivation	Research related Endowment prizes were distributed in the College Day function on 18.04.2023
May	Collection of research articles for Crossian Resonance	Journal - Crossian Resonance	The articles submitted online were downloaded from ERP.
	Research Data - submission to IQAC	Criterion III - AQAR	Submitted the criterion 3 files to IQAC

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2021-2022

Crossian Centre for Research & Development – Action Plan
Action Plan & Action taken report 2021 – 2022

Month	Activity	Special focus/ Outcome	Action Taken
June	Final Research Policy with defined criteria for incentives.	Research as campus culture	20 th June 2021, the members of the Research Committee met in the online meet and finalised the Research Policy of our college that should be implemented from the academic year 2021-2022 onwards. As per the online Academic Council meeting held on 24 th June 2021, the Research Policy of our college was accepted to be implemented from the academic year 2021-2022 onwards.
July	Articles Review for the Journal “Crossian Resonance” Vol. 11, Nos. 1&2	Journal - Crossian Resonance	Collected articles were reviewed and processed for the multidisciplinary peer reviewed journal, Crossian Resonance, Vol. 11, Nos. 1&2
August	Disburse the incentives for the year 2019-2020 & 2020 -2021 Article processing for the Journal “Crossian Resonance” Vol. 11, Nos. 1&2	Research Motivation Journal - Crossian Resonance	The committee members gathered and discussed the incentives on 28 th June 2021, 20 th July 2021, 2 nd August 2021, 9 th August 2021, 23 rd August 2021 and 24 th August 2021. As the Incentives for the year 2019-2020 could not be disbursed in March 2021, it was disbursed on 9 th August 2021. Incentive for the year 2020 -2021 was finalised and disbursed on 24 th August 2021. The multidisciplinary peer reviewed journal, Crossian Resonance, Vol. 11, Nos. 1&2 was released on 24 th August 2021.
September	Release of the Journal “Crossian Resonance” Vol. 12, Nos. 1	Journal - Crossian Resonance	On 28 th September 2021 Vol. 12, No. 1 of the multidisciplinary peer reviewed journal, Crossian Resonance, was released.
October	Steps to make our journal - Crossian	Journal - Crossian	Preliminary steps were taken to make our journal -



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	Resonance as an UGC CARE listed journal.	Resonance	Crossian Resonance as an UGC CARE listed journal.
November	E-copy of the journal Crossian Resonance on our College website.	Journal - Crossian Resonance	Preliminary steps were taken to make our journal - Crossian Resonance as an online journal.
December	Release of Vol. 12, No.2 of the Crossian Resonance. Research activities – data collection	Journal - Crossian Resonance Research documentation	Vol. 12, No.2 of the Crossian Resonance was published as an online journal in January 2022. Details of research activities done by our faculty members from June 2021 to November 2021 were collected and submitted in the General Body on 07-12-2021
January	Prepare the format for the proposal to be submitted for the seed money scheme	Research funding	The members of the Research Committee along with the Research Advisory Committee met on 11 th January 2022 to finalise the format for the proposal to be submitted for the seed money grant.
February	Review and selection of proposals for seed money.	Research funding	The review meeting of the research proposal for the seed money for the academic year 2021-22 was held on 22.02.2022 under the chairmanship of our Principal Dr. Sr. Anne Perpet Sophy.
March	Details of research activities – collection	Research documentation	Details of research activities done by our faculty members from December 2021 to March 2022 was collected and finalised.
April	Details of research activities –submission	Research documentation	Details of research activities done by our faculty members from December 2021 to March 2022 were submitted in the General Body on 05-04-2022.
May	List of faculty members to receive the endowment prizes for the academic year 2021-2022.	Research promotion	Finalised the list of faculty members to receive the endowment prizes for the academic year 2021-2022 on 30 th May 2022.

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2020-2021

Crossian Centre for Research & Development – Action Plan

Action Plan & Action taken report 2020 – 2021

New Normal Situation: Covid-19

Month	Activity	Special focus/ Out come	Action Taken
June	National Webinar	Research promotion	On 30 th June 2020 National Webinar on "E-resources for Research" was organised.
July to November	Revamping of Research Policy	Research promotion & ethics	Frequent online meetings were organized to discuss about the endowment prizes, incentives and revamping of Research Policy.
December to March	Revamping of Consultancy policy	Research campus	On 19 th December 2020, the committee members gathered and discussed about the incentives and revamping of Research Policy. On 24 th March 2021, the committee discussed the following matters: If any article is published by two authors, they can share their incentives amount. Endowment prize would be provided for the faculty who has published articles in Indexed Journals and Crossian Resonance.
April	Online workshop	Research training support	On 17 th April 2021 "Research Writing and Publishing" online workshop was organized.
May	Article Collection for the Journal "Crossian Resonance" Vol. 11, Nos. 1&2	Journal - Crossian Resonance	Articles were collected from teaching faculty and scholars and sent for review for the bi-annual multidisciplinary peer reviewed journal, Crossian Resonance, Vol. 11, Nos. 1&2

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2019-2020

Crossian Centre for Research & Development

Action Plan & Action Taken Report 2019 – 2020

Month	Activity	Special focus/ Outcome	Action Taken
June	Release of the Journal “Crossian Resonance” Vol. 10, No. 1	Journal - Crossian Resonance	The multidisciplinary peer reviewed journal, Crossian Resonance, Vol. 10, No. 1 was released on 24 th June 2019.
July	Incentives to the faculty members for presenting papers outside the district, state and country and for publishing in Scopus, Science Direct and Thompson Reuter’s indexed journals.	Research motivation	On 5 th July 2019 the committee decided the amount to be dispersed to the faculty members as incentives.
August	National Workshop	Research Training Support	On 28 th August 2019 National Workshop on “Publishing Research Articles in Scopus Indexed Journals” was organized.
September	Details of research activities – collection	Research documentation	Details of research activities done by our faculty members from August 2019 to September 2019 was collected and kept preserved.
October	Articles’ Collection for Journal “Crossian Resonance” Vol. 10, No. 2	Journal - Crossian Resonance	Articles were collected from teaching faculty and scholars for journal.
November	Review Articles for the Journal “Crossian Resonance” Vol. 10, No. 2	Journal - Crossian Resonance	Collected articles were reviewed and processed.
December	Release of the Journal “Crossian Resonance” Vol. 10, No. 2	Journal - Crossian Resonance	The multidisciplinary peer reviewed biannual Journal, Crossian Resonance, Vol. 10, No. 2 was released on 23 rd December 2019.
January	Preparation for National Conference/ Seminar	Research promotion	On 30 th January 2020 the committee discussed to conduct a seminar on 29 th February 2020 and works were allotted.



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February	Conduct of National Conference	Research promotion	On 29 th February 2020, "National Conference on Scientific Approaches to Multidisciplinary Research" was held.
March	Install Institutional Seed Money Scheme	Research as campus culture	On 13 th March 2020 the committee gathered and decided to install seed money scheme.
April	Research Policy	Research ethics	Online meetings were carried out with discussions on Incentives and Research Policy.
May	Research Policy	Research promotion & ethics	Online meetings were carried out with discussions on Incentives and Research Policy.



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