Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report

For the Period 1st July 2015 to 30th June 2016

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

Table of Content

The Annual Quality Assurance Report (AQAR) of the IQAC
For the Period 1st July 2015 to 30th June 2016
Loyola College (Autonomous), Chennai-34

Part – A

AQAR for the year

2015-16

1. 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

loyolaprincipal@gmail.com

Contact Nos.

+91 44 28178301

Name of the Head of the Institution:

Rev. Dr. M. Arockiasamy Xavier, S.J.

Tel. No. with STD Code:

+91 044 28178301

Mobile:

+91 9486781270

Name of the IQAC Co-ordinator:

Dr.A.Xavier Mahimairaj

Mobile:

+91 9444287256

IQAC e-mail address:

iqac@loyolacollege.edu

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)

EC/62/RAR/162 dated 5-1-2013

1.5 Website address:

http://www.loyolacollege.edu

Web-link of the AQAR:

http://loyolacollege.edu/iqac/report/AQAR2014-15.pdf

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	1st Cycle	5 Star	-	1999	5 Years
2	2nd Cycle	A+	-	Oct 2006	5 Years
3	3rd Cycle	A	3.70	Sep 2012	Jan 4,2018

1.7 Date of Establishment of IQAC :

03/11/2003

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

   i. AQAR _____ _____ (30/09/2013)
  ii. AQAR_____ _____ (04/09/2014)
 iii. AQAR_____ _____ (10/10/2015)

1.9 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes [X] No ☐

Constituent College   Yes ☐ No [X]

Autonomous college of UGC Yes [X] No ☐

Regulatory Agency approved Institution   Yes ☐ No [X]

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

Type of Institution   Co-education ☐ **Men** [X] Women ☐

              Urban [X] Rural ☐ Tribal ☐

Financial Status   Grant-in-aid ☐ **UGC 2(f)** [X] **UGC 12B** [X]

        Grant-in-aid + Self Financing [X] Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts [x] **Science** [x]**Commerce** [x]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 [**YES**]   UGC-CE [**YES**]

UGC-Special Assistance Programme [   ]   DST-FIST [**YES**]

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

UGC-COP Programmes [   ]

2. IQAC Composition and Activities

2.1 No. of Teachers [32]

2.2 No. of Administrative/Technical staff [1]

2.3 No. of students [123]

2.4 No. of Management representatives [1]

2.5 No. of Alumni [2]

2. 6 No. of any other stakeholder and

community representatives [0]

2.7 No. of Employers/ Industrialists [0]

2.8 No. of other External Experts [2]

2.9 Total No. of members [161]

2.10 No. of IQAC meetings held [2]

2.11 No. of meetings with various stakeholders: No. [2] Faculty [1]

Non-Teaching Staff Students [-] Alumni [-] Others [1]

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

If yes, mention the amount **3, 00,000 for 5 years**

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [0] International [0] National [0] State [0] Institution Level [0]

(ii) Themes [-]

2.14 Significant Activities and contributions made by IQAC

i. IQAC has organised Orientation Programmes for Academic 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 program 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 Junior Staff 6th to 12th June, 2015	Junior Staff with less than five years of experience attended a Orientation Programme to prep them on the nuances of Teaching, Learning and ICT.
Orientation Programme for Teaching Staff 15th and 16th June 2015	An orientation program 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 24 August , 2015 28 September, 2015 21 January , 2016 05 March , 2016	QC members are given a chance to get trained with Leadership skills
Administering various evaluation system in the college. October 2015 March 2016	Collation of student evaluation of staff report. Collation of report on performance based assessment of staff. Collation of report on parents and outgoing students

* Attach the Academic Calendar of the year as Annexure.

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

1. 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	12	0	00	0
PG	09	0	11	0
UG	13	0	12	0
PG Diploma	12	0	0	0
Advanced Diploma	00	0	0	0
Diploma	12	0	0	0
Certificate	03	0	0	0
Others	00	0	0	0
Total	61	0	23	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** [Yes]   **Employers** [ ]   **Students** [Yes]
   (On all aspects)

   Mode of feedback   :   **Online** [Yes] Manual [ ] Co-operating schools (for PEI) [ ]

*Please provide an analysis of the feedback in the Annexure

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

IQAC of Loyola with the support of Academic Audit team organized Academic Audit for 3 days from 3rd August,2015 to 5th August, 2015. There were 72 external experts from various institutions involved in this process. The objective of the Academic Audit are:

- To subject every department to external scrutiny.
- To revisit the curriculum, teaching, learning and evaluation methods
- To make suggestions and Concluding Remarks to the Departments for necessary changes
- To achieve the goal of updated curriculum and newer learning and evaluation methods.

