SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

LOYOLA COLLEGE OF ARTS AND SCIENCE (CO. ED)

LOYOLA NAGAR, METTALA, OILPATTI POST, RASIPURAM TALUK
636202

www.loyolacollege.ac.in

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

June 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Society of Jesus is a Christian religious congregation of the Catholic Church whose members are called Jesuits. The names of the members of the Society of Jesus are affixed with an abbreviation, 'SJ' whose meaning is 'Society of Jesus". Today, more than 16,000 Jesuits serve in 112 countries 180 Jesuits are working at social action centers, schools, and colleges in Jesuit Chennai Province. The Jesuits are well-known for their social involvement through educational and pastoral service, with a vibrant focus on social justice and human rights.

Loyola College of Arts and Science (Co-Ed), Mettala, is a Catholic co-educational institution affiliated with Periyar University, Salem. The College is recognized under Section 2(f) of the University Grants Commission (UGC) Act 1956 and has applied for 12(B). It is one of the Higher Educational Institutions run by the Jesuits of Chennai Province.

The foundation stone was laid on November 23, 2014. The college started functioning in July 2015 with 75 students on the rolls in the undergraduate courses of mathematics, physics, computer science, commerce, and English literature. To date, as of May 31, 2024, the college functions with mathematics, physics, computer science, commerce (general), English literature, Tamil literature, commerce (accounting & finance), chemistry, business administration, and computer applications at the undergraduate level.

The Governing body of the college tries to fulfill the aspirations of the stakeholders and their continuous plan for academic excellence has proved to be a motivating force for self-discovery aimed at touching greater heights of higher education and achieving the mission and vision of the institution

The self-study study report has been prepared honestly, covering the various aspects of the report that have been given in the manual for self-financed affiliated colleges by NAAC. We have great pleasure in submitting the online self-study report for your kind consideration and cordially extend our warm and humble invitation to NAAC and esteemed members of the peer team to visit the college.

Vision

Intellectual formation of men and women for the holistic development of the Nation.

Mission

1. Imparting technology integrated education and making the learners excellent and globally competent.
2. Ensuring equitable access of higher education to the rural poor in the service area.
3. Facilitating vertical mobility in academic and employment avenues.
4. Enabling students to become agents of social transformation by imparting Constitutional Values.
5. Training the students in life skills, research and social analysis.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Strategic emphasized Learning Management System calibrating the graduation process for comprehensive knowledge cultivation and its coherent adaptability in multidisciplinary context with a consistent endeavour to steer learner-centric participatory pedagogies in concurrence with National Higher Education Qualifications Framework (NHEQF).

2. Fulfilling the designated Credit Hours for each course component assigned to Lecture, Tutorial and Practicum either inclusive or selective as applicable is the dedicated functional objective.

3. Preparing students in cutting-edge areas by rigorous persuasion of UGC approved Vocational Courses in the form of ADD-ON Courses as also college sponsored professional courses with an entity external to the college under the supervision of experts with collaboration of reputed training organizations with certification by NSDC in compliance with NSQF.

4. Introduction-level Computer Literacy programme for all the 1st and 2nd semester students to ensure basic IT foundation.

5. Exposure of the students to actual socio-economic life experience by community outreach programme supplementing theoretical learning is schematically pursued through campaigned encouragement of students for spontaneous involvement.

6. Open by hosting University Level Basket Ball Tournaments and other sports and games events to proliferate scope of additional skills along with graduation for potential yet left out learners for mainstream regular UG system.

Institutional Weakness

1. Admissions to traditional science courses.
2. The college has very limited library resources.
3. Transforming lukewarm interest among students to pursue professional courses through their proactive participation.

Institutional Opportunity

1. Geographical location of the college is easily accessible to the stakeholders of the college. It is only 23 km away from Rasipuram Town and 50 km from Salem City, with high frequency of local transports.

2. The College is situated in a peaceful and environmentally enlightened area.

3. Faculty exchange programme with reputed educational institution for curricular and allied enrichment of students and teachers are possible.

4. Existing E-governance can be expanded by functional inclusion of each

operational units of college.

5. Communicative skill will be enhanced more by English Language for both academic and professional objective for students and teachers.

Institutional Challenge

1. The decrease in student enrollment each year poses a challenge to the administration.
2. Being a rural based institution, it is a big venture to compete with city-based colleges.
3. In the absence of substantively highly qualified teachers, the college authority is not in a position to apply for affiliation with M.A., M.Sc., M.Com. courses from Periyar University, Salem.
4. Conducting interdisciplinary/multi-disciplinary UG programmes to bridge the gap between the core course and discipline.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular planning is the mainstay of any higher educational institution. Being an self - financed affiliated undergraduate college, our institution depends, on a large extent on the curricular framework and guidelines provided by Periyar University, Salem. The responsibility of the institution lies in academic planning and implementation of the curriculum by adhering to a flexible academic calendar and arranging and documenting the process of continuous internal assessment of students.

Since 2015, the curriculum offered in the college has expanded in terms of core and add - on courses. Introduction of new courses has led to the growth of the core curriculum. On the other hand, institution maintained academic diversity by introducing new ADD-ON courses which are in tune with the emerging trends and local needs. The introduction of certificate course in Computer Application, Tally ace, Competitive Exams Coaching, Value and Environmental education in last five years has enhanced the add on curriculum base. The new CBCS curriculum introduced by the university was successfully adopted by all academic departments from 2018-19 session. Apart from issues of flexibility and diversity, the college collects the feedback on various curricular aspects from different stakeholders such as the students, alumni and faculty using structured format. Stakeholders' expectations as coded in their feedback is an important input for the initiation and sustenance of quality initiatives in the institution.

Teaching-learning and Evaluation

- With regard to enrolment of students the rate of enrolment of students 73.42 percentage, which is little encouraging in last Five years for the Institution.
- Regarding students' teacher ratio the institution is having necessary ratio between students and the teachers as to accomplish teaching- learning activities effectively.
- In connection with teaching- learning process the Institution has adopted student's centric methods as holistic approach for providing necessary knowledge and skills to the students. In this connection effective Learning Management System have been implemented synchronizing theory and practical programmes. The Institution is having well organized ICT system for effective teaching- learning

process.

- Faculties of the Institution have attained stipulated academic criteria as being enshrined by UGC and constantly cultivating their academic profile for consistent amelioration.
- The evaluation process and its reforms the CBCS has been adopted by the affiliating university and accordingly the Institution has adopted CBCS for both curriculum and examination system. Continuous evaluation systems of both formative and summative in nature have been adopted in a regular manner to assess the academic progress of students in different disciplines. The faculty members of the Institution are actively engaged in all patterns of examination system.
- In relation to students' performance and learning outcomes according to the affiliating University, each department organises introductory interface session with Students in regard to programme outcomes and course outcomes. Accordingly, the Institution maintains its website to display POs, PSOs and COs in each Course curriculum and activities. In this regard the teachers of the Institution actively participate for total accomplishment of programmes.
- In connection with the student satisfaction survey the Institution organized a half- a- day session to obtain response from the students on curriculum deliverance management and also related to institutional infrastructural facilities in concurrence with NAAC guidelines.

Research, Innovations and Extension

Faculties are given special leaves to finish research works. They are encouraged to go for various professional courses like Orientation, refresher, short-term and faculty development programmes. They are encouraged to take up major & minor research project and funding through government & non-government agencies. Institution has created an eco-system by managing bio-degradable & non bio-degradable wastes in proper marked dustbins for the purpose. Measures are taken for energy conservation. There is a ban on plastic in the campus and surrounding areas. Herbal, medicinal plants are planted in the college garden. Planting of saplings is done on a regular basis by the students on World Earth Day & World Environment Day. Reduce, Reuse & Recycle principle have also been incorporated. Quality research is useful for discipline, society, industry, region and nation. Hence faculties are encouraged to write in different journals, books, articles. They are also evaluated through this method for their promotion purpose, acknowledgement and rewards. Some of the faculties have their contributions in various renowned journals & publications. Extension activities are a must for developing sensitivities towards community issues, Gender disparities and social-in-justice. Lights are thrown on these areas through Seminar & Webinars. Extension & Outreach Programmes are performed through Department wise as well as NSS Unit. Thus, bonding with the society is created through literacy campaign, Thalassemia screening awareness programme, Blood Donation, Aids Awareness Programme, Medical Programme working with a mission like "NOT ME BUT YOU" with the purpose of help serve, reflect and learn.

