

LOYOLA COLLEGE OF EDUCATION
[Accredited 3rd Cycle at 'A' Grade by NAAC]
Recognized by NCTE & Affiliated to TNTEU
Nungambakkam, Chennai-600034
Tamil Nadu, India

Internal Quality Assurance Cell Organized

Minutes of the Meetings

Academic Year 2025-2026





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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:1

Circular-1-Date: 28.07.2025

Dear IQAC Members

You are cordially invited to attend a meeting organized by the Internal Quality Assurance Cell (IQAC) to discuss several important upcoming initiatives aimed at enhancing our educational programmes.

Meeting Details:

- **Date:** 30th July 2025
- **Time:** 3:30 PM
- **Venue:** Board Room

Agenda:

Item 1. Student Induction Programme for the first-year students, including:

- Teaching Aptitude Test
- Ice-Breaking Session
- Orientation on the B.Ed. Programme
- Input Session on Characteristics of Jesuit Education
- Input Session on Code of Conduct
- English Proficiency Test

Item 2. Content Enrichment/Foundation Course for 5 days for the first-year students and Campus Tour for the B.Ed. first-year students

Item 3. Inauguration of the Certificate Courses for the Academic Year 2025-2026

Item 4. Valedictory of the Certificate Courses for the Academic Year 2024-2025

Your participation is essential as we will be discussing the implementation strategies for these initiatives and gathering your valuable input.

Thank you for your attention and we look forward to your presence.

Best Regards,

A. Jasmine Christy
Dr. A. Jasmine Christy

IQAC Coordinator, LCE

Asst. Professor

Loyola College of Education

Chennai - 600 034

Mob : 94448 45159



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:1

Date: 30.07.2025

Time: 3.30p.m.-4.30p.m

Venue: Board Room

Proceedings of the meeting

Opening and Welcome

The meeting was conducted by the Dr. L. Kulandai Theresal, Principal. At the very outset the Principal welcomed the IQAC members and initiated the meeting by discussing the agenda.

Prayer: The meeting started with a prayer led by Dr.A.Jasmine Christy

Principal initiated the meeting by discussing the items given in the agenda.

Agenda:

Item 1. Student Induction Programme for the first-year students, including:

- Teaching Aptitude Test
- Ice-Breaking Session
- Orientation on the B.Ed. Programme
- Input Session on Characteristics of Jesuit Education
- Input Session on Code of Conduct
- English Proficiency Test

Item 2. Content Enrichment/Foundation Course for 5 days for the first-year students and Campus Tour for the B.Ed. first-year students

Item 3. Inauguration of the Certificate Courses for the Academic Year 2025-2026

Item 4. Valedictory of the Certificate Courses for the Academic Year 2024-2025

Discussion

Item 1:

Finalization of Schedule and Resource Persons for the Student Induction Programme for the Academic Year 2025-2026.



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Resolution:

After thorough deliberation, the committee unanimously approved the following schedule and resource persons for the **Student Induction Programme** for the first-year B.Ed. Students(2025-2027 Batch). The sessions are to be conducted from **6th August 2025 to 8th August 2025**, as per the academic calendar.

Date	Timing	Session	Objective	Organizer/Resource Person
Student Induction Programme(Afternoon)				
06.08.2025	01.15p.m.- 03.30p.m.	Ice Breaking Session	To build rapport among students and foster a productive learning environment	Fr Parthasarathi, S.J Coordinator of Youth Commission Jesuit Chennai Province
07.08.2025	09.00a.m.- 10.40a.m.	Teaching Profession & Orientation on B.Ed. Programme	To equip students with knowledge of teaching roles, responsibilities, and ethics, while introducing the B.Ed. programme for future career success.	Dr. A Jasmine Christy IQAC Coordinator Asst Prof of Pedagogy of Mathematics
	Break :10.40a.m.-10.55a.m.			
	10.55a.m.- 12.25p.m.	English Proficiency Test (Written)	To identify the level of English proficiency and segregate them for spoken English classes	Dr. E. Karthikeyan , IQAC Member Asst Prof of Pedagogy of English Mrs.S.Catherine Nithya Asst Prof of Perspectives in Education Dr.T.Komalavalli Asst Prof of Perspectives in Education Dr.M.Nandhini Asst Prof of Perspectives in Education
	Lunch Break: 12.25p.m.-01.15p.m.			
	01.15p.m.- 03.30p.m.	English Proficiency Test(cont.) (Oral)		Dr. E. Karthikeyan , IQAC Member Asst Prof of Pedagogy of English Mrs.S.Catherine Nithya Asst Prof of Perspectives in Education Dr.T.Komalavalli Asst Prof of Perspectives in Education Dr.M.Nandhini Asst Prof of Perspectives in Education



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08.08.2025	09.00 a.m.- 10.00 a.m.	Principal's instruction on Code of Conduct	To help students understand the Code of Conduct's importance for fostering respect and professionalism as future teachers	Dr. L. Kulandai Theresal Principal Loyola College of Education
	Break :10.00a.m.-10.15a.m.			
	10.15a.m.- 11.15a.m.	Characteristics of Jesuit Education	To orient about the characteristics of Jesuit Education System	Rev.Dr. Alphonse Manickam, S.J Secretary Loyola College of Education
	11.15a.m.- 12.25p.m.	Teaching Aptitude Test Entry Behaviour	To identify the entry level of teaching aptitude in student- teachers	Dr.T.Ponmalini -IQAC Member Asst Prof of Perspectives in Education
Lunch Break				

Finalized Student Induction Programme Schedule

Item 2:

Finalization of the 5-Day Content Enrichment & Foundation Course Schedule for First-Year B.Ed. Students

Resolution:

The Committee reviewed and approved the detailed 5-day schedule for the **Foundation Course and Content Enrichment Programme** to be held from **11.08.2025 to 19.08.2025**. The programme includes foundational academic sessions, yoga practice, content enrichment (Level I & II), hands-on activities and a campus tour.