The experts were sent with the template of UG and PG program of the department, syllabus copies and question papers of both internal and external and they were asked to give their critical look on the academic programs of Loyola College and they were specifically asked to state in their report to indicate the areas of strength, weakness and suggestions for improvement.

External experts were asked to be critical in their methodology and base their recommendation based on their understanding on the following questions to have meaningful comments from them.

Curriculum and Academic Programme

- Are the courses tailored to the desired student learning outcome?
- Are the courses current and relevant to the needs of the students?
- Is the curriculum tailored to meet the learning outcomes.
- Are the programmes linked with each other?
- Are the programmes relevant for UG and PG level?
- Are the text books and referral books relevant?

Quality of Teaching

- Are the teaching strategies relevant to the students learning needs?
- Is there any link to theory and practice?
- Does the faculty go beyond their means to be able to produce desired outcomes of the course?
- Do they use teaching tools and technologies to make learning effective and more engaging?
- Guideline to External Audit Team

Evaluation
- Are the assessment strategies aligned to the desired student learning outcomes?
- What are the institutional policies with regard to giving feedback to students on assignments, projects and other course work?
- Does the question paper cover the entire syllabus?
- Is the question paper completely free from mistakes?

The academic audit report format designed particularly to get comment from experts on strength, weakness, special areas of improvement and recommendation on the major following areas of academics:-

1. Curriculum
2. Syllabus
3. Teaching Methodologies
4. Learning methodologies and learning environment
5. Evaluation
6. Overall comments

The following are the major insights obtained from experts out of the academic audit process:-

- On Core , Allied and Skill Based Courses:

  ❖ Relevant to students' current and future lives, experiences, environments and aspirations.

Text Books and Reference Books:

  ✓ Standard – Covering all units of prescribed syllabus.

Learning Environment:

  ✓ Excellent

Teaching:

  ✓ GOOD – in terms of completing portions, encouraging students participation, extra efforts to make everyone understands and the overall knowledge, expertise, teaching and communication skills.

Evaluation:

- Evaluation primarily tests: Mostly Memory
- Evaluation primarily tests: some extent Analytical Skills
- Evaluation primarily tests: Creativity / originality: Very Few Cases.
- The evaluation in general is : FAIR
- CIA : Continuous Internal Assessment is an instrument of Continuous Learning.
- Question Papers:
- Both internal and external : Moderate Standard.

The IQAC has collated the report and sent to the departments for their further discussion and follow up. The IQAC place on record its sincere gratitude to the Management, all the members of Academic Audit Team, HODs, Coordinators and the external experts for their excellent contribution to make this academic evaluation process meaningful and a grand success. We believe that the insights will be duly considered for restructuring of the academic program and revamping of the syllabus based on the feasibility and relevance of the insights gathered, so that our curriculum, teaching, learning and evaluation methodologies will become the best, most rigorous and most intellectually exciting and rewarding.

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

There were no new departments added in the year 2015-16

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
328	263	54	0	11

2.2 No. of permanent faculty with Ph.D.   135

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year 2015-16

Asst. Professors		Associate Professors		Professors		Others		**Total**	
R	V	R	V	R	V	R	V	**R**	**V**
10	0	0	0	0	0	0	0	**10**	**0**

2.4 No. of Guest and Visiting faculty and Temporary faculty

Hourly Staff   : 15
Temporary Staff : 49

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	36	80	13
Presented papers	219	30	15
Resource Persons	-	17	21

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

3	2	8

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 %	I %	II %	III %	Pass %
UG	1687	128	463	339	20	56.31%
PG	586	146	315	17	0	81.57%
M.Phil.	81	47	28	1	0	93.83%

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

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	5
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	12
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Orientation for Teaching Staff	328

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	154 + 29 = 183	0	13	3
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	4	33	5	15
Outlay in Rs. Lakhs	₹ 51,20,467	₹ 8,79,46,535	₹ 1,65,60,145	₹ 6,35,66,085

