

Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report

For the Period 1st July 2014 to 30th June 2015

of

Loyola College (Autonomous), Chennai-34



College of Excellence

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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The Annual Quality Assurance Report (AQAR) of the IQAC
For the Period 1st July 2014 to 30th June 2015
Loyola College (Autonomous), Chennai-34

Part – A

AQAR for the year

2014-15

I. Details of the Institution

1.1 Name of the Institution

Loyola College (Autonomous)

1.2 Address Line 1

Sterling Road,

Address Line 2

Nungambakkam,

City/Town

Chennai,

State

Tamil Nadu,

Pin Code

600034.

Institution e-mail address

loyolapincipal@gmail.com

Contact Nos.

+91 44 28178301

Name of the Head of the Institution:

Rev. Dr. G. Joseph Antony Samy, S.J.

Tel. No. with STD Code:

+91 044 28178301

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	5 Star	-	1999	5 Years
2	2 nd Cycle	A+	-	Oct 2006	5 Years
3	3 rd Cycle	A	3.70	Sep 2012	Jan 4,2018

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR _____ (30/09/2013)
- ii. AQAR _____ (04/09/2014)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify) _____

1.11 Name of the Affiliating University (*for the Colleges*)

University of Madras

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? **Yes**

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

i. IQAC has organised Orientation Programmes for Academic and Administrative staff in collaboration with School of Human Excellence, Loyola College.

ii. The IQAC completed the National Higher Education Survey as required by 'Ministry of Human Resource Development Department of Higher Education New Delhi'.

iii. IQAC organises 2 Open Forums and facilitated an interface between students and officials. It helped the college to identify the concerns of students on various facilities and they were suitably addressed by the officials for the sake of enhancing quality of teaching and learning.

iv. IQAC has completed student evaluation of staff, self evaluation of staff, peer evaluation of staff and jury evaluation of newly recruited staff and consolidated the report for further decisions from the management through which the quality of teaching is sustained and enhanced.

v. Springboard – A Leadership Program for Quality Circle members, initiated and organized by IQAC. IQAC has organized five sessions of leadership skill development programme for QC Members of Loyola College.

vi. IQAC has played a role of liaison between the college and media to share various information on academics. The IQAC has collated the report on various activities of the college for College Day for the first time in video format.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Plan of Action	Achievements
Skill Orientation Programme for Administrative Staff	Administrative- Staff participated in the programme, they found it useful in enhancing their inter-personal skills.
Orientation Programme for Teaching Staff	An orientation programme was conducted at the beginning of the academic year for all the teaching staff at Loyola and created an opportunity for staff to get themselves focused and clarified on research and consultancies.
Springboard Programme – For Leadership Development	QC members are given a chance to get trained with Leadership skills.
Administering various evaluation system in the college.	Collation of student evaluation of staff report. Collation of report on performance based assessment of staff. Collation of report on parents and outgoing students.

2.15 Whether the AQAR was placed in statutory body **Yes Management**

Provide the details of the action taken:

The AQAR is highlighted in the officials meeting and college council.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	13	0	0	0
PG	9	0	13	0
UG	13	1	9	0
PG Diploma	2	0	0	0
Advanced Diploma	0	0	0	0
Diploma	17	0	0	0
Certificate	0	0	0	0
Others	11	0	0	0
Total	55	0	22	0

1.2 (i) Flexibility of the Curriculum: **CBCS: Choice Based Credit System**

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All UG/PG Programmes
Trimester	Nil
Annual	Nil

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure (Staff Assessment Report Attached)*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No, restructured syllabus has been implemented since 2011-12.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

The Department of Bachelors in Multi-Media (B.M.M.) was introduced in the year 2014-15
 The college introduced the system of taking attendance through tab.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
292	234	58	0	0

2.2 No. of permanent faculty with Ph.D.

106

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year 2014-15

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
16	27	-	-	-	-	-	-	16	27

2.4 No. of Guest and Visiting faculty and Temporary faculty

10

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	97	142	13
Presented papers	66	115	8
Resource Persons	-	5	10

	Total numbers
Papers Published (National/International) by faculty	374
Presented papers in seminar/conference/Workshop (National/International)	181
Conferences/Seminars/Workshops attended by staff (International, National & Regional)	239
Resource Persons	40

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Slow learners are identified and trained by Loyola Student Support Services unit with the help of identified student representatives.