Infrastructure and Learning Resources

The college has adequate infrastructure and physical facilities for teaching and learning. The academic departments are spread across only one building with three floors, which is a technological marvel. The college has excellent infrastructural facilities for the conduct of teaching, learning, and action research activities. The built-up area of the college buildings is 2,45,788.512 sq. ft. out of the total 16,11,720 sq. ft (37 acres) of the campus area, and the available space is optimally utilized for multiple purposes. To provide a good learning atmosphere and exchange of information with modern amenities and comfortable seating arrangements. Five laboratories filled with five different departments, furnished with high-standard furniture, equipment, modern

gadgets, instruments, and chemicals, are in function, facilitating the laboratory practical and learning processes.

The college is the centre of multiple academic activities that go on campus throughout the academic year. The college leaves no stones unturned in terms of provisions for contemporary electronic teaching-learning aids such as smart boards, webcams, LCD projectors, laptops, computers, printers, and Wi-Fi connectivity.

Being a hub of multiple activities like cultural, sports, gymnasium, yoga, etc., throughout the year, the college has excellent facilities to host them.

The multipurpose open-air auditorium and conference hall are available for cultural activities, such as College festivals, street plays, etc. The college endorses sports among students in a big way, by training them to excel in their respective sports events. This is proved through the sporting record of the college, which is phenomenal. Our college students participate in various inter-college, State, National, and Inter-university competitions for volleyball, basketball, and kabbadi. The management provides generous scholarships and sports kits to deserving sportsmen and women for their remarkable achievements. Volleyball, Basketball and Kabbadi court of international standard size in a time-shared fashion and Special coaches have been appointed to train the students, and they participate in University, State, and National levels. Adequate facilities for chess, carrom, table tennis, etc. are provided. The College provides Diet scholarships and T.A. / D.A. to students who participate in various levels of tournaments. Yogacharyas are invited as experts to give training to the faculty and students.

Student Support and Progression

The institution provides necessary assistance to students to acquire meaningful experiences for learning thus leading to holistic development and progression. Students of the College receive several grants from various schemes under the Government of Tamil Nadu.

Students benefited by scholarships and freeships: 1502

Students benefited by career counselling and guidance: 1724

Capacity development and skills enhancement initiatives are regularly taken. Redressal of student grievances are done within the prescribed time.

Placement of outgoing students: 180

Students progressed to higher education: 146

Awards or medals won by students: 23

Presence of Student Council and activities: 5

Average number of sports and cultural events: 9

Alumni Association is yet be initiated. But Alumni contribute their expertise in guiding their junior friends.

Apart from the Student Council, the institute also ensures the representation of students on various

administrative bodies and academic committees at the institute level. Student representation helps to get regular suggestions and feedback from the students. These suggestions and feedback play a vital role in improving the quality of academics, administration, and support services. Also, it plays an imperative role in policymaking.

Governance, Leadership and Management

The vision of the college is to bring out the great potential hidden within the students by imparting quality education to all students irrespective of caste, creed, economic situation, and to help students become self-reliant in their future life and enable them to face the multifaceted challenges of life. The college focuses on imparting quality education by taking the well considered views of all the stakeholders associated with the college with regard to its mission while keeping in view its vision and making efforts to implement them.

Our institution is a Self-finance affiliated college. The Governing Body adopts resolutions regarding different policies and plans, keeping liaison with its other stakeholders. The college has started implementing e-governance in the areas of Administration, Finance and Accounts, Students Admission and Supports and examination to ensure transparency and smooth functioning. The institution provides advance for Deepavali and Christmas festival, incentives to teachers to present papers in seminars/conferences/workshops etc.

The institution maintains a detailed self-appraisal system for teachers and non-teaching staff. The college follows a well-organized and integrated approach to resource mobilization. The IQAC initiated a number of quality initiatives like Seminars, Faculty Development Programs, Green energy, Gender and Academic audits.

Institutional Values and Best Practices

The objective of the college is to make the student independent and make them confident to face the world on their own capabilities. In this regard many gender sensitization and awareness programmes, seminars were organized by various departments of our college in collaboration with IQAC and other colleges. The institution celebrates national and international commemorative days, events and festivals like International Mother Language Day, Women's Day, Independence Day, Earth Day, World Environment Day etc. The College has using LED bulbs and tube lights in the office rooms, some laboratories, class rooms of the college as an effective measure of energy conservation. The college has separate garbage bins for biodegradable and non-biodegradable solid waste. To promote green campus in the college several initiatives are taken like friendly pathways has been provided for the students and staffs of the college to ease their movement from one building to another, College has taken many measures to make the campus plastic free. The college campus is filled with trees, colourful flowers and plants in order to promote the significance of nature and greenery in our daily life. To help the disabled and handicapped several initiatives have been taken in the college for example, facilities like Lift, Ramps. Green audits are also done. As part of beyond the campus environmental promotion activities a plastic awareness was organised by our college NSS unit in Ayilpatty village. The college takes various initiatives to promote an inclusive environment facilitating tolerance and harmony towards Cultural, Regional, Linguistic, Communal & Socio-economic and other diversities.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Loyola College of Arts and Science (Co. Ed)
Address	Loyola Nagar, Mettala, Oilpatti Post, Rasipuram Taluk
City	Namakkal
State	Tamil Nadu
Pin	636202
Website	www.loyolacollege.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Rev. Samuel Jeyaseelan SJ	04287-246455	9443112451	-	lcmprincipal19@gmail.com
IQAC / CIQA coordinator	D. Arul Pon Daniel	04287-246055	9443749695	-	iqaclcm18@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Tamil Nadu	Periyar University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	30-05-2023	View Document
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Loyola Nagar, Mettala, Oilpatti Post, Rasipuram Taluk	Rural	37	22834.5

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce,General Commerce	36	HSC	English	66	59
UG	BCom,Accounting And Finance,Accounting and Finance	36	HSC	English	66	30
UG	BBA,Business Administration,Business Administration	36	HSC	English	66	34
UG	BA,English,English	36	HSC	English	66	20
UG	BA,Tamil,Tamil	36	HSC	Tamil	66	27
UG	BCA,Computer Applications,Computer Applications	36	HSC	English	44	44
UG	BSc,Computer Science,Computer Science	36	HSC	English	46	46
UG	BSc,Chemistry,Chemistry	36	HSC	English	44	34
UG	BSc,Mathematics,Mathematics	36	HSC	English	66	13
UG	BSc,Physics,Physics	36	HSC	English	44	10

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				52			
Recruited	0	0	0	0	0	0	0	0	39	13	0	52
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				26
Recruited	18	8	0	26
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	13	2	0	15
M.Phil.	0	0	0	0	0	0	20	6	0	26
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	3	4	0	7
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	4	0	0	4

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	176	0	0	0	176
	Female	141	0	0	0	141
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	48	33	36	34
	Female	26	25	25	31
	Others	0	0	0	0
ST	Male	5	0	2	2
	Female	1	3	2	2
	Others	0	0	0	0
OBC	Male	115	106	110	124
	Female	66	67	70	89
	Others	0	0	0	0
General	Male	36	45	62	79
	Female	36	24	20	22
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		333	303	327	383

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Multidisciplinary
2. Academic bank of credits (ABC):	Yes
3. Skill development:	Yes, Naan Muthalvan by the State Government of

	Tamilnadu initiatives
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Yes
5. Focus on Outcome based education (OBE):	Yes
6. Distance education/online education:	No

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes. The college Electoral Literacy Club acts as a platform to engage our college students through interesting activities and hands-on experience to sensitize them on their electoral rights and familiarize them with the electoral process of registration and voting. We also educate the rural communities around us.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the coordinator and coordinating faculty members are appointed by the college management, and they have been functional since June 2022. Yes, ELC is representative and all-inclusive in character.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The college ELC has actively taken part in public services and has organized innovative programs in the following innovative and awareness topics: Who is an aware voter? Floor Game: A game of snakes and ladders to inform voters about their responsibilities. A public rally is held in villages once every three months. NSS and NCC students have served as volunteers during local, assembly, and parliamentary elections. Going to nearby higher secondary schools and playing skits related to voters' rights and responsibilities.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Yes. A book on Dignity (MAANAMUDAN in reginal language) was circulated among students and the public.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible	A batch of 57 students were identified by the ELC and were assisted in getting registered during the Electoral Enrollment Drive in Mettala, and they all exercised their franchise during the 2024

students as voters.	Parliamentary Elections.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
333	303	327	383	378