Item 3: Inauguration of the Certificate Courses for the Academic Year 2025-2026

The committee reviewed and approved the following certificate courses and their respective resource persons:

1.Art & Communication for Classroom

Resource Persons: Dr. E. Karthikeyan & Mrs. M. Mobisha



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IQAC Minutes of the Meeting- Academic Year 2025-2026

2. Basic Tamil

Resource Person: Dr. M. Venmani

3. Essential Vocational Skills for Prospective Teachers

Resource Persons: Dr. S. Pondyselvi, Dr. Y. Elin Shibi, Dr. V. Ajantha & Dr. T. Komalavalli

4. Google Mastery

Resource Persons: Mrs. S. Catherine Nithya & Dr. T. Ponmalini

5. French for Prospective Teachers

Resource Person: Rev. Dr. Alphonse Manickam SJ

Resolution:

All resource persons were confirmed and the date for the inauguration was finalized as 28.08.2025.

Agenda Item 4. Valedictory of the Certificate Courses for the Academic Year 2024-2025

The committee reviewed the Certificate Courses offered during the academic year and acknowledged the successful completion of all the following courses:

B.Ed. First Year

1. Art & Communication for Classroom

Resource Persons: Dr. E. Karthikeyan & Mrs. M. Mobisha

2. Basic Tamil

Resource Person: Dr. M. Venmani

3. Essential Vocational Skills for Prospective Teachers

Resource Persons: Dr. S. Pondyselvi, Dr. Y. Elin Shibi, Dr. V. Ajantha & Dr. T. Komalavalli

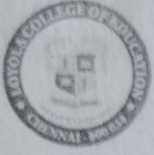
4. Google Mastery

Resource Persons: Mrs. S. Catherine Nithya & Dr. T. Ponmalini

B.Ed. Second Year

Sign Language

Resource Persons: LRF Members



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IQAC Minutes of the Meeting- Academic Year 2025-2026

Resolution:

The committee approved that the **Valedictory of the Certificate Courses** will be conducted on **02.09.2025** for both B.Ed. First Year and B.Ed. Second Year students.

Adjournment: The meeting was adjourned by the Principal at 4.30.PM

A. Jasmine Christy
Signature of the IQAC Coordinator

(Dr. A. Jasmine Christy)

Asst. Professor
Loyola College of Education
Chennai - 600 034
Mob : 94448 45159

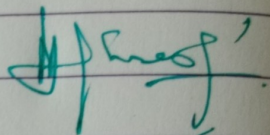
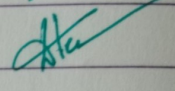
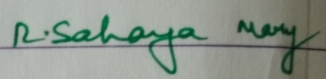
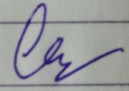
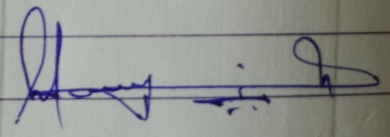
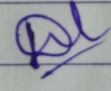
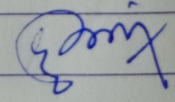
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Signature of the Principal

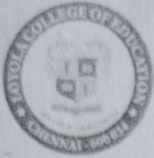
(Dr. L. Kulandai Theresal)

PRINCIPAL
Loyola College of Education
Loyola College Campus
Nungambakkam, Chennai-34

Loyola College of Education, Chennai-34
Internal Quality Assurance Cell
Minutes of Meeting No: 1

The IQAC Convened a meeting on
30.07.2025 at 3.30 p.m. in the board room
The following members were present

S.No	Name	Signature
1.	Rev. Dr. Alphonse Manickam SJ	
2.	Dr. L. Kulandai Theresal	
3.	Dr. R. Sahaya Mary	
4.	Dr. A. Jasmine Christy	
5.	Dr. C. Beulah Jayarani	
6.	Dr. J. Antony Joseph	
7.	Dr. T. Ponmalini	
8.	Dr. E. Karthikeyan	



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:2

Circular-2-Date: 03.09.2025

Dear IQAC Members,

You are cordially invited to attend the meeting organized by the Internal Quality Assurance Cell (IQAC) to discuss the organization of the **Academic and Administrative Audit (AAA)** for the Academic Year **2024-2025**.

Meeting Details:

- **Date: 04.09.2025**
- **Time: 3:30 PM**
- **Venue: Board Room**

Agenda:

Item 1. Academic and Administrative Audit

- Finalization of the date
- Composition of the Academic and Administrative Audit Committee
- Preparation of the Schedule

Your participation is essential, as we will be discussing the implementation strategies and gathering your valuable inputs.

Thank you for your attention, and we look forward to your presence.

Best Regards,

A. Jasmine Christy
Dr. A. Jasmine Christy
IQAC Coordinator, LCE

Asst. Professor
Loyola College of Education
Chennai - 600 034
Mo : 94448 45159



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:2

Date: 04.09.2025

Time: 3.30p.m.-4.30p.m

Venue: Board Room

Proceedings of the meeting

Opening and Welcome

The meeting was conducted by the Dr. L. Kulandai Theresal, Principal. At the very outset the Principal welcomed the IQAC members and initiated the meeting by discussing the agenda.

Prayer: The meeting started with a prayer led by Dr.J.Antony Joseph

Principal initiated the meeting by discussing the items given in the agenda.

