



LOYOLA COLLEGE

(AUTONOMOUS)

NUNGAMBAKKAM, CHENNAI - 600 034.

TAMILNADU, INDIA

Tel : +91-44-28178200

Fax : +91-44-28175566

Email : welcome@loyolacollege.edu

Web : www.loyolacollege.edu

IQAC Minutes of Meeting

Date: 17th July 2014

Time: 11:00AM

Venue: JD Conference Hall

The meeting was attended by the following Members:

Rev. Dr. M. Albert William, S.J., Secretary & Correspondent

Rev. Dr. G. Joseph Antony Samy, S.J., Principal & Chairman

Prof. G. Ramamurthy, Deputy Principal

Dr. A. Xavier Mahimairaj, IQAC Coordinator

Dr. S. Albonse Raj, Vice Principal (Administration Shift-1)

Dr. J. Dhanaraj, Vice Principal (Academics & Services)

Dr. S. Vincent, Dean of Research

Dr. Joe. G. M. Jesudurai, Dean of Sciences

Dr. A. Marcus, Dean of Arts

Prof. Alston Rozario, Dean, School of Commerce & Economics

The meeting began with a Prayer and Introduction by Dr. A. Xavier Mahimairaj, IQAC Coordinator.

The following agenda was discussed and a decision was taken.

Profile of the staff for the last 5 years and their contribution should be updated on the college website.

Stock verification need to be shifted from IQAC and brought under the maintenance department with the support of ERP.

The schedule for the Springboard for the academic year 2014-15 was finalized, and the themes for the discussion was also deliberated by the members and finalized.

The meeting ended at 11:30 A.M.


Dr. A. Xavier Mahimairaj
IQAC Coordinator



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IQAC Meeting Minutes

Date: 25 July 2014

Time: 11:30A.M.

Venue: JD Conference Hall

The meeting was attended by the following Members:

Rev.Dr.M.Albert William, Secretary & Correspondent

Rev.Dr.G.Joseph Antony Samy,S.J., Principal & Chairman

Prof.G.Ramamurthy, Deputy Principal

Dr.A.Xavier Mahimairaj, IQAC Coordinator

Dr.S.Albonse Raj, Vice Principal (Administration Shift-1)

Dr.J.Dhanaraj, Vice Principal (Academics & Services)

Dr.S.Vincent, Dean of Research

Dr.Joe.G.M.Jesudurai, Dean of Sciences

Dr.A.Marcus, Dean of Arts

Prof.Henry Maria Victor, Dean School of Media Studies

Prof.Alston Rozario, Dean, School of Commerce & Economics

The meeting began with a prayer by Dr.S.Anthony Selvanathan, HOD, Tamil Department. Rev.Fr.Principal briefed the officials about the agenda of the meeting. Dr.A.Xavier Mahimairaj, IQAC Coordinator, was asked to present the report of the CIA reforms committee. A PTP presentation was made covering various views, CIA practices of other colleges, Opinions Collected in Exit Polls, suggestions made by the departments and feedback on CIA from PG and UG students of present batches. The major recommendations were:

1. Marks for attendance to be included in the CIA
2. Model tests with more weightage at the Second CIA test
3. The students should be tested more on critical thinking and analytical skills rather than Rote learning. The course teacher has to evolve a right mechanism of evaluation suitable for the subject and to administer with greater responsibility



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4. QP should cover 100% of the portion of internal – a scrutiny by HOD to be done if needed (on random basis). This will assure full coverage of the syllabus and the standard of the QP without any errors in QP.
5. Setting up a Question bank system (MCQs) before the commencement of every CIA which will enable the students to better understand the basic concepts and principles. This will aid the PG students in preparing them for the competitive exams such as CSIR UGC-NET etc.
6. Internal question papers of earlier years to be uploaded in the department web page in the college web site for the reference of the students
7. The answers and scheme of the valuation for internals should be explained to students to assure more objectivity in valuation. This system will help the students to prepare the suggested answers in a standard and expected manner to score well in externals.
8. There should be a system or suggested methodology to bring the discrepancies in the valuation (serious) to the knowledge of HOD and the issue is to be settled objectively. There must be a committee for grievance handling that consists of HOD and two senior members in the department to ensure amicable settlement of grievances of students with regard to internal evaluation.
9. Each department should have a committee to handle the malpractices committed by students.
10. An option of CIA improvement can be given to deserving students to appear for “CIA Improvement” during the Retest week.
The copy of the report and presentation to be sent to officials and Heads for further extensive reading analysis to decide on implementation of the recommendations. Meeting ended at 1:00 p.m.

Dr.A.Xavier Mahimairaj
IQAC Coordinator



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IQAC Meeting Minutes (Extended Members)

Date: 4 August 2014

Time: 10:00A.M.