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 52

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
53	47	50	50	43

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
150	65	60	96	101

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

- The institution ensures effective curriculum delivery through a well-planned and documented process. Loyola College of Arts & Science is an institution managed by the Roman Catholic Church affiliated with Periyar University, Salem, and adheres to the curriculum designed and prescribed by the university.
- The college has a well-qualified teaching staff. Staff members are appointed as per the State Government, UGC, and affiliated university norms.
- The annual academic calendar is prepared by IQAC, and the same is displayed for teachers and students on the college website and notice boards.
- Meetings are held in each department at the beginning of the academic year to discuss the course distribution for the new academic year. Based on the teachers' expertise and experience, courses are allotted accordingly. Teachers submit their teaching plans before the commencement of classes to the Principal and HoDs.
- A faculty-wise timetable is prepared by the timetable committee. A department-wise practical and theory timetable is prepared to ensure the smooth conduct of lectures and practical sessions.
- Our teachers had served as resource persons in workshops organized by other institutions. Our teachers make extensive use of modern methods of teaching and ICT tools. These include Google classroom, Google forms, Google meet, Canva, insert learning, Kahoot, YouTube videos, etc.
- These ICT tools facilitate the conduct and assessment of class tests, assignments, online lectures, etc. The college has conducted special FDPs and workshops to upgrade the teachers for the use of ICT. The college has subscribed to G Suite (Google workspace). ALL THE CLASSROOMS ARE FITTED WITH LCD PROJECTOR AND SCREENS. Each department is provided with SMART ELECTRONIC BOARDS and all the teaching staff were trained how to use it effectively and efficiently.
- Classroom teaching is supplemented with seminars, workshops, guest lectures, group discussions, tutorials, departmental tests, paper presentations, group assignments, educational tours, field trips, industrial visits, project writing, etc. which are well planned for effective delivery of the curriculum.
- IQAC plays an intrinsic role in the implementation of curricular, co-curricular, and extra-curricular activities of all departments. IQAC implements a system to ensure syllabus completion through a syllabus completion report at the end of each term/semester.
- An atmosphere of challenge and stimulation is maintained in all academic, co-curricular, and extra-curricular activities to ensure that the students are well prepared to meet and withstand the variety of challenges that they will inevitably face in various spheres of life.

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 3

File Description	Document
Institutional data in the prescribed format	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 0.17

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2	1	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

One of the tenets of the college mission being *'Enabling students to become agents of social transformation by imparting Constitutional Values',* Every teacher probes their respective curricula to link issues related to gender, environment and sustainability, human values, and professional ethics to the

syllabus and spends some time in creating awareness on such cross-cutting issues. In addition to this, various co-curricular and extracurricular activities are also organized to superscribe these issues. The integration in the curriculum leads to the creation of awareness among the students regarding issues like gender equality, social justice, human rights, environmental awareness, and professional ethics.

Gender Issues:

The college has conducted various activities/programs on cross-cutting issues to supplement the university curriculum. Group discussion, debate competition, paper presentations on gender roles, feminism, sexual harassment, street plays on domestic violence and violence against women, poster competition on save girl child, female foeticide, cybercrime against women and how to be safe, are some of the activities organized to sensitize the students on gender issues. In addition to these events, Women's Health and Hygiene, Nirbhaya Kanya Abhiyan, and Personality Development and self-protection programs are organized to empower women.

Environment and Sustainability

Several guest lectures on waste management, saving the environment were organized in our college. Field visit to local villages for tree plantation under the college's collaboration with local NGOs is a regular affair. Thousands of saplings are planted by our students every year. The college has also taken the initiative to sensitize the students on environmental concerns by promoting paper bags instead of plastic bags. The students were trained for making handmade paper bags. The college by all means takes efforts to keep the campus plastic-free**.** The college observes **Zero Vehicle Day in its efforts to reduce pollution.** The college has taken major initiatives in e-waste management. One week e-waste collection drive was organized in college. A total of 250 kg of E-waste was collected and donated to NGOs to recycle the E-waste. Every year the college organizes a rally for encouraging cleanliness and hygiene during the time of New Year

Human values and Professional Ethics

Apart from the curriculum, the college offers an autonomous course in International Relations and Universal Human Values. Regular visits to orphanages, old-age homes, hospitals, etc., and projects like 'Wall of kindness' are undertaken by the college as a social initiative to sensitize students about human values and their duties towards the deprived section of society. Workshops on "Plagiarism" were conducted to familiarise the staff about professional ethics. The college organizes various extension activities through NSS, Board of Students Welfare and Development, and NCC for the inculcation of the values like national integrity, patriotism, equality, peace, brotherhood, etc. Blood donation, HB check-up Camps, are periodically organized.

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 57.66

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 192

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: D. Feedback collected

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 71.96

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
333	303	319	374	378

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
572	460	460	440	440

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 79.85

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
261	234	241	282	294

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
395	317	317	307	307

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 6.28

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Loyola College is resolved to grow the right frame of mind, required abilities, and impart leading knowledge by making teaching-learning a two-way process and student-centric. The students are encouraged to participate in the teaching-learning activities to develop their holistic personalities and enhance their employability and entrepreneurship skills. Transacting the curriculum through

these approaches makes the whole procedure thought-provoking and innovative. Following are some of the strategies adopted by faculty members during their content delivery:

Experiential Learning

Since experiential learning is the process of learning through experience enabling students to learn in a more practical manner, the teachers adopt skill-based methods for introduction, demonstration, citing examples, explaining, elaborating, and concluding the chosen topics with the following activities: To complement classroom learning with real-life or first-hand experiences the theories learned in the classroom are augmented through industrial visits, field trips, visits to places of historical and environmental interest, and through a practicum in their respective labs. There are well-equipped laboratories with necessary equipment where students perform experiments that are in tune with the theory syllabi. Intercollegiate events like **COMFEST, UNISON, MAGNUM, IGNITE i**s organized every year where the students from various other colleges participate and compete.

Participative Learning

This is the best student-centric learning method, in which students play an active role during classes that are interactive in nature. This leads to learning from peers and makes education interesting and enjoyable. The activity-based learning includes: Conducting guest lectures, Interdepartmental academic-related programs, and Intercollegiate/district/state level competitions to make every student come out of his/her comfort zone and experience the larger competitive world. Literary reviews, Book Reviews, Short Film Reviews. Dramatics, Role Play, Street Plays, Report and Poetry writing. Preparing theme-based posters, models, presentations, charts, diagrams, etc. helps corroborate the conventional lectures. Students are given guidance to prepare material for intra-class dissemination and other learning groups. Assignments and Industry visit Projects/ Research projects. Debate, Quiz, and Puzzle Competitions.

Problem Solving Methods

In order to develop and enrich student's creativity, decision-making ability, critical thinking, and reasoning power, the college has adopted methods as follows The case study method is adopted in the teaching-learning process to develop logical thinking, problem-solving ability, and practical knowledge. **Innovation and Entrepreneurship Development Centre (IEDC)** operates with the aim of augmenting the opportunity for students to explore prospects of entrepreneurship. College follows the discussions methods in many of the subjects as it makes the students think wide and participates in coming up with opinions and suggestions to check their current knowledge.

Interactive Learning Environment:

The Institute offers various Certificate and Add-on courses that enhance the knowledge, skills, and experiences of the students. To keep pace with recent developments in various fields, Seminars, Workshops, Conferences, and Guest lectures are organized at the National and International levels by inviting experts as resource persons. Through the various clubs such as Math Club, Environment Club, and Literary club, students are given the opportunity to participate in many activities thereby promoting independent learning.

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
53	47	50	50	43

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 44.03

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
27	21	18	21	20

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The college has initiated a continuous and comprehensive internal evaluation process in accordance with the norms and guidelines of Periyar University, Salem. The following measures adopted by the institution guarantee that the internal assessment is transparent and robust:

An examination committee/department coordinates the internal and external examination activities and communicates about them to students, teachers, and administrative staff. Evaluation methods and examination schedules are made available on the college notice boards and college websites.

