



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		LOYOLA COLLEGE OF SOCIAL SCIENCES
Name of the head of the Institution		Dr.Saji P.Jacob
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04712592059
Mobile no.		9747198138
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/wp-content/uploads/2019/12/2016-17_AQAR-PDF.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://loyolacollegekerala.edu.in/wp-content/uploads/2019/12/Academic_Calendar_2017-18.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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

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

IQAC Orientation for new batch and selection of student charter	04-Oct-2017 1	52
IQAC Workshop- Selection of nodal officers from each departments	07-Dec-2017 1	22
IQAC Workshop- Quality Enhancement (Follow-Up)	08-Feb-2018 1	17
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!!!				
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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 and NIRF
- Evaluation and Quality Enhancement Workshop

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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
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No Data Entered/Not Applicable!!!

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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	2018
Date of Submission	01-Mar-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description 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 3-4-2017. There were 11 general staff meetings. This year the Department of Social Work held 18 staff meetings, Department of Sociology held 6, Department of Psychology held 9 and Department of Personnel Management held 9 meetings respectively. The summary of the minutes of these meetings have been prepared. This year we had Curriculum Planning Workshops for three Departments. • MSW Department Syllabus Revision Workshop was held on September 23 & 24, 2017. All the faculty of the department, academicians, practitioners and students participated in the workshop. Some important areas were added and some areas eliminated or reorganized. It was decided to include only those references which were accessible to students. • The Department of Personnel management- MAHRM Syllabus Revision Workshop was held on 16th to 19th September 2017. Dr. Bino Paul, Dean, Tata Institute of Social Sciences (TISS) was the chairman of the session. All the faculty of the department, representations from both Academic and Industrial sector participated in it. Major areas to be considered in the new syllabus included HR analytics, Strategic HRM, Operations Management and greater emphasis on Labour Law. • Dr. Nisha Jolly Nelson and Dr. Saji P Jacob participated and contributed as resource persons in the 5 day syllabus revision workshop of MA Sociology held at University of Kerala on the dates 11-13 & 23-24 October 2017. Papers were reshuffled, correction were made and new electives were introduced in Semester 2 (1. Sociology of Development and; 2. Sociology of Marginalized Communities).

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
No Data Entered/Not Applicable !!!					

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

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

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	05/06/2017	218
Workshops/Seminars for students	16/06/2017	218
Life Skills	19/10/2017	75

Street Theatre/ Art Workshop	28/10/2017	66
Research Clinics	12/06/2017	79
MSExcel	06/02/2018	10
SPSS Training	03/06/2017	55
PRA	08/11/2017	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	73
MA	Human Resource Management	38
MA	Sociology	28
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
<p>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 House: 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: ? Library hour extension implemented ? Syllabus revision workshops were carried out with the help of feedback from multiple stakeholders. ? The feedback from panellists</p>

during research clinic (a platform for presentation and review of dissertation work) had to be documented by the panel and passed on to the respective guides. ? IQAC Student charter suggested that an emblem of the college be provided on the college Podium. This was carried out. ? As per the request of the nonteaching staff, teachers and students were asked to refrain from making demands of office staff, except after 2.30pm, so as to not disturb the work ambience of the office. ? To promote green governance, many notices were displayed on the digital notice board, rather than the paper notice board. ? It was decided not to use balloons in decorating camps because it was not biodegradable. ? Curtains of the Sutter Hall (main auditorium) were changed to new ones taking the feedback of Alumni executive. ? Alumni Day was shifted to a Saturday from Jan 26th, to facilitate better participation of Alumni. This was based on Alumni feedback. ? Student Stalls were set up during Admissions of new batch, so as to assist parents and new applicants to overcome location disadvantage.

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	150	25
MA	Human Resource Management	20	61	14
MA	Sociology	25	58	21
MSc	Counselling Psychology	12	45	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
2017	0	148	0	22	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
22	20	5	12	12	60

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 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
148	22	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	13	3	2	8

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
2017	Dr. Nisha Jolly Nelson	Assistant Professor	Prof John Kattakayam young sociologist Award Awarded by Kerala sociological society
2017	Dr. Angelo M P	Assistant Professor	Special recognition for contributions to the NIPM student charters Awarded by NIPM
2017	Dr. Pramod S K	Assistant Professor	Award for contribution to the premarital counselling module presentation Awarded by National minority commission
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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
No Data Entered/Not Applicable !!!				
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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 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

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	26	20	77
915	MSW	Social Work	24	23	96
584	MA	Human Resource Management	14	13	93
604	MSc	Counselling Psychology	13	10	77