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	16	12	57
Outlay in Rs. Lakhs	₹80,000	₹43,95,000	₹3,00,000	₹1,70,11,933

3.4   Details on research publications

	International	National	Others
Peer Review Journals	219	45	-
Non-Peer Review Journals	3	3	-
e-Journals	-	-	-
Conference proceedings	36	93	-

3.5 Details on Impact factor of publications:

Range 3-4   Average -   h-index -   Nos. in SCOPUS 264

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	3 Years	Ministry of Environment, Forests and Climate Change; UGC ; SERB & DST	₹1,65,60,145	₹97,25,838
Minor Projects	2 Years	UGC	₹ 43,95,000	₹ 35,30,000
Interdisciplinary Projects	3 Years	ICMR	₹ 8,50,000	₹ 8,50,000
Industry sponsored	3 Years	Times of India	₹5,16,26,474	₹4,31,74,274
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	6 Months	Times of India	₹ 3,00,000	₹3,00,000
Any other(Specify)	-	-	-	-
Total			**₹ 7,37,31,619**	**₹5,75,80,112**

3.7 No. of books published   i) With ISBN No. | 12 | Chapters in Edited Books | 121 |

ii) Without ISBN No. | 45 |

3.8 No. of University Departments receiving funds from

UGC | - | CAS | - | DST-FIST | - |

DPE | - | DBT Scheme/funds | - |

3.9 For colleges   Autonomy | Yes | CPE | - | DBT Star Scheme | - |

INSPIRE | Yes | CE | Yes | Any Other (specify) | **DST-FIST** |

3.10 Revenue generated through consultancy | 0 |

3.11 No. of conferences & seminars   organized by the Institution

Level	International	National	National	State
Number	3	12	19	2
Sponsoring agencies	Institution	Institution	UGC	Institution

3.12 No. of faculty served as experts, chairpersons or resource persons | 38 |

3.13 No. of collaborations   International | 7 | National | 4 | Any other | 3 |

3.14 No. of linkages created during this year | 1 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | ₹20,000,000 | From Management of University/College | ₹8,800,000 |

Total | ₹28,800,000 |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	**201641021074**
	Granted	-
National	Applied	**2456/CHE/2015**
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year 2015-16

Total	International	National	State	University	Dist	College
15	3	8	1	-	2	1

3.18 No. of faculty from the Institution who are Ph. D. Guides | 65 |
and students registered under them | 77 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 09 |

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

JRF | 13 | SRF | 6 | Project Fellows | 51 | Any other | 4 |

3.21 No. of students Participated in NSS events:

University level | 286 | State level | 16 |

National level | - | International level | - |

3.22 No. of students participated in NCC events:

University level | 75 | State level | 23 |

National level | 28 | 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 [4]

National level [2]   International level [1]

3.25 No. of Extension activities organized

University forum [11]   College forum [17]

NCC [2]   NSS [28]   Any other [2 (UG and 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. The idea of this extension programme (Outreach) is to make Loyola College a role model for serving the neighbourhood community. With this spirit, the Service Learning unit works in collaboration with Chennai Corporation, slum clearance board, and the corporation schools in the neighbourhood ever since its inception. To make the initiative very meaningful, the second year undergraduate students of both aided and self-supporting courses from all departments, numbering to about 1850 students are involved in various activities. The activities are streamlined and focused on General Health, Children, Youth, Women and Elders, and other concerns of our times.

Adopted areas: The neighbourhood areas covered under this project are the revised zones of 8 and 9 in the Corporation of Chennai. This includes slums in and around Choolaimedu, Nungambakkam, Chetpet and Kodambakkam areas. Totally we are involved in 35 slums for community service.

'Scholarship Cum Sewing Machine Distribution' programme was organised in the college. The main purpose of the programme was to distribute saving passbook with the deposit of Rs.500 each to 104 children of widows and motivate the children to cultivate the habit of savings. Sewing machines were also distributed to 4 widows to make them self-employed.

The department organised a special program for the widows hailing from 34 slums of Chennai City and distributed provisions and clothing (towel and bed sheets) and mats to 208 widows. Food was provided to all the participants. 250 children of widows from 34 slums were invited to

Loyola College and given educational assistance namely School Bags, Tupperware water bottle and Tiffin box. Children were encouraged to come out with their talents like reciting poem, Speech, and singing and everybody was given consolation prizes. 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 10 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 throughout 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.