2.7 Total No. of actual teaching days during this academic year 180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) None

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop (**all professors**)

2	9	2
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2.10 Average percentage of attendance of students 80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction & Exemplary%	I %	II%	III%	Pass %
UG	1529	12.58%	56.25%	28.40%	2.77%	56.63%
PG	517	30.17%	66.33%	3.49%	-	77.56%
M.Phil	72	66.67%	33.33%	-	-	70.83%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Feedback on teaching and learning and research in Loyola were obtained through Open Forum, Staff Evaluation Reports, Students Feedback Report, Staff Appraisal- Self, Peer and HOD, Feedback from Parents and Extended IQAC meeting with members. These feedback reports are taken for discussion in the Officials meeting to evaluate various aspects of the college.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	6
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	8
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others (Orientation for Non Teaching Staff)	186
Orientation for Teaching Staff	292

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff Aided	29	0	0	0
Administrative Staff Management	150	0	14	0
Technical Staff	9	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC is closely working with the Dean of Research Office in promotion of Research and promoting the art of writing research papers and research publications. It helps the college to prepare various reports on research achievements of the college to get recognition in the form of Grants and Aids from UGC and other institutions. IQAC played a vital role in preparing the report on College of Excellence.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	4	7	
Outlay in Rs. Lakhs	8,81,500	71,51,333	1,12,65,278	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	18	
Outlay in Rs. Lakhs	1,69,983	80,000	46,40,000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	252	51	1
Non-Peer Review Journals	8	2	8
e-Journals	5	10	-
Conference proceedings	12	34	9

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects		DST,DBT,ICMR	1,28,64,872	
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)		Times of India	5,16,26,474	
Total			6,44,91,346	

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	National	State	
Number	4	24	25	4	
Sponsoring agencies	Institution	Institution	UGC	Institution	

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency	2,87,70,150	From Management of University/College	5,16,26,474
Total	8,03,96,624		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	6658/CHE/2014
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	District	College
4	-	4	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

71
396

3.19 No. of Ph.D. awarded by faculty from the Institution

5

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	17	SRF	3	Project Fellows	34	Any other	3
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3.21 No. of students Participated in NSS events:

University level	230	State level	74
National level	-	International level	-

3.22 No. of students participated in NCC events:

University level	55	State level	24
National level	31	International level	1

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	3	State level	5
National level	4	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-	
NCC	11	NSS	37	Any other
				2 (UG & PG) (Outreach)

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Loyola College has constantly emphasized on reaching out to the marginalized sections of the society. Located in the urban hub of the country, the college recognized the need to extend its services to the most vulnerable sections of the community in the surrounding areas of the college. Hence it identified and adopted twenty-five slum communities that are located in the neighbourhood of Loyola College falling under the zones 5,7 and 8 of the Chennai Corporation. LEAP is the undergraduate outreach program in which about 2400 undergraduate students from 25 departments work in the adopted neighbourhood communities.

The students conduct studies with regard to school dropouts, domestic violence, status of widows, differently abled people, school and college going students and so on. Based on the findings, special interventions are designed and implemented. Through this program 80 widows were identified as most needy. A micro credit program was launched with a loan of Rs 5000 to assist them to start their own business. In the last five years over 500 college students have been offered financial assistance. More than 800 widows have received dry rations to augment their food shortage at home. Give Life Café, a social enterprise run by the outreach department, supports these initiatives.

The outreach program has become a requirement for course completion. A total of 2 credits are assigned to this activity. There are 8 full time staffs that plan, monitor and implement the activities with the students. Senior professors form part of the core group that guides the activities of the outreach program. Faculty members from the respective departments advice the students and accompany them when programs are organized. For the post graduate students camps are organized in the rural areas. Staff members from the respective departments volunteer to accompany the students and stay with them through out the duration of the program. In addition to the outreach the clubs also have members of the faculty as advisors. They provide their expert guidance to the students to organize events.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	96 acres	-	-	96 acres
Class rooms	125	-	-	125
Laboratories	15	-	-	15
Seminar Halls	6	-	-	6
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	28	110	-	138
Value of the equipment purchased during the year (Rs. in Lakhs)	35,30,000	67,632,674		67,632,674
Others	-	-	-	-

4.2 Computerization of administration and library

Administration:

The college has a data management system through ERP covering various aspects of academic, administration. Students attendance, continuous internal assessment marks, registration for further programmes and purchase of various requirements of departments and centres are effectively and efficiently managed through ERP system. This system enabled a fool proof mechanism for documenting, monitoring and controlling various transactions which are financial, academic and administrative in nature. Students Attendance is recorded and monitored through ERP. All payments were enabled with online provisions. Registration of optional papers are also done online.

4.3 Library services:

Loyola College has a well established intranet facility within the campus. Unique Library Software (Autolib) is being used for maintenance of Library. Data Entry (Books, Journals, Membership), Transaction (Issue, Return, Renewal and Fine Collection), Gate Entry, Generation of various Reports. Digital Library is maintained with software to upload and upgrade the various e-resources (Books, Journals, database). Resources of the Library have been uploaded. The Users can view it from anywhere (inside or outside the campus) through Online Public Access Catalogue. Inside the Library six Systems have been provided for the users to browse the OPAC. Sufficient systems are there for data entry, transaction, and gate register. Printers are there for generation of barcode labels, Issue and Return Bill printers and Ordinary printers. Electronic security gate has been installed and every book is embedded with a magnetic strip for security purpose. A wall mount television is placed at the entrance of the library to display important information. Eight CCTV's is placed at the necessary place. In Digital Library There are 90 systems for the benefit of the users to browse the E-resources. Our Library subscribes to the UGC N-List programme. EBSCO database package is subscribed directly which provides us thousands of full text peer reviewed journals and books. Intranet and Internet facility are available for the users. The entire campus has access to Wi-Fi.

