Yearly Status Report - 2014-2015

Part A	
Data of the Institution	
1. Name of the Institution	**LOYOLA COLLEGE OF SOCIAL SCIENCES**
Name of the head of the Institution	**Dr. K.A. Joseph**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04712592059**
Mobile no.	**9447657758**
Registered Email	**lcsstvm@asianetindia.com**
Alternate Email	**loyolacollegekerala@gmail.com**
Address	**Sreekariyam P.O.**
City/Town	**Thiruvananthapuram**
State/UT	**Kerala**
Pincode	**695017**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Jasmine Sarah Alexander**
Phone no/Alternate Phone no.	**04712592059**
Mobile no.	**9961560558**
Registered Email	**iqaclcss@gmail.com**
Alternate Email	**alexander.jasmine@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://loyolacollegekerala.edu.in/iqac/wp-content/uploads/2014/SSR-2014.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://loyolacollegekerala.edu.in/iqac/wp-content/uploads/2020/03/2014-15-Academic-Cal.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**Five Star**	**0**	**2001**	**03-Aug-2001**	**21-Dec-2007**
2	**A**	**3.70**	**2007**	**22-Dec-2007**	**09-Dec-2014**
3	**A**	**3.72**	**2014**	**10-Dec-2014**	**09-Dec-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**05-Jul-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
No Data Entered/Not Applicable!!!		
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File

10. Number of IQAC meetings held during the year :	9
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Perspective Plan 2020. NAAC Peer Time Visit. AISHE submitted. Golden Jubilee Lecture. Institution of Student Awards.

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?	No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2015
Date of Submission	05-Jan-2015
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Excel (Office). LIBMAS (Library). Excel and Tally (Accounts). Excel (IQAC).

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

During the annual planning meeting, curricular planning takes place both at the departmental level and the college level. The Curriculum planning and delivery mechanism of the college comprises of evaluating previous year's activities, deciding on focus areas and strategies, preparation and implementation of annual calendars, time tables, attendance books and registers for teachers and students, timely conduction and evaluation of internal exams, assignments, seminars and dissertations. Staff meetings are conducted periodically to monitor and ensure that curriculum delivery is progressing as planned in a timely manner. There were 13 general staff meetings in the reporting period, all details of which have been appended in minutes book of the General Staff Meeting. Dates of Meetings: Jun 3, July 2, August 6 & 20, Sept 3, Oct 1, Dec 8 & 10, Jan 7 & 20, Feb 4, March 3 & 21. Departmental staff meetings are conducted periodically to plan and monitor the activities of the Department. The Social Work Department had 16 staff, MA Sociology had 10, MAHRM had 9 and M.Sc. Counselling department had 20 meetings.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Street theatre		06/03/2015	5	Employabilit y	Street play skills
PRA		23/03/2015	5	Employabilit y	Project preperation
Life Skills		17/06/2014	5	Employabilit y	Soft skills
SPSS		18/02/2015	3	Employabilit y	Quantitative Analysis

Excel		07/11/2014	3	Employablity	Data Management and Processing
Library and information science		04/08/2014	180	Employablity	Library management
N/A	PG Diploma in Counselling Psychology	11/08/2014	365	Employablity	Counselling

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

No file uploaded.

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	196	38

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Education Academic Lectures	05/06/2014	180
Skill Workshops	07/11/2014	75
Workshops/Seminars for students	11/10/2014	180
Research Clinics	03/07/2014	115
Induction	07/10/2014	74

No file uploaded.

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSW	Social Work	79
MA	Sociology	64
MA	Human Resource Management	40
MSc	Counselling Psychology	15

No file uploaded.

