



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		LOYOLA COLLEGE OF SOCIAL SCIENCES
Name of the head of the Institution		Dr. Jose Boban K.
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04712592059
Mobile no.		9847709553
Registered Email		lcsstvm@asianetindia.com
Alternate Email		loyolacollegekerala@gmail.com
Address		Sreekariyam P.O.
City/Town		Thiruvananthapuram
State/UT		Kerala
Pincode		695017
<b>2. Institutional Status</b>		

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)	<a href="http://loyolacollegekerala.edu.in/wp-content/uploads/2014/04/AQAR_2015-16">http://loyolacollegekerala.edu.in/wp-content/uploads/2014/04/AQAR_2015-16</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://loyolacollegekerala.edu.in/wp-content/uploads/2019/12/Academic_Calendar_2016-17.pdf">http://loyolacollegekerala.edu.in/wp-content/uploads/2019/12/Academic_Calendar_2016-17.pdf</a>

### 5. Accreditation Details

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

### 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 IQAC	Date & Duration	Number of participants/ beneficiaries

IIT spoken tutorial programme was initiated to pursue Liber-office programme	02-Jul-2016 1	20
Student Charter meeting	07-Jul-2016 1	14
Re-visioning and Strategic Plan - Workshop 1	03-Aug-2016 1	21
Re-visioning and Strategic Plan - Workshop 2	16-Aug-2016 1	21
IQAC Open Forum	03-Oct-2016 1	123
IQAC Workshop - Introduction of Monthly data collection templates	06-Jan-2017 1	19
No Files Uploaded !!!		

**8. Provide the list of Special Status conferred 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!!!				
<a href="#">View File</a>				

**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 :**

7

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)**

- Functioning of Student Charter
- Participation in AISHE
- Initiative taken for Revisioning and Strategic Planning
- Evaluation and Quality Enhancement Workshops

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
<b>No Data Entered/Not Applicable!!!</b>	
<a href="#">View File</a>	

**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

2017

Date of Submission

31-Mar-2017

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

Excel (Office). Spark (for salary administration). LIBMAS (Library). Excel and Tally (Accounts). Excel (IQAC). Kerala University Exam Portal (Departments). Research Centre Kerala University Research Portal

**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

There are two mechanisms for curriculum planning and delivery. At the institutional level, Evaluation and Planning meetings are held at the end of an academic year and the beginning of the new academic year. The college has certain key activities that guide curricular, co-curricular and extra-curricular aspects. Based on feedback from evaluation meetings, these key activities are revised during planning. 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 years 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. New office bearers are selected from among staff for various clubs and committees. The college follows the University calendar with regard to curricular aspects. It also prints its own calendar incorporating university calendar and college-level activities. The second mechanism for curriculum planning and delivery are Staff meetings. The General staff council meets every month. At the Departmental level, staff meetings are held to plan and guide the activities of the Department. This year the institutional level Annual Evaluation and Planning Meeting was conducted on 7-4-2016. There were 10 general staff meetings. This year the Department of Social Work held 10 staff meetings, Department of Sociology held 7, Department of Psychology held 5 and Department of Personnel Management held 9 meetings respectively. The summary of the minutes of these meetings have been prepared.

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
<b>No Data Entered/Not Applicable !!!</b>					

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

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

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

	Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>		

**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
Academic Lecture Series	21/06/2016	227
Workshops/Seminars for students	28/06/2016	227
Life Skills	30/01/2017	72
Street Theatre/ Art Workshop	19/10/2016	133
Research Clinics	20/06/2016	74
MS Excel	26/07/2017	14
SPSS Training	01/03/2017	50
PRA	30/09/2016	25

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### 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	74
MA	Human Resource Management	40
MA	Sociology	53
MSc	Counselling Psychology	35
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### 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

We have strong feedback mechanisms. There are primarily three mechanisms for student feedback: STEF, Open House, PIME and Student Feedback Form. Feedback is also solicited from other stakeholders' namely teachers, nonteaching staff, alumni and parents. (1) STEF: After every semester, students are asked to provide feedback about teachers by rating them in a form. This form is then forwarded to the concerned teachers through the HoD. (2) Open Houses: After each semester, students are given a platform called Open House, where they share their learnings, challenges, grievances and suggestions in the presence of the teachers of the Department. After the Open Houses teachers of the Department meet together and discuss about what actions can be taken based on student feedback. This is then reported to students. (3) 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. (4) Student feedback forms: All students are administered student feedback forms. The results are analyzed and action is taken based on feedback. Feedback from other stakeholders are also taken: (5) Teachers: General and Departmentwise 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 management. Action Taken Based on the feedback received this semester the following actions were taken: College Level: Issues related to canteen and theft in hostel were raised and efforts were mad to address the same. Social Work Department: In response to feedback about field work, meeting with agency supervisors was convened Social work Semester 3 was very stressful (PRA Livein and Study Tour). This was spaced out between Sem 2 and Sem 3. With regard to dress code issues were raised and instructions regarding modesty and appropriateness, especially during field work were given. It was suggested that all students should attend common programmes and students who did not attend were to be taken to task Personnel Management department: Partners meet was convened by Personnel Management department to receive feedback from placement agencies. Strength and Weaknesses

