

Minutes of the Meeting

Internal Quality Assurance Cell Committee

Date: 8th Feb, 2024

Time: 11.30 am

Venue: IQAC Seminar Hall

Internal Quality Assurance Cell

Loyola College, Chennai

E mail: iqac@loyolacollege.edu

Minutes of the IQAC Committee meeting, 8th Feb, 2024, IQAC Seminar Hall

AGENDA:

1. Overview of IQAC activities completed in 2023-24
2. Upcoming events and future plans
3. Strategies to strengthen documentation and data collection
4. Discussion on Major reforms in the Accreditation of HEI
5. Any other matter

The following members were present:

Rev. Dr. A. Louis Arockiaraj SJ - Principal
Dr. J.A. Charles - Deputy Principal
Mr. D. Francis Xavier - Convener & Coordinator, IQAC
Dr. Dorathy Pushparani - Assistant Coordinator
Rev. Dr. A. Irudayaraj SJ - Controller of Examination
Dr. John Maria Xavier - Vice Principal (Administration) Shift –I
Dr. P. Sagayaraj - Director, Data Centre
Dr. D. Florence Isido - Vice Principal (Academic & Services) Shift - I
Dr. J. Judith Vijaya - Dean of Sciences
Dr. S. Arockia Anto Anita - Dean of Women Students (Shift – II)
Mr. T. Cleophus - Office Superintendent
Mr. M. Silvester - Kothari Sugars and Chemicals Ltd
Mr. Loganathan V, (21-UEC-001) – Student Representative
Ms. Amanda Dorothy, (22-PCP-019) – Student Representative

The following members expressed their inability to attend:

Dr. J. Merline Shyla - Dean of Research
Dr. Jeyamani Divya Christodoss - Vice Principal (Academic & Services) Shift- II
Mr. Sujith Kumar (Employer) - AVP & HR Business Leader, Infosys Ltd

Invocation

The meeting started with a silent prayer.

Welcome address

Rev. Fr. Principal extended a warm welcome to the external experts, members, and student representatives during the meeting. He expressed his gratitude to Dr. Ravindhran, the former IQAC Coordinator, for his dedicated efforts. Furthermore, he introduced the newly appointed members of the IQAC team: Mr. Francis Xavier as the IQAC Coordinator and Dr. Dorathy Pushparani as the Assistant IQAC Coordinator.

In his address, Fr. Principal commended the recent initiatives undertaken by the IQAC team, emphasizing that the IQAC serves as the backbone of the institution and plays a pivotal role in advancing quality standards. He highlighted the varying requirements for ranking, accreditation, and approvals across different agencies, underlining the critical role of the IQAC in retrieving necessary documents from various departments and offices, ensuring their proper upload, and fulfilling the requisite procedures.

Review and Appraisal of IQAC activities

The IQAC Coordinator presented a comprehensive overview of the existing administrative framework of the IQAC, detailing its functions and the activities completed to date.

Additionally, the ongoing quality sustenance activities conducted by the IQAC were highlighted, including:

- Quality-related programs for both faculty and students, as well as skill development programs for non-teaching staff organized throughout the year.
- The challenges and bottlenecks identified within the current systems that require improvement were also presented for further discussion.

2.6.2	Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution
3.3.1	Institution has created an ecosystem for innovations and creation and transfer of knowledge-LIIC activities.
3.5	3.5.2: Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year
5.2 & 5.2.3	Documents with regard to Students Progression, Competitive examinations

- A review of the upcoming activities planned, the status of our College's participation in various rankings, reports being prepared was highlighted to the committee.

Data submitted for Ranking and Awards

- IQAC has submitted data and documents for the following
AQAR 2021-2022 was submitted on 27th December, 2023
AQAR 2020-2021 was submitted on 18th August, 2023
NIRF 2023 was submitted on 12th January.
India Today, The Week and AISHE Data are being compiled to be submitted.
- The proposed IQAC Budget was also shared.

Strategies to strengthen documentation and data collection.

It was noted that the existing automated data collection system was under review and would be further enhanced to improve user-friendliness, enabling more efficient capture of consolidated data from offices, departments and faculty.

Discussion on Major reforms in the Accreditation of HEI

Deputy Principal Dr. J.A. Charles presented to the members the Major reforms in the Accreditation of HEI. Topics covered included

- ✓ The focus of the reforms
- ✓ Rationalization of the present system of recognition/accreditation and ranking by multiple agencies.
- ✓ Proposed framework for addressing parameters pertaining to input, processes, outcome and impact
- ✓ Introduction of Binary and Maturity Based Graded Accreditation – MBGA
- ✓ Upgradation of 'ONE NATION ONE DATA' platform.

Based on the sharing there were discussions on the transformative reforms for strengthening assessment and accreditation of our college on how to retain its current status as well as move forward.

Discussions on the quality measures to be adopted/strengthened by the institute

The members present shared the following quality measures accomplished by their offices and the recommendations for the way forward.

- Introduction of Value-Added Courses in the PG Curriculum from the Academic Year 2023-24.
- Restructuring of the first and second semester of the UG curriculum will be completed this semester.
- Measures for evaluating the attainment of Programme Outcomes (POs) and Programme Specific Outcomes (PSOs).