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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-Teaching Learning_2017-18.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 !!!				
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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
Sociology	1
Management Studies	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	1	0
National	Sociology	1	0
National	Social Work	1	0
International	Personnel Management	1	0
International	Social Work	8	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
Sociology	2
Social Work	2
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	Number of citations excluding self
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					the publication	citation
No Data Entered/Not Applicable !!!						
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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	1	7	0	0
Presented papers	4	11	0	0
Resource persons	3	6	1	8
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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 !!!			
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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
Street play	Recognition for the amazing work rendered in spreading awareness regarding child rights	The Ministry of Women and Child Development	23
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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
Faculty Exchange	Dr. Karlson from Sweden	Ersta Skondal University	30
Faculty Exchange	Dr Johan from Sweden	Ersta Skondal University	30
Student Exchange	Students from Ersta Skondal University	Ersta Skondal University	30
Faculty Exchange to Sweeden	Dr Sonny Jose	Ersta Skondal University	14
Student Exchange	Students from Ersta Skondal University	Ersta Skondal University	30
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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
No Data Entered/Not Applicable !!!					
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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
No Data Entered/Not Applicable !!!			
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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
22	23.4

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing

Classrooms with Wi-Fi OR LAN	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
LIBMAS	Fully	06	1999

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!			
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	29	2	29	2	1	3	4	10	0
Added	2	0	2	0	0	1	1	0	0
Total	31	2	31	2	1	4	5	10	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	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
16	18.2	22	23.4

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 !!!			
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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
No Data Entered/Not Applicable !!!			
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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
2018	LACE	15	16	15	31
2017	Half Day Career Guidance Seminar By the University Employment Information and Guidance Bureau on the topic "Orientation to Civil Services"	0	45	0	0

2017	Job-seekers course	0	52	0	0
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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
No Data Entered/Not Applicable !!!					
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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
2018	1	MSW	Social Work	NIMHANS, Bangalore	MPhil in Psychiatric Social work
2018	1	MSW	Social Work	Pondicherry University	PhD
2018	1	Sociology	Sociology	Loyola College of Social sciences	PhD
2018	1	Sociology	Sociology	Savitribai Phule Pune University	Mphil
2018	1	MSW	Social Work	Central University of Kerala	PhD
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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	5
SET	10
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

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

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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
2017	Third Prize in Group Song Youth Festival	National	0	1	0	Vani V. R.

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

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:

1989

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

168587

5.4.4 – Meetings/activities organized by Alumni Association :

? Alumni Executive Meetings (3): 4/8/2017, 9/1/2018: Alumni Executive meeting to plan out the Alumni Day 2018. Meeting on 12/1/2019 to decide on awards instituted by Alumni. ? Alumni Day (1): Celebrated on 26/1/2018 from 9 a.m. to 3.30 p.m. The golden (1967) and silver (1993) jubilee batches were honoured. Alumni General Body Meeting was also held the same day. The previous executive committee continued to hold power. ? Alumni Newsletter (1): "The Loyolite", the Annual newsletter was issued in January 2018. ? Meet the Alumni Series (8): This year we had 8 programmes where Alumni were formally invited to the college to interact with students. Alumni invited included: Mrs. Marykutty Mathai (MSW 1982 batch), Mr. Manoj Alexander and Dr. Antony Thomas (1978) (on 6/7/2017), Ms. Leelamma Mathew (who won the award for best family welfare programme named sukritam, broadcasted in AIR), Dr Alex George (7/12/2017 Diversity of India on State's perspective), Dr. L Radhakrishnan (19/12/2017 Soft Skills), Mr. Aneesh Papachan and Mr. Deepu R.V. Meet the HR series with Mr.M S Sreekumar on Technology trends in HR (7/2/2018) and Dr. G.C. Gopalapillai, Former CEO, KELTRON on Strategic Business Management (15/2/2018). ? Alumni initiatives (2): Alumni initiated 2 ventures. They contributed cash to purchase and install new curtains in the Sutter Hall. A number of awards were instituted and distributed by Alumni this year. Sajith Nair Award (1999 MSW Batch) of Rs. 5000/ for best project work in MAHRM was awarded to Mr. Prabhul G. Mr.M.P.Vishwam Award of Rs.5000 for highest scorer in Psychiatric Social Work was awarded to Ms. Arya Gopinath. Prof. Murali Nair endowment Award was provided to Nouneth Noble (MSW). Mr.Santhosh Kumar Memorial Scholarship (199092 batch) of Rs. 2,10, 000/ was instituted to be awarded to Student with potential. 1989/91 batch instituted scholarship for study tour for Rs. 61000/. ? Alumni Collaborations (15): Many activities of the college are conducted in collaboration with Alumni. With regard to Concurrent Field work, Block Field work, Induction programme, Job Seeker's course, NSS camp, Value education etc more than 30 Alumni partnered with the college. This year Syllabus revision workshops of all departments saw the active participation of Alumni on its panels. ? Batch Reunions (2): Two batch reunions were held this year. On 13/8/2017, there was a reunion of 1990/1992 batch. On 30/11/2017 there was a gathering of 197779 batch of students (batch of the former Principals Drs.Usha and Elizabeth) from 10.30 am to 4 pm. Around 25 former students attended. Their teachers who attended the programme were Prof. TSN Pillai, Mr. T.S. Thomas, and Fr. P.T. Mathew. ? Ceremonies: On 8/3/2018, Mr. A. Alexander IAS, Labour Commissioner, Government of Kerala, Alumnus of 1983/85 batch, was honored. Farewell functions for outgoing students (20/7/2017) Dr. P.V.Antony, faculty of Sociology Department IQAC Coordinator (31/08/2017)