Library Details

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	99204	-	1650	9,69,957	1,00854	-
Reference Books	18697	-	320	1,38,874	19017	-
e-Books	223000	-	25,000	-	2,48,000	-
Journals	146	-	-	-	123	-
e-Journals	11000	-	280	-	11,280	-
Digital Database	2	-	-	-	2	-
CD & Video	820	-	-	80	900	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	837	458	6	89	-	122	162	-
Added	-	-	-	-	-	-	-	-
Total	837	458	6	89	-	122	162	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Up-gradation (Networking, e-Governance etc.)

College is a Wi-Fi enabled campus which helps management , staff and students to extensively use the internet for their various purposes. The collage has one digital library where students are allowed to browse for the academic requirements. The college has implemented enterprise resource planning system which helps the college to organise the purchases, attendance and other administrative needs which results in effective e-governance.

4.6 Amount spent on maintenance in lakhs :

i) ICT	173
ii) Campus Infrastructure and facilities	406
iii) Equipments	537
iv) Others	0
Total :	1116

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college has established Loyola Student Support Services unit to help students on their various needs. This unit helps the college in effectively managing the scholarship, remedial programs and other support services to students. IQAC collates feedback from students on various support services available in the college which were duly considered for enhancement of quality of such support services in the college. The college has an effective system of remedial and tutorial for students in need of greater academic help which are duly supervised by the heads of the departments and Vice Principal who coordinates the work of Loyola Student Support Services. Feedback on such programmes is made available to the management through IQAC for quality sustenance and improvement.

5.2 Efforts made by the institution for tracking the progression

Heads of the department and officials meet once in a fortnight to discuss on the progress of students in academics. The college council meets once in a semester to discuss various matters on the college including student progression in academics. The suggestions and feedback from the officials helps the college in taking policy decisions in amending a suitable system to assure and enhance academic performance of the students in each and every semester. From the past experience, it is understood that 60% of the students, who passed UG, usually go for various PG programmes in different specialization in different institutions in both national and international institutions. 10-20% of PG students who have successfully completed PG and having research orientation take M.Phil programme as their further academic progression. 40% of the students who have completed their UG successfully generally take up some job either through campus placement or through their personal efforts. The data on student progression is mobilized through Loyola Placement Cell, Alumni office and the department details are obtained from the department.

5.3 (a) Total Number of students:

UG	PG	Ph.D.	M.Phil.
6116	1215	51	101

(b) No. of students outside the state

(c) No. of international students

	No.	%		No.	%
Men	6372	85.15%	Women	1111	14.85%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1993	1039	186	4081	26	7325	1671	2125	187	3390	110	7483

Demand ratio 2922:24371 **Dropout %:** 15.26%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The college has a separate institute called RACE - , which conducts coaching programmes on competitive examination.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Counselling - AURA centre for counselling works as a unit , with many facets of - Individual one to one counselling, Group therapy, Campaign/Seminars/Discussions/Workshops for Students and Staff, Aura club -in training in peer counselling. One to one counselling facility is availed by Students , Staff , Parents and Referrals from other institutions through the staff.

Career Guidance - Training and Placement of Loyola College, Chennai kick started its Training Process in 20 sessions for all the departments on Verbal ability, Quantitative ability, sessions to handle Group Discussion, writing CV and tackling interview. About 32 companies visited Loyola College, Campus and 202 students from various departments were selected on campus.

No. of students benefitted from Counselling

520

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
32	1249	202	-

5.8 Details of gender sensitization programmes

At the beginning of every academic year all students are given an orientation on gender sensitization along with other areas of concern. The college has an association for girl students which also conducts different programmes on women empowerment. The AURA club and Department of Human Excellence play a vital role in sensitizing various issues of social relevance particularly on gender as part of their program for First Year UG students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	1374	82,30,475
Financial support from government	710	16,138,316
Financial support from other sources	61	9,78,520
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: None

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The College aims at training young men and women of quality to be leaders in all walks of life, whom we hope will play a vital role in bringing about the desired changes for the betterment of the people of our country, more particularly of the Dalits and other poorer sections of society.

The aim of the college is to educate young men and women to serve their fellow men and women in justice, truth and love. It fosters an atmosphere of intellectual vigor and moral rectitude in which the youth of our country may find their fulfillment and achieve greatness as eminent men and women of service.

Loyola College looks at education differently. It consistently and constantly works to form the students as Competent, Committed, Creative and Compassionate men and women for and with others. This is the core of Jesuit Education. This is what has made Loyola climb to the top league of colleges in India.

6.2 Does the Institution has a management Information System

Yes, the ERP system at Loyola takes care of the various needs of Management Information System(MIS).

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Restructuring of curriculum development is systematically implemented once in 3 years after a careful review of the curriculum in practice.

6.3.2 Teaching and Learning

The college has an objective and effective system of student evaluation through which a meaningful teaching and learning is assured. The class rooms are enabled with ICT provisions and well equipped Labs, Digital Library enable students with greater learning experience aptly supported by inputs from teachers.