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

STEF: For all courses we have students' assessment of teachers. STEF (The Student-Teacher evaluation form) is distributed among students after each semester. STEF is the formal system of taking feedback from the students on teachers who handle sessions in each of the semesters. To ensure objectivity STEF is an inter-departmental activity, where teachers of home department do not conduct STEF for their students. This year as well, STEF was conducted at the end of 4th, 2nd and 1st semesters. The data on this feedback were processed anonymously to maintain confidentiality. The results were communicated to the faculty member concerned. Open House: At the beginning of every semester an open house is conducted class wise to collect suggestions and reflections from students. The entire faculty team in the respective departments will attend the open house. Appropriate clarifications will be given then and there. Academic Audit: At the end of the course a total feedback about the life at Loyola is taken from the students We have strong feedback mechanisms. ? ALUMNI: Alumni Executive Committee Meetings, Alumni Interfaces and Alumni Day Discussions form the platform for Alumni Feedback. 2 Alumni Executive meetings have taken place this year. The Alumni Day was Jan 26, 2015. ? TEACHERS: General and Department-wise staff meetings conducted on a monthly or need basis is the platform for teacher feedbacks. The visit of the Jesuit Provincial is also another platform for feedback regarding. ? PARENTS are given during PTA Meetings. The PTA meeting conducted this year was in August 23, 2014 and January 10, 2015. ? STUDENT (4): There are four mechanisms for student feedback. STEF: After every semester, students are asked to provide feedback about teachers by rating them in a form. Open House: After each semester, students are given a platform called Open House, where they share their learnings, challenges, grievances and suggestions. Three Open Houses were conducted this year for 4th Sem, 2nd Semester (October 1, 2014) and 1st Semester students. PIME: As part of the PIME approach which is used in Planning, Implementing, Monitoring and Evaluating of programmes conducted by the college, students offer their feedbacks. Exit Interviews: Some Departments conduct exit interviews.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Sociology	25	68	23
MSW	Social Work	25	128	25
MA	Human Resource management	20	53	17

MSc	Counselling Psychology	12	35	12

No file uploaded.

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2014	0	132	0	19	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
19	19	5	12	12	60

No file uploaded.

No file uploaded.

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, Every year first year students are divided equally among teachers and a list of mentors and mentees are prepared. We have a mentor-ship form, which is to be followed in mentoring. Teachers meet the students periodically, minimum twice in a semester, and if students request for meetings. In some departments student preferences are taken for finalizing mentor

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
132	19	1:7

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	15	1	1	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2014	Dr Antony.P.V	Assistant Professor	Worldsci Excellence Award for the Best International Project Coordinator by Lusiana State University, USA

2014	Dr Antony.P.V	Assistant Professor	National Coordinator Award during 2003-2014

No file uploaded.

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

CIE is followed as per university regulations. For every paper in a semester there are requirements for attendance, an assignment, a seminar and two tests. CIE Marks for a paper is out of 25. To ensure transparency, all students are asked to sign the internal mark sheet before it is finalized and submitted to the university. While the University CIE system itself is not amenable to much reform, teachers adopt innovative and creative methods to ensure that assignments, seminars and tests seek to build the competencies of the student.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

During the beginning of every academic year, the University of Kerala forwards an Academic calendar to its affiliated college. Keeping in line with this calendar and the college prepares a calendar which also includes college specific activities like Arts Day, Sports Day, College Day, Loyola Day and so on. While the University calendar is circulated among teachers and uploaded on the website, hard copies of the college calendar are provided to all students. University regulations, notifications and calendar is followed for all academic and examinations related matters.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://loyolacollegekerala.edu.in/iqac/wp-content/uploads/2019/12/programme-specific-outcomes-_-course-outcomes_2014-18.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
915	MSW	Social Work	29	28	96.55
560	MA	Sociology	19	18	95.73
584	MA	Human Resource Management	12	11	91.66
No file uploaded.					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<table><tr><td>No Data Entered/Not Applicable !!!</td></tr></table>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Sandesh One- Women Entrepreneurship Training	Personnel Management	01/08/2014

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Sociology	1
Management Studies	1
Social Work	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Personnel Management	3	0

International	Social Work	2	0
International	Sociology	2	0
International	Counselling Psychology	3	0

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Social Work	16

No file uploaded.

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

[View File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	4	8	6
Presented papers	3	5	0	1
Resource persons	4	5	3	14

No file uploaded.

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Awareness "Blood Donation Day	1st Prize Quiz Competition	Kerala State AIDS Control Society	3
Awareness "World Food Day	Best Paper presentation	Dept. of Food and Civil Supplies (Govt. of Kerala)	2
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Gender Awareness-One Billion Rising programme	SAKHI	'Dance, Strike, Rise'- Dance- an awareness programme for women safety	5	45
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Research	Dr.Sonny Jose, Fr. Dr.Charles and Aby Tellas	Kerala Police department	730
Research	Dr.Sonny Jose , Dr.Angelo Mathew	World Bank/KSTP	730
Research	Dr.Anitha.S and Dr.Prakash Pillai.R.	Sarva Shiksha Abhiyan	180
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
30	31.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIMMAS	Fully	06	1999