Internal assessment is done through formative and summative assessment systems. The formative assessment comprises conducting class tests, multiple-choice tests, quizzes, oral examinations, assignments, projects, poster presentations, open-book tests, library assignments, projects, etc. The summative assessment system comprises term-end exams and university examinations. The teachers' interaction with the students during practical sessions and lectures enables the teacher to evaluate the performance of the student and identify the learning gaps, if any. The identified problem areas are addressed and remedial action is initiated. This helps the students identify their strengths and weaknesses and work on problem areas. Students' performance in assignments, seminars, and orals/practicals is reflected in their cumulative scores. All the teachers of concerned subjects submit term-end examination question papers prepared as per the University guidelines through the Head of the Department to the examination committee. The exam is conducted as per the faculty-wise common schedule and supervised by the junior and senior supervisors. Changes in schedules, patterns, and methods, if any, are immediately notified to the students through notice boards and also through classroom briefing by the concerned subject teachers. The components of practical examinations include Record Maintenance and Viva-voce, which carry different weights for each program. The answer sheets are shown to students after evaluation for their information, which provides transparency and accountability in the evaluation process. Student grievances are taken care of and are redressed in a timely manner. Students are free to interact with the teachers and to resolve grievances, if any, regarding the assessment. Marks lists of the students are prepared after the evaluation and documented for further clarifications. Online internal marks are submitted to the university through teacher's login accounts on the university's internal examination portal. If absence in the internal examination is due to genuine reasons, students are provided with an opportunity for supplementary/improvement examinations if they fail to attend or do not perform well in the scheduled exam.

Continuous and comprehensive internal evaluation is undertaken as per the University rules. The college appoints an internal squad for the prevention of malpractices in the Internal Examination. Mobile phone in the examination hall are strictly prohibited. CCTV cameras are installed in the examination halls and in selected classrooms to ensure transparency of the examination process.

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Outcome-based teaching-learning with a learner-centric approach is the main substratum of outcomes. Learning outcomes are statements that specify what learners will know or be able to do as a result of a learning activity. Our course curriculum is available on the Periyar University, Salem, website as well as on the college website. The course curriculum of every course exhibits course objectives for teachers and course outcomes for students simultaneously. The program and course outcomes are detailed by the university for most of the programs offered by the institution.

Course Outcomes

The courses offered for a program have specific skills that are to be acquired and the course teacher meticulously identifies them. The course outcomes identify the minimum achievement required for success in the course. Enables students to acquire and demonstrate skills in core disciplines. Develops critical thinking and problem-solving skills. Creates knowledge and understanding of major concepts, theoretical principles, and practical knowledge.

Communication regarding POs and COs

Outcomes are usually expressed as knowledge, skills, or attitudes, which are communicated to the faculty and students as follows:

IQAC arranges various Training and Orientation programs for Faculty enrichment and for reinforcing expectations of the Institution. These sessions help teachers focus on ways and means to attain performance targets, elements of quality, and standards for performance in order to improve classroom teaching and the learning process. The detailed syllabus for each course is designed by the university, containing course objectives and outcomes and the college adheres to it. It is made available on the college website to have widespread access for every teacher, student, and other stakeholders. POs, PSOs & COs are displayed on the college website. The POs and PSOs are discussed with the faculty by the Head of Department. The students are informed about the program outcomes and course outcomes in the orientation given at the beginning of the course. Every faculty discusses the Course outcomes in his/her introductory lecture and assessment method for the successful attainment of outcomes. The outcomes are displayed on the department notice board and a copy with description is given to all the students. The students clarify their doubts regarding the same with their mentors and other faculty of the department. A Course survey and a program exit survey are used as evaluation tools to verify the fulfilment of POs, PSOs & COs. This leads to the students' appreciation of the relevance of the courses that are taught to them and it is manifested in their enthusiastic involvement.

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Outcome-based teaching-learning with a learner-centric approach is the main substratum of outcomes. Learning outcomes are statements that specify what learners will know or be able to do as a result of a learning activity. Our course curriculum is available on the Periyar University, Salem, website as well as on the college website. The course curriculum of every course exhibits course objectives for teachers and course outcomes for students simultaneously. The program and course outcomes are detailed by the university for most of the programs offered by the institution. However, the board of studies constituted within the department reviews this and wherever required, relevant additions are made to suit the requirement of the learners of the institution.

Course Outcomes

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File Description	Document
Upload Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 92.03

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
277	315	330	361	183

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
301	364	337	363	228

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

 Loyola College Innovation & Entrepreneurship Development Cell (LC-IEDC)

        The management has announced Rs. 2.0 lakhs as seed capital to foster innovation and entrepreneurship amongst the students by establishing LPC-IEDC. The vision of LC-IEDC is to instill an entrepreneurial spirit in students and/or employees of the college and its mission is to find, train, encourage, support, and assist ambitious incubators in their pursuit of enterprise fulfilment. The objectives of LC-IEDC include identifying and training potential entrepreneurs, assisting in analyzing various options to select the most suitable product, and imparting basic managerial skills among them.

        The cell has launched its first product, Loyola: The Heritage Soap, and other personal hygiene products. These soaps are made at the college chemistry lab utilizing natural ingredients

 . A talk on "Organic Farming: An Innovative Practice" was conducted to urge students to practice "Organic farming." FDP on "Digital Marketing" was held to motivate staff members to promote Loyola

College as a brand. Staff and students participated in the LinkedIn Local Mettala event and Tata Social Enterprise Challenge (TSEC) "Thinking Social" training programs.

Loyola College Center for Skill Development
Is a learning centre that trains students of the college and the neighborhood, wherein students were trained in mobile repairing, fashion designing, interior designing, henna designs, soap and laundry detergent manufacturing.

MOUs & Linkages

The college has partnered with a number of prestigious organizations to upgrade students' skills and competencies.

Research methodology and IPR

Every year, workshops on research methods, intellectual property rights, and Industry-Academia Interface Programs were held with experts .

Promoting entrepreneurship

The college organizes an annual entrepreneurship carnival called "PC Bazaar," where students put up stalls and manage an end-to-end business on their own. This experience gives them a platform to plan, forecast, manage, raise capital, do marketing and advertising, work out pricing strategies, and face challenging competitors. The college, in association with **MSME Technology Center Indo-German GERMAN TOOL ROOM, Chennai,** organized a 10 Days Women Entrepreneurship Awareness Program for Girls to create awareness about entrepreneurship among girls. Participants learned about developing an idea of business up to its implementation.

Alumni engagement for innovation

In its nine years of service in the field of education, the college has produced a large number of competitive minds who are excelling in their jobs or pursuing their own businesses. In order to maintain the current trend of developing innovators, alumni from all streams are frequently called upon to guide students for innovation.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 13

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	4	1	2	3

File Description	Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.46

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	5	8	5	1

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Institutional data in the prescribed format	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.69

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in**

national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
17	9	8	2	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Loyola College encourages students to develop empathy and a holistic temperament. Activities like Swachh Bharat Abhiyan, blood donation camps, Plastic Mukt Abhiyan, Global Anti-Pollution drive, Mega Rally on traffic laws, longest human chain for road safety awareness, tree plantation and street play, mouth cancer awareness, river cleaning, and waste management were organized by NCC, NSS, and Sports and games students

Combating Covid 19

During Covid 19 lockdown, our college sprang into action. The Management, staff, alumni, and students all contributed generously to help and support migrant labourers and their families who were stranded in labour camps. The campus was transformed into a mega kitchen for the preparation of meals for about 500 people every day consecutively for more than sixty days under the leadership of the institution's head and a team of staff and student volunteers. Food packets and other vital things were delivered at labour camps across the city to migrant workers. This generous gesture was highlighted in the print and online media that expressed their gratitude and appreciate the efforts taken by the college.

SANTHOSHAM (the healing smile)

The faculty and students have established a social initiative with the objective to inculcate the virtues of compassion, empathy and generosity among the students to promote happiness among the sick and underprivileged of Mettala city centre.

Happy New Year

Student volunteers march through their neighbourhood with slogans and placards to raise awareness among the masses about the clean, healthy and sanitary celebration of .

Community engagement activities

with the goal of empowering women of neighbouring community sewing machines were donated and training was given to prepare cakes, paper bags, and mehendi designs.

Special Winter camp

NSS unit adopts a village and organises a Special Winter camp annually. Social events including swachh bharat abhiyaan, gram construction for drought control, guidance for school dropouts and various cultural programs are held.

Mass Awareness Program, Survey and Registration camp

NSS team organized a camp with the Namakkal District Legal Service Authority (NDLSA) to enroll inhabitants of Ayilpatty village in various Government programs. Aadhar enrolment was also organized for Ayilpatty villagers . A 50 Km walkathon was organised by the NSS team in collaboration with a local NGO. India Green and Wild awareness rally was also held.

Sound mind in a sound body

Group discussions, karate demonstrations and self-defence techniques programs for Girls were held on the campus.