6.3.3 Examination and Evaluation

External question paper setting is enforced for UG programmes with the double valuation system. All PG programmes have double valuation with internal setting of question papers for semester examinations. The college has been maintaining an objective system of conducting examination and evaluation. The results are published within a month's time.

6.3.4 Research and Development

The Dean of Research office formulates policy guidelines and rules and regulations for various matters related to research and consultancy. It supervises research work at Loyola continuously and enables research potentials of the college with adequate infrastructure supports.

The staff are encouraged to write minor projects and major projects in consultation with Dean of Research office. Dr. M.J. Indira Mohan Chairman of **Kaura Chair** helps faculty to write research proposals. Staff are encouraged with honorarium for their efforts to pursue research by undertaking minor and major projects.

Staff are encouraged and their contribution in the form of publication of research articles are suitable acknowledged with honorarium.

P.hD. work at Loyola is continuously supervised from the beginning of the entrance test till the Viva Voce examination. Guidance is prescribed for smooth conduct of research with necessary infrastructure in the college campus.

The weekly meeting of Researchers were successful for mutual knowledge sharing in interdisciplinary scientific research.

Loyola Research Park was established in March 2015 to support research projects of UG and PG students.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Loyola College has a well established intranet facility within the campus. Unique Library Software (Autolib) is being used for maintenance of Library. Data Entry (Books, Journals, Membership), Transaction (Issue, Return, Renewal and Fine Collection), Gate Entry, Generation of various Reports. Digital Library is maintained with software to upload and upgrade the various e-resources (Books, Journals, database).

Our Library subscribes to the UGC N-List programme. EBSCO database package is subscribed directly which provides us thousands of full text peer reviewed journals and books. Intranet and Internet facility are available for the users. The entire campus has access to Wi-Fi. Resources of the Library have been uploaded. The Users can view it from anywhere (inside or outside the campus) through Online Public Access Catalogue. Inside the Library six Systems have been provided for the users to browse the OPAC. Sufficient systems are there for data entry, transaction, and gate register. Printers are there for generation of barcode labels, Issue and Return Bill printers and Ordinary printers. Electronic security gate has been installed and every book is embedded with a magnetic strip for security purpose. A wall mount television is placed at the entrance of the library to display important information. Eight CCTV's is placed at the necessary place. In Digital Library There are 90 systems for the benefit of the users to browse the E-resources.

6.3.6 Human Resource Management

The college has a well written policy on appointment of staff, training and development, compensation and handling grievances. Secretary and Correspondent of the college is providing leadership and able administration to carry out various requirements of effective Human Resource management in place. Loyola management has got an HR Manger to support the management with HR related portfolios in the college.

6.3.7 Faculty and Staff recruitment

Madurai Jesuit Higher Education Commission is a centralised body for recruitment of teachers for all the Jesuit College in Tamil Nadu. This commission in collaboration with the college Secretary and Correspondent conducts recruitment process as and when vacancy arises with an objective and transparent process.

6.3.8 Industry Interaction / Collaboration

In an attempt to bring the industries and the employers to the campus and interact with the staff and students, industry Expo is organized in the college regularly. The Loyola Placement cell organises this program for the entire college. At that time, a department level interactive session was organised for the teaching staff of the department along with the outside participants. This provided constructive feedback on the curriculum and suggestions for their improvement. The board of studies usually consists of at least a member from the industry to ensure the industry need is taken care of in the curriculum development. Industry representation is also ensured at the time of restructuring of curriculum at a periodical interval.

6.3.9 Admission of Students

Out of the total amount of 21,258 applications received, 2922 students were admitted for the year 2014-15 as per the rules and regulations of the University of Madras.

6.4 Welfare schemes for

Teaching	2
Non-Teaching	1
Students	2

6.5 Total corpus fund generated

200 Lakh

6.6 Whether annual financial audit has been done **Yes**

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Academic Audit: Academic is usually conducted once in three years by subject experts suggested by the departments with the presence of other chosen members by IQAC and the college. The recommendations are taken seriously for the further restructuring of the syllabus.

Since the restructured curriculum has passed through 3 years the IQAC has initiated Academic Audit to be conducted on 3rd, 4th and 5th August, 2015.

Administrative Audit: Is planned to be conducted in the Academic Year 2015-16

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Subject Experts	Yes	Dean of Academics
Administrative	No	No	Yes	Administrative Senate

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The college obtains regular feedback from Officials of the college and Heads and Coordinators of the department on matters concerned with CIA and Semester Examinations. These insights are carefully taken into account for implementation on regular basis.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The autonomy review committee from the university provides insights on areas of concern in autonomous colleges. It enables the autonomous colleges to revive its autonomy in a meaningful and relevant manner.

6.11 Activities and support from the Alumni Association

The Alumni Association of Loyola College has been quite active during the year 2014 – 2015.