Agenda:

Item 1: Academic and Administrative Audit

● **Finalization of the Date**

Discussion:

Members discussed suitable dates for conducting the AAA and evaluated institutional preparedness.

Resolution :

It was unanimously resolved that the **Academic and Administrative Audit (AAA)** will be conducted on **08.09.2025**.

● **Composition of the Academic and Administrative Audit Committee**

Discussion:

The proposed list of external experts was reviewed. Members agreed that experts with experience in teacher education and NAAC-related processes would add significant value.



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IQAC Minutes of the Meeting- Academic Year 2025-2026

Resolution :

The following experts were approved and appointed as the **Academic and Administrative Audit Committee**:

Dr. R. Sahaya Mary – Chairperson

Associate Professor, Department of Physical Science Education
Institute of Advanced Study in Education, Saidapet, Chennai – 600015

Dr. Sr. M. Irudhaya Mary – Member

Principal (i/c), Stella Matutina College of Education
Ashok Nagar, Chennai – 600083

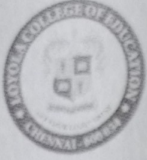
● **Preparation of the AAA Schedule**

Discussion:

The committee deliberated on the components of the audit and the need for detailed preparation.

Programme Schedule		Venue
10.00a.m.-10.50a.m.	Prayer Welcome Address- Dr. L. Kulandai Theresal, Principal	Office of the Father Secretary
	Principal's Presentation IQAC Coordinator's Presentation	Board Room
11.00 a.m.-11.30a.m.	Academic Auditors Interact with the students	Arrupe Auditorium
11.35a.m.-12.05p.m.	Academic Auditors Interact with the Teaching & Non Teaching staff	Board Room
12.05p.m.-12.35p.m.	Visiting Classrooms ,Laboratories,Library & other Support Facilities	
12.35p.m.-01.00p.m.	Exit Meeting Sharing the observations by the Academic Auditors Vote of thanks-Dr. A. Jasmine Christy, IQAC Coordinator	Board Room

Members emphasized the readiness of all departments and timely circulation of the schedule.



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IQAC Minutes of the Meeting- Academic Year 2025-2026

The Principal acknowledged the efforts of the IQAC team and emphasized the importance of effective documentation for a successful audit. The meeting concluded with a vote of thanks by the Coordinator.

Adjournment: The meeting was adjourned by the Principal at 4.30.PM

A. Jasmine Christy

Signature of the IQAC Coordinator

(Dr. A. Jasmine Christy)

Asst. Professor
Loyola College of Education
Chennai - 600 034
Mob : 94448 45159

Signature of the Principal

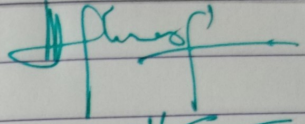
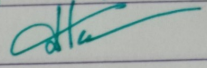
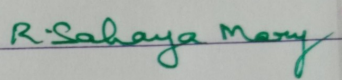
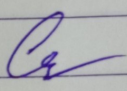
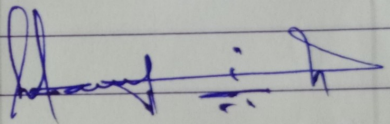
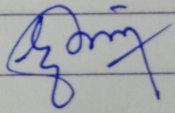
(Dr. L. Kulandai Theresal)

PRINCIPAL
Loyola College of Education
Loyola College Campus
Nungambakkam, Chennai-34

Koyala College of Education, Chennai - 34
Internal Quality Assurance Cell
Minutes of Meeting No: 2

The IQAC Convened a meeting on 04.09.2023
at 3.30 p.m. in the board room.

The following members were present.

S. No.	Name	Signature
1.	Rev. Dr. Alphonse Manickam SJ	
2.	Dr. L. Kulandai Theresal	
3.	Dr. R. Sahaya Mary	
4.	Dr. A. Jasmine Christy	
5.	Dr. C. Beulah Jayarani	
6.	Dr. J. Antony Joseph	
7.	Dr. T. Ponmalini	
8.	Dr. E. Karthikeyan	



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:3

Circular-3-Date: 13.10.2025

Dear IQAC Members,

All the members are hereby informed that an IQAC meeting is scheduled to discuss and deliberate on the following agenda

Meeting Details:

Date: 15.10.2025

Time: 3:30 PM

Venue: Board Room

Agenda:

Item 1: Faculty Development Programme (FDP)

Discussion regarding the planning and conduct of the following sessions:

1. Structural Equation Modeling with JAMOV (Hands-on Session)
2. Education Insights 2025-26: Fueling Neuroscience of Learning through Students' Engagement
3. Empowering Educators with AI Tools for Teaching and Learning
4. Research Integrity & Publication Ethics
5. Jesuit Characteristics and Management Expectations: A Pathway to Excellence

All members are requested to attend the meeting and contribute your valuable suggestions for the successful conduct of the FDP.

Best Regards,

A. Jasmine Christy
Dr. A. Jasmine Christy

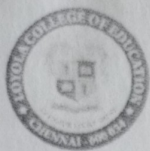
IQAC Coordinator, LCE

Asst. Professor

Loyola College of Education

Chennai - 600 034

Mob : 94448 45159



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:3

Date: 15.10.2025

Time: 3.30p.m.-4.30p.m

Venue: Board Room

Proceedings of the Meeting

Opening and Welcome

The meeting was conducted by Dr. L. Kulandai Theresal, Principal. At the very outset, the Principal welcomed the IQAC members and initiated the meeting by discussing the agenda.

Prayer

The meeting commenced with a prayer led by Dr.C.Beulah Jayarani.