Venue: JD Conference Hall

The meeting was attended by the following Members:

Prof.R.Saritha - Economics, Prof.D. Christina Sagayamary - English, Dr.R.Xavier- History, Dr. M. Arockiaraj- Mathematics, Dr.G.Logeshwar- Oriental Languages, Dr.R.Ravindhran Plant Biology & Biotechnology, Dr.S.Pauline – Physics, Prof.T.ArockiaMary- Physics, Prof.P. Mary Jessi Rani - Social Work, Prof.Browni Amutha – Sociology, Dr. D. David Stanley – Tamil, Prof.L. Chinnappan - Visual Communication (12)

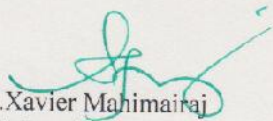
The meeting began with a prayer Prof.D. Christina Sagayamary. The meeting was conducted on the finalization of the celebration of conferment of “College of Excellence” Status to Loyola College. The meeting started with a prayer by Dr.A.Xavier Mahimairaj. Minutes of the previous meeting was read and passed by the members.

After a lengthy discussion on the modalities for the celebration. The following decisions were taken.

For the celebration, invitations were to be distributed from 15th Sep, 2014, and food arrangements were to be made in the hostel. The program will be conducted in the Jubilee Quadrangle, followed by dinner in Bertram Hall. On the day classed will not be held and staff will be asked to sign at 3:30p.m.

An Audio Visual presentation on the legacy of the college to be presented on the occasion. Higher officials from UGC and University to be invited. Cultural program showcasing the ethnic diversity of the college.

IQAC coordinator was nominated as the organizing secretary of the program and asked to form required committees to take care of various requirements of the program. The meeting ended at 12:15p.m.


Dr.A.Xavier Mahimairaj
IQAC Coordinator



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IQAC Meeting Minutes

Date: 3rd September 2014

Time: 10:00A.M.

Venue: JD Conference Hall

The meeting was attended by the following Members:

Rev. Dr. M. Albert William, S.J., Secretary & Correspondent
Rev. Dr. G. Joseph Antony Samy, S.J., Principal & Chairman
Prof. G. Ramamurthy, Deputy Principal
Dr. A. Xavier Mahimairaj, IQAC Coordinator
Dr. S. Albonse Raj, Vice Principal (Administration Shift-1)
Dr. J. Dhanaraj, Vice Principal (Academics & Services)
Dr. S. Vincent, Dean of Research
Dr. Joe. G. M. Jesudurai, Dean of Sciences
Dr. A. Marcus, Dean of Arts
Prof. Alston Rozario, Dean of Commerce and Economics

The meeting began with a silent prayer. The IQAC Coordinator pointed out the purpose of the meeting and discussion was initiated. The following resolutions were passed in the meeting.

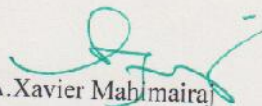
IQAC coordinator shared the report of the Open Forum with the members.

Approval of AQAR: The IQAC coordinator presented the data for the previous academic year after modifying it according to the suggestions given by the members. The members approved the AQAR.

The members decided to continue the process of evaluation administered by IQAC viz: Open Forum, Staff Evaluation by Students, Feedback from parents and Exit Poll.

The members pointed out the preparation for Academic & Administrative audit. The dates are to be finalized before the restructuring of the curriculum.

The meeting ended at 11:45a.m.


Dr. A. Xavier Mahimairaj
IQAC Coordinator



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IQAC Meeting Minutes

Date: 23rd January 2015

Time: 11:00A.M.

Venue: JD Conference Hall

The meeting was attended by the following Members:

Rev.Dr.G.Joseph Antony Samy,S.J., Principal & Chairman

Prof.G.Ramamurthy, Deputy Principal

Dr.A.Xavier Mahimairaj, IQAC Coordinator

Dr.S.Albonse Raj, Vice Principal (Administration Shift-1)

Dr.J.Dhamaraj, Vice Principal (Academics & Services)

Dr.S.Vincent, Dean of Research

Dr.Joe.G.M.Jesudurai, Dean of Sciences

Dr.A.Marcus, Dean of Arts

Prof.Robert Bellarmine, Senior Professor

The meeting began with a prayer by Prof.Robert Bellarmine. The IQAC Coordinator welcomes everyone followed by the agenda and the resolution passed after an elaborate discussion. IQAC Coordinator presented a report on the second Open forum for the academic year along with the action take report.

87 Students from Shift-1 and 98 students from Shift-2 attended the Open Forum. A few clarifications on club activities, infrastructure and exams were raised by the students. These queries were addressed with appropriate intervention of the offices concerned. A report on action taken was presented during the Open Forum, the same was made available to the members.

The IQAC coordinator briefed the members on the programmes of Springboard and an orientation for non-teaching staff. The IQAC has successfully organized the Orientation for all Administrative Staff of Loyola College on 17th November, 2014. Mr.John Matthew, Director, HR, Loyola Society, conducted the orientation with the able support of Ms.Yazhini and Ms.Christina, Counselors, Loyola College.

The meeting ended at 12:30 PM


Dr.A.Xavier Mahimairaj
IQAC Coordinator