of field work agencies were assessed. Mentoring special hours initiated.  
 Sociology Department: Based on student feedback, the office bearers of LASIE (student association) were dismissed and new office bearers were selected. Draft presentations of sociology dissertations were made into a single group (the earlier system of presentation in two groups prevented students from having an opportunity to listen to all presentations). English language and communication special classes were conducted from 3.30pm to 4.30pm. Students wanted to initiate an organic farm for which they were given space near the library.  
 Counselling Psychology Department: Request for more field exposure from students was taken to task

## 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
MSW	Social Work	25	120	25
MA	Human Resource Management	20	71	10
MA	Sociology	25	60	29
MSc	Counselling Psychology	12	56	10

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### 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
2016	0	143	0	21	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	Number of smart classrooms	E-resources and techniques used
21	20	5	12	12	60

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

Every year first year students are divided equally among teachers and a list of mentors and mentees are prepared. We have a mentorship 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
143	21	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	14	2	0	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
<b>No Data Entered/Not Applicable !!!</b>			
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## 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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 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 to 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/wp-content/uploads/2019/12/programme-specific-outcomes--course-outcomes\\_2014-18.pdf](http://loyolacollegekerala.edu.in/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
560	MA	Sociology	22	20	90
915	MSW	Social Work	25	24	96
584	MA	Human Resource Management	16	14	87
604	MSc	Counselling Psychology	11	7	64
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## 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)

[http://loyolacollegekerala.edu.in/wp-content/uploads/2019/12/Student\\_feedback\\_2016-171.pdf](http://loyolacollegekerala.edu.in/wp-content/uploads/2019/12/Student_feedback_2016-171.pdf)

## 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 !!!				
<a href="#">View File</a>				

### 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
No Data Entered/Not Applicable !!!		

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 !!!				
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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
Department of Sociology	1
Department of 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)
National	Personnel Management	7	0
National	Social Work	5	0
International	Personnel Management	2	0
International	Counselling Psychology	2	0
International	Social Work	4	0
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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
Department of Social Work	10
Department of Personnel Management	4
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
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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
<b>No Data Entered/Not Applicable !!!</b>						
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	2	3	5	1
Presented	6	8	4	1

papers				
Resource persons	3	8	4	4
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### 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 !!!			
<a href="#">View File</a>			

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
No Data Entered/Not Applicable !!!			
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 activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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### 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
Student Exchange: Three social work students from Ersta Skondal University, Sweden as part of foreign exchange programme.	3 students ((Mr. Robin, Ms. Maria, and Ms. Jennie)	Ersta Skondal University, Sweden	30
Faculty Exchange	Dr. Karlson from Sweden	Ersta Skondal University	30
Faculty Exchange	Dr Johan from Sweden	Ersta Skondal University	30
Faculty Exchange to Sweden	Dr Sonny from Social Work Department	Ersta Skondal University	14
Student Exchange	1 former student from Loyola to Sweden	Ersta Skondal University	21
Student Exchange	6 students from	Ersta Skondal	30

Ersta Skondal  
University, Sweden

University

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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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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
<b>No Data Entered/Not Applicable !!!</b>			
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## 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
18	19.8

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

### 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
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LIBMAS	Fully	06	1999
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#### 4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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
<b>No Data Entered/Not Applicable !!!</b>			
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 (MGBPS)	Others
Existing	27	2	27	2	1	3	4	10	0
Added	2	0	2	0	0	0	0	0	0
<b>Total</b>	<b>29</b>	<b>2</b>	<b>29</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>4</b>	<b>10</b>	<b>0</b>

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

10 MBPS/ GBPS
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##### 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
<b>No Data Entered/Not Applicable !!!</b>	

#### 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 incurred on maintenance of physical facilities
15	14.8	18	19.8

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)

<p>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</p>
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has been uploaded on our website.