All the second year UG students were invited for Outreach Inauguration cum Common Orientation programme at the beginning of the academic year. Students were oriented about Outreach concept, outreach activities, the working methodologies. This orientation helped students to understand the dynamism of outreach programme.

The second year PG students had thematic orientation for urban intervention programme.

This orientation mainly concentrated on the three most discussed problems such as Rights of Domestic worker, clean environment, and addiction.

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 (≥ 1-0 lakh) during the current year.	-	9 11 0 38	UGC Grant, Research Grant, Donations and Management	58
Value of the equipment purchased during the year (Rs. in Lakhs)	-	10,542,643 8,003,014 0 19,567,802	UGC Grant, Research Grant, Donations and Management	38,113,459/-
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.

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	100854	-	1114	-	101968	-
Reference Books	19017	-	139	-	19156	-
e-Books	248000	-	130000	-	378000	-
Journals	123	-	-	-	123	-
e-Journals	11280	-	4300	-	15580	-
Digital Database	2	-	-	-	2	-
CD & Video	900	-	25	-	925	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	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 upgradation (Networking, e-Governance etc.)

The 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   76,42,338.50/-

   ii) Campus Infrastructure and facilities   2,79,38,582.00/-

   iii) Equipments   30,358,992.97/-

   iv) Others   11,06,776.00/-

                      Total :   6,70,46,689.47/-

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	M.Phil.	Ph. D.
7799	1346	71	77

(b) No. of students outside the state

361

(c) No. of international students

71

Men

No	%
8447	90.90%

Women

No	%
846	9.10

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1671	2125	187	3390	110	7483	2120	2346	174	4525	128	9293

Demand ratio: 3347:28679   **Dropout %:** 9.85%

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 | 69 |

5.5 No. of students qualified in these examinations

| NET | 9 | SET/SLET | - | GATE | - | CAT | 6 |
| 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 for all the departments on Verbal ability, Quantitative ability, sessions to handle Group Discussion, writing CV and tackling interview. About 40 companies visited Loyola College, Campus and 291 students from various departments were selected on campus.

No. of students benefitted from counselling | 268 |

5.7 Details of campus placement

On campus			*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
40	782	291	-

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 | 180 | National level | 170 | International level | 9 |

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 | 105 | National level | 78 | International level | 2 |

Cultural: State/ University level | - | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	2053	1,60,34,562/-
Financial support from government	1594	80,84,212/-
Financial support from other sources	107	14,09,354/-
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 | 1 | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 55 |

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. Loyola College (Autonomous) organized the Academic Audit for 3 days from 3rd August,2015 to 5th August, 2015. There were 72 external experts from various institutions involved in this process.

The experts were sent with the template of UG and PG program of the department, syllabus copies and question papers of both internal and external and they were asked to give their critical look on the academic programs of Loyola College and they were specifically asked to state in their report to indicate the areas of strength, weakness and suggestions for improvement.

External experts were asked to be critical in their methodology and base their recommendation based on their understanding on the following questions to have meaningful comments from them.

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. 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. To promote the excellence of our college in every aspect of learner centered academic activity; we planned to establish a multidisciplinary research hub at the frontiers of Science, liberal Arts and Commerce under the portal 'LOYOLA RESEARCH PARK'. Accordingly, the students at all levels, with innovative ideas are nurtured to transform their thoughts into end results by providing research guidance and financial assistance. This initiative is thus a springboard for young minds to evolve as entrepreneurs and world-class researchers.

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 28,679 applications received, 3347 students were admitted for the year 2015-16 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

Nil

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 on 3rd, 4th and 5th August, 2015.

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   **X**   No ☐

For PG Programmes   Yes   **X**   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 2015 – 2016 conducting various programs involving the alumnus of the college.

Alumni Day - 2nd October, 2015

Alumni Day was celebrated with 600 Alumni and their families, in which the Alumni from 1949 to 2015 participated. This year we had 2 sessions Sports Carnival in morning and Cultural, Programs and award distribution in the evening.