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 vision and mission of the college was redefined. The workshop for the same was a highly decentralized one where every one of the staffs had an opportunity to voice their opinion and be a part of this great experience to redefine our

vision and mission. Proper assessment and feedbacks are taken from the department heads, clubs in charges, administrative section and depending on the workload the various measures like redistribution of work and setting deadlines for the completion of the work etc are implemented

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
Curriculum Development	Syllabus revision workshops were carried out for all the departments.
Teaching and Learning	Bridge courses were provided for the new students with special emphasis on students who hail from a different discipline. Curriculum restructuring was administered
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.
Library, ICT and Physical Infrastructure / Instrumentation	The speed and coverage of the broadband were increased. The reading club, perceived as an extension activity of library, is renamed as LITCOF(Loyola In The Company of Friends). it widened its horizon of activities by including reading, writing, travelling, and discussing
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
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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)
2017	Two day training organised by the Jesuit Education Associatio n for the new teachers of Jesuit institutio ns		14/07/2017	15/07/2017	5	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
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	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 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 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 !!!		
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	No		No	
Administrative	No		No	

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

1. Two PTA Meetings conducted on 7/10/2017 and 13/1/2018 2. Representation in the governing council. 3. Representation in the IQAC. 4. Financial assistance and scholarships provided for students

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

21/6/17:: A half day lecture cum practice session in accordance with yoga day organized in association with Isha foundation, Yong India and CII. 17/9/17: A session by George Karunikal, consultant trainer on the topic "Effectiveness matters". 7/12/18: A staff picnic to Varkala.

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

- The student support programmes was strengthened.
- Promoted publication culture among the students.
- Provided assistance for the students in clearing competitive exams

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	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2017	IQAC Orientation for new batch and selection of student charter	04/10/2017	04/10/2017	05/10/2017	52
2017	IQAC Workshop Selection of nodal officers from each departments	07/12/2017	07/12/2017	08/12/2017	22
2017	IQAC Workshop Quality Enhancement (FollowUp)	08/02/2017	08/02/2018	09/02/2018	17
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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
Interaction with students and faculty from Sweden. Dr..Johan from Sweden was the resource person sponsored by National Commission for Women. Nisha as the staff guide.	17/11/2017	17/11/2017	72	31
The Women Cell of the College Union organised a quiz competition on "The Legal Rights of Women" on 17thNovember 2017. The competition was sponsored by	17/11/2017	17/11/2017	23	8

the National Commission for Women, Delhi. Around 70 students participated in the competition and th				
Ms. Francina P. X interacted with students from Sweden on women issues of Kerala & also on women empowerment.	01/02/2018	01/02/2018	1	0
Women's Day was commemorated on 12th March 2018 and was inaugurated by Advocate J. Sandhya, member of The Human Rights Law Network, Dr Saji P Jacob, Principal, Loyola College, and Dr Nisha Jolly Nelson, Coordinator Women's Cell. Adv. Sandhya delivere	12/03/2018	12/03/2018	63	22
A jewellery making workshop was organised by the Women's Cell on 24 March 2018. It was facilitated by Ms. Dyfna Abhilash, founder Parampariya Terracotta Jewellery. The event, sponsored by Kerala State Women's Development Corporation saw the participa	24/03/2018	24/03/2018	20	0

