



### Minutes of the EC Meeting of 30<sup>th</sup> June, 2014.

Subject: Loyola College achieving the **College of Excellence** Thanks meeting

Date: 30<sup>th</sup> June, 2014

Time: 4.00pm

Place: Conference Hall – J.D. Block

Members Present: 22 members

#### **Minutes of Meeting – 30.06.2014**

➤ The meeting started with a silent prayer.

➤ Fr. Dr. Xavier Alphonse – (Director of Alumni Association) welcomed Fr. Rector, Fr. Principal, Fr. Jacob, Dr. G. Viswanathan, (President of Loyola Alumni Association) the EC members and special invitees. He thanked the staff for being instrumental for achieving the **College of Excellence**, he Congratulated Fr. Rector for completion of his first year at Loyola, and wished him many years to come, he informed the gathering about the services he has done in nagercoil dist & how he has helped many people to get out of alcoholism. He recollected the golden jubilee of Fr. Rector's religious life and he requested the president to present a shawl & bouquet to Fr. Rector, Fr. Jacob to present a garland. The Director requested Mr. Xavier Britto, Mr. Suresh Moopananar, Mr. T.R. Thamilarasu, Mr. Balamurugan, Mr. Suresh Ram Aathithan(LOHO) and Prof. Francis Jose to present shawls. And also he requested Mr. Vasanth Kumar to give a present to the Rector as his personal gift. Further

- Fr. Director informed about the B.B.M. course which is being started in the Viscom Department.

- Fr. Director thanked everyone who worked for the 2014 – 2015 admission, especially Fr. Joseph Antony Jacob n principal , for giving admission for alumni the alumni recommended candiateae.
- Fr. Director read the list of items supplied to Loyola College by the Alumni Association as per the needs of the college, which was request by the principal (Details: annex - i )
- Fr. Director read 31511 Data details which was collected by the Alumni Association for the last 2 months, he congratulated Mr. Lawrence on completing this work in an effective manner in this short span of time of time and also thanked Mr. Suresh Ram Aathithan from LOhoi for providend LOHO data books. (Details: annex - i)

And Fr. Director Invited Fr. Rector to address the gathering .

- Fr. Rector thanked everybody for the wises and shall, he shared the challenges which he faced to achieve this mile stone. And also he expressed his happiness on college achiving the college of excellence and he also shared that there were 3 colleges selected in India that will be enjoying this next 5 years.
- He wished Fr. Director to get well early & expressed his concern about his health & he informed the gathering about his hospitalization
- And he congratulated Dr. G. Viswanathan on VIT College being selected for the 3<sup>rd</sup> position among the private engineering colleges.
- And also suggested that alumnus should have direct interaction with staff's.

Then Fr .Director invited Fr. Principal to address the gathering.

- Fr. Principal welcomed all invitees, expressed his happiness of the achievement of Alma matter and congratulated the alumni those who helped for admission, especially Mr. Balmurugan. He fulfilled the request which was made by the principal and contributed the items with help of alumni members which is required for college. He also Shared his experience of 3 years as vice principal of Loyola and inform the gathering this is his 2<sup>nd</sup> year as principal.
- He Informed the EC members this year they have, sold 26,000 applications for 1,800 seats. He Quoted, last year's incident where someone was ready to pay 25lakhs for a B.Com seat and also

informed that, he followed all the necessary regulations and procedures for admission and didn't collect anything from anyone.

He also informed the gathering the first preference his given or ordinary people and first generation learners.