The Sports Carnival concept was introduced this year. They enjoyed the sports atmosphere and foods in the food court and games activities for their children. We had alumni enjoying the fellowship & recalling the Fond memories of their days at Loyola College. The Alumni day celebration also included honouring of the distinguished alumni for the year 2015. We honoured Dr.C.Rangarajan, Justice.R.Sudhakar, Shri.R.Koteeswaran, Shri.Sujith Kumar and also the retired Professors, Job-fair was the highlight of the day, which was conducted for the younger alumni of Loyola College.

Loyola Flood Relief - December 2015

The Alumni Association took lead in sanctioning Rs. 3 lacs in support of the Loyola Rain Relief Service extension activities during the flood. This was also well supported by generous funding by Alumni members, primarily by some EC members, and there was a lot of help in kind, from many others. Then came the deluge of the century for Chennai on the night of December 1st. In November 2015, during the annual north east monsoon there was a heavy rainfall which affected the Coramandel coast of South Indian Regions: Tamil Nadu, Puducherry, and Andhra Pradesh. Tamil Nadu received a persistent rainfall which caused massive damage to Chennai and some of its north interior notable districts: Kancheepuram, Tiruvallur, and Cuddalore. The overflowing flood led to low-lying territories of its capital city (Chennai) becoming inundated in waters which forced its residents to evacuate on their own to seek refuge in safe areas.

Since its inception, the institution has been extending its support to people of neighbourhood and involving itself in various relief/remedial activities whenever a natural calamity occurs. Therefore, Loyola College extended its support by distributing food and relief materials in its rain-hit neighborhood. As this flood forced thousands of residents to evacuate from their home, the college took initiative to house 2000 plus displaced rain victims on its premises.

On December 2, 2015, the Principal of Loyola College along with a few staff volunteers visited the rain affected areas located around Loyola College, Chennai. On visitation, it was found out that the neighborhood seemed to be badly affected. The floods had gushed into the streets of Namachivayapuram and engulfed the residents and their living conditions. The college came forward immediately to extend its support to 2500 plus people whose houses were inundated in the flood. It is quite common to observe that most of the earlier hazards invited emergency responses and the government acted promptly. This time, like Loyola College, so many voluntary organizations had to lend the rain affected people a helping hand.

As there was a looming specter of epidemics, the college management planned proactive measures to promptly address the pressing needs of the flood victims through organizing a relief camp under the name of Loyola Rain Relief Service (LRRS) that was, during November 2015 rain, initiated to provide the rain affected people living in the slum areas with food materials and clothing.

As a small beginning, the management initiated a core committee to discuss the ways and means to handle the situation with remedial measures. Initially, the student volunteers visited the drowned areas

and distributed food to the people. On observing the condition of the homeless victims, the college opened up its gate to the rain affected people on Loyola premises. LRRS had 30 staff, and 250 energetic students, who volunteered themselves towards the relief measures.

The camp was started with an organized schedule. To help the people in overcoming their sorrows and to serve them in accepting their way of life, the inmates' opinions were collected and the schedule of the camp was planned accordingly.

After the incessant rain, we were flooded with goodness. Many sponsors came forward to help LRRS out with breakfast, lunch and dinner to be distributed to the flood victims. All essential materials such as food and basic amenities were systematically collected, stored and distributed to the inmates. Further, the inmates were provided with bed sheets, mats and clothes. LRRS recognized that the affected people were in need of some important essentials to carry on their routine. The required provisions were collected from the sponsors and distributed to the people. The provisions kit consisted of clothes, paste, brush, towels, mosquito coil and sanitary napkins. To keep the children entertained and to make them forget their worries, the students conducted many fun games. Loyola Students Support Services (LSSS) engaged the woe stricken people with folk art performance too.

Along with food supplies and stress busters to the people, their medical needs were also identified to a greater extent. A medical team consisting of 8 doctors offered medical treatment for nearly 1750 flood victims housed in Loyola premises. In addition, about 7 doctors from private hospitals and 2 doctors from Corporation of Chennai visited and offered medical assistance to the victims. A number of donors sent a lot of emergency medicines needed for the people who stayed in the camp. A special medical team support from Apollo hospital consisting of 4 doctors and 4 volunteers too visited the camp.