The Principal initiated the meeting by discussing the items given in the agenda.

Agenda Item 1: Faculty Development Programme (FDP)

The IQAC committee convened to discuss the planning and conduct of the Faculty Development Programme (FDP) for the academic year 2025–2026. The committee emphasized the importance of enhancing faculty competencies in research, innovative teaching methodologies, ethics and institutional values.

The following sessions were discussed in detail:

1. Structural Equation Modeling with JAMOV (Hands-on Session)

Scheduled Date: 23.10.2025

Discussion

- The committee discussed the growing importance of statistical analysis and data interpretation in academic research.
- It was proposed that the session should include practical exposure to Structural Equation Modeling using JAMOV software.
- Faculty members engaged in research activities will be encouraged to participate actively.
- The need for hands-on training and practical demonstrations was highlighted.

Resolution



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It was unanimously resolved to organize the session on 23.10.2025 with a qualified resource person specializing in quantitative research and statistical analysis.

2. Education Insights 2025-26: Fueling Neuroscience of Learning through Students' Engagement

Scheduled Date: 24.10.2025

Discussion

- The committee discussed the relevance of neuroscience in improving classroom engagement and learning outcomes.
- Members suggested incorporating innovative teaching strategies and learner-centered approaches.
- The importance of understanding students' cognitive and emotional learning processes was emphasized.

Resolution

The committee resolved to conduct the session on 24.10.2025 to provide faculty members with insights into neuroscience-based educational practices.

3. Empowering Educators with AI Tools for Teaching and Learning

Scheduled Date: 04.12.2025

Discussion

- The committee deliberated on the increasing role of Artificial Intelligence in higher education.
- Members discussed the usefulness of AI tools in lesson planning, assessment, content creation, and personalized learning.
- Ethical and responsible use of AI in education was also highlighted.

Resolution

It was resolved to organize the session on 04.12.2025 to equip educators with practical knowledge of AI tools for effective teaching and learning.

4. Research Integrity & Publication Ethics

Scheduled Date: 05.12.2025



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Discussion

- The committee emphasized the need to strengthen awareness regarding ethical research and publication practices.
- Discussions included plagiarism prevention, proper citation practices, responsible authorship, and adherence to academic standards.
- Members stressed the importance of maintaining institutional research credibility.

Resolution

The committee unanimously approved the conduct of the session on 05.12.2025 to promote research integrity and publication ethics among faculty members.

5. Jesuit Characteristics and Management Expectations: A Pathway to Excellence

Scheduled Date: 08.01.2026

Discussion

- The committee discussed the significance of Jesuit educational values and institutional expectations in achieving academic excellence.
- Members highlighted the importance of leadership, service, holistic education, and professional commitment.
- The session was considered essential for strengthening institutional culture and values.

Resolution

It was resolved to conduct the session on 08.01.2026 to orient faculty members toward Jesuit characteristics and management expectations.

The IQAC committee unanimously approved the organization of all the above Faculty Development Programme sessions for the academic year 2025-2026. The concerned coordinators were instructed to finalize the resource persons, prepare the detailed schedule and ensure smooth execution of the programmes.



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IQAC Minutes of the Meeting- Academic Year 2025-2026

The meeting concluded with a vote of thanks by the IQAC Coordinator to the Secretary, Principal and all the members for their active participation and valuable suggestions

Adjournment: The meeting was adjourned by the Principal at 4.30.PM

A. Jasmine Christy

Signature of the IQAC Coordinator

(Dr. A. Jasmine Christy)

Asst. Professor
Loyola College of Education
Chennai - 600 034
Mob : 94448 45159

Signature of the Principal

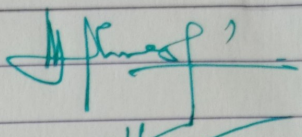
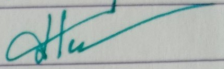
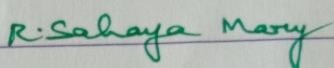
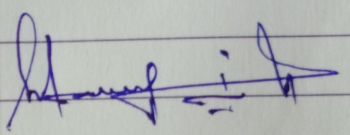
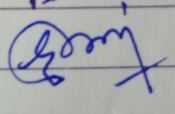
(Dr. L. Kulandai Theresal)

PRINCIPAL
Loyola College of Education
Loyola College Campus
Nungambakkam, Chennai-34

Loyola College of Education, Chennai-34
Internal Quality Assurance Cell
Minutes of the Meeting No. 3

The IQAC convened a meeting on 15.10.2025
at 3.30 p.m. in the board room.

The following members were present

S.No.	Name	Signature
1.	Rev. Dr. Alphonse Manickam SJ	
2.	Dr. L. Kulandai Theresal	
3.	Dr. R. Sahaya Mary	
4.	Dr. A. Jasmine Christy	
5.	Dr. C. Beulah Jayarani	
6.	Dr. J. Antony Joseph	
7.	Dr. T. Ponmalini	
8.	Dr. E. Karthikeyan	



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:4

Circular-4-Date: 08.12.2025

Dear IQAC Members,

All IQAC members are hereby informed that an IQAC meeting is scheduled to discuss and deliberate on the following agenda items.

Date :10.12.2025 Time:3.30p.m. Venue:Board Room

Agenda

Item 1: Composition of IQAC for the Academic Year 2025-2026

Discussion regarding the constitution and approval of the IQAC composition for the academic year 2025-2026.