[http://loyolacollegekerala.edu.in/wp-content/uploads/2019/09/6\\_Loyola\\_Policy\\_Manual\\_2014-2019.pdf](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
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

#### 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 implementation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 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 passed in the comp. exam	Number of students placed
2017	LACE	5	29	5	34
2016	Job-Seekers Course	0	62	0	0
<b>No file uploaded.</b>					

#### 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
0	0	0

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2017	1	MSW	Social Work	Madras school of Social work, Chennai	Ph D in Social Work
2017	1	MA	Sociology	TISS	M.phil Integrated Ph.D
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	3
Any Other	1
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 !!!		
<a href="#">View File</a>		

### 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

5.4.2 – No. of enrolled Alumni:

1908

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

140777

5.4.4 – Meetings/activities organized by Alumni Association :

This year was special for the Alumni Association as it was the golden Jubilee year of the Association. The Alumni Secretary was Dr. Anitha S. Alumni Executive Meetings (5): 5 meetings were held this year (4/2/2016, 18/6/2016, 22/11/2016, 22/12/2016, 19/1/2017) Alumni Association Golden Jubilee: Celebration of Loyola Alumni Association Golden Jubilee was inaugurated on 29/10/2016 by Sri. M. Vijayanand IAS, Chief Secretary of Kerala. It followed a oneday Programme on Prevention and Redressal of Sexual Harassment at Workplace. There were 128 participants. Valedictory session was by Srimati Valsalakumari IAS. The Labor Law update programme was also organized at Loyola as part of the Alumni Golden Jubilee programme. Alumni Day: It was celebrated on 26/1/2017 from 9 a.m. to 3.30 p.m. Guruvandanam was made to Dr Jose Boban and Fr. Charles and the golden (1966) and silver (1992) jubilee batches were honoured. Alumni General Body Meeting was also held the same day where new executive committee members were elected. Alumni Newsletter (1): "The Loyolite", the Annual newsletter was issued in January 2017. Meet the Alumni Series: Three meet the Alumni programmes were conducted this year. Meeting with Mr. Vishnu Namboodiri (6/9/2016), Session on Strategic Management by Dr. G.C. Gopala Pillai for II year MAPM students (15/2/2017) and meeting with K. Jayamohan IPS 197981 batch, Foreigners regional registration officer (21/2/2017). Alumni initiatives: Some of the scholarships/funds that were initiated were: Prof. M. P. Vishwan award for scholarship for first rank in Psychiatric Social Work (Rs.5000/), Alumni Benevolent Fund, Means cum Merit Scholarship. JAAK Meeting in Loyola School from 10 am to 4 pm on 11/12/2016. Four Alumni members from the college and the Manager and Vice Principal attended. 31/3/2017: Two awards instituted by Dr. Jose Boban K., Principal , Sargaprathibha in writing and Sargaprathibha in creative arts. Alumni Collaborations: Many activities of the college Concurrent Field work, Block Field work, Induction programme, Value Education, NSS camp etc. are conducted in collaboration with Alumni. This year the HR Partners' Meet by the Department of Personnel management on 23/2/2017 saw the participation of a number of Alumni. Ceremonies: 30/3/2017: Felicitation of Fr. Charles and Dr. Jose Boban. Farewell for senior students was organized on 28/7/2016. Obituary: Jerin Joy (2011/13 MSW batch) passed away in an accident (25/11/2016), father of Krishna's (Alumni research scholar passed away). Father of Gokul, MAPM alumni, passed away (30/1/2017).

## 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 meeting of HODs was made more frequent in order to elicit departmental opinion on important matters. Frequent meetings with the administrative staffs were also institutionalized. Their opinions were given due importance during planning , monitoring and evaluation stages

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



Yes

## 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
Teaching and Learning	Bridge courses were provided for the new students with special emphasis on students who hail from a different discipline. The group teaching approach was introduced and it proved to be fruitful as it handed over students the opportunity to be familiarized with different perspectives and grab a more logical framework of the topic covered.
Examination and Evaluation	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	A fully furnished research room was constructed for the research scholars.
Library, ICT and Physical Infrastructure / Instrumentation	The facilities of the gym were enhanced to meet the state of the art technology. The speed and coverage of the broadband were increased
Admission of Students	Marginal seats increment was implemented in the department of Sociology. Online process of the admission was made more comprehensive with regular updates.