Alumni Day - 2nd October, 2014

I.Alumni Day was celebrated with 1200 Alumni and their families, in which the alumni from 1946 to 2014 participated. We had 804 past students. Direct registration - 472, Online Registration 119 and Spot Registration - 213. The Chief Guest was Ms. Beno Zephene I.A.S, Visually challenged. She finished her M.A.English at Loyola College. She spoke with conviction and described the contribution which the college had made in her life. And Mr. Jaisankar, Director General of Investigation, Income Tax in charge of TamilNadu and Pondicherry was the guest of honour. The oldest member belonging 1948 - 1952 batch Mr. T.A. Ramasubramanian expressed the feelings of gratitude to his Alma Mater. He recalled the old days at Loyola without women students. Job-fair was the highlight of the day, which was conducted for the younger alumni of Loyola College.

Christmas get together - 13th December 2015

First time in the history of Loyola College, we had a Christmas get together for the Loyola Executive committee families. There were 150 members who participated in this unique programme and Christmas gifts were given to all the families.

Dindigul Jesuit Alumni meeting - 12th October 2015

The Jesuit Alumni meeting of Tamilnadu held at Dindugal was attended by Loyola Alumni Association team, Rev. Dr. Xavier Alphonse. S.J Director,

Mr. Balamurugan - Secretary, and Mr. Maria Anthony Irudhyaraj - one of the Executive committee members.

LOHOs KodaiKanal 2015 - 2nd to 4th January 2015

The 13th LOHOs meet was held in Kodaikanal in which 430 alumni & their families participated. It was a great event organised by LOHO batch of 1989 to 1992. Rev. Fr. A.M. Francis Jayapathy. S.J. Rector, Rev. Dr. Joseph Antony Samy. S.J. Principal, Rev. Dr. Xavier Alphonse. S.J Director of Alumni Association participated. Rev. Fr. Rector proposed the developments of Loyola Campus including the building of the Hostel Blocks as a top priority.

Endowment Lecture - 2014 2015: 5th March 2015

We had Rev. Fr. Jerome D'Souza S.J. Endowment Lecture in Bertram hall, there were 200 members present. The honourable Justice. Shri. Cyriac Joseph, retired Supreme Court judge was the Guest lecturer, he spoke on Is India Really A Secular Republic? The lecture was appreciated by all.

Homage - 5th March 2015

Loyola College paid homage to Shri. Shyam Kohari who was the past president Loyola Alumni Association for the last 12 years. He was known for his love and loyalty to his Alma Mater.

Hostel Day - 7th March 2015

One of our illustrious Alumni Mr. T. Vasanth - Treasurer of LOHO was invited as the chief guest and he shared his unforgettable moments during his college days.

Viscom Silver Jubilee- 13th March 2015

The Viscom Department celebrated the silver jubilee, most of the old batch mates came and made the event a great success. The Loyola Alumni Association hosted the dinner.

Reunion

Based on the request of the Alumni we have conducted the reunion for silver jubilee batches.

I. On 27th December we had B.Sc. Economics 1979 - 1982 batches. There were 8 alumni who came from different parts of the world.

II. On 5th January we had M.Sc. Physics 1986 - 1988 batches. There were 20 members who also came from various places.

III. On 6th February we had B.Sc. Physics 1952 - 1954 batches there were 5 members who came from Thailand.

We encourage the alumni to celebrate their jubilees in Loyola to help them to remember their Alma mater.

Executive Meeting: 2014 - 2015

The regular executive committee meetings were conducted once in 2 months to review and plan the future activities.

We are happy to record that our Alumni Association is grown from strength to strength and now it has crossed 40000 members.

6.12 Activities and support from the Parent – Teacher Association

Parents are the major stakeholders in higher education. The first meeting of the Parent-Teachers forum was conducted on 19th July 2014 at the Conference Hall of the JD Block. The Parent-Teachers meeting was conducted on 19th July 2014 at Bertram Hall at 9.30 a.m. for the parents of Shift I students and at 3.30 p.m. for Shift II. The parents who attended the meeting expressed their concern regarding the fee structure as well as the plenty of time needed for sports and extra-curricular activities.

The second meeting of the Parent-Teachers forum meeting was conducted on 24th January, 2015 at the Principal's Office. The Parent-Teachers meeting was conducted on 24th January 2015 at Bertram Hall at 9.30 a.m. for the parents of Shift-I and at 3.30 p.m. for Shift-II. A large number of parents attended the meeting and expressed their views about their wards with respect to their studies, industrial exposure, sports, campus recruitment, various club activities and other extra-curricular activities. Parents' assessment of the infrastructure of the college, staff, and quality of teaching, different programmes conducted by the college was also collected in the form of response to a questionnaire. We thank the coordinators of the forum for their support and guidance.

6.13 Development programmes for support staff

A one day Orientation Programme was organized for all Administrative staff of Loyola College regularly by IQAC for their productive work and contribution to Loyola College through their enhanced skills.