Item 2: Special Talks on Leadership Series and Webinars collaboration with the MoU colleges

St. Ignatius College of Education (Autonomous), Palayamkottai

St. Christopher's College of Education (Autonomous), Vepery, Chennai – 600007

Stella Matutina College of Education (Autonomous), Chennai

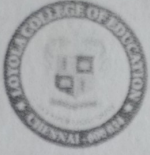
All IQAC members are requested to attend the meeting and contribute your valuable suggestions for the successful conduct of the above programmes and activities.

Thank you for your attention and we look forward to your presence.

Best Regards,

A. Jasmine Christy
Dr. A. Jasmine Christy
IQAC Coordinator, LCE

Asst. Professor
Loyola College of Education
Chennai - 600034
Mob : 94448 59



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:4

Date: 10.12.2025

Time: 3.30 p.m.-4.30p.m

Venue: Board Room

Proceedings of the Meeting

Opening and Welcome

The meeting was conducted by Dr. L. Kulandai Theresal, Principal and Coordinator of IQAC. At the outset, the Principal welcomed all the members present and highlighted the importance of strengthening institutional quality initiatives through collaborative academic programmes and leadership development activities.

Prayer

The meeting commenced with a prayer.

Principal initiated the meeting by discussing the agenda items.

Agenda Item 1: Composition of IQAC for the Academic Year 2025–2026

Discussion

Principal presented the proposed composition of the Internal Quality Assurance Cell (IQAC) for the academic year 2025–2026. The committee discussed the inclusion of representatives from administration, faculty, external experts, stakeholders, alumni and students to ensure effective participation in quality enhancement initiatives.

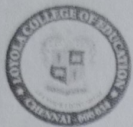


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IQAC Minutes of the Meeting- Academic Year 2025-2026
INTERNAL QUALITY ASSURANCE CELL-(IQAC) COMPOSITION
ACADEMIC YEAR 2025-2026

S. No.	Name	Designation
1	Rev. Dr. Alphonse Manickam SJ	Secretary, LCE
2	Dr. L. Kulandai Theresal	Chairperson (Principal), LCE
3	Dr. A. Jasmine Christy	Coordinator (Asst Prof of Pedagogy of Mathematics)
4	Dr. R. Sahaya Mary	Educationist (Associate Professor, IASE, Chennai)
5	Dr. Xavier Mahimairaj	Expert, Associate Professor & Head of the Department, Department of Commerce, Loyola College, Chennai
6	Rev. Sr. Princely	Stakeholder (Headmistress, St. Joseph's Higher Sec School, Chennai)
7	Dr. C. Beulah Jayarani	Member (Vice-Principal & Asst Prof of Pedagogy of Biological Science)
8	Dr. Y. Elin Shibi	Member (Asst Prof of Pedagogy of Physical Science)
9	Dr. T. Ponmalini	Member (Asst. Prof. of Perspectives in Education)
10	Dr. E. Karthikeyan	Member (Asst Prof of Pedagogy of English)
11	Mrs. S. Catherine Nithya	Member (Asst. Prof. of Perspectives in Education)
12	Mrs. Edel Queen Mary Arulnathan	Assistant cum Typist
13	Mr. Gurukasi Rajan	Alumni, PGT – Biology, Maharishi Vidya Mandir Senior Secondary School, Irungattukottai, Kanchipuram district
14	Ms. Emima. B	Student, B.Ed. Second Year-Pedagogy of Mathematics
15	Ms. Sirishaa A.V.	Student, B.Ed. Second Year-Pedagogy of Bio Science

The members appreciated the balanced representation and emphasized the importance of collaborative functioning for continuous institutional improvement.



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IQAC Minutes of the Meeting- Academic Year 2025-2026

Resolution

The IQAC committee unanimously approved the composition of IQAC for the academic year 2025–2026 as presented.

Agenda Item 2: Special Talks on Leadership Series and Webinars in Collaboration with MoU Colleges

Discussion

The committee discussed the organization of Special Talks on Leadership Series and webinars in collaboration with MoU institutions to promote academic collaboration, leadership development, and knowledge sharing.

Collaboration with St. Ignatius College of Education (Autonomous), Palayamkottai

A Special Talk on Leadership – Series I

Online International Webinar

“Authenticity at The Heart of Leadership” Date: 30.01.2026

The members discussed the relevance of authentic leadership in educational institutions and emphasized the need to provide global perspectives on leadership practices.

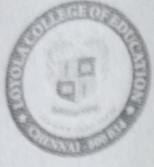
Collaboration with St. Christopher's College of Education (Autonomous), Vepery, Chennai – 600007

A Special Talk on Leadership – Series II

Online National Webinar

“Leading For Inclusion In Diverse Learning Ecosystems: Mindsets And Institutional Change”

Date: 25.02.2026



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IQAC Minutes of the Meeting- Academic Year 2025-2026

The committee highlighted the importance of inclusive leadership and institutional transformation in diverse learning environments.

Collaboration with Stella Matutina College of Education (Autonomous), Chennai

A Special Talk on Leadership – Series III

Online National Webinar

“Forming Leaders of Learning: Insights From Neuroscience” Date: 10.03.2026

The members discussed the significance of neuroscience in shaping educational leadership and learner-centered practices.

Resolution

The committee unanimously resolved to organize the Special Talks on Leadership Series and webinars in collaboration with the respective MoU colleges as scheduled. The coordinators were instructed to communicate with partner institutions, finalize resource persons, and ensure smooth conduct of the programmes.

The meeting concluded with a vote of thanks proposed by the IQAC Coordinator, expressing gratitude to the Secretary, Principal and all the members for their valuable suggestions and active participation.