- The one-on-one mentoring and fledgling programme were introduced the academic year. The mentoring team shared that the system was reviewed and the inputs received from the mentors would be incorporated.
- To focus on achieving a higher pass percentage.

The members of the IQAC noted the following initiatives, deliberated the various suggestions given by the members. The Heads present and the IQAC Co-ordinators were requested to follow up on these.

The external expert, Mr. Sylvester, recommended that the college conduct a gap analysis and establish a strategic roadmap to guide its future direction. In response, the Deputy Principal proposed the formation of a strategic planning cell to address immediate needs, develop a five-year plan and also formulate a ten-year plan, providing a clear vision for Loyola College through 2035.

Dr. Dorathy Pushparani, the IQAC Assistant Coordinator, concluded the meeting by expressing her gratitude and commending the members for their active participation and valuable contributions.

The meeting concluded at 1.10 pm.

Coordinator
IQAC



LOYOLA COLLEGE

(AUTONOMOUS)

NUNGAMBAKKAM, CHENNAI - 600 034.
TAMILNADU, INDIA

Tel : +91-44-28178200 Ext. 423
Fax : +91-44-28175566
Email : iqac@loyolacollege.edu
Web : www.loyolacollege.edu

30/01/2024

IQAC COMMITTEE MEETING

Respected Members,

Greetings!

The IQAC Committee Meeting is scheduled for the 08th of February 2024 at 11.00 a.m. in the IQAC Seminar Hall. In this regard, may I invite all the esteemed members of the IQAC Committee to participate and share your views and suggestions based on the following agenda:

1. Overview of IQAC activities completed in 2023-24
2. Upcoming events and future plans
3. Strategies to strengthen documentation and data collection
4. Discussion on Major reforms in the Accreditation of HEI
5. Any other matter

Refreshment is served at 10.30 a.m.

Looking forward to your presence and interactions.

Thank you.

Regards,


Prof. K D Francis Xavier
IQAC Coordinator

"Let Your Light Shine"

Loyola College (Autonomous), Chennai – 34
Internal Quality Assurance Cell (IQAC)

A Report of IQAC Extended Members Committee Meeting
7th October, 2023

The First Extended IQAC Committee Meeting was conducted on 7th October, 2023 in the JD conference hall at 12.15 p.m. Fr. Principal and Fr. Secretary addressed the members on the importance of the collective efforts of extended members to strengthen the documentation systems and their invaluable contribution which is the pressing need of the time.

Dr. P. Sagayaraj, Research Professor & Director, Loyola Data Centre, welcomed the extended members. He thanked and appreciated Dr. Ravindran, former IQAC coordinator for his tireless service and various accomplishments. He, then, introduced the new IQAC team headed by Prof. D. Francis Xavier, IQAC Coordinator and Dr. Dorathy Pushparani, Assistant IQAC Coordinator.

IQAC Coordinator, Prof. D. Francis Xavier, welcomed the members of the Extended IQAC Committee. He thanked the members who have been serving in the same capacity past one or two years for their invaluable contributions and also welcomed the others who have joined in this significant portfolio in the current academic year. He emphasized that the rich experience, deeper insights and strategic inputs from the members will help IQAC to propel the college to continue to excel in the realm of higher education.

He also presented the following significant responsibilities the IQAC Extended Members are expected to carry out:

- Being Point-of-contact at the department level
- Closely coordinating with HOD and faculty members to periodically document all require activities as directed by IQAC
- Sharing challenges, suggestions and strategies to strengthen the documentation process at department levels
- Ensuring ERP entries are made for Department Profile and Academic Planner
- Encouraging the staff to make regular updating of their profile in ERP

- Obtaining especially details of Student Progression and Placement for compiling data for AQAR 2021-22, AQAR 2022-23 AND NIRF 2024 submission.
- Documenting all invitations and reports of events that are conducted by the department as soon as the events are completed
- Checking the department profile on ERP at the end of every semester to ensure all activities and details are appropriately documented

Rev. Dr. B. Jeyaraj, SJ, addressed the IQAC Extended Members about their readiness to help the departments to document all necessary data and supporting documents as directed by IQAC, especially, he stressed on collecting details of Student Progression and Placement. He urged the extended members to help IQAC in compiling data for AQAR 2021-22, AQAR 2022-23 and NIRF 2024 submission as they are currently undertaken. He also suggested that the members do an audit of their department profile on ERP at the end of every semester to ensure all activities and details are appropriately documented.

Rev. Dr. A. Louis Arockiaraj, SJ, in his address focused on the members' responsibility. He urged the extended members to closely coordinate with HOD and faculty members to periodically document all require activities as directed by IQAC, especially, to ensure ERP entries are made for Department Profile and Academic Planner menus and also document all invitations and reports of events that are conducted by the department as soon as the events are completed. He instructed them to encourage fellow faculty members to make regular updating of their profile in ERP. He solicited sharing of challenges, suggestions and strategies to strengthen the documentation process at department levels.

Dr. Dorathy Pushparani, Assistant IQAC Coordinator, thanked the members for their presence. She also informed them about some of the benefits they can obtain to grow in their career owing to their passionate involvement in helping IQAC and the departments in documentation works.

The meeting came to a close at 01.45 p.m.

Prof. D. Francis Xavier
IQAC Coordinator

Dr. Dorathy Pushparani
Assistant IQAC Coordinator