



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		All Saints' College, Thiruvananthapuram
• Name of the Head of the institution	Dr. Reshmi R Prasad	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	04712501553	
• Mobile no	8281334337	
• Registered e-mail	allsaintscollegeasc@gmail.com	
• Alternate e-mail	info@allsaintscollege.ac.in	
• Address	Chackai	
• City/Town	Thiruvananthapuram	
• State/UT	Kerala	
• Pin Code	695007	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Women	
• Location	Urban	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Kerala				
• Name of the IQAC Coordinator	Dr. Sunita Kurur				
• Phone No.	09495890862				
• Alternate phone No.	09495890862				
• Mobile	09495890862				
• IQAC e-mail address	iqac@allsaintscollege.ac.in				
• Alternate Email address	allsaintscollegeiqac@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202021-2022/AQAR%202021-22%20New%20(3).pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.allsaintscollege.ac.in/allSaints/Academic_calendar.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	Three Star	Nil	2001	03/08/2001	02/08/2006
Cycle 2	B	2.81	2008	28/03/2008	27/03/2013
Cycle 3	A	3.01	2016	16/09/2016	15/09/2021
Cycle 4	A+	3.38	2022	19/07/2022	18/07/2027
6.Date of Establishment of IQAC			23/07/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Teaching & Non-Teaching	Salary	State Government	2022-2023	9,69,95,28 7	

Teaching & Non-Teaching	Salary(Guest)	State Government	2022-2023	1,90,985
Research and Scholarship	Paristhithi Poshini	State Government	2022-2023	24,200
Teaching & Non-Teaching	PF Closure/Advance from Treasury	State Government	2022-2023	1,19,87,90 5
Institution	Building fund	RUSA	2022-2023	93,90,000
Institution	Bhoomitrasen a Club	State Government	2022-2023	10,000
Institution	NSS	State Government	2022-2023	1,33,396
Institution	Science and Engineering project Project	Central Government	2022-2023	3,50,000
Institution	Unnath Project	Central Government	2022-2023	50,000
Institution	RUSA	RUSA	2022-2023	6,449,628
Institution	IGNOU programme	IGNOU	2022-2023	12,767
Institution	Project Donation	Donation	2022-2023	88,014
Institution	University Exam Remuneration	State Government	2022-2023	338,502
Institution	E-Grant	State Government	2022-2023	3,152,270
Institution	UGC Grant	UGC	2022-2023	121,212
Institution	Research and scholarship (Paristhithi Poshini)	Nil	2022-2023	24,200

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	20
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>1. 9 MoUs signed with various prestigious institutions for conducting various courses and research activities 2. The IQAC encouraged environmental protection and conservation through in practice and conference initiatives. 3. Capacity building for the students in the form of new Add on/ certificate courses to help them enhance their professional network, better communication, time management and negotiation skills and conduct talks in departments as part of knowledge sharing. 4. Capacity Building Initiatives for administrative and teaching faculty to ensure optimum use of human resources. 5. Attainment of OBE</p>	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
Preparation and uploading of Academic Calendar	Uploaded the academic calendar in the college website
Induction programme for new students	Conducted Induction Programme for new students from 10th October to 16th October 2022
MoUs with various agencies	Signed 9 MoUs with various agencies
Freeships and scholarships to students	Provided freeships and scholarships to students with the help of Management
Conduct annual awareness programmes for code of conduct-teachers, students and office staff	The IQAC conducted code of conduct programmes 1. Gandhian Ethics : National Seminar on Inculcating Gandhian Ethics Students focusing on the topic 'Relevance of Gandhi in Contemporary India' on 30.09.2022 2. "Orientation Session on Code of Conduct for Teachers on 21/06/2022" - on 21/06/2022 3. Code of Ethics for Non-Teaching Staff on 21/06/2022
Administrative development programmes for faculty	The IQAC decided to conduct following programmes for faculty staff 1. Strategic Vision on Leadership: Forging and Nurturing an Academic Community from 01/06/2022 to 02/06/2022 2. Preparation for NAAC Visit on 03/06/2022 3. Familiarization of Linways Platform on 09/06/2022 4. Post Accreditation Analysis on 27/07/2022 5. Orientation Program on Evaluation of Answer Scripts on 22/09/2022 6. Post Accreditation Initiative For Quality Enhancement on 17/11/2022 7. Seminar on Strategic Management & Planning - Reviewing & Fostering a Vision for an Academic Milieu