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

E-governance area	Details
<b>No Data Entered/Not Applicable !!!</b>	

## 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
<b>No Data Entered/Not Applicable !!!</b>				
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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)
2017	Training of Senior teachers of Colleges organized by Directorate of Collegiate Education		07/01/2017	07/01/2017	45	0
2017	National workshop on transformative leadership to meet challenges in higher educational institutions by Xavier board of higher education		10/02/2017	12/02/2017	40	0

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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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

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

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 PT Joseph Co, Pallimukh Kochi. There are 2external 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 Principal)

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 !!!		
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6.4.3 – Total corpus fund generated

0
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## 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	No		No	
Administrative	Yes	Deputy Directorate of Collegiate Education, Kollam	No	

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

1. Two PTA meetings conducted this year: 3/9/2016 and 14/1/2017 2. Representation in the governing council. 3. Financial assistance and scholarships provided for students
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6.5.3 – Development programmes for support staff (at least three)

21/6/16 A half day lecture cum practice session in accordance with yoga day organized in association with Isha foundation, Young India and CII. 28/2/17 Staff picnic to Estuary island Poovar
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

• Engagement of alumni in the activities of the college was enhanced. • The activities of the research clinic were institutionalized.
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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
2017	IIT spoken tutorial programme was initiated to pursue Liberooffice programme	02/07/2017	02/07/2016	02/07/2016	20
2017	Student Charter meeting	07/07/2016	07/07/2016	07/07/2016	14
2017	Revisioning and Strategic Plan Workshop 1	03/08/2016	03/08/2016	03/08/2016	21
2017	Revisioning and Strategic Plan Workshop 2	16/08/2016	16/08/2016	16/08/2016	21
2017	IQAC Open Forum	03/10/2016	03/10/2016	03/10/2016	123
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**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
Women's day celebration inaugurated by Rakhi Ravikumar, Presidential Address Adv, Sr.Sabeena, Faculty All Saints College.	06/03/2017	06/03/2017	60	28
Womens day celebration was followed by extempore, women of the day and a tableau	06/03/2017	06/03/2017	60	28

International Women's Day - panel discussion - Be Bold for change. Moderator - Dr.Manjula Bharati, Professor TISS, Panel members: Nishanthini IPS, Dr.Bella GK (Head Krishi vigyankendra, M.S. Aswathy, Jwala)	07/03/2017	07/03/2017	73	22
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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
50 Percentage of power requirement of the University met by the renewable energy sources

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	1
Any other similar facility	Yes	1

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
<b>No Data Entered/Not Applicable !!!</b>							

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	10/06/2016	Every new batch is given a Diary with includes a Calendar and a Code of

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
12 Value Education Programme	10/06/2016	14/03/2017	227

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

1. Environment day celebration: 6/6/2016: As part of World Environment day organized various activities in the college as part of its Sustainable Living Initiative to generate awareness and a concern among students about the environment we live in. 2. Biodiversity and Farming practices: 23/9/2016: Fruit tree plantation by staff and students in the evening. 24/9/2016: Irrigation arrangement is made in the fruit tree garden. 16/11/2016: Vilavedupp: The Harvesting. 3. Environment related programmes: 8/12/2016. Harithakeralam. 6/10/2016: Session on Environment and OISCA International by Dr. L. Radhakrishnan. 5/12/2016: World soil day observation under the auspices of LAMPS/ 4. Environment and Biodiversity Programme: 10 programmes throughout the year. 5. Promotion of Plastic free campus through waste segregation and discouraging of plastic use. 6. Partnering in Environmental initiatives: 6/6/2016: As a part of world environment day celebrations a rain walk was organised in the area of Kallar to Ponnudi by WWF (World Wilde Life Fourm) in collaboration with local forest department of Ponnudi on June 5th, 2016. It was simply a trekking through the forest area by enjoying and feeling the beauty of nature. People from various institutions had participated in this program. 150 people including the forest department workers were part of this program. Five volunteers from Loyola College of Social Sciences, Indian Institute of Science and Technology (IISER), St Mary`s Higher Secondary School and Christ Nagar International School, CET participated in the initiative.

## 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/wp-content/uploads/2019/12/Institutional\\_Best\\_Practice\\_2016-17.pdf](http://loyolacollegekerala.edu.in/wp-content/uploads/2019/12/Institutional_Best_Practice_2016-17.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

Provide the weblink of the institution

<http://loyolacollegekerala.edu.in/wp-content/uploads/2019/12/InstitutionalDistinctiveness2016-17.pdf>

### **8.Future Plans of Actions for Next Academic Year**

- The student support programmes will be strengthened.
- We have envisaged a plan to promote publication culture among the students.
- Additional sessions need to be designed to provide assistance for the students in clearing specific competitive exams.