Volunteers found the tasks of distributing basic amenities to flood victims in other affected areas to be much challenging and demanding. Thus, a rescue team of Loyola was formed and sent to other affected areas of Chennai – Velachery, Mudichur, Pulicat, Urappakkam, Nandhabakkam, Ramapuram, etc. and other parts of Cudalore, Thiruvallur and Kanchipuram districts. They rescued the flood victims and distributed food, water, clothes and also medicines to the HIV patients identified in a few areas. The much interiors of the Otteri area was reached by our rescue team.

The rescue team won the admiration of common people as it was first team to visit those areas. The NCC cadets of Loyola College provided security for people who spent their days and nights in the camp. Thus, the volunteers of Loyola had put their maximum effort for the relief measures.

The people who were safely sheltered at Loyola had to start their life from their initial stage. Focusing on this, Loyola took its next step on rehabilitation and reconstruction. The materials worth of Rs. 8,000 each relief kit that were sponsored by donors such as clothes, candles, mosquito repellents, sanitary napkins, utensils, bed sheets, etc were distributed to people inside as well as the affected ones in the outer parts of Chennai. It was believed that the relief kit systematically distributed by the volunteers would be a completely new startup of life for those hutments. All donors and sponsors were also invited for distributing the startup kits. The victims were overwhelmed with gratitude and thanked the LRRS team for their good gesture.

With the assistance of police officials, the college managed to provide shelter for the needy. They were sheltered in the New Commerce Block. Area Councilor was of assistance in mobilizing the people.

The college provided various medical facilities for the affected people to prevent them from the epidemics of water-borne illnesses to occur. The Volunteers distributed the medicine and basic sanitation

materials to women and children. Dr.Shanthi, Dr. Ramala, Dr. V. Madhusudan and various other doctors from the Corporation of Chennai have rendered their service to eight hundred people. Sufficient medicines have been supplied by the donors. Thus, it was a well –timed and effectively organized camp for the flood victims at Loyola College. Completely impressed by all media persons, it was hailed as a model camp for the others to take a cue from this. Further, many donors commended the team upon the yeoman service rendered to these flood victims.

The department of Outreach having identified the felt needs of the rain affected people of 34 slum areas like Choolaimedu, Chinthathripet, Tenampet, Pudupet, Saidapet, etc. distributed relief kits on December 12 &13, 205. Totally 5700 families benefitted from this measure. Student volunteers and the staff of Outreach Department systematically planned the distribution and made the entire process smooth and hassle free.

About 325 rain affected families of Loyola College students in and around Chennai were distributed rain relief kits on 22.12.2015. A counselling session was organized by AURA club to motivate and empathize the students of these families. Subsequently, the officials of the college, a few donors and members of Alumni association distributed rain relief kits that contain bed sheets, night gown, rice, dhal, etc. to these students. Earlier the staff in charge of various clubs had visited these families to express the solidarity of the college community. One of the important donors present over in the programme was the owner of Pothys.

LOHOs Pondicherry 2016 – 8th to 10th January 2016

The 14th LOHOs meet was held in Pondicherry in which 300 alumni and their families participated. It was a great event organised by Pondy chapter. Rev. Dr. Joseph Antony Samy. S.J. Principal, Rev. Dr. S. Lazar.S.J. Secretary & Rev. Fr. Kingsley participated in this event.

Convocation - 23rd January, 2016

Every year the Loyola Alumni Association provides student directory & compliments with Fr. Director Message to the outgoing students at the time of convocation day.

Endowment Lecture - Panel Discussion - 23rd February, 2016

Loyola Alumni Association conducted an Endowment Lecture as a panel discussion on 'Political Awareness for youth' in Bertram hall. About 100 alumni & 800 Students were present. Shri. Duraimurugan - DMK, Shri. NallaKannu- CPI (M), Shri. EVKS.Elangovan - Congress, Dr. H.V. Hande – BJP were the Guest speakers.

Rev. Fr. General's Visit - 27th February, 2016

The Most Honourable, Rev. Fr. General of the Society of Jesuit, spoke to the teaching, non- Teaching Staff, Alumni of Loyola College and other Jesuits . He spoke on the role of education, specially pointing out the role and importance of reinstating the 'vocation' sense in services like teaching, priesthood, medicine and so on.

<div align="center">**Hostel Day - 6th March 2015**</div>

One of our illustrious Alumni Mr. M. Ravi Murugaiah was invited as the chief guest and he shared his unforgettable moments during his college days.

