

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Orientation Programme – the academic year started with an orientation programme for the junior staff for one week. (6th June to 10th June 2011). All the faculty members underwent an orientation programme on Innovation in curriculum – opportunities and challenges between 13-14th June 2011.

Capacity building workshops – capacity building Programme on Testing and Evaluation Methods for Junior Staff was conducted on 03rd August 2011. Dr. R. Muthumanikam, Professor of Education, Department of Education, Annamalai University and senior staff members were the resource persons for the workshop.

Workshop for Non-Teaching Staff was held 17- 18.November 2011 – the Non-Teaching staff were trained in the management skills, communication skills and Relationship skills. They were also exposed to an input on professional ethics.

Workshop on Soft Skills Training Programme for II Year PG Students was conducted between 18-21 January 2012. A professional HR organization de'arc HRD Chennai conducted the programme and 180 students benefited by this programme.

The IQAC and the Loyola Institute of Social Sciences Training (LISSTAR) conducted a workshop on SPSS (Statistical Package for Social Sciences) between 19 to 21 January 2012. Staff and research scholars benefited by this programme.

Controller of Examinations (CoE) office and the IQAC conducted a one day workshop (30.01.2011) on 'Question Bank'. The input for this workshop was given by Dr. Pon Subbiah, former Director of the Centre for Testing Evaluation, Mysore.

NAAC Reaccreditation Process: A team, consisting of Principal, Secretary, IQAC Coordinator, members of the IQAC and a staff member from each department, worked on the department profile and evaluative report (descriptive) of the departments. Towards the end of last academic year 2010-11, the college submitted the Letter of Intent (LOI) on 16th April 2011 to the NAAC.

In the beginning of this academic year (2011-12), a team of 14 officials (Vice-Principals, Deans, Former IQAC coordinator and Governing Council member) started working on each of the criterion. They submitted the first level of report to the IQAC core team towards the end of July 2011. The core team started working on it by involving some of younger faculty members. The data collected by the departments were validated by the members of IQAC. This Self-Study Report (SSR) was finalized after several rounds of sitting with stakeholders.

The college submitted the SSR on 17th October 2011 exactly the day when it was due for submission.

Open Forum -During this academic year two open-Forums (30th August 2012 and 21st February 2012) were conducted and the students were able tell the good practices and problems faced by them in the areas of teaching, learning, evaluation, co-curricular, extra-curricular and infrastructure.

UGC Commission Visit- The UGC Experts Review Committee for the extension of autonomous status to Loyola visited the college between 17-18 December 2012 and the IQAC prepared the report for the commission members also facilitated the programme for two days

Evaluations - IQAC conducted various evaluations such as 'student assessment of the staff members', final year students feedback on the college, Parents feedback about the

college and helped the students to choose online their mentors for the mentoring programme also for choosing the allied optional and General Electives.

Quality Circle Meetings: There were more than two Quality Circle (QC) meetings this year. The members of the QC actively participated in the Open Forum also planning a Seminar in the next academic year for the QC members Loyola and other autonomous colleges.

As in the previous year the IQAC initiated stock-taking on 9th and 11th for arts and science departments respectively. 52 staff members were involved in this work and the report is getting ready to be handed over to Fr. Secretary. This report is about items which are added, lost and damaged during 2011-12.

Consultancy: In the UGC sponsored National Seminar on 'Parameters of excellence in Higher Education'- IQAC coordinator Dr. Bernard D' Sami gave an input on 'Best practices in Design and Development of curriculum' - 11.15am - 1.00pm. on 15th September 2011 at St. Joseph's College of Commerce (Autonomous), Bangalore In the NAAC sponsored two day state level conference at Dr NGP arts and Science College, Coimbatore, on 'Achieving academic Excellence through Internal Quality Assurance Cell (IQAC) - IQAC coordinator Dr. Bernard D' Sami as a resource person spoke on 'Best practices in curriculum Design and Development through IQAC' - 9-10th December 2011

At the Quaide-Milleth Arts and science College, Chennai in the IQAC sponsored one day workshop on 'Emerging Trends in Dossier Management' on 08th February 2012 for the 'Faculty Development Programme' the IQAC coordinator Dr. Bernard D' Sami Spoke on 'ideal Principles and Perspectives of an Educator'.