Adjournment: The meeting was adjourned by the Principal at 4.30.PM

A. Jasmine Christy

Signature of the IQAC Coordinator

(Dr. A. Jasmine Christy)

Asst. Professor

Loyola College of Education

Chennai - 600 034

Mob : 94448 45159

Signature of the Principal

(Dr. L. Kulandai Theresal)

PRINCIPAL

Loyola College of Education

Loyola College Campus

Nungambakkam, Chennai-34

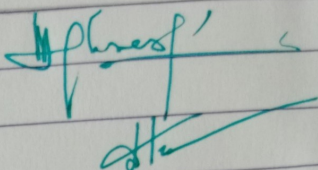
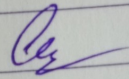
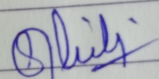
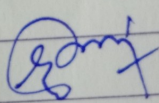
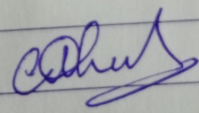
Loyola College of Education, Chennai-34

Internal Quality Assurance Cell

Minutes of Meeting No: 4

The IQAC Convened a meeting On 10.12.2022
at 3.30 p.m in the board room.

The following members were present.

S. No	Name	Signature
1.	Rev. Dr. Alphonse Manickam SJ	
2.	Dr. L. Kulandai Theresal	
3.	Dr. R. Sahaya Mary	R. Sahaya Mary
4.	Dr. A. Tasnuve Christy	
5.	Dr. C. Beulah Jayarani	
6.	Dr. M. Elin Shibi	
7.	Dr. T. Ponmalini	
8.	Dr. E. Karthikeyan	
9.	Mrs. S. Catherine Nithya	



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:5
Circular-5 Date: 19.01.2026

Dear IQAC Members,

All IQAC members are hereby informed that an IQAC meeting is scheduled to discuss and deliberate on the following agenda items.

Date :21.01.2026 Time:3.30p.m.

Venue:Board Room

Agenda

Item 1: Change of Appraisal Form of the Teaching Staff and Collection of Appraisal for Semester I
Discussion regarding the revision and implementation of the appraisal form for teaching staff and the process of collecting appraisal reports for Semester I.

Item 2: Collection of Curriculum Feedback and Preparation of Action Taken Report
Discussion regarding the collection of curriculum feedback from internship school heads, teachers, students, alumni, and employers, and preparation of the Action Taken Report based on the feedback received.

Item 3: Conduct of TET Coaching Classes for Second Year Students
Discussion regarding the planning and conduct of Teacher Eligibility Test (TET) coaching classes for second year students to enhance their preparedness and professional competence.

Item 4: One-Day International Seminar

"Education Through Innovation: Transforming Teaching-Learning in the Age of AI"
Discussion regarding the planning, coordination, and conduct of the One-Day International Seminar focusing on innovative teaching-learning practices in the era of Artificial Intelligence.

All IQAC members are requested to attend the meeting and contribute your valuable suggestions for the successful implementation of the above academic and quality enhancement initiatives.

Thank you for your attention and we look forward to your presence.

Best Regards,

A. Jasmine Christy
Dr. A. Jasmine Christy

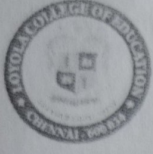
IQAC Coordinator, LCE

Asst. Professor

Loyola College of Education

Chennai - 600 034

Mob : 94448 45159



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:5

Date: 21.01.2026

Time: 3.30 p.m.-4.30p.m

Venue: Board Room

Proceedings of the Meeting

Opening and Welcome

The meeting was conducted by the Principal and Coordinator of IQAC. Principal welcomed all the IQAC members and emphasized the importance of continuous quality enhancement initiatives in academic and administrative practices.

Prayer

The meeting commenced with a prayer.

Principal initiated the meeting by discussing the agenda items.

Agenda Item 1: Change of Appraisal Form of the Teaching Staff and Collection of Appraisal for Semester I

Discussion

The committee discussed the need to revise the appraisal form of the teaching staff to align with current academic requirements and institutional quality standards.



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IQAC Minutes of the Meeting- Academic Year 2025-2026

Sl. No.	Parameters	Percentage
1	Depth of knowledge and understanding of the subject matter.	
2	Clarity and effectiveness in conveying ideas and instructions.	
3	Level of preparation and systematic organization of each class.	
4	Presentation of the subject matter in a clear and logical manner.	
5	Efficiency in planning and communicating class schedules.	
6	Encouragement of active participation and students' interaction.	
7	Integration of content with environmental values, real-life examples and broader perspectives.	
8	Consistency in starting and ending classes exactly on time.	
9	Uses diverse activities (tests, seminars, assignments) that are effective, inclusive and unbiased.	
10	Completion of the prescribed syllabus within the designated course duration.	
11	Maintenance of discipline and a professional learning environment during class.	
12	Effective and productive utilization of the allotted class time.	
13	Maintenance of a professional attitude and demeanor toward students.	
14	Provision of learning materials responsibly and on time.	
15	Availability for discussion and clarifications after class hours.	
Overall percentage		
16. Any other observations or suggestions for improvement		

Members suggested incorporating components related to innovative teaching practices, research contributions, mentoring activities, student engagement, professional development and institutional responsibilities.



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IQAC Minutes of the Meeting- Academic Year 2025-2026

The process for collecting appraisal reports for Semester I was also discussed. The committee emphasized timely submission and systematic evaluation of appraisal records.

Resolution

The IQAC committee unanimously approved the revised appraisal format for teaching staff and resolved to collect Semester I appraisal reports within the stipulated time.

Agenda Item 2: Collection of Curriculum Feedback and Preparation of Action Taken Report

Discussion

The committee discussed the collection of curriculum feedback from various stakeholders including internship school heads, teachers, students, alumni, and employers.