- He appreciated the staff for their hard work and sincerity, didn't find any problem from the staff members for the last one year.
- He Introduced the new 3 priest's Fr. Kinsley (VISCOM Department staff), Fr. Loui Albert (HOD - Sociology) Fr. Maria Wenisch (Computer Science).
- And also he expressed his happiness on achieving **College of Excellence and shared that there are 3 colleges selected in India will be effective for the coming 5 years.**
- He Informed, that, B.B.M. new Vision which is installed in Viscom Department, the demand will be higher in next year than the current year because people don't know the value of course now.
- He said that, UGC committee promised to provide 55 lakhs to our college.
- Shared that, Shift I office is renovated, and shift II office started working in new building, expressed his happiness of School of Commerce & Economics, and MSW started this academic year in old commerce block, they have shifted from the B.Ed building.
- Congratulated Fr. Director on accomplishing the object of 31,511 data with the help of Mr. Lawrence, expressed his happiness.
- He said that, find lot of interaction between the staff, student and parents.
- He requested more ideas and support from the alumni side.
- **He congratulated Dr. G. Viswanathan, the VIT college selected 3<sup>rd</sup> position engineering college.**
- He also shared that, the union election was completed on 20<sup>th</sup> of June.
- He expressed his happiness, an alumni Ms. Beno, visually challenged student from M.A. English, she got selected as an IAS officer.

➤ Fr. Director informed that, for all people who have donated 20 lakhs & above, the class name will be named after them in the new building which will be taken care by Mr. Porres and Mr. Amith Kothari under the guide of fr Thomas and people who have donate more than 1lakh will

be inscribed in the new building, under the Alumni corner, we requested already to Fr.Thomas Amirtham.

And Fr.Director invited the president Dr.Viswanathan to address.

➤ Dr.Viswanathan wished Fr. Rector for the golden jubilee for his Jesuit life. He recollected the old days of his, that time Fr. Arulsamy strictly followed the ethics of discipline values.

- Suggested that Loyola College wants to become Loyola University, after that we can take the decision of our self, the new government will be liable to accomplish this objective.
- He said that every year we should conduct the Reunion, so that it will be create the good rapport among the Alumni.
- Suggested to change the syllabus.
- Suggested to create, of academic presence on the students, than VIT.

➤ Mr. ASM. Porres Mr. Thomas V Simon ready to give the support for updating the syllabus.

➤ Fr. Dr. Xavier Alphonse brought the convention agenda to the discussion, between 2001 to 2014 batch, to have it for the month of August and he placed the committee members for the same, he acknowledged nominee, Mr.Maria Antony Irudhayaraj, Mr.ASM.Porres, Mr.M.A.Jacob, Mr. Balamurugan, Mr.Bose, Mr.Karunamurthy, Mr. Amith Kothari, Mr.Naresh, Mr. Suresh Ram Aathithan, and Mr. Rajkumar Fr. Loui Albert.

- Then, he brought the pool of resource details to the discussion, and he placed the committee members for the stuff, he acknowledged nominee, Prof. Francis Jose, Mr. George B Cherian, Mr. Thomas V Simon, Mr. Sujith, and Fr. Maria Wenis.
- For pool of resources Prof. Dr. Francis Jose & Mr. George B Cherian will be working together with the department heads.
- Then, he brought the souvenir shop details to the discussion, and he placed the committee members for the stuff, Mr.Balamurugan, Mr. M.A. Jacob, Mr. Naresh, and Fr. Kinsly.

➤ Dr.Viswanathan suggested investing more on the souvenirs to get profits.

➤ Fr. Dr. Xavier Alphonse brought the monthly meeting, date fixation stuff to the discussion, Executives suggested for Ist Friday and Ist Saturday, and Fr. Principal suggested of Ist Thursday of every month because everyone wants to enjoy their weekend in Fridays and Saturdays. Finally everybody accepted Fr. Principal's Suggestion.

➤ Vote of Thanks - Mr. Balamurugan thanked all, for their participation and invited for the dinner which Mr. Amith Kothari was kind enough to host.





Minutes of the EC Meeting of 13<sup>th</sup> September, 2014.