Environment protection-

The college, in collaboration with one local NGO in Mettala, undertook a mass Tree plantation drive wherein thousands of saplings were planted. In addition, such drives were also held on campus. The college tries to instill humanistic principles such as respect for others, dignity of life, fighting injustice and prejudice, and grooming students to be responsible and responsive citizens through extension programmes. Students have experienced a paradigm shift after participating in the above extension activities.

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The College plans outreach programs in the local community to raise students' awareness of social justice concerns, gender inequality, and other challenges while instilling in them a sense of social responsibility and values. By engaging in community service, the extension units hope to shape the personalities of student volunteers and create responsible, compassionate individuals who are conscious of the socioeconomic realities of India. Through a variety of events, including street dramas and mimes, the AICUF raises awareness and sensitivity among the students and instills in them a desire to strive for a just, safe, and equal society for women.

The NSS unit offers its members a variety of socially conscious and personality development-focused programs that provide them with a hands-on understanding of the everyday struggles faced by the poor and oppressed. Through programs like tree planting and campus green space conservation, Eco Club seeks to raise awareness of the importance of environmental preservation and protection as well as foster a sense of personal accountability for a better, cleaner, and more environmentally friendly world. In addition to these clubs, every department hosts workshops, seminars, field trips, and orientations to help students become more sensitive.

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 7

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
2	2	1	1	1

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 5

File Description	Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The college has excellent infrastructural facilities for the conduct of teaching, learning and action research activities. The built-up area of the college buildings is 245788.512 sq. ft. out of the total 37 acres of campus area. The available space is optimally utilized for multiple purposes.

Classrooms

To provide a good learning atmosphere and exchange of information, the college maintains 30 spacious well-ventilated, and spacious classrooms with modern amenities and comfortable seating arrangements.
Laboratories

Five laboratories in different departments, furnished with high-standard furniture, equipment, modern gadgets, instruments, and chemicals, facilitate laboratory practicals and learning processes.

Seminar and Conference Halls

The college is the centre of multiple academic activities that go on campus throughout the academic year. For this purpose, the college has three spacious seminar halls adorned with luxurious dais and comfortable chairs. The seminar halls are upgraded from time to time in tune with the latest technology available, which makes them an ideal place for hosting seminars, workshops, conferences, meetings, and other events.

Technology-enabled learning spaces

The college leaves no stone unturned in terms of provisions for contemporary electronic teaching-learning aids such as smart boards, webcams, LCD projectors, laptops, computers, printers, and Wi-Fi connectivity.

Learning Spaces

Fifteen dedicated computers with printers and scanners attached are reserved for staff and students where internet access is free and enrolment of staff and students in NLIST, NDLI, SWAYAM, and NPTEL is done.

Open-Air Auditorium

The open-air auditorium is the place for entertainment and celebrations. Apart from the conference hall and seminar halls, there is a separate Open-air auditorium where activities such as Celebration of Independence Day, Republic Day, Annual Prize Distribution, Graduation/Convocation, Book Exhibitions, and other programs are held.

The institution has adequate facilities for cultural activities, sports, games (indoors and outdoors), and a yoga centre.

Being a hub of multiple activities like cultural, sports, and yoga throughout the year, the college has excellent facilities to host them.

Cultural activities The multipurpose open-air auditorium and conference hall are available for cultural activities, where practice sessions of cultural events like college festivals, street plays, etc. are conducted. These facilities provided by the college help in promoting cultural and traditional values amongst the students through the organization of events such as traditional days, inter-college cultural events and competition, etc., in addition to boosting their organizational skills.

Sports

The college students participate in various inter-college, state, national, and inter-university competitions for volleyball, basketball, and kabbadi. The management provides generous scholarships and sports kits to deserving athletes for their remarkable achievements. Special coaches have been appointed to train students in basket ball, volleyball, and kabbadi to participate at the university, state, and national levels. Adequate facilities for chess, carrom, table tennis, etc. are provided indoors.

Yoga centre

College ground are available for the practice of Yoga. International Yoga Day is celebrated every year to create awareness among staff and students at the college. Yogacharyas are invited as experts to give training to the faculty as well as students.

File Description	Document
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 17.52

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
27.59	13.47	11.27	19.10	11.27

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Knowledge Resource Centre (Library) is the nerve center of our institution and indeed our pride with nearly one lakh volumes some of which are rare collections. Abundant books, journals, and periodicals are added from time to time to the already existing reference material in the Knowledge Resource Centre. Book Bank facility is made available for the students through the Centre. The college subscribes to the NLIST database, having both in-house and remote access, which is a password-based subscription. The database contains 8,788 Books and 5 journals. The library is automated using NIRMALS software. Partial bibliographic data of all library collections are added to the database. Bar coding technology is also used for library operations. i.e. issue/return, and for reading room attendance. There are ten online terminals placed for the use of students and OPAC search.

Reading room facilities with day and night library is a boon to the students especially during the period of examination. Knowledge Resource Centre orientation program, **'Know your Library'** is organized every year for the students regarding the use of library resources by conducting open information sessions. Spacious reading hall for students inclusive of OPAC terminals for access to catalogue and separate enclosures for library administrative staff and faculty members ensure efficient utilization of the available resources.
Name of ILMS software: NIRMALS

Nature of automation (fully or partially) : Partial
Version: 2.0 Build 246.2 Full Version
Year of Automation: 2022

The institution has subscription for the following e-resources
1.e-journals
2.e-ShodhSindhu
3.Shodhganga Membership
4.e-books
5.Databases
6.Remote access to e-resources

File Description	Document
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The College has broadband connections to provide the internet facility. The computer and internet connectivity are available at various locations to staff and students to update the teaching and learning resources. All the departments have LAN with an internet facility. Tamil, English, Business Administration, Computer Science, Computer Applications Mathematics, Physics, Chemistry, and Commerce (General). Commerce (Accounting & Finance) Departments have computer labs with LCD projectors to meet the curriculum requirements of the students. The college always prefers to purchase branded equipment/instruments or accessories as per the need of the department or changes in the curriculum. Wi-Fi facility is provided on the campus.

Hardware Up-gradation: Hardware up-gradation is being carried out regularly, as per requirements of individual departments. Systems have been replaced with new models with advanced configurations.

Software Up-gradation: The college has purchased the licensed software, viz., MS Office and Windows (version 7/8/10) 3. Oracle 4. Net Protector Antivirus 5. Tally ERP 6. UNIX Antivirus is deployed through a centralized server and updated annually.NP/AV was purchased in 2017 for 3 years and was subsequently renewed. Three server antivirus programs and two admin consoles are available for upgrade. The Operating system is updated in a phased manner.

LAN Facility: LAN facility is available for students and teachers. Internet browsing facility is available on all computers in Department of computer science, Knowledge Resource Center, administrative office and account section. NIRMALS ERP software is used for different modules.

Wi-Fi Campus: Entire college campus is connected with a WI-Fi facility. There are 14 (8 Port), 1 (16-port), and 12 (Port) switches are used. Total 4 D-Link Dir 816 wireless dual-band Band Router and 6 SISCO Routers are available. The service provider namely Airtel (60 MBPS) and BSNL (20 MBPS), are available for the Wi-Fi facility. in the inter-campus is connected with a Wi-Fi facility There are 14 84

116 Ford and 1224 ports switches are used total for D-Link DIR 816 wireless dual-band router and six Cisco router available with data speeds of 100 Mbps. The BSNL 8MVPS service provider provides Wi-Fi facility.

Digital Library: Knowledge Resource Center with 15 computers. This facility is available for students and staff.

File Description	Document
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 2.56

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 130

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 17.52

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
27.59	13.47	11.27	19.10	11.27

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 87.12

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
261	286	523	307	125

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 23.09

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
80	95	101	81	41

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
333	303	327	383	378

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.53

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	2	3	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University /

state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 15

5.3.1.1 *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 wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
5	4	4	0	2

File Description	Document
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 19.6

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
26	11	25	17	19

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

We are initiating the services of Registration of the Alumni Association.

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The college is staunchly committed to its vision and mission which are:

VISION

Intellectual formation of men and women for the holistic development of the Nation

MISSION

1. Imparting technology integrated education and making the learners excellent and globally competent.
2. Ensuring equitable access of higher education to the rural poor in the service area.
3. Facilitating vertical mobility in academic and employment avenues.
4. Enabling students to become agents of social transformation by imparting Constitutional values.
5. Training the students in life skills, research and social analysis

STRATEGIES

1. Moving from tradition to modern in teaching - learning process.
2. Promotion of experiential learning, enhancing curriculum based knowledge and skills.
3. Offering skill based optional add-on courses to augment employability.
4. Updating and enhancing learning capacities through professional guidance and counselling.
5. Exposing to new academic avenues through academic collaborations and linkage.