6.14 Initiatives taken by the institution to make the campus eco-friendly

An external agency has given the responsibility of keeping the campus clean and tidy. A water recycling plant is available for effective usage of water for various requirements of the college. The entire campus is enabled with rain water harvesting system. Every year the college plants saplings by the retiring staff on the occasion of celebration of Feast of St. Ignatius of Loyola. Solar panels are placed on some of the buildings to support the power requirements. Street lights inside the campus of certain areas are fully supported by solar power.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

The best practices of each department are shared and appreciated during the first day of each semester. Departments implement the same in their departments. Experts from other institutions are also brought in to give useful inputs on good practices. The internalization is ensured through frequent meetings and workshops for the staff and students.

1.The college has moved to school system with greater decentralization of authority and responsibility on various matters of concern for a school of particular discipline.

2.Enterprise Resource Planning (ERP) has been extensively implemented on various matters of academic and administration. It helped the college to save time and resources in providing an effective governance.

3.The strength of Loyola lies in its decentralized administrative structure. This enables the quick and efficient decision-making. The college administrative team meets frequently to stay abreast with the happenings. There is a high level of transparency at the administrative level. Administrative Staff are regularly sent for relevant training programs. The department meetings are regularly conducted and the HOD's responsible for all the academic programs in the department. The HOD's meetings takes place once in fortnight with the principal and other officials, where all issues relating to the departments and college are discussed and decisions are taken. The issues relating to the college are taken up and decisions are made democratically. The college council meets once every semester with an agenda relating to college academic calendar, training programs and infrastructure development. Capacity building workshops are organized for the non-teaching staff in computer literacy. Spoken English, inter-personal relationship and other soft skills are offered to the non-teaching staff.

4. The hallmark of education in Loyola College has been the focus made on competence, skill and character building. This is done through rigorous academic work with a special focus on skills and values. The skill component included in all the UG and PG Programs. Additionally, there is a paper on soft skills for the undergraduate and post graduate students. Both the UG and PG students gain considerable experience and exposure to research. In the past few years the placement cell has taken several initiatives to groom the students to fit the employment foray as well. School Human Excellence offers four semesters of value oriented skill development for the undergraduate students. The outreach department offers a two semester practical community exposure for both the undergraduate and post graduate students to instil a value oriented education. The continuous internal assessment helps the students to constantly keep track of his/her own development throughout the semester. Students are encouraged to take up assignments and projects that are separately evaluated. Twenty per cent of the marks are assigned to this component.

5. A separate dean for women's students takes care of the concerns of the women students of the college. Forum of Loyola Women's Students is a platform that sensitizes students about women's rights. FLOWS organized programs on legal assistance, women's health and women empowerment. In order to provide academic inputs in the area of gender studies the foundation course plays a vital role. Additionally, departments such as English, History, Sociology and Social Work offer separate papers with regard to feminism, gender justice, human rights and development. The center for social inclusion takes up issues and studies related to women. Complaints and grievances with regard to the women students are regarded with utmost seriousness. The committee against sexual harassment enquires into the complaints and suggests appropriate action to the management. The management in turn acts on the recommendations of the committee.

6. Having admitted students from all sections of society the college makes sure that their needs are taken care of. Scholastically poor students are taken through a bridge course in the beginning of the first year. In this course the student is provided with an opportunity to learn and cope with the current curricular requirements. Remedial courses have become a regular feature to help the academically weak students. Students who have regularly gone through this course have shown considerable improvement in their academic performance. Loyola Student Support Services provides overall leadership to manage scholarship, support help to students in the college. Counselling services are available for students. Two full time professional counsellors are available at the student's disposal to discuss personal problems. Once students with problems are identified they are referred to the Counsellors who take care of the students. AURA club was formed to conduct various programs as a part of the work of the Counselling department, and the members of the club were given two credits.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. There were various programmes of guest lecture, seminar, endowment lectures, national and international conferences which were conducted at the department and college level as planned at the beginning of the academic year.

2. The college has taken a serious effort to motivate students to come in large numbers for various special programmes like coaching classes for English, remedial and mentoring.

3. The college has initiated various action on issues related to infrastructure, academic and research as they were raised in the Open Forum by the students, and the action taken report was also presented at the time of Open Forum in the even semester.

4. A review meeting is organised at the end of various college programmes to analyze and find out areas of improvement. It helps the college to organise various events of the college with greater efficiency and effectiveness.

5. Various activities in the department and college were documented in a visual format and presented to the stake holders.

6. The Principal has met the staff who have got a less than 70% in staff evaluation by the students.

7.To bring in attendance and other academic activities into ERP, RF (Radio Frequency) tags IDs were issued to all the staff and First Year UG students.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

1.Title of the Practice

1. Special English Coaching Classes by Loyola Student Support Services (LSSS)
2. AURA (Shine from Within) Centre for Counselling

2.Goal:

Special English Coaching Classes: To bring about courage among the students in mastering effective English communication and to help students in performing their academics better.

AURA Centre: To provide counselling services to the student community to facilitate a while some development of the students.

3.The Context

Special English Coaching Classes: The beneficiaries of the program were those who hail from Tamil medium schools and rural vicinities. The program has served the students in performing their academics better and has motivated many in improving their language skills. Special English Coaching Classes have been pivotal in bringing out the courage among the students in mastering effective English communication.