Subject : Loyola Alumni Executive Committee meeting on Planning and Progress Status of Alumni Day 2014

Venue : JD Conference Hall

Date/Time: 13-Sep-2014 / 6.15 PM

**Members present:**

1. Rev. Fr. Francis Jayapathi SJ
2. Rev. Fr. Xavier Alphonse SJ
3. Dr. G Viswanathan
4. Mr.Balamurugan
5. Mr. Maria Antony Irudhayaraj
6. Mr. M A Jacob
7. Mr.Pores,
8. Mr.Karunamurthy
9. Mr.Amithkothari
10. Mr.Unni
11. Mr.Naresh
12. Mr. Jose
13. Mr.Bosco
14. Mr.Biju

Invitees – Champions

1. Mr.Vishal
2. Mr.Karthick
3. Mr. Sriram
4. Mr.Prasanna
5. Mr.Jacob
6. Mr.Ashis

#### And 5 College Officials

- Meeting started with Prayer by instruction speech of Fr.Director.
- Self-introduction by all the members.
- Welcome speech given by Mr.Maria Antony Irudhayaraj.
- Introduction speech by Fr. Director mentioning the following points
  1. Absence of Fr. Principal due to his batch gathering at Dindigul with Provincial.
  2. Fr. Rector will not be able to attend on alumni day.
  3. College gives full support for this event especially principal, they gave space in Betram Hall and open space with infrastructure which is going to be put for ovation.
  4. Last Alumni day, without much advertisement 600 alumnae present.
  5. Mobilisation of alumni for more participants should take care by champions of 2001 to 2014 batches.
  6. 2001 to 2014 Champions committed to bring minimum 500 alumni from their batches.
- Mr.Sriram gave presentation on Planning and Strategy of Alumni Day 2014  
This year's Alumni gathering has two major enhancement
  1. Carnival setup with food court and games for all.
  2. Career enhancement program
- Fr.Rector : Mentioned about not able to attend for Almuni day due to the Jesuit retreat at Dindigul and he appreciate the value of Alumni to support college and he welcomes the younger group also.

- President Dr.GV : Loyola is not an ordinary institution, produced eminent service officials (IAS, IPS & IRS), Judges, Educationalist. We have to invite retired professors. Loyola developed his language, till school he was in Tamil medium only. After joining Loyola he used to participate in Tamil and English debate team. He is emotionally attached with Loyola College and he learned commitment, obedience and discipline. One of the African Country President studied in Loyola college. Message should reach Andra Pradesh, Karnataka and Kerala. He appreciated the career enhancement program.

Open forum for discussion

- Fr. Director asked Mr. Irudhayaraj to organize a video film of Fr. Rector's message to present in Alumni day function with help of Vis.Com department.
- Fr. Director thanked Pores and Amith Kothari for creating name stone of donors to be fixed in the School of Commerce Building. Loyola is spread over 88.8 acres. Fr.Rector created committee for development of Loyola infrastructure for minimum of 25000 students and to make Master Plan comprising different zones. Hostel project can be take care by Alumni with help of LOHO.
- Committee gave responsibility to Dr. Jose for bringing retired professors.
- Dr. GV took responsibility to bring Service officials like IAS, IPS & IRS officials.
- Committee gave responsibility to Mr.Pores to suggest an alternate Plan B for any failure in Plan A.
- All the activities on alumini day should be recorded by photo and Video and uploaded to be available for all.
- Vote of Thanks given by Mr.Balamurugan.

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Minutes of the 1<sup>st</sup> EC Meeting of 30<sup>th</sup> October, 2014.

Subject: President's Visit - Review

Date: 30<sup>th</sup> October, 2014

Time: 4.00pm

Place: Conference Hall – J.D. Block

➤ Members Present

1.	Rev. Dr.Fr. A.M. Francies Jayapathy Francis, S.J - Rector
2.	Rev. Dr.Fr. G. Joseph Antony Samy, S.J - Principal
3.	Rev. Dr.Fr. S. Xavier Alphonse, S.J - Director of Alumni Association
4.	Dr. G. Viswanathan
5.	Mr. J. Balamurugan
6.	Mr. M. A. Jacob
7.	Prof. Joe Jesudurai
8.	Mr. M. Ezhil
9.	Mr. George B Cherian
10.	Mr. Amit Kotari
11.	Prof. Francis Jose
12.	Mr. S. Suresh Moopananar
13.	Mr. ASM. Porres
14.	Mr. S. D. Bose
15.	Mr. Maria Antony Irudayaraj
16.	Mr. Unni Nair
17.	Mr. Naresh Kumar

17 members & 6 guests participated.