	21/02/2023 8. NAAC Accreditation: A Review for Creating a Culture of Continuous Improvement on 14/03/2023
Capacity building programmes for administrative staff	The IQAC conducted following programmes for administrative staff 1. Enhancing Administrative Skills on on 24/06/2022 2. Statutory Audit and Maintenance of Mandatory Registers 03/08/2022
Submission of data for INDIA TODAY-MDRA BEST COLLEGES RANKING	The IQAC submitted the data for INDIA TODAY-MDRA BEST COLLEGES RANKING 2021. A group of teachers were given charge for doing the same-Dr. Sangeetha S, Dr. Divya Grace Dilip and Dr. Parvathy Menon
Attainment of OBE	Conducted a PDP on Workshop on Attainment of Outcome Based Education- Upgradation of Linways Software on 27/03/2023. PO outcomes for outgoing batch was calculated using Linways software.
Review of Strategic Plan 2020-23	A report on strategic plan review was prepared. It was concluded that the plan witnessed an attainment of 90 percent
Took initiative for providing financial assistance for attending an Online Capacity Building Workshop	64 teachers were given financial assistance by Management of Rs. 700 each for attending the Online Capacity Building Workshop on "Effective Research Methodology & Publication Strategies" from 27/02/23 to 3/3/23, organized by Madras Christian College, Chennai
13. Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC core committee	20/02/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	18/01/2023

15. Multidisciplinary / interdisciplinary

The college has focused on making its education protocols both multidisciplinary and interdisciplinary. The fifth semester students have Open Courses that follow a cafeteria system which requires the students to select a course from another subject, thus letting them understand the complexities of other disciplines. The college also lays emphasis on lending interdisciplinary and multidisciplinary points of view on certificate courses leading to creation of courses such as Indian Constitution and Governance, Financial Literacy which enable students from various disciplines to learn intersecting areas of study. The institution also holds interactive sessions in subjects such as literature, history and electoral rights.

16. Academic bank of credits (ABC):

The Academic Bank of Credits has not yet been made operational by the University of Kerala. When the University does so, the institution shall strive to fulfil all the requirements.

17. Skill development:

The college has looked to develop the skill set of the students through training and mentorship processes. The Entrepreneurial Development Club of the college gives vocational training in jewelry making, home baking initiatives and also teaches marketing techniques. The Club also looks to carry out interactive sessions with mentors in the field who are running successful businesses of their own. This enables the students to gain practical experience. The college also conducts a certificate course in Employability Skills in association with the Naandi Foundation so as to develop communication and soft skills among the students. This vastly increases the chances of their employment and also helps them shape their personality

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institution has been integrating Indian knowledge systems into the curriculum especially for the holistic health of the students. The college has been keen on promoting Yoga on campus and has conducted a certificate course in Yoga. The college also promotes Indian art forms and culture through training students for various competitions and also encouraging them to perform the same at various venues. The college celebrates Indian festivals with gusto and encourages the presentation of Indian performing arts during these occasions

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college has implemented the protocols of the Outcome Based Education system in its curricular aspects. The POs and COs are prominently displayed in the classrooms and the students are made aware of the intended outcomes of their course through the induction programme that each department conducts. The assessments are conducted using Bloom's taxonomy and appropriate weightage is given to the questions. There is a great emphasis placed on assessing the output of these tests and the Exit survey conducted in addition to the feedback provides the institution with valuable data for further improving it's teaching-learning protocols.