AURA Centre: The Aura Centre focuses on the Psychological well being of the students. It also focuses on giving awareness and insight into the faculty's understanding perspective and handling of the students as well as managing the delicate balance between their personal and professional life. The activities of the Aura Centre covers broad areas grouped under the following.

- One to one individual counselling.
- Group therapy for students on need based topics.
- Special target groups and focus groups for identified specific sensitive areas like addictions.
- Awareness programmes and environment programs for the personal and professional welfare of the teaching and non-teaching faculty.
- One of the special features of the Aura centre is the Aura club whose main objective is to train the students (135) in peer counselling, in order to identify and reach out to their fellow students when they are withdrawn, desperate or in crisis. They also prove as channels of referrals to reer these students to the Aura counselling centre.

4.The Practice

Special English Coaching Classes: were conducted by LEADS in collaboration with the Department of English literature in both the semesters. The Special English Coaching Classes were held for a series of 3months for students of both the shifts.

AURA Centre: The individual one to one counselling is done on all working days, usually on appointment basis. The group therapies for students are conducted on key identified sensitive issues after conducting systematic needs analysis.

The programmes for the faculty are conducted on an average of 2 per semester. The Aura club functions in a systematic manner encompassing 120 hours of theory and practical sessions which includes active and interactive discussions, panels, demonstrations on hands training and practical exposures. The Aura centre also works in collaboration with other departments like School of Human Excellence, Outreach, Social Work & Sociology in conducting special training programmes.

5.Evidence of Success

Special English Coaching Classes: There is significant improvement in the proficiency levels of the students in English. It is quite evident from the results on the papers of general English in the first year of UG.

AURA Centre: Reports of written feedback (anonymity maintained) both from students and staff have been highly appreciative of the outcome and benefit of all the programs conducted by AURA.

6.Problems Encountered and Resources Required

Special English Coaching Classes: In spite of rigorous promotion of special coaching programme in English and mentoring needs the number of students participating these programmes were not encouraging. The college extensively explores measures to strengthen these programmes making it compulsory for all students who need such special help.

AURA Centre: *Problems encountered:* There is still resistance to the concept of counselling among the staff and students to the stigma attached that it caters to the severely mentally disturbed and for people incapable of handling their problems.

Resources Needed: There is a need for more physical well-equipped therapy room and trainer personnel (office staff) and standardised therapeutic tools.

7.4 Contribution to environmental awareness / protection

Loyola ha got an Enviro Club which organized various programmes on environmental awareness throughout the year to make student community aware of the issues pertaining to environment and make them understand their immediate surroundings and the integral role played by fauna and flora.

7.4 Contribution to environmental awareness / protection

Inauguration - 12th Sept 2014, Lecture on importance of environment delivered by the club coordinators.

Ozone Day - 16th Sept 2014, Lecture on importance of ozone layer and global warming.

Coastal Cleanup- I - 20th Sept 2014, Venue: Chennai Marina Coast- Light House, Collaboration: Indian Coast Guard, Department of Environment, Loyola College and Tree Foundation.

Coastal Cleanup- II - 27th Sept 2014, Venue: Chennai Marina Coast, Collaboration: Friends of Police, Ocean Conservancy and Indian Navy.

Apollo Marathon Liver Donation - 4th Dec 2014, National Conference on Achieving Sustainable Development and Mad Max.

Harmony with Nature Loyola- 4th Dec 2014, National Conference on Achieving Sustainable Development and Mad Max.

Art on Green Loyola - 5th Dec 2014, National Conference on Achieving Sustainable Development and Mad Max.

Human Flag Guinness Records - 7th Dec 2014, YMCA College of Physical Education, Nandanam.

Irula Snake Walk - 7th Dec 2014, Nature Conservation and Educational Foundation(NCEF) and Dystrophy Annihilation Research Trust(DART)

Tree Loyola Shine Green - 8th Dec 2014, Loyola Nursery.

Admire Nature in a Pot Loyola - 16th Feb 2015, Loyola Nursery.

Enviro Art on Wall - 17th Feb 2015, Department Visual Communication

Environment and Health - 26th Feb 2015, National Seminar on Environment and Health, Department Medical Lab Technology.

New Dandi March - 12th Mar 2015, Marina Beach – Labour Statue, Collaboration: Gandhi World Foundation

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)


Loyola College Chennai has been conferred with the coveted award of “College of Excellence” (CE) for the best practices in teaching and research. University Grants Commission (UGC), Ministry of Human Resource Development (MHRD), and Government of India as a sequel to the “College with potential for excellence (CPE)” status granted a decade ago, has given this prestigious recognition.

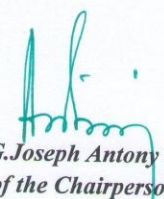
As of today, two hundred of the 30,000 colleges in India have been selected for CPE award. This is meant to offer generous funding for infrastructure and educational improvement.