<div align="center">**Paddaippaaligalin Sangamam – 11th March, 2016**</div>

LAA conducted the programme on Padaippaaligalin Nokkum Pokkum for Creative Artists. We Honoured the creative artists in their field of achievement.

<div align="center">**Executive Meeting 2015 – 2016**</div>

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

6.12 Activities and support from the Parent – Teacher Association

Parents are the major stakeholders in higher education. The Parent-Teachers meeting was conducted on 25th July 2015 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 Parent-Teachers meeting was conducted on 20th February 2016 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. Loyola has taken an initiative to explore water treatment, we are treating waste water and would like to make this a successful model and showcase this to the educational institutions to treat the water and make use of it.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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. Loyola Student Support Services (LSSS)
2. Loyola Research Park

2.Goal:

Loyola Student Support Services (LSSS): To bring about courage among the students in mastering effective English communication and to help students in performing their academics better.

Loyola Research Park:

1. To identify bright, serious and dedicated students/interns interested in pursuing challenging projects that will significantly elevate their learning to high standards.

2. To expose the students to cutting-edge technologies in industrial applications, thus enhancing their employability skills.

3. To disseminate path-breaking research findings of Loyola researchers to the community.

4. To create a dynamic and friendly environment for exchange of knowledge, skills and experiences amongst students, established academicians and professionals

3.The Context

Loyola Student Support Services (LSSS): 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.

Loyola Research Park:

Loyola College has a well-defined system to promote research by having separate research centers (Entomology Research Institute and Loyola Institute of Frontier Energy) and department level research units to support the faculties and the research scholars of the college. Well equipped Infrastructure in our college is supported through UGC/DBT/DST-FIST programme. Many research findings from the projects undertaken are translated to the benefit of the common people. Patents as well as publications in peer-reviewed national and international journals are the fruitful outcome of extensive research work carried out in our institution. Major research projects are funded by national agencies like UGC, DST, DBT, DRDO, ICMR, AYUSH, CSIR, ICSSR and private agencies.

Some of our research contributions are of social perspective and committed to the spirit of nationalism. Based on our achievements in research, we have been recognized as **Scientific Industrial Research Organization** (SIRO) in the year 2011 by the Department of Scientific and Industrial Research (DSIR), Department of Science and Technology, Government of India.

Ministry of Finance, Govt. of India has recognized our productive and proactive research in **science departments** and approved Loyola College Society for 175% Income Tax exemption under clause (ii) of sub-section (1) of section 35 of the Income Tax Act, 1961.

4.The Practice

Loyola Student Support Services (LSSS): 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.

Loyola Research Park:

1. The Loyola Research Park will provide UG students research fellowship program. The target group is 2nd Year UG students funded with up to Rs.15,000 for 6 months projects. The Young Investigator Award will be awarded to the best projects.
2. The industry institute partnership training program aims at identifying intellectual students willing to devise novel and cost effective solutions for industrial problems. The target group is first year PG students for a project period of 6 months with a fellowship of Rs.2000 per month and also eligible for accommodation and travel expenses.
3. Annual research Mela, will be conducted to provide opportunities for researchers to discuss and debate on findings beneficial for mankind. The target group will be research scholars during the 3rd week of August.
4. Loyola Research Forum, consisting of members interested in research and development will organise various programs connected with research to create knowledge exchange, to collaborate with the individual and organisations for fostering research ambience and innovation in any branch of knowledge.

5.Evidence of Success

Loyola Student Support Services (LSSS): The 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.

Loyola Research Park:

1. 13 students from second UG applied and were selected.

2. The total amount given to the students was 3,00,000/-.

3. The time to complete the project is 6 months.

4. One research meeting is conducted per year department wise for the students.

6.Problems Encountered and Resources Required

Loyola Student Support Services (LSSS): In spite of rigorous promotion of special coaching programme in English and mentoring needs, the number of students participating in 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.

Loyola Research Park:

The overall interest on research of UG and PG students is not encouraging. Managing programs for both shifts post some difficulty. Management has its financial constraints to augment projects.

7.4 Contribution to environmental awareness / protection

Loyola has got an Enviro Club which organized various programs 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.