20.Distance education/online education:

The college serves as a nodal centre for IGNOU and conducts 12 programmes and has a total strength of 136 students. The college is also a nodal centre for the University of Kerala's Centre for Adult and Continuing Education and the Local Chapter for Swayam-NPTEL. The college also has Faculty Exchange Programme with St. Teresa's College, Ernakulam, Kerala and St. Joseph's College for Women, Alappuzha, Kerala. Many of the lectures are conducted online and the same are placed in the public domain through the colleges YouTube channel. This helps democratise education and knowledge.

Extended Profile**1.Programme**

1.1

375

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 1940

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 306

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 668

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 68

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 68

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	375
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1940
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	306
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	668
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	68
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	68
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	45
Total number of Classrooms and Seminar halls	
4.2	178.11
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	203
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

All Saints' College functions as an aided college under University of Kerala, and implements the curriculum prescribed by University of Kerala, and therefore adheres to academic calendar of University of Kerala. The college conducts 11 UG programmes, 4 PG programmes and two Research Centres for PhD programmes in English and Environmental Sciences. In addition to that, college offers Add on Courses, Value added Programmes and Certificate Courses for the students. Internal Quality Assurance Cell [IQAC] monitors the academic activities. The College encourages its faculty members to participate in Orientation/ Refresher Courses/ Workshops organized by the University. Several Members of faculty are also members of Board of Studies of the University, which ensures the overall academic growth of college. The Library committee conducts meetings to decide on the procurement of books, e-journals and periodic subscription of INFLIBNET for the current academic year. Learner centric techniques such as assignments, use of NPTEL lectures, case studies, projects are also used effectively to

engage the interest of the students in the academic courses. Mentoring is given to students on a weekly basis to monitor the performance of the students and provide remedial teaching. The advanced learners are motivated through the Young Innovator's Programme (YIP).

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.allsaintscollege.ac.in/uploads/file/AQAR%202022-2023/Criteria%201/T ime%20Table%202022-23.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Continuous Internal Evaluation is assessed at two levels, Institution Level and University level. The activities in the Academic Schedule in the institution level includes, Semester commencement date, working days, holidays, dates of internal examinations, assignment submission indicators, remedial classes and mentoring sessions, field visits/study tours, PTA meeting dates, Tentative dates of Theory and Practical exams conducted by the University. The College conducts internal examinations in accordance with the guidelines set by the University. The academic calendar of the institution follows the End Semester examinations conducted by the University of Kerala. The Practical examinations and viva voce are held under the supervision of the External Examiner appointed from the University. The departments which offer Add on courses and Certificate courses conduct exams for the Students and Certificates are issued accordingly. In the University Level assessment, the College level Exam Nodal Centre facilitates assistance to the students in regard to their grievances concerning the University exams. The departments constantly keep track of their students' progression in their future prospects. Thus the continuous internal evaluation of Knowledge based education is rendered to the students of the Institution.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.allsaintscollege.ac.in/allSaints/Academic_calendar.php

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

17

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

16

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1694

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution integrates cross-cutting issues relevant to Employability, Environment, Sustainability, Women's rights and empowerment, and Ethics into the curriculum in the following ways. The students have been given training in Employability skills and fitness Management, and several awareness campaigns have been organized on Self Defense Skills. The College conducts add-on courses, certificate courses, and workshops in the areas of Craft making, organic farming, soap & detergent making, cloth carry bag making, Paper Cover Making and Apiculture to empower female students. Environment and Sustainability: Green protocol and awareness programmes regarding green campuses have been conducted under the aegis of Bhoomitra Sena Club, NSS, etc. The course Environmental Sciences is part of the curriculum for the students of the UG stream. Women's rights and empowerment activities like Awareness on Women's health, menstrual and reproductive issues, Talks on Women's legal rights and the Annual Quality Assurance

Report of ALL SAINTS' COLLEGE women's helpline were conducted. Activities promoting creativity like Film Screening of upcoming women directors were also promoted. The vision of the college is "Empowering Young Women through Education".