The College ensures that the vision and mission of the institution is in tune with the objectives which it has set for itself.

Nature of Governance :

Loyola College of Arts and Science, Mettala, is a minority Catholic Co-Educational Institution, affiliated to the Periyar University, Salem. The College Recognised under section 2(f) & 12(B) of the University Grants Commission (UGC) Act 1956. It is one of the Higher Educational Institutions run by the Jesuits of Chennai Province. As a minority Institution, Loyola College caters primarily to the formation of Catholic students. However, it keeps its portals open to any student without discrimination on the basis of caste and creed. The College emblem with the motto 'Let your light shine' (*Luceat Lux Vestra*) brings

lights of hope and liberation to others. College is managed by SOCIETY OF JESUS.

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The College Development Committee is responsible for identifying the need of strategic plans in liaison with the vision and mission statements for educational excellence, ensuring holistic development of the students. After it is identified, a special committee comprising members of the Managing trust, Principal, IQAC Coordinator, Vice-Principals and representatives from all faculties and units (sports, library) is constituted for the purpose.

The strategic plan for the years 2017 – 2022 included a multipronged approach consisting of the following heads:

- Curricular Aspects
- Teaching – Learning
- Research
- Entrepreneurship
- Extensions and Collaborations
- Infrastructure
- Student Support
- Governance Environment friendly Initiatives
- Gender Equity and Inclusivity

Case Study: Implementation of Environment-Friendly Initiatives Under the heading "Implementation of Environment-Friendly Initiatives" in the Strategic Plan for the years 2018 -2023, the following initiatives were suggested:.

S. No.	Strategic Plan Initiative	Status
1.	Green and eco-friendly Campus	Plantations increased, and the horticulture garden
2.	Plastic free Campus Practised	Sign boards to be installed
3.	Green Audit	Conducted
4.	Green Policy for Eco-consciousness	Drafted
5.	Promote production of Eco-friendly products	Range of products to be launched by IEDC
6.	Promotion of Organic farming at Home Compost Bin (Vermi	Installed

	composting)	
7.	No Vehicle day every month	Regularly practised on third Saturday of every month
8.	Promotion of Paperless Administration	Maximum use of e-documents initiated

Almost 80 % of the initiatives suggested under the heading "Implementation of Environment-Friendly Initiatives" in the strategic plan for the period 2018 – 2023 were successfully implemented. This was achieved by proper delegation of responsibilities by the IQAC to other constituents/units of the college. The initiatives of 'Green and eco-friendly Campus' and 'promotion of Organic farming at Home' were allotted to the Botany Department, while 'Promotion of Eco-friendly products' was allotted to Innovation and Entrepreneurship Development Cell (IEDC). The 'Promotion of Paperless Administration' is carried out by the Administrative Office, which has used e-Governance through paperless administration in the areas of administration, Finance, Accounts, Admission, Student Support, Examinations, Planning and Development. Implementation of ERP (Enterprise Resource Planning) has made data access faster, easier and reliable. The implementation of ERP and e-governance in administrative and academic delivery has led to reliable, cost-effective, and time saving methods.

File Description	Document
Institutional perspective Plan and deployment documents on the website	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: C. 2 of the above

File Description	Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The organizational structure of the college is inclusive of all the human resources that activate its functioning.

Institutional Organogram

BOARD OF MANAGEMENT OF LOYOLA :

The college is governed by the **BOARD OF MANAGEMENT OF LOYOLA-METTALA REGISTERED SOCIETY** as the overall head. The **GOVERNING BODY of the College** serves as an interface between the college and the managing board.**:** The College has a well-functioning organisational structure managed and administered by the **BOARD OF MANAGEMENT OF LOYOLA-METTALA REGISTERED SOCIETY** . It recommends strategic plans that can be adopted in matters like infrastructural development, enhancement of quality in teaching-learning process, promotion of research and healthy practices.

The Governing Body : At the college level, the CDC is an apex body with regard to the matters in policy making and acts a link between the Governing Council and the College comprising of representation from the Governing Council, Principal, Vice-Principals, senior faculty members, non-teaching staff, alumni and academicians from the society at large.

Principal: The Principal being the executive head of the institution is entrusted with the responsibility of managing the day-to-day affairs of the college to implements the directives of the Governing Body through in accordance with the norms and guidelines stipulated by the government and other regulatory agencies. The Principal is supported by three wings: Academic Wing, Internal Quality Assurance Cell (IQAC) and Administrative Wing.

Academic Wing: Under the Academic wing, the Principal is assisted by Vice-Principals who are followed by the Heads of the departments and all other faculty members.

1.**Vice-Principals**: They work in an advisory capacity to the Principal and also coordinate academic and administrative activities of the college.

 2.**HODs:** The Heads of Department monitor their respective departmental activities and performances including faculty members and non-teaching staff.

3.**Library Advisory Committee (LAC):** The LAC guides the Librarian in related issues who is assisted by Library support staff.

4.**Examination Committee:** All examination related issues are handled by College Examination Officer (CEO) with the assistance of examination committee and the clerical/menial staff.

 5. **Physical Aesthetics Department:** The Physical Aesthetics Department is headed by Physical Director who conducts sports and many other activities with the assistance of non-teaching staff.

Internal Quality Assurance Cell (IQAC) The IQAC functions as a pivot to undertake all the critical planning, monitoring and execution of quality assurance measures.

Administrative Wing: Principal is assisted by the Registrar who operates with the support of the Office Superintendent, Accountants, clerks and menial staff.

Service Rules and Recruitment: The college follows the rules and regulations laid down by Periyar University, Salem, UGC and Government of Tamil Nadu for the recruitment of staff (teaching and non-teaching), service conditions and rules.

Promotional policies: The promotion of teachers is granted as per the Career Advancement Scheme (CAS) setup by UGC, affiliating university and Government of Tamil Nadu. The promotion of non-teaching staff is also done as per the Government of Tamil Nadu rules and norms.

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 4.12

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1	7	0	2	0

File Description	Document
Institutional data in the prescribed format	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 4.15

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	6	1	1	1

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
20	18	19	23	14

File Description	Document
Institutional data in the prescribed format	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The college conducts Internal and External audits regularly. It has appropriate mechanism to ensure that financial records and statements are shown in true and fair manner as required by the Accounting standards and prevailing laws.

Internal Audit:

Internal audit is a continuous process which ensues after each and every financial transaction. The Internal Auditor is appointed by the parent Institution in Mettala . Internal audit takes place at two levels namely receipts and payment. The receipts of the fees collected from the students are checked by the auditor. The official letters, official funds collected, and bank statements are checked by the internal auditor. Donation receipts are also checked by the auditor. At payment level the account of the purchase bills is entered in the tally system, vouchers are created which come under various ledgers. The payment vouchers are verified by the Accountant, signed by the Principal and authorized Management signatories. Thereafter cheques are issued to the concerned parties. This is again verified and checked by the tally

system.

Salary of staff, deductions, Tax deducted at Source (TDS) is verified by the Internal Auditor.

External Audit:

The external audit takes place after the completion of financial year. The Chartered Accountant, who works as an External auditor is appointed by the parent institution Mettala. The audit program goes on for 15 to 30 days during the month of May/June. The nature of the payment is categorized into 1) Revenue Expenditure 2) Capital Expenditure The bills and vouchers of the revenue expenditure is checked. The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified. The audited statements and accounts are submitted to the Governing Body/Board of Management who merged these with other sister concern educational institutions and submit it to the Government authorities including the Charity Commissioner for Tamil Nadu State , Chennai. The Income Tax Returns are also filed with the Income Tax Office, Chennai. The college also prepare various returns based on annual accounts to other government offices like Professional Tax Returns, Provident Fund Returns, Returns for determination of amount to be paid to Gratuity Accounts and TDS returns. The Audited Accounts Statements of the funds received from BCUD under the Student Welfare scheme and for organizing seminars are re-audited by the University.

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell (IQAC) was first constituted in the college in 2022 to develop awareness for consistent quality improvement in the overall performance (academic and administration) by focussing on strategies for quality enhancement and its implementation. The practices institutionalized by the IQAC are:

Practice 1: Workshop on NAAC's Criteria and the responsibilities of the stakeholders

Starting from 2022 till this year 2024 Dr. Michael Anjello Jothi Rajan, Associate Professor of Physics, (Retd.), Tamil Nadu Government Aided Colleges Educational Services, Chennai has been delivering hands on training classes to enlighten the management , staff, students and stake holders about the developments in Higher Education in UNO and in the Indian Educational Scenario especially the history of NAAC and the expectations of the NAAC of the HEIs . These hands on training classes has given an overall impetus to prepare for NAAC's A&A for the first cycle of the college at a relatively young age .