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr Nisha Jolly Nelsen	Pilot study and Pretest	e-PG-Pathshala	02/06/2014
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	20	1	20	1	1	3	4	10	0
Added	2	1	2	0	1	3	4	10	0
Total	22	2	22	1	2	6	8	20	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
15	14.9	25	25

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Our Policy Manual covers all procedures with regard to the use of the facilities in the college. The Student handbook talks about some of these procedures. Every year, the incoming students have an induction programme in which they are introduced to the college policies and procedures. Students are taken to the library and the different facilities of the college and are explained rules and regulations for using these facilities. The Policy Manual has been uploaded on our website.

http://loyolacollegekerala.edu.in/wp-content/uploads/2019/09/6_Loyola_Policy_Manual_2014-2019.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2014	LACE	12	10	6	46
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2014	1	MSW	Social Work	NIMHANS	M.phil
2014	1	MSW	Social Work	IMHANS	M.phil
2015	1	MSW	Social Work	Dublin Business School Ireland	Addiction Studies
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	6
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

A healthy and active representation of students in decision making is the idea behind college union. The college union becomes an inevitable part of a democratic college, since it gives the students abundant opportunities to express themselves. The union members are given due representation in the decision making processes in the college. Representatives from the union are also members in various academic and administrative bodies and committees like IQAC steering committee, internal committee for students with disabilities, mess committee, hostel committee etc . Through this we ensure that the voices of the students are heard in all matters related to the college. The participation of union representatives in these committees also act as a platform for the students to address their concerns and present their ideas and suggestions. The College Union is also a platform for the students to engage creatively in their campus life and learn to develop responsibility and leadership skills. Various programmes are organized and conducted under the union banner like arts club, sports club, planning forum, women's cell etc. These programmes do play a major part in implanting traits like teamwork, sportsman spirit, the drive to stride for bringing the best in one's self etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Dr. Fr. Jose Muricken SJ conceived the idea of forming a former students association of the college. Prof. R. Gopalakrishnan Nair and Prof. Mariamma Joseph prepared the draft constitution of the association. The Loyola Alumni Association came into being on 13th April, 1967 and was formerly inaugurated on 27th March, 1968. Students from the senior batches are inducted into the alumni association during the annual general body meeting held during January every year. The association functions by strictly abiding the existing constitution. Elections are held periodically following democratic procedures to elect office bearers. The Alumni association acts as a bridge between the nostalgic past and the hopeful future. The association envisages a handful of initiatives that bring together our alumni and students under different mentoring schemes. The successfully placed alumni act as mentors and a connecting link for the professional aspirations of our students. The 'Meet the Alumni series' that stretches over the entire year is one of our long standing and signature programmes. Batch wise reunions, facilitation of old teachers, providing financial assistance and scholarships to the students etc. are a few of the activities that our alumni association is involved in.

5.4.2 – No. of enrolled Alumni:

1779

5.4.3 – Alumni contribution during the year (in Rupees) :

256975

5.4.4 – Meetings/activities organized by Alumni Association :