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

368

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1847

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.allsaintscollege.ac.in/allSaints/curriculum_feedback.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.allsaintscollege.ac.in/allSaints/curriculum_feedback.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

675

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

275

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Entry level exams and diagnostic tests are conducted to identify Advanced learners and Slow learners. Students are provided a bridge course following which evaluation is conducted to assess student progress. Strategized mentoring sessions are provided catering to students' needs.

Strategies for High Achievers

- Advanced learners are given opportunity to participate and present papers in National and International Seminars in the college and outside the college
- Advanced learners are encouraged to participate in various intercollegiate competitions
- There are annual prizes and cash awards for the high achievers that keep them motivated.
- The Quiz Club aims to create a group of young minds with sharp quizzing skills. The students are motivated and encouraged to pursue their quest for knowledge and realize their full potential
- The Debating and Literary Club aims to hone the oratory skills of aspiring students to participate in intercollegiate competitions
- Advanced learners are selected as peer leaders and engage in peer teaching

Strategies for Slow Learners

- Remedial classes are provided.

- Personal counselling for motivation.
- Personal interaction with parents to support the learning process.
- Peer teaching-learning process that helps slow students learn with ease.
- Additional time and support provided for practical exams.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%202/2_1%20Additional%20Info.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1940	68

File Description	Documents
Any additional information	View File

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

Experiential Learning

- Students are part of the editing and printing of the college magazines.
- The college organizes various hands-on training sessions in various subjects.
- Project Presentations, exhibitions and outreach programmes.
- Industrial Visits/field trips/institution visits for hands-on learning Laboratory Sessions.
- Student leadership in college.
- Students are guided to do projects/internships at other institutions/research laboratories.

Participative Learning

- Students collaborate with teachers for the production of

study notes

- The college provides a Language lab to fine-tune the language skills of the students so as to effectively improve their communication skills.
- Students are enrolled in add-on courses that are directly related to employability skills.
- Students participate in various sports competitions
- Students are actively involved in medical camps.
- Kerala Start Up Mission, Government of Kerala, funds an Innovation and Entrepreneurship Development Centre (IEDC)
- Young Innovators Programme by K-DISC, a programme by Government of Kerala, promotes innovation and entrepreneurial skills
- Students are trained in Entrepreneurship under the Entrepreneurship Development Club sponsored by the Department of Industries and Commerce, Government of Kerala.

Problem Solving

- Visits and interaction with faculty at Research Institutions for problem-solving.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%202/2_3_1%20Additional%20info.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Linways

- The college provides an excellent learning management system, Linways, which specializes in constructing an atmosphere of effective teaching and learning experience in Outcome Based Education.
- Programme Outcomes and Course Outcomes (POs and COs) are carefully planned and mapped against the various assessment mechanisms including projects, assignments and internal examinations.
- Student attendance is marked on an hourly basis and monitored.

Library

- The college has a robust mechanism of digital repositories of study materials and a Digital Library (<https://allsaintsdigital.libsoft.org/>).
- The Wi-Fi enabled library is fully automated using Integrated Library Management System (ILMS) - LIBSOFT Version 5.1. LIBSOFT GATE REGISTER records Member Entry and Exit with Date & Time using Barcoded ID-Card.

Digital Databases and Network

- Access to Library Catalogue (OPAC) through Web (Internet). This includes web OPAC Software with Web Space and Web Database Space.
- Library has created a Libsoft OPAC App that gives access to the library catalogue and the details of books available in the library.
- Subscription to N-List of INFLIBNET, J-gate, Delnet, membership in British Council, American centers in India provides access to 16413 journals, 1,99,500 e-books and online collection of rare Indian Manuscripts which are 200 to 350 Years old.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

68

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

68

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

48

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

552

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

All Saints' college, affiliated to the University of Kerala, has a robust and transparent mechanism in conducting the internal and external examination. The ways and means to address the problems related to the marks and rectification are imparted to the students during the Orientation programmes.