Practice 2: Audit Practice The Audit practice in the college have been reinforced by the conduct of following audits –

1.**Academic and Administrative Audit (AAA):**

AAA was conducted once after completion of (2021 – 2022) and (2022 – 2023) academic years respectively to maintain quality in the institution. Both Internal and External AAA was conducted. The audit committee visited each department to evaluate the departmental performance. The audit committee comprised of 1. Dr. Ayub Shaikh,2 Dr. Amelia Antony

2.**Green Audit:** The aim of the Green Audit is to review the overall environment management systems. The audit was carried out on the basis of identified threats to environment and sustainability. Green audit for an educational institution mainly examines the following systems: Renewable/ green energy usage Water management Biodiversity Health and safety management Sanitation management Adopted Green practices The college conducted the green audit through technical experts' from Ar. Nahida Abdulla, Greenvio Solutions, Palghar District, Maharashtra - 401208

3. Gender Audit :

The Gender Audit was attempted to study whether the college has good gender balance, by following government rules, policies and actions formulated for up gradation of women in society. It tried to identify the impact of its current and proposed policies on gender equality. IQAC analyses gender related policies and their implementation using the data provided by the audit thereby assessing the institutionalization of gender equality. Since 2022 this has been conducted for our students and staff in the absence of their own teachers and management by an expert committee consisting of 1. Dr. Amelia Antony,2 Dr. Ayub Shaikh

4. Seminar on Research Methodology

A one day seminar on research methodology was organized with the aim of equipping the staff with the latest development in the field of science, engineering, mathematics, business administration , commerce, environment, computer science and technology, human rights, professional ethics and Climate change and the required methodologies to develop ides into a research topic and hence carry out the right type of research at their earlier stages of employment.

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

By forming various committees like Anti-ragging, Internal Complaints, and Sexual Harassment Prevention; at the same time providing adequate facilities to girls, gender equality is kept upright in the college. The following initiatives have been undertaken:

a. Independent study room in the library provides girl students undistracted study time.

b. There is adequate space in the Ladies Common Room and silence is maintained for girls to study. Wash room provision has also been made for girls.

c. Girls' washrooms are situated at two different places in the college with ample water supply and proper maintenance.

d. Water coolers and water purifiers have been provided for girls.

e. There is a separate section in the canteen for girls so that they can comfortably consume their own food or canteen food.

f. A separate world class basketball Court has been built exclusively for girl students.

The college has established a number of committees to aid girl students and ladies staff. These committees include:

1. Anti-Ragging Committee: As the college forms a constituent part of the Periyar University, Salem, some of its responsibilities are shared and covered by joint arrangements. The college publishes its regulations in the prospectus. Ragging is a criminal offence and the students in distress owing to ragging related incidents can approach the Committee.

2. Discipline Committee: The college publishes its regulations in the prospectus. The college has formed a Discipline Committee. The students in distress owing to Discipline related incidents can assess the committee.

3. Women's Forum: In the effort to make Loyola College , a strong kernel of gender sensitization, the Women's Forum was constituted in December of 2019. It has been organizing various skill enhancement, academic, technical, medical, cultural and social events for the upliftment of women and promotion of

the importance of gender equality in society through the College students.

4. The NCC unit for girls provides a suitable environment for taking up a career in the armed forces. The girls are trained and motivated for leadership in all walks of life.

5. Our institute has NSS to sensitize students towards societal issues and community services, activities of which are mainly carried out by the students. The NSS unit for girls provides a suitable environment for taking up a career in the social services. The girls are trained and motivated for all kinds of social work in the field. They are motivated to serve the society.

6. Administrative Committees and Girl Students Representative: Becoming a student representative enables the student to develop and strengthen leadership skills, connect with various internal and external issues and problems, assist fellow students, share experiences, and participate in college events for the administrative development.

7. Internal Compliance Committee: The College has *constituted* an Internal Compliance Committee (ICC) as per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act and Rule 2013. The Supreme Court placed an obligation on workplaces, institutions and those in positions of responsibility, to uphold working women's fundamental right to equality and dignity at the workplace.

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The conducive atmosphere at the institution is regarded as an indispensable resource as it caters to the students of diverse regions and communities. Keeping in mind the great diversity of our nation, the institution puts in efforts to provide an inclusive environment bringing harmony among the students of varying backgrounds and cultures. The college has a mix of national students from 3 states.

To inculcate a spirit of appreciation and harmonious feeling amongst students the college has organized the following events: National level Inter-Faith Conference where religious leaders from different faiths were invited to speak about communal harmony, universal brotherhood and promotion of peace. During educational tour students visit various museums to learn the culture of the different communities of the nation.

A rally for creating awareness on the importance of clean and safe celebration is organized.

Our students participate in this annual pilgrimage to the town of Rasipuram , to propagate sanitization and encourage harmony and peace. Visited various religious worship places (Temples, Churches, Mosques and other Holy Places) to create awareness and learn to respect the practices followed by different religions. Our Students assist the Ayilpatty police to maintain peace and decorum during the celebration of festivals, Visit to old Age Homes, general Hospital and orphanages, Donate books, sewing machines and clothes for creating socio-economic equality. They also assist the police during all types of elections.

Various programs were organized to create awareness amongst the people of slum area about different government schemes; Door to Door Survey and Campaigning of DLSA (District Legal

Service Authority); AADHAR enrolment Camp and Voters Day.

Celebration. To develop student's attitude towards the welfare of the society and prepare them for disaster management, the institution has organized programs on Flood Relief Fund Online program on COVID Awareness Mask making during the lockdown and Fight against COVID-19. Awareness rallies on the need to protect our forest, wildlife, and environment. Thus, the college tries to inculcate an inclusive environment of tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities among the students through the above activities.

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

BEST PRACTICE - I

Introduction

"Behind the big numbers and politics in capital letters, education is full of wonderful and positive little stories that deserve to be told".

1. TITLE OF THE PRACTICE**: SKILL AS PER NEED TO PROMOTE NATIONAL AND INTERNATIONAL LEADERSHIP**

2. Objectives of the Practice

The title is the way to practical realization of the first point in our Mission Statement which says: Imparting technology integrated education and making the learners excellent and globally competent.

a. To use English effectively wherever the students go after their undergraduate courses.

b. To be prepared to write competitive examinations leading to employment.

c. To be computer and internet competent to face challenges in the global market.

3. The Context

Based on the survey made by the management after starting of the college it was found that Higher Secondary students lacked in good English, In good Tamil, in Computer and Internet usage, motivation less attitude to face competitive examinations which can easily fetch them good jobs early in their career. After COVID-19 it was felt to add some more components in the learning of some skills to bridge the gap due to On-line education for nearly two full years.

4. The Practice

ENGLISH

During the first year of the degree course all the students undergo training in increasing their vocabulary horizon, usage of proper grammar, writing structured sentences, essay writing and good spoken English. After COVID - 19 handwriting sessions were practiced to improve handwriting in Tamil as well as English.

COMPETITIVE EXAMS

During the second year of the degree course all the students undergo rigorous training programmes in the preparation of materials for facing competitive examinations for government jobs as wells as private jobs for 90 hours in the odd semester and 90 hours during the even semester. Experts in this field are invited to handle these classes. Some of the exams they write are Tamil Nadu Public Service Commission, Union Public Service Commission, Staff Selection Commission, Tata Recruitment Drive, Banking Services Recruitment Board, Steel Authority of India Limited.

COMPUTER AND INTERNET COMPETENCY

If a person is unaware of the usages of computers and internet then he/she is known as computer and internet illiterate. In this culture of digital literacy students are encouraged to learn about computers and internet during the third year of their degree course. A minimum of five certificate courses (ADD-ON COURSES) are offered according to the requirement of the various courses.

Department of Tamil : Tamil Nadu Public Service Commission (TNPSC) Coaching.

Department of English : Communicative English and Soft Skills

Department of Computer Science : Computer Literacy

Department of Computer Applications : Image Editing Tools

Department of Commerce (General) : Tally ERP

Department of Mathematics offers: Competitive Mathematics

5. Evidence of Success

- 70 % of the students got placement in the recruitment drive organized by the placement cell for the outgoing third year under graduate students.
- 50 % of the students got placement in the recruitment drive in written component of the exams organized by the placement cell for the outgoing third year under graduate students.