? Alumni Executive Meetings (2): Two Alumni executive meetings were conducted to discuss the programmes of the Alumni Association one on August 13, 2014 and the other in January 2014. ? Meet the Alumnus Series (4): Regular transactions with alumni have been ensured during the year through programme called Meet the alumni series. Alumni working in different parts of world belonging to diverse fields of expertise are brought to the campus. Some of them are: Mariam Mathew, HR consultant and trainer (June 28) Rema B.Nair (August 20) Ms. Elizabeth Michael (October 24). ? Yoga Meditation Programme (1): The Alumni Association of the college and NSS unit together organized a one and a half hour long lecture cum practice of Yoga and meditation on 23rd June 2014. The session focused on uses of yoga meditation and how it is useful to reduce our stress of day to day life. ? Alumni Centre (1): The Alumni Executive Committee established an Alumni Centre (Ace). The main objective of the centre was to build a platform for Alumni Academicia interface. The Management provided one room in the college to convert as Alumni Centre. ? Documenting Alumni Photos (1): All photos of Alumni were documented and it was made available in soft copy. Robin Varghese, Amritha P. and Adarsh S. helped out in the documentation process. ? The Alumni Meet (1) took place on January 26, 2015 from 8.50am-3.30pm. The Annual General Body meeting of the Alumni also took place on the same day from 10.30am-11.25am. Other events that took place were: a) inducting senior batch: every year it is a tradition to induct the passing out batch into Alumni. This year the 2012-14 batch were inducted into the Alumni during the Alumni Day. b) Honoring the First batch: The first batch of MA Sociology (1963-1965) Loyola College, who were in the Jubilee year was honored by the Alumni Association on January 26th. The alumni association could bring together 7 alumni of that batch which had strength of 17. ? Felicitating Alumni (1): On June 5, 2014 College felicitates Mr. Anu S. Nair. Alumni of Batch 2003-05 who secured 1st Rank for Kerala State Deputy Collector examinations. ? Alumni gatherings (1): Alumni 1988-90 batches gathered in the Sutter hall on 13th December 2014 to commemorate their time in the campus during study. ? Faculty retirement function (1): Dr.Joseph, K.A. (Principal, Loyola College of Social Sciences) and Mr.George Mathew (Library Assistant) retired on 31-03-2015 after 30 and 32 years of service respectively. A farewell function was organized to appreciate and honour their services to the college on March, 31, 2014, 2 p.m. at Sutter Hall.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The NAAC peer team visit was facilitated by decentralizing all the responsibilities among the students, teachers and administrative staff. The College undertook an assessment of the responsibilities and decided to constitute various committees under the leadership of faculties and selected student representatives. The committees had several meetings and chalked out every aspect of the visit well in time. These activities were monitored and coordinated by the IQAC cell of the college. As a result of these efforts the college could ensure a false proof facilitation of the visit with the wholehearted support of each and every member of the Loyola community.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	All the faculty members were encouraged to compulsorily take part in the syllabus revision workshops organized by the University from time to time.
Teaching and Learning	Research work in the college was streamlined through the coordination of a research clinic. Master level research projects were made to pass through a college level assessment and evaluation.
Examination and Evaluation	CCTV surveillance of the exams was made mandatory to ensure fair practice in the examinations. The conduct of exams and evaluation in the college has always been conducted in the most appropriate and fair manner. The process of the conduction of exams is a highly institutionalized one in Loyola and it contains no scope for any malpractice. After every exam a CD containing the footage of the exam is sent to the University and there were no instances under which University has raised any objection to our practices. This fact testifies for the fairness of our system.
Research and Development	The Research clinic was regularized. A progress presentation for the Ph.D scholars was made compulsory during every 6 months.
Human Resource Management	An additional staff – Mr Arun Gopinath was appointed to the IQAC to shoulder the workload arising from the NAAC peer team visit.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for

teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2014	Orientation Programme for new teachers	Nil	01/10/2014	03/12/2015	2	0
2014	Revisiting Vision-Mission	Nil	12/07/2014	13/07/2014	18	0
2014	Moodle Training	Nil	17/09/2014	18/09/2014	18	0
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation programme on ASAP organized by Dept of higher Education, Govt of Kerala	1	12/09/2014	12/09/2014	1
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	0	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Nil	Nil	Nil

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution conducts internal and external financial audits regularly. Annual internal audits are done for the management, PTA and hostel accounts. This audit is handled by a chartered account firm named P.T. Joseph Co., Pallimukh, Kochi. There are 2 external audits which are carried out by 1. AG's office (No fixed time interval, they conduct the audit whenever they find it appropriate). 2. Directorate of collegiate education This audit follows the retirement of the

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External academic expert from Bishop Jerome institute		
Administrative	Yes	Deputy Directorate of Collegiate Education, Kollam		

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The PTA of the college usually convenes twice in a year under the leadership of the PTA Secretary, who was Dr.Saji P.Jacob. The PTA meetings conducted during this year were on August 23, 2014 and January 10, 2015. The interaction with parents was done at three levels. Firstly they meet each of the faculty members in the departments concerned followed by a department level meeting. Finally there was common meeting intended to discuss common issues pertaining to the college as such. Progress of students 'are summarised by the Principal and important overall developmental issues are discussed by the Vice Principal. Suggestions from parents got added to minutes where issues faced by students raised by parents are also discussed.

6.5.3 – Development programmes for support staff (at least three)

Non-teaching faculty participated in the IT up gradation programmes organized in the University.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

It was decided to give more attention to the physical well-being of the staff and students and hence a decision was made to construct a gym in the college campus. Engagement of alumni in the activities of the college was enhanced.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No

	d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2014	Perspective Plan 2020	02/10/2014	02/10/2014	03/10/2014	22
2014	NAAC Peer Time Visit	28/11/2014	28/11/2014	30/11/2014	156

No file uploaded.