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 college met by the renewable energy sources. (Solar)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Scribes for examination	Yes	2
Special skill development for differently abled students	Yes	2
Any other similar facility	Yes	2

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
2018	0	1	17/03/2018	1	Pulluvila Development Committee	Development	4
2018	0	1	18/02/2018	1	Migrant Workers	Child Rights	11
2017	0	1	07/06/2017	1	Anganwadi Development	Development	30
2017	0	1	29/07/2017	1	Spandanam	Child development	30
2017	0	1	14/11/2017	1	Childrens Day Celebration	Child Development	24
2017	0	1	05/08/2017	1	Awareness Campaign	SDG UNICEF	10
2018	0	6	24/02/2018	1	Child Rights Campaign	Child Rights	30

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

Title	Date of publication	Follow up(max 100 words)
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Loyola Handbooks	11/07/2017	Every new batch is given a Diary with includes a Calendar and a Code of Conduct Handbook
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
8 Value Education Programmes	12/07/2017	13/03/2018	230

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

1. New Academic year prayer service with environment theme: 01/06/17 During New Year Prayer services, there were symbolic activity like 'Ray of hope' changing of CFL to LED, planting of plants by dept. heads 2. Environment Week Celebration: 05/06/17 As part of World Environment day NSS Loyola has organized an awareness campaign for the students. The programme was led by scientists from CTCRI. The theme of the day is how to protect our environment and bring in a sustainable living. He also planted a sapling in the college campus. Chief guest Dr. Jacob James of CTCRI On that day tree saplings were also distributed among the students for planting them at their homes. The saplings were sponsored by Kerala wild life department and it was collected from their office with the initiative of the students. 10/06/16: Conclusion of environment week observance 3. Cycle Club inauguration: 12/06/2017 The launching of Cycle Club under the initiative of Students Union, to promote energy sensitivity and health consciousness. 4. Water Harvesting Pits: 5/7/2017: Introduced rainwater pits, as part of environment management and biodiversity inspiring from the green HR concepts. The project was inaugurated by Dr. Saji P. Jacob, Principal. 5. Paper Dustbins: 30/03/2018: The Union introduced two new initiatives Paper Dustbin and Reusable paper dispensary. The paper dustbins are introduced as a substitute for plastic dustbins and are to be placed in each class rooms. The reusable paper dispensaries are kept on each floor of the college building. Both the initiatives are a part of the "green protocol" adopted by the college. 6. Pledges: 22/03/18 NSS Pledge Saving water Observance of Energy Management day. 7. Environment Management and Biodiversity Programme: Biodiversity activities are carried out through parks. The volunteers who have completed one year are made responsible for the activities in the park. We have four parks namely Daya park, Violet Bouquet, Thanal park and Fruit valley. Diverse flora and fona are maintained through this programme 15 programmes throughout the year 8. Waste management: 27/11/17 Mr. Ghosh T.S., faculty member of Suchithwa Mission handled a session on managing waste for the NSS volunteers.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Food is the basic requisite or right of every living being in this world. But the sad truth is that even food is being commercialized beyond our control. The players in the economy are so driven by the idea of accumulation of profit that ethics and principles of trade and business go for a toss. Adulteration is one technique adopted by sellers to maximize profits. The vegetables that we get from the markets are often causing serious health concerns as they are treated with chemicals at various stages of production and distribution. Fresh vegetables that provide good health and perfect taste are soon becoming things of the past. It was in this context, LCSS came up with an initiative to start and maintain an organic farm with the involvement of students and staff.

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_2017-18.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

Engaged Knowledge Building (EKB) is our distinctive area of functioning. EKB is a phrase we have used to denote the process of learning through engagement. Engagement, which denotes hands-on experience provided to students, is practiced passionately by the college its teachers, staff, students and alumni. This passion is however informed, disciplined and evaluated by the principles of engaged learning. Theory informs practice and practice is brought back to classroom for deliberations. Students are encouraged and often mandated to engage in learning at 4 levels: A) curricular engagement, B) cocurricular engagement C) extracurricular engagement and D) community engagement.

Provide the weblink of the institution

http://loyolacollegekerala.edu.in/wp-content/uploads/2019/12/Institutional_Distinctiveness2017-18.pdf

8.Future Plans of Actions for Next Academic Year

- It was decided to enhance the engagement of alumni in the activities of the college. The areas are identified where we can use the expertise and experience of our alumni. Programmes are being envisaged to use the potential of the alumni to the fullest to benefit our students.
- Steps will be administered to encourage quality research by the constitution of a research policy. This will be under the auspices of research clinic.