



Loyola College (Autonomous) Chennai – 600 034
Internal Quality Assurance Cell (IQAC)
Action taken Report (ATR) for the Year 2014-15

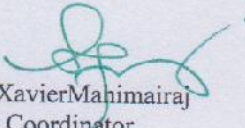
Details of the Action Taken Report by Internal Quality Assurance Cell, based on the academic planner, the conduct of various programs, action taken and outcome of the programs of IQAC placed before the official's forum for their approval and inclusion of the same in the college annual report. The following are the initiatives to sustain and to enhance the quality of the institution by IQAC.

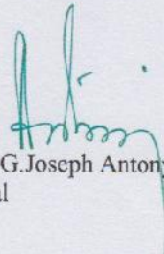
Plan of action	Details of Program	Achievement of Quality Sustenance & Enhancement
Staff Orientation for Newly Joined and Junior Staff	Conducted on 13th and 14th June 2014	Staff were sensitized and oriented on the following themes: <ul style="list-style-type: none"> • Professional Ethics for teachers. • Characteristics of Jesuit Pedagogy • Composition of Loyola Students and Teaching at Loyola College – Challenges, Expectations • Student Development at Loyola • Importance of Research Initiatives – Writing Articles, Presenting Papers, and Research Focus
General Staff Orientation	Conducted on 16 th and 17 th June 2014	Various Resource Persons shared their insights on innovation and excellence: <ul style="list-style-type: none"> • Padma Shri T. N. Manoharan, Chartered Accountant & former president of Institute of Chartered Accountants of India shared his insights on “Innovate and Excel”. • Dr. Ganesh I. S., Professor & Dean, IIT, Madras “Individual and Collective Responsibilities towards College of Excellence” • Dr. Edamana Prasad, Associate Professor, Department of Chemistry, IIT Madras, “Outcome Based Teaching” • Rev. Dr. Jerry Rosario, S.J. Theologian, Pastor, Writer, Social Activist and a Civil Lawyer “Academic Integrity to strive for Excellence”
Administrative Staff Orientation On Administrative Excellence	Conducted on 5 th July 2014 and 17 th November 2014	The administrative staff were oriented on: Collaborate, Create & Connect to Excel in Excellence by Rev. Dr. Jerry Rosario, S.J. and the Human Resources Team of Loyola College.

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Open Forum	<p>Conducted on 6th August 2014</p> <ul style="list-style-type: none"> • 121 Students from Shift-I and 113 students from Shift-II attended the Open forum. • The second Open Forum for the academic year was conducted on 21st January 2015. • 87 students from Shift-I and 98 students from Shift-II attended the Open Forum 	<ul style="list-style-type: none"> • Queries of students were clarified in the open forum itself. • Concerns related to infrastructure were addressed. • The overall report on Open Forum was submitted to the officials to take appropriate actions on issues concerned to respective offices. • Action required on policy matters was taken for a further policy decision.
All India Survey on Higher Education	The report for the All India Survey on Higher Education (AISHE) was submitted on 2nd September 2014	Data collated and submitted in time to fulfill the objective of MHRD on the consolidation of a report on Higher Education.
AQAR – Annual Quality Assurance Report	The Annual Quality Assurance Report (AQAR) was submitted to NAAC on 4 th September 2014	Data collated and submitted in time as a measure of quality sustenance and enhancement.
Springboard – Preparing Leaders of Tomorrow. Program for Quality Circle Members	<p>Threesessions on various themes of leadership were conducted.</p> <ul style="list-style-type: none"> • The first session was conducted on 12th September 2014, guest address ParagKapadia, Founder Proprietor - KapitalKonnnect • The second session of Springboard was on 28th November 2014 - Prof.A. Victor ValanArasan and Prof.S. Peter from School of Human Excellence • The third session of Springboard was on 23rd January 2015 on Transformational Leadership by Mr.PradeepRajadas founder of social.in 	Students were sensitized on various qualities and skill sets of successful leaders. A training session was given to the quality circle members to become successful leaders.

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Celebration of College of Excellence	The IQAC organized the Celebration of College of Excellence Status on 27 th September 2014	<ul style="list-style-type: none"> • Prof.H.Devaraj, Vice Chairman, UGC. Graced the occasion with his presence. The celebrations consisted of various cultural programmes, fun activities, games, and stalls for the members of staff and their family to share this joyous occasion with the college. The occasion concluded with a dinner for the staff and their families. • IQAC arranged a series of meetings for the successful conduct of the celebration of the award of College of Excellence. • It was organized as it was planned that gave a morale boost to the Loyola fraternity with a great sense of pride of new status and recognition.
Staff Assessment	<ul style="list-style-type: none"> • The First Staff Assessment for the academic year was conducted on 9th, 10th and 11th October 2014 and on 13th October for Defaulters. • The Second Staff Assessment and the Exit Poll for Final Year Students for the academic year was conducted on 19th and 20th March 2015 and on 23rd March 2015 for Defaulters 	<ul style="list-style-type: none"> • The collated report was given to the staff members by the Principal. • The staff members were asked to go through the various indicators for their better and greater improvement over teaching methodologies.
Staff Orientation for Newly Joined and Younger Staff	Neuro-Linguistic Programming (NLP) was conducted on 6 th and 7 th February 2015	It gave a set of skills that can be used practically for various positive advantages and to influence positively the situations and people. The participants were trained to develop Effective Communication skills, Interpersonal and rapport Building skills, Practical tools to manage their emotional state, Effective ways to positively influence people. The program was conducted by Prof. Arul Raja from St. Joseph Institute of Business Administration.

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Media Ranking	<ul style="list-style-type: none"> • Data submitted for various media ranking. • The Week Survey Was submitted on 8th April 2015. • The India Today Survey for Best College Ranking in Arts, Commerce, and Science was submitted on 16th April 2015 	The college was ranked based on the data submitted, which has been considered as one of the benchmarks for quality sustenance and enhancement.
Feedback	<ol style="list-style-type: none"> 1.Exit Poll from outgoing students 2.Feedback from parents 	The feedback were collated and taken for appropriate action.
Stock Verification	Conducted on 10 th April 2015.	The stock verification enabled the college to verify not only the ground balance but also to help the administration in achieving the larger objectives of inventory management. Stock verification is an important tool to have a database on resources and to prevent inefficient lock up of resources.
IQAC Meetings	Five meetings with members of IQAC and Extended IQAC were conducted during the year to plan, execute and evaluate the quality initiatives of IQAC.	Plan of action, Execution and follow up of the outcome for assurance of quality initiatives.
Newsletter	One of the regular activities of quality circle members	Consolidation of various activities in a report form to be shared with the stakeholders of the college. It enhances the writing skills of the students and gives the platform to students to exhibit their creative writing.


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 Rev.Dr.G.Joseph Antony Samy,S.J.
 Principal