Out of 48 colleges that were invited only a few colleges have been bestowed with the CE status. The newly acquired CE status will be another milestone achieved in the glorious history of Loyola College along with many, to name a few: Autonomous status by UGC (1978), 5 star status (1999) & A+ status by NAAC (2006), “A” grade with a score of 3.70 (the highest rank in Tamil Nadu, 2013), Scientific & Industrial Research Organization (SIRO) status by Department of Scientific and Industrial Research, Ministry of Science & Technology, New Delhi (2010-2016), Special income tax exemption of 175% by Ministry of Finance for any donation to the college for research in seven science disciplines (2012) and Fund for Improvement of Science and Technology (FIST-2013) funded by Department of Science and Technology (DST). Loyola College is awarded CE status with the entire grant of Rs.2 Crores, to be utilized during the period from 1st April 2014 to 31st March 2019. This funding is for the enhancement of quality teaching, research and extension activities in the campus. The UGC evaluated and acknowledged the achievements and the potential of the college during phase-1 and phase-2 of “College with Potential for Excellence (CPE)”. The award is based on the patents secured (8), publishing more than 500 national and international research publications and 32 major and minor research projects in progress. The activities proposed under the newly awarded CE status for the next five years include student-centric teaching and learning, virtual learning, industry institute consultancy centre, reach-out to the neighborhood and institutional quality enhancement activities. The recognition of the college with the College of Excellence status motivates Loyola College to march ahead with the most disadvantaged for the service of the nation through socially relevant programs and research.

8. Plans of institution for next year

1. Funding of Research students of UG and PG programs through research park.
2. Modernization and restructuring of Language Lab
3. Setting up exclusive space with computer and Xerox facility for research scholars
4. Strengthening ERP system


Dr. A. Xavier Mahimairaj
Signature of the Coordinator, IQAC


Rev. Dr. G. Joseph Antony Samy, S.J.
Signature of the Chairperson, IQAC

Annexure

Staff Assessment Report- October, 2014

The Internal Quality Assurance Cell is the primary system that takes care of quality in the college. The IQAC conducts number of evaluations that have a specific focus on issues and concerns. Every semester the students give their feedback of the staff. This helps the staff and the management to constantly improve their methodology of imparting the knowledge to the students. The on-line Staff Assessment was conducted on 9th, 10th and 11th October, 2014. The students of both Shift I and Shift II posted their feedback on the specified dates. The students who have missed the staff assessment on the allotted dates were given a chance to post their feedback on 13th October, 2014.

The following table consolidates the overall scores of the staff of both Shift I and Shift II.

Scores	Shift I	Shift I Percentage	Shift II	Shift II Percentage	Total	Overall Percentage
90 and above	61	36%	37	22%	98	29%
80-90	73	42v	81	47%	154	45%
70-80	30	17%	40	23%	70	20%
60-70	6	4%	11	6%	17	5%
Below 60	2	1%	4	2%	6	1%
Total	172	100%	173	100%	345	100%

Out of 345 staff of both Shift I and Shift II, 252 staff have been ranked with scores more than 80% which accounts to 74% of the staff who have been recognized by students with greater scores and another 20% of the staff are placed with scores 70 to 80. Overall, 94% of the staff of Loyola has been recognized for their committed service with greater scores. The staff who have got less than 70% of scores in Staff Assessment are specially asked and followed up by Rev.Fr.Principal to improve upon their methodology appropriately. The Overall Response to the staff assessment was good.

Dr.A.Xavier Mahimairaj
IQAC Coordinator

Staff Assessment Report- March, 2015

The Internal Quality Assurance Cell is the primary system that takes care of quality in the college. The IQAC conducts number of evaluations that have a specific focus on issues and concerns. Every semester the students give their feedback of the staff. This helps the staff and the management to constantly improve their methodology of imparting the knowledge to the students. The on-line Staff Assessment was conducted on 19th & 20th March, 2015. The students of both Shift I and Shift II posted their feedback on the specified dates. The students who have missed the staff assessment on the allotted dates were given a chance to post their feedback on 23rd March, 2015.

The following table consolidates the overall scores of the staff of both Shift-I and Shift-II.

Scores	Shift I	Shift I %	Shift II	Shift II %	Total	Overall %
90 and above	60	36%	32	20%	92	28%
80-90	74	44%	62	39%	136	41%
70-80	26	15%	39	24%	65	20%
60-70	5	3%	21	13%	26	8%
Below 60	3	2%	7	4%	10	3%
Total	168	100%	161	100%	329	100%

Out of 329 staff of both Shift I and Shift II , 228 staff have been ranked with scores more than 80% which accounts to 69% of the staff who have been recognized by students with greater scores and another 20% of the staff are placed with scores 70 to 80%. Overall, 89% of the staff of Loyola has been recognized for their committed service with greater scores. The staff who have got less that 70% of scores in Staff Assessment are specially asked and followed up by Rev.Fr.Principal to improve upon their methodology appropriately. The Overall Response to the staff assessment was good.

Dr.A.Xavier Mahimairaj
IQAC Coordinator