



## ALL SAINTS' COLLEGE

*Re-accredited with 'A' - Grade by NAAC*

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### IQAC 2018-2019

### MEETING OF THE IQAC MEMBERS HELD ON 24 October 2018

#### AGENDA

1. Online Courses
2. Workshop- Website Upgradation
3. Discussion of the revised AQAR 2018-19
4. Revision of the existing Student Feedback form
5. Feedback forms to be collected from stake holders for analysis of 2018-19
6. Any other item permitted by the Chairman

#### MINUTES

The meeting started with a silent prayer followed by the minutes of the previous meeting held on 14/08/2018 was read and approved by the members.

The coordinator presented the Action taken report of the previous meeting:

1. Certificate Course on Chemistry in "Food Preservatives" was conducted by the Department of Chemistry from 4<sup>th</sup> October 2018.
2. The Flood Relief Camp was successfully conducted from 18<sup>th</sup> August to 21<sup>st</sup> August for the SARAS members hailing from the North of India who were stranded due to the floods.
3. The Walk with a Scholar programme was launched on 9/18/2018 and was to be a year long programme under the aegis of the Govt. of Kerala, Higher education department.
4. The Scholar Support Programme was started from 9/12/2018 a year long programme under the aegis of the Govt. of Kerala, Higher education department.



5. Professional Development and Training programme for the Administrative and Supporting Staff was organized on 14<sup>th</sup> September.
6. Professional Development Programme for the Faculty on "Pedagogical ICT" was organized on 20<sup>th</sup> and 21<sup>st</sup> August 2018.
7. The following Add on courses were started:
  - (a) "Human Genetics" by the department of Zoology from 6<sup>th</sup> October
  - (b) "Operation of Foreign Exchange Market in India" by the department of Economics on 6<sup>th</sup> October.
  - (c) "Garden Management" by the department of Botany from 15<sup>th</sup> October 2018
  - (d) "Human Rights in India" by the department of History from 20<sup>th</sup> October
8. An MoU was signed with Network Systems by the Department of Physics on 22<sup>nd</sup> October and the programme was to be conducted till June 30<sup>th</sup>
9. On 15/9/2018, Entrepreneurship Development Club of All Saints' College organised a one day workshop on Jewellery making using silk thread. The workshop was handled by Ashmika Devi B., Fashion and Jewellery Faculty, Dreamzone School of Creative Studies.
10. As part of creating awareness towards the upcoming opportunities in the Interior / Fashion industry and to make an Interior / Fashion student community, a seminar is conducted by Mrs. Antara Bhattacharya (Expert Advisor – Fashion Designing, Jewellery Designing and Jewelry Making) from Chennai on 15/10/2018.
11. The following Value Added courses were started:
  - (a) A course on "SPSS" by the Maths department was started on 6<sup>th</sup> October 2018
  - (b) Two courses on "Indoor Gardening" and "Basics in Horticulture" by the department of Botany were started simultaneously on 15<sup>th</sup> October 2018
  - (c) "Heritage Tourism" was the initiative of the department of Commerce started on 17<sup>th</sup> October 2018
  - (d) "Poultry Farm Management" by the department of Zoology was started on 18<sup>th</sup> October 2018

In order to promote Online Courses it is proposed to enroll the college as a SWAYAM NPTEL Local Chapter.

The progress of the preparation of the revised AQAR has been reviewed.

As the existing feedback form of the students was found inadequate, a revised version was presented before the members and has been duly approved.



- Coverage of topic
- Teaching efficiency
- Commitment
- Regularity and punctuality
- Discipline enforcement

The feedback forms are to be distributed among the students in November. The filled forms are to be duly collected and analyzed by the first week of December and Internal review on the feedback is to be given to the teachers.

A Website Upgradation workshop was decided to be organized by the IQAC following the decision of introducing online attendance and online study material.

The departments were to be informed of updating the department web pages with the latest activity report.

| Members                    |
|----------------------------|
| Dr. Caroline Beena Mendez  |
| Dr. Srilekha Nair          |
| Ms. Shirly Joseph          |
| Dr. Deepa M                |
| Dr. Liji Varghese          |
| Ms. Sonya J Nair           |
| Dr. Nisha K K              |
| Dr. Anjana P S             |
| Sr. Tissy Joseph           |
| Ms. P S Iswarya            |
| Sr. Lilian Rosario         |
| Ms. Hima Siji              |
| Ms. Saudamini S Kumar      |
| Dr. Arun Surendran         |
| Mr. K P Suresh Kumar       |
| Dr. Sr. Pascoela A D'Souza |
| IQAC Coordinator           |

**IQAC CO-ORDINATOR**  
**ALL SAINTS' COLLEGE**  
**CHIRUVANANTHAPURAM-7**  
 Coordinator  
 IQAC



**Principal**  
**All Saints' College**  
**Thiruvananthapuram**

Principal