Continuous Internal Evaluation (CIE) incorporates test papers, seminars and assignments as part of formative evaluation of students. Internal exams, prepared in accordance with Outcome Based Education, are conducted before each University exam. Portions for the internal exams as well as the exam dates are notified to the students in advance to give ample time for preparation. The examinations and assignments are objectively analysed and their marks are recorded in registers. After each written internal assessment, the papers marked by the faculty are returned to the students promptly so that they can analyse if there is any error, which is then rectified. It is strictly ensured that all Internal Mark lists are rigorously checked by the faculty in charge, the student, the HoD and the Principal and only then forwarded to the University. CCTV cameras in the exam halls ensure the fair conduct of students during exams.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.allsaintscollege.ac.in/uploads/file/AQAR%202022-2023/Criteria%202/2_5_1%20Additional%20info.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The Internal Examinations and assignments are objectively scrutinized and their marks are recorded in registers. After valuation by the faculty, the papers are returned to the students on time, so that they can analyse if there is any incongruence between the marks that they have received and their answers.

Any grievances related to the internal exams are addressed and rectified immediately. It is strictly ensured that all Internal Mark lists are examined by the faculty in charge, the student, the HoD and the Principal and only then forwarded to the University when it is fool-proof.

Members of Grievance Redressal Committee from each department address the grievances related to the internal exam as per the University regulations. In case of any grievances, the student approaches the class teacher who then forwards the request to the HOD. The grievance is addressed in the department meeting and a decision favourable to the student is taken. The common grievances related to the internal exam include absence of the student for the internal exam due to various reasons, error in calculation of marks, dissatisfaction of students with the marks received etc.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.allsaintscollege.ac.in/uploads/images/file/AQAR%202022-2023/Criteria%20/2_5_2%20Additional%20Info.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on the website and is also communicated to the teachers and students.

The following is the link to various POS provided in the institution's website: https://www.allsaintscollege.ac.in/allSaints/course_and_program_outcome.php.

All the students on getting admission to the college are apprised of the program and course outcomes, during the compulsory Orientation program, the 'Deeksharambh'. The teachers communicate

the same to the students before the start of each course. Students are also provided with the detailed syllabus and course outcomes in each course along with the assessment strategy for the same. The relevance of strictly adhering to outcome-based education is made clear to the staff during staff meetings. The teaching-learning process is carried out with the program and course outcomes in perspective at all times.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.allsaintscollege.ac.in/uploadimages/file/Course%20and%20Programme%20Outcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of Programme and Course Outcomes is of top priority at All Saints' College. The monitoring of the same is done by the Principal of the Institution and at the department level by the Head of the Departments. The syllabus followed by the college is designed by the affiliated Kerala University with a set of Programme and Course Outcomes that have to be strictly followed by the instructor. For the Add-On and Certificate Courses, the Programme and Course outcomes are designed by the faculty coordinator, and is first sanctioned by the Head of the Department and then by the Academic Council. Once the implementation is done in the classroom, the attainment of the outcomes is closely monitored and reviewed based on the specific evaluative measures devised via the AMS Linways. The evaluative practices conducted for the Post-Graduate Programmes include Seminar presentations, Internal Exams, Assignments and End Semester Exams and the Graduate Programmes will be evaluated based on Internal Exams, End Semester Exams and Assignments. Apart from the formal evaluation prescribed by the University, other methods adopted may include Short quizzes in the objective model, Home assignments, Minor projects, Peer teaching, Field/Project works, Oral exams and Periodical assessments based on tests.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%202/P_O_attainment_sample_report.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

383

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.allsaintscollege.ac.in/allSaints/result_analysis.php

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%201/SSS%202022-23.pdf>

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 year (INR in Lakhs)

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

3.5 Lakhs

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

21

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://serb.gov.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

All Saints' College ensures an all-inclusive campus environment which prioritize knowledge transaction, independent and critical

thinking and the capability of addressing real life situations. The institution supports various programs such as the Young Innovators Club which provide possibility of progressive development. Various