6. Problems Encountered and Resources Required:

- Computer and Internet Competency Program needs a lot of computer systems. Moreover the hills surrounding our institution limits the speed of the internet.

BEST PRACTICE 2

1. TITLE OF THE PRACTICE**: UPLIFTMENT OF NEARBY MARIGINALISED COMMUNITIES THROUGH ALL INCLUSIVE QUALITY EDUCATION.**

2. Objectives of the Practice

The title is the synonym of the fourth point that is included in the college mission statement. Hence this practice adheres to the vision and mission of Loyola College of Arts and Science (Co-Ed), Mettala.

- **To promote social justice**
- **To empower individuals**
- **To foster positive social change**

3. The Context

This is one of the important contexts on which this best practice is implemented. Moreover the best practice promotes the sense of belongingness to the villages by the students, teachers and the management. Cleaning and making tidy the public places like Temples, parks, market places, public conveniences system, bus shelters, hospitals is usual hobbies for our students that has helped them to become good leaders in their families and in the society.

4. The Practice

In order to achieve this best practice the college has to admit students from all walks of life to achieve a socially inclusive set with the aim of the maxim: EDUCATION FOR ALL. Hence the college admits students from Gypsies community, Tribal communities, Dalits Communities, AMC community, Narikurravas community, Kuthirai Vannan community, orphans, semi-orphans and the economically weaker sections of the local communities.

Year	Name of the Community	Number of students admitted	Present status as on 30th April 2024
2018 (June) - 2023 (May) (5 Years)	Tribals	87	22% employed
	Dalits	443	50% employed
	AMCs	46	Self Employed
	Narikurravas (Gypsies)	03	Status Not Available
	Orphans	10	40% employed
	Semi-Orphans	108	30%
	Economically Weaker Sections	788	50%

The NSS and NCC students take up the task of cleaning the compound of temples, cleaning the school campuses, cleaning of the hospital campuses and cleaning of garbage in villages and helped the people in the value of waste management.

5. Evidence of Success

The role played by the management has emerged in the larger intake of students after COVID-19 IN SUCCESSIVE YEARS.

6. Problems Encountered and Resources Required

As there are many institutions in nearby towns it is a challenge to admit bright students in the college. Hence it is planned to improve the existing infrastructure on par with the city colleges and even better public facilities for boys and girls students in the near future. The cleaning and awareness programmes organized by our students, though well praised by the public, involves very hard work, tolerance and   sacrificial minds of our students we are afraid if it will hamper their academic performance. Hence we are engaging them with special tutorials, off-line and on-line classes whenever it is possible outside class hours and on holidays. If human resources and financial resources are achieved sufficiently then this practice will yield better results than it is now.

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

TITLE: INCUBATION THROUGH METTALA TRADE CENTRE

INTRODUCTION

The college is a 9-year-old pretty young institution producing a galaxy of alumni in its long run. Since its inception, the institute has been imparting high quality, all-inclusive education (with no discrimination based on caste, creed, or economic status) to all sections of the society and thereby nurturing the dreams of the underprivileged. Due to its convenient location despite standing at the remote village of Ayilpatty, it demographically attracts many first-generation learners every year from various parts of Tamil Nadu even from the remotest villages. The college has students coming from other states too. It is an additional skill set of the faculty of the college to keep such students always motivated in their academic pursuits and help them to evolve their capabilities for the job market. Faculty members work with determination and patience to achieve this goal. Keeping in view the above objective, the institution may not regularly get toppers across all the disciplines but is often successful in finding meritorious students from the non-creamy layer of the society and help them to carve out a stable academic career leading to higher studies or decent employment. The multilingual platform offered by the Institution also aids significantly in achieving this objective and learners can slowly adapt and get moulded into the academic ambiance of the campus. The college is above all committed to usher in socio-economic transformation by providing inclusive innovative quality education of global standards to fully meet the expectations of its stakeholders.

Aligned with vision   of the college the objectives include extending the impact of the higher education sector, aligning graduate skills with the job market and producing globally recognized and

impactful research. With the transformation of the higher education system, there will be a paradigm shift from current ways of working to an autonomous system. Higher education systems around the world have grown into sizeable and complex organization. Especially those that operate independently have absorbed a range of college activities, with diversified sources of income sources and significant budgets. Such organizations require effective governance, leadership, management, and strong financial sustainability. To move toward such a system, it is critical to shift the mindset from only delivery of education to being in the business of education. A system of autonomous colleges also brings the need for a level of diversification and distinctiveness so that each college within that system assumes its role, and thus a redefined autonomous higher education pattern of provision is created.

THE DISTINCT THRUST

If Loyola College for Arts and Science had not been in existence in this place this SOCIAL CHANGE would not have been possible. This is projected as our Institutional Distinctiveness.

Since Loyola College of Arts and Science is in existence for the past nine years the social change that has happened here is the establishment of TRADE CENTER IN METTALA where many entrepreneurs have been groomed from grass roots. This was the collective effort of the management, staff and the students of Loyola College of Arts and Science, Mettala. The trade centre is situated at a distance of 1.5 km from the college. The institution has made the stakeholders as entrepreneurs in this short span of its existence. Most of the business persons in this trade centres are the parents and relatives of our Alumni and also our own Alumni. Those who do not placed in jobs and do not opt for higher studies become entrepreneurs in the Mettala Trade Centre.

The different trades that flourish everyday are the following:

- *Vegetable market*
- *Fruits market*
- *Fish market*
- *Millets market*
- *Coconut Commission Shops*
- *Groceries shop*
- *Kolli Hills Grocery shops*
- *Commission shops*
- *Vegetarian hotels*
- *Non-vegetarian hotels*
- *Mutton stalls*
- *Chicken stalls*
- *Hard ware shops*
- *Mobile shops*
- *Mobile repairing shops*
- *Beauty parlour for women*
- *Beauty salons for men*
- *Petrol Bunk*

- *Pawn broker shops*
- *Tea and coffee shops*
- *Snacks shops*
- *Readymade dresses shops*
- *Village cooperative Bank*
- *ATM centres*
- *Tuition centres*
- *Motor vehicles repairing shops*
- *Small budget hotels*
- *Flowers whole sale market*
- *Pottery shops*
- *Palmistry centres*
- *Astrology centres*
- *Co-operative society*
- *Nationalized Bank*
- *Private Bank*
- *Bus stop with shelter*
- *Police Station*
- *Women's Self Help Groups office*

EVIDENCE OF SUCCESS

- *The improvement in the standards of living in these villages.*
- *The larger intake of students every year*
- *Waste Management Technique is an example for other villages out of our panchayat union.*
- *Every year the turnover of the shops increases almost 1 to 2 % of the previous year.*
- *Percentage of literacy has increased.*
- *Communal harmony is promoted.*
- *Good citizenship is promoted.*
- *Healthy competition among the different trades are promoted.*
- *The input and mentoring afforded by the institution has helped the business people to sort out the difficulties immediately which reduces loss.*
- *Gender equity and equality are promoted.*
- *E- Two wheeler vehicles are promoted to mitigate Global Warming*

CONCLUSION

The institution thrives to assist the local public to evolve as effective entrepreneurs by imparting them the required skills and expertise to improve their performance and hence their profits. Though we are only nine years of existence we are able to steal the hearts of the public in which our institution is situated and serves.

5. CONCLUSION

Additional Information :

The college continuously strives to realize its objective of providing quality higher education at an affordable cost to the students. To provide higher education opportunities to the students, the college will submit proposals for introducing P.G. courses in some of the existing undergraduate programs.

Initiatives have been taken to digitize the library. The entire accounting system has been computerized, which will help significantly in terms of transparency and data preservation. A mentor- Care system has been introduced to help students by identifying slow learners as advanced learners by following NACC guidelines. The college also collects online feedback from students regarding the teaching-learning process and takes appropriate action based on it.

Concluding Remarks :

By fulfilling our vision and mission, our college has been on the path to improving the quality of education since its inception by leveraging small and collective efforts. The entire IQAC, under the leadership of the principal and the IQAC coordinator, has taken various initiatives to try to implement the various important aspects of the new national education policy as far as possible within our small and limited capacity, keeping in mind the expectations of our stakeholders. With the unremitting efforts of the team, students, and other teaching staff, the college is moving towards the future with the determination to provide quality education by acquiring autonomous status.