7.5 Whether environmental audit was conducted?   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.

Loyola College Society, Chennai, Tamil Nadu is registered with the Department of Scientific and Industrial Research (DSIR) for purposes of availing customs duty exemption in terms of Government Notifications No. 51/96-Customs dated 23.07.1996 & No. 24/2007-Customs dated 01.03.2007 and Central Excise duty exemption in terms of Government Notifications No. 10/97-Central Excise Dated 01.03.1997 and No. 16/2007-Central Excise dated 01.03.2007 as amended from time to time. The registration is subject to terms and conditions. The registration is valid up to 31.03.2019.

The College was awarded Tamil Nadu Tourism Award 2015 in the Category of Best College in Tourism Education by Madura Welcome the No.1 tourism guide book in collaboration with Ministry of Tourism Government of India.

Loyola College also received the Vellaithai Vendra Manidha Nayam Award was given by United Media Forum

Different centers of excellence focusing on thrust areas, having activities throughout the year to fulfill objectives of each unit.

There are many club activities to sensitize various issues of national and international concerns and developing the skills on various walks of life.

Kaushal Project: UGC has recognized our college as the Deen Dayal Upadhyay Center for Knowledge Acquisition and Upgradation of Skilled Human Abilities and Livelihood (Kaushal) with the grant of Rs. 4Crores. Such centers have been set up across the country as part of UGC's effort to meet the increasing demand for skilled hands. Our college is one of the few colleges and universities in Tamil Nadu identified for this recognition, this course is now part of the Shift 1 aided stream.

Initiative: water resource management: Loyola has taken a initiative for Water Harvesting technique, which is why we do not have any issues with water. We are treating waste water and would like to make this a successful model and showcase this to the educational institutions to treat the water and make use of it.

Opportunities: Loyola has enormous resources out of various research projects conducted and going on in the campus to help the industry and society with a supply of new knowledge.

Consultancy services is explored to fulfill the connect between the institution and industry.

8. **Plans of institution for next year**

1. Seminar on New Education Policy 2016 for staff.

2. Workshop on E-content development for staff.

3. Setting up a food court.

4. Strengthening the ERP system.

5. Training on effective use of Smartboards.

6. Environmental initiatives for better and greater water resource management

Dr.A.Xavier Mahimairaj

Signature of the Coordinator, IQAC

Rev.Dr.M.Arockiasamy Xavier, S.J.

Signature of the Chairperson, IQAC

Principal
LOYOLA COLLEGE
CHENNAI - 600 034.

***

Annexure

Staff Assessment Report- October, 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 5th & 6th October, 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 7th October, 2015.

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	45	23.8	20	11.84	65	18.16
80-90	80	42.34	86	50.89	166	46.37
70-80	52	27.51	41	24.26	93	25.98
60-70	8	4.24	15	8.87	23	6.42
Below 60	4	2.11	7	4.14	11	3.07
Total	189	100%	169	100%	358	100%

Out of 358 staff of both Shift I and Shift II , 231 staff have been ranked with scores more than 80% which accounts to 65% of the staff who have been recognized by students with greater scores and another 26% of the staff are placed with scores 70 to 80%. Overall, 91% 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- 21st to 30th March, 2016

The Internal Quality Assurance Cell is one of the systems to assure quality sustenance and enhancement in the college. IQAC organizes feedback mechanisms to provide feedback to the management to take appropriate action as indicated by students and parents. 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. Staff Assessment was done online by students through their student's portal of ERP from this semester March 2016. It is approved in the HODs/Coordinators/Officials meetings that all students irrespective of their attendance percentage in the semester are eligible to assess their staff and the score is to be linked with their percentage of attendance to calculate the feedback score of the course teacher. The Staff Assessment was conducted from 21st to 30th March, 2016.

Staff Assessment Report- 21st to 30th March, 2016

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	53	30.11%	49	27.53%	102	28.81%
80-89	81	46.02%	89	50.0%	170	48.02%
70-79	33	18.75%	32	17.98	65	18.36%
60-69	8	4.55%	8	4.49%	16	4.52%
Below 60	1	0.57%	0	0%	1	0.28%
Total	176	100%	178	100%	354	100%

Out of 354 staff of both Shift I and Shift II , 272 staff have been ranked with scores more than 80% which accounts to 77% of the staff who have been recognized by students with greater scores and another 18% of the staff are placed with scores 70 to 80%. Overall, 95% 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

****