➤ The meeting started with a silent prayer

➤ Fr. Dr. Xavier Alphonse Director of Alumni Association welcomed Fr. Rector, Fr. Principal,

Fr. Deputy Director, President of Loyola Alumni Association and the EC members. He thanked everyone who worked for the **success of the President's visit** especially Mr. Suresh Moopanar, Prof. Dr. Joe Jesudurai & Fr. Principal. He requested Fr. Rector to present a shawl to Mr. Suresh Moopanar, and the president Dr.G.Viswanathan to present a shawl to Fr. Principal, He also requested the president to present a shawl to Prof. Dr. Joe Jesudurai.

➤ Mr. Viswanathan specially thanked Fr. Xavier Alphonse for his tireless work on the visit of the President and presented him a shawl and a memento on behalf of the EC members.

➤ Fr. Rector thanked every one of those who worked for the success of the President's visit especially.

Fr. Principal & Fr. Director.

- □ He also said that Loyola College Alumni association is the intergroup of associations and the Alumni Associations LIBA, LICET, B.Ed and also LOHO should work as one under the umbrella of Loyola College Alumni Association.

- He also said that we have fewer women members in the Alumni so we have to try to bring more women in the Alumni since we have LIBA, LICET, Vis.com and B.Ed College that have a lot of women students who have passed out.

Fr. Rector left for the day because of Jesuit Twin Jubilee.

➤ Fr. Principal thanked especially everyone those who worked the success for President's visit , especially Mr. Suresh Moopanar & Fr. Director of Alumni Association.

- He talked about 100years of Indian cinema; the function was conducted by Vis.com students in which many famous persons attended like Director. Mr. Bharathiraja.

- He also was telling the EC members, all the problems created by the hostlers and how they had to overcome than during President's visit, He also said they had a function called Elam Pivaleirandy in the hostel, because of that Mr. Suresh Moopanar faced many problems from the President's office in bringing the President to Loyola College campus for the inauguration of the School of Commerce and Economics.

- He informed that for the first time the Loyola College will be conducting the Inter - college programme for Visually Challenge students.
  - He also shared about the Sports Day - 2014 programmes & told the members that the chief guest were Mr. Radhakrishnan Kumar IPS, Mr. Abhash Kumar IPS.
  - He spoke about the plan about the part time job for the students - for that 2 different forms will be prepare one for recruitment side, other one for requirement side.
  - He expressed the life time achievement of History Department.
  - He shared about the Play Ground which is newly arranged for Girls Scholars.
- Rev. Fr. Deputy Director N. Casimir Raj, S.J speech
- Informed about Twin Jubilee Loyola awardees Mr. Sahayam. IAS, Mr. Sanjay Pinto, Mr. A.R. Pallanisamy, Mr. Balabharathi MLA, Mr. Steve Borgia, Dr. S. P. Thiyagarajan, Dr. V. Mohan, Mr. Joe Dacruz, Mr. santhosh Mathew IAS. Mr. Arumugan.
- The following information was given to the EC members by the Director
- Endowment Lecture
    - Membership Drive
    - Meeting the final year students
    - 86<sup>th</sup> convocation of the Loyola College.
- Suggestions
- Dr. G. Viswanathan said that every year we should conduct the Reunion, so that it will be create the good rap up among the Alumni.
  - For endowment Lecture the names suggested were Mr. Michael Pinto. IAS & Mr. Santhosh Mathew, Mr. Radhakrishnan and Mr. Pranap Samantha.

- For Departmental Collaboration: Prof. Dr. Francies Jose & Mr. George B Cherian will be working together with the department heads.

- Vote of Thanks - By Mr. Balamurugan

- He thanked all, for their participation and invited for the Twin Jubilee function.