Members emphasized the importance of obtaining constructive feedback to improve curriculum relevance, teaching-learning practices, employability skills and practical exposure.

The preparation of the Action Taken Report based on stakeholder feedback was also discussed to ensure continuous curriculum enhancement and quality assurance.

Resolution

The committee resolved to collect curriculum feedback systematically from all stakeholders and prepare an Action Taken Report highlighting the improvements and corrective measures initiated based on the feedback received.

Agenda Item 3: Conduct of TET Coaching Classes for Second Year Students in Semester IV

Discussion



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IQAC Minutes of the Meeting- Academic Year 2025-2026

The committee discussed the necessity of conducting Teacher Eligibility Test (TET) coaching classes for second year students during Semester IV to strengthen their professional preparedness and teaching competencies.

Members suggested organizing regular coaching sessions covering pedagogy, subject content, aptitude and practice tests to enhance students' confidence and performance in competitive examinations.

The importance of faculty support, study materials, and systematic monitoring of student progress was also emphasized.

Resolution

The IQAC committee unanimously approved the conduct of TET coaching classes for second year students during Semester IV. The concerned faculty members were entrusted with preparing the coaching schedule and coordinating the sessions effectively.

Agenda Item 4: One-Day International Seminar

“Education Through Innovation: Transforming Teaching-Learning in the Age of AI”

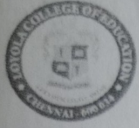
Date: 06.02.2026

Discussion

The committee discussed the planning and organization of the One-Day International Seminar focusing on innovative teaching-learning practices in the age of Artificial Intelligence.

Members highlighted the significance of integrating AI technologies in education to improve instructional strategies, learner engagement, digital assessment, and academic innovation.

The seminar was proposed to include keynote addresses, expert sessions, paper presentations, and discussions on ethical and effective use of AI in education.



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IQAC Minutes of the Meeting- Academic Year 2025-2026

Resolution

The IQAC committee approved the conduct of the One-Day International Seminar on 06.02.2026. The organizing committee was instructed to coordinate the programme, invite resource persons, and make necessary arrangements for the successful conduct of the seminar.

The meeting concluded with a vote of thanks proposed by the IQAC Coordinator, expressing gratitude to the Secretary, Principal and all the members for their valuable suggestions and active participation.

Adjournment: The meeting was adjourned by the Principal at 4.30.PM

A. Jasmine Christy
Signature of the IQAC Coordinator

(Dr. A. Jasmine Christy)

Asst. Professor
Loyola College of Education
Chennai - 600 034
Mob : 94448 45159

[Signature]
Signature of the Principal

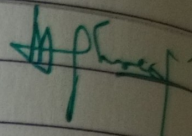
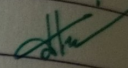
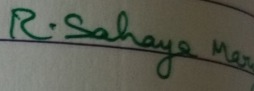
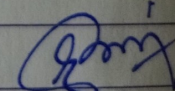
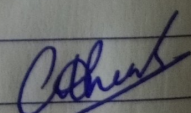
(Dr. L. Kulandai Theresal)

PRINCIPAL
Loyola College of Education
Loyola College Campus
Nungambakkam, Chennai-34

Loyola College of Education, Chennai - 34
Internal Quality Assurance Cell
Minutes of the Meeting No. 5

The IQAC convened a meeting on 21.01.2024
at 3.30 p.m. in the board room.

The following members were present

S.No.	Name	Signature
1.	Rev. Dr. Alphonse Manickam SJ	
2.	Dr. L. Kulandai Theresal	
3.	Dr. R. Sahaya Mary	
4.	Dr. A. Jasmine Christy	
5.	Dr. C. Beulah Jayarani	
6.	Dr. Y. Elin Shibi	
7.	Dr. T. Ponnmalini	
8.	Dr. E. Karthikeyan	
9.	Mrs. S. Catherine Nithya	



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:6
Circular-6 Date: 25.03.2026

Meeting Details:

Date: 28.03.2026 Time: 3:30 PM

Venue: Board Room

Dear IQAC Members,

All IQAC members are hereby informed that an IQAC meeting is scheduled to discuss and deliberate on the following agenda items.

Agenda

Item 1: Collection of Appraisal Reports for the Academic Year 2025-2026

Discussion regarding the collection of the following appraisal reports for the academic year 2025-2026:

- Teaching Staff Appraisal
- Non-Teaching Staff Appraisal
- Principal Appraisal
- Self-Appraisal by Teaching Staff
- Self-Appraisal by Non-Teaching Staff
- Principal Performance Appraisal by the Teaching Staff
- Secretary's Observation

The committee will discuss the schedule, procedures and documentation process for effective appraisal collection and evaluation.

Item 2: Collection of Student Satisfaction Survey, SWOC Analysis, Exit Level Teaching Aptitude Test and Course-wise Feedback for Semester II & IV

Discussion regarding:

- Collection and analysis of Student Satisfaction Survey



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IQAC Minutes of the Meeting- Academic Year 2025-2026

- Conduct of SWOC Analysis about the institution
- Administration of Exit Level Teaching Aptitude Test
- Collection of Course-wise Feedback for Semester II & IV

The committee will deliberate on data collection methods, analysis procedures and preparation of reports for quality enhancement initiatives.

Item 3: Preparation of IQAC Newsletter for the Academic Year 2025-2026

Discussion regarding the preparation and compilation of the IQAC Newsletter highlighting academic activities, quality initiatives, seminars, workshops, achievements and institutional best practices for the academic year 2025-2026.

All IQAC members are requested to attend the meeting and contribute your valuable suggestions for the successful implementation of the above quality assurance activities.