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Sakhi-One Billion Rising programme	04/06/2014	04/06/2014	25	0
Session on grooming	27/10/2014	27/10/2014	33	0
A talk on Education and Women Empowerment	08/03/2015	08/03/2015	72	29

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Inauguration of Biodiversity Clubs and Parks: Bio-diversity Clubs for fostering higher sensitivity to bio-diversity and awareness about ecology and environment among the students by making the campus more green and bio-diverse. The Biodiversity programme of the campus was inaugurated by Ms. Dayabhai on 24th July 2014. At 2.30 pm all staff and students gathered in Sutter Hall and had an interaction with her. Dayabhai shared her experience with students. After the interaction she inaugurated biodiversity activities by planning a sapling in our camps. One venue is names after Dayabhai by students to show our respect and love to her. The other two venues are Thanal and Violet Bouquet. ? Bio-farming: The Department of Personnel management in collaboration with Department of sociology, initiated bio farming on the campus from 8th December 2014. Traditional varieties of beans, tapioca and ladies fingers were harvested. Green Audit: The institution conducted Green Audit at three levels energy audit, water audit and bio-diversity audit respectively guided by the Tropical Institute of Ecological Sciences (TIES), Kottayam. There was an orientation programmes provided to teachers and students initially, so that faculty and the students in three different groups could take part in the audit process. ? Energy Audit: An awareness programme on 'Energy Conservation,' (in collaboration with Energy Management Centre, Government of Kerala) and an orientation session on 'Social and Ecological Impact of the Koodamkulam Nuclear Power Plant' were the precursors of the energy audit conducted in the college. Energy audit revealed the energy consumption pattern in the institution. This was done with a meticulous data collection by the students. A group of students

assigned to energy audit inspected each power equipment and sent the consumption data to the expert group. Abiding by the suggestions of the experts, the institute took constructive steps to change a few fans, lights, switchboards, and panel boards. In the next stage, it commissioned a solar power unit to supplement the power supply in the college. ? Water Audit: For the water audit, the students collected data on the total length of water pipe laid on the campus, the length of damaged pipe and the number of faulty taps that require replacement or repair, the per capita water-consumption of the hostellers (150 Liters a day), the total consumption on the campus (12000 Liters a day), the amount of waste on account of leakage (especially in the toilets, bathrooms and the canteen) and suggested remedial measures like re-flooring of some toilets and the provision of dual flushes. The faculty and management have initiated some of the proposed changes in the college building and hostels. A committee consisting of the faculty and the students is entrusted to monitor the effective and judicious usage of water on the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	0
Ramp/Rails	Yes	0
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Loyola Handbooks	10/06/2014	Every new batch is given a Diary with includes a Calendar and a Code of Conduct Handbook

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• Plasticfree Campus • Waste Segregation initiatives • Solar Power • Biodiversity initiatives • Commemoration of Environment related days

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The world is becoming more and more competitive with each passing day and the

level of competence that the students need to display in their career is also becoming very demanding. Often the syllabus deals with the theoretical aspects of the discipline alone. To be successful in today's competitive atmosphere the students need to be equipped at multiple levels. We provide a handful of initiatives that addresses these demands of students. Meet the excellence is one such endeavor that provides a platform for the students to have a close face to face discussion with illustrious personalities who have excelled in their field of action. The words of wisdom that comes from the rich experience and long paths they have walked hands the students a new set of lens to view this world.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://loyolacollegekerala.edu.in/iqac/wp-content/uploads/2020/03/2014-15-Best-Practice.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Loyola's primary focus is on Community Services. Being a Social Sciences College, which offers courses like Social Work, Sociology and Psychology, it is our mission to offer community services in the form of extension activities. For this we have 2 avenues: a) Student Community Services- in which individual students and batches of students undertake activities to support people and causes they come across during their field work interventions b) Loyola Extension Services: it is the official wing of Loyola College which offers Community Services to the population around the college and to people in need.

Provide the weblink of the institution
http://loyolacollegekerala.edu.in/iqac/wp-content/uploads/2020/03/Institutional-Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

This was our NAAC re-accreditation year and the fact that we were able to secure the score of 3.72 out of 4 gives us confidence that we are on the right track. It was decided to enhance all the features that the NAAC peer team has identified as our strengths. Committees were formed to address the areas that the peer team has noted down as our weakness and challenges.