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## MINUTES OF EXECUTIVE COMMITTEE MEETING DATED 5<sup>TH</sup> MARCH 2015

**Venue: JD hall**

**Members Present: 25 members**

The Alumni Day 2015 preparation meeting was held on 05.03.2015 at 5 pm in the Alumni Association office. The Committee deliberated on conduct of Alumni Day on 2<sup>nd</sup> October 2015. They have suggested some of the EC members to be included in the alumni day Organizing Committees. Eventually Fr. Director assigned the responsibilities and the suggested Roles and Responsibilities (R & R) are as given below:

### **Conveners**

1. Mr. J. Balamurugan
2. Mr. S. Maria Antony Irudhayaraj.

1. Overall monitoring of the preparation.
2. Tracking on time bound completion of tasks.
3. Track financial expenses.
4. Invite chief guests and awardees and know their travel plan.
5. Ensure guides are allotted for VIPs.
6. Keep Director updated.

### **i. P.R.O. Committee**

1. Mr. P. Janardhanan
  2. Mr. M.A. Jacob
  3. Mr. B.S.Vishal
  4. Mr. Thomas Simon.
1. Prepare invitations to awardees and guests.
  2. Decide on the means of publicity.
  3. Contact the champions of years.
  4. Use of various websites.

5. Use of Whatsapp and Social media groups.
6. Announcements and posters in the college etc.
7. Letters to parish churches for announcement and display on notice boards..
8. Compose mails and designs for posters.
9. Update websites regularly.
10. Invite Jesuit officials.
11. Use print media, Radio, & TV.
12. All publicity related activities.

ii. **Programme Committee**

1. Mr.C.K.Unnikrishnan
2. Maj. ASM. Porres
3. Mr. J. Sujith.

1. Decide on minute to minute prog.
2. Plan sequence of events.
3. PA eqpt.
4. Stage management.
5. Monitor availability of awardees, awarders and artists.
6. Select cultural progs two weeks before and conduct rehearsal.
7. Ensure selected progs are practiced.
8. Ensure standby arrangements for pen drives & CDs,
9. Power and light management on stage.
- 10 Give requirements of stage.

iii. **Finance and Sponsorship Committee**

1. Mr. Mr. B. Amith Kothari
2. Mr. P. Naresh Kumar
3. Mr. VGP. Rajadas
4. Mr. J. Maijo Joseph
5. Mr. Afzal.

1. Prepare master budget.
2. Workout cost for each required sponsorship.

3. Approach prospective sponsors.
4. Give choice in terms of money or event.
5. Provision for advertisement space of their firms.

**iv. Documentation Committee**

1. Dr. S. Bosco Alangarraj
  2. Mr. S. Balakrishnan Menon.
1. Maintain registered alumni's address, contact Nos. and email ids.
  2. Maintain all correspondence mails, letters and invitations.

**v. Registration Committee**

1. Mr. George B' Cherian
  2. Mr. Karthikeyan
  3. Mr. Ilango Raphel.
  4. Mr. Joe Jesudurai.
1. Keep updating the registered Nos to Conveners.
  2. Be ready with the total of registered dept wise.
  3. Provide forms for spot regn.
  4. Allot counters in alphabetical order for spot regn.
  5. Maint guest list and distribution of tokens.

**vi. Food & Security Committee**

1. Mr. S.D. Bose
  2. Mr. S. Sudhakar Jayaraj.
1. Choose caterer.
  2. Menu.
  3. Org food counters @ 200 per head.
  4. Choose area for food distr.
  5. Water org.
  6. Org disposal of waste food and plates.
  7. Manage left over food.

**vii. Reception Committee**

1. Mr. G.A. Prithvi
2. Mr. P. Vasanth Kumar
3. Mr. Karunamurthy
4. Mr. G.R. Ravi
5. Mr. Ravi Murugaiah.

1. Provide volunteers for guests and guides.
2. Guides for tour of campus.
3. Adequate sign boards.
4. Entrance arch.
5. Dropping of senior citizens near venue.

**viii. Enrollment Committee**

1. Mr. T.R. Thamilarasu
2. Mr. AMMSG. Ashokan
3. Mr. S. Suresh Moopnar
4. Mr. R. Sakthivel
5. Mr. K. Suresh Ram Aathithan
6. Mr. T. Vasanth.
7. Mr. Jerome.

1. Pass info as wide as possible and enable maximum gathering..
2. Info other groups like LOHO, whatsapp, facebook etc.

Meeting ended at 8.00 pm.

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