Thank you for your attention and we look forward to your presence.

Best Regards,

A. Jasmine Christy
Dr. A. Jasmine Christy

IQAC Coordinator, LCE

Asst. Professor
Loyola College of Education
Chennai - 600 034
Mob : 94448 45159



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IQAC Minutes of the Meeting- Academic Year 2025-2026
Internal Quality Assurance Cell Meeting No:6

Date: 28.03.2026 **Time:** 3.30p.m.-4.30p.m. **Venue:** Board Room

Proceedings of the Meeting

Opening and Welcome

The meeting was conducted by the Principal and Coordinator of IQAC. Principal welcomed all the IQAC members and emphasized the importance of quality assurance measures and institutional evaluation processes for the continuous development of the institution.

Prayer

The meeting commenced with a prayer.

Principal initiated the meeting by discussing the agenda items.

Agenda Item 1: Collection of Appraisal Reports for the Academic Year 2025-2026

Discussion

The committee discussed the process of collecting appraisal reports for the academic year 2025-2026 during the month of April.

The following appraisal components were discussed:

- Teaching Staff Appraisal
- Non-Teaching Staff Appraisal
- Principal Appraisal
- Self-Appraisal by Teaching Staff
- Self-Appraisal by Non-Teaching Staff
- Principal Performance Appraisal by the Teaching Staff
- Secretary's Observation



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The members emphasized the importance of a transparent and systematic appraisal mechanism to assess academic performance, administrative responsibilities, professional growth and institutional contribution.

The committee also discussed timelines for submission, documentation procedures and confidentiality in the appraisal process.

Resolution

The IQAC committee unanimously resolved to collect all appraisal reports during the month of April for the academic year 2025-2026. The IQAC Coordinator was entrusted with coordinating the collection, documentation and analysis of the appraisal records.

Agenda Item 2: Collection of Student Satisfaction Survey, SWOC Analysis, Exit Level Teaching Aptitude Test and Course-wise Feedback for Semester II & IV

Discussion

The committee discussed the collection and analysis of feedback and assessment data to strengthen institutional quality initiatives.

The following components were discussed:

- Student Satisfaction Survey
- SWOC Analysis of the Institution
- Exit Level Teaching Aptitude Test
- Course-wise Feedback for Semester II & IV

Members highlighted the importance of gathering student perspectives regarding curriculum, teaching-learning practices, infrastructure and institutional support systems.



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IQAC Minutes of the Meeting- Academic Year 2025-2026

The committee also discussed conducting the Exit Level Teaching Aptitude Test to evaluate students' professional preparedness and teaching competencies before completion of the programme.

The significance of SWOC analysis in identifying institutional strengths, weaknesses, opportunities and challenges was emphasized for future planning and improvement.

Resolution

The committee resolved to systematically conduct the Student Satisfaction Survey, SWOC Analysis, Exit Level Teaching Aptitude Test and collection of Course-wise Feedback for Semester II & IV. The concerned committees and faculty members were instructed to prepare reports and submit the analysis for further quality enhancement measures.

Agenda Item 3: Preparation of IQAC Newsletter for the Academic Year 2025-2026

Discussion

The committee discussed the preparation of the IQAC Newsletter for the academic year 2025-2026.

Members proposed including details related to:

- Academic activities
- Faculty development programmes
- Seminars and workshops
- Student activities and achievements
- Research initiatives
- Extension activities
- Institutional best practices
- Quality enhancement initiatives



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IQAC Minutes of the Meeting- Academic Year 2025-2026

The committee emphasized that the newsletter should serve as a comprehensive record of institutional achievements and quality assurance activities carried out during the academic year.

Resolution

The IQAC committee approved the preparation of the IQAC Newsletter for the academic year 2025-2026. The editorial team and IQAC members were entrusted with collecting reports, photographs and relevant documentation for compilation and publication of the newsletter.

The meeting concluded with a vote of thanks proposed by the IQAC Coordinator, expressing gratitude to the Secretary, Principal and all the members for their valuable suggestions and active participation.

Adjournment: The meeting was adjourned by the Principal at 4.30.PM

A. Jasmine Christy

Signature of the IQAC Coordinator

(Dr. A. Jasmine Christy)

Asst. Professor

Loyola College of Education

Chennai - 600 034

Mob : 94448 45159

Signature of the Principal

(Dr. L. Kulandai Theresal)

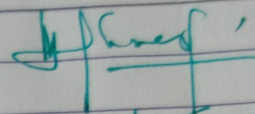
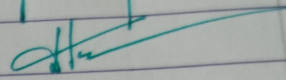
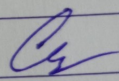
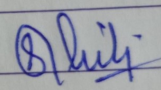
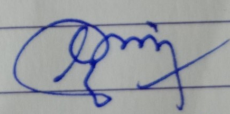
PRINCIPAL
Loyola College of Education
Loyola College Campus
Nungambakkam, Chennai-34

Loyola College of Education, Chennai-34
Internal Quality Assurance Cell

Minutes of the Meeting No: 6.

The IQAC Convened a meeting on 28.3.2026
at 3.30 p.m in the board room.

The following members were present.

S.No	Name	Signature
1.	Rev. Dr. Alphonse Manickam SJ	
2.	Dr. L. Kulandai Theresal	
3.	Dr. R. Sahaya Mary	R. Sahaya Mary
4.	Dr. A. Jasmine Christy	
5.	Dr. C. Beulah Jayarani	
6.	Dr. Y. Elin Shibi	
7.	Dr. T. Ponnmalini	
8.	Dr. E. Karthikeyan	
9.	Mrs. S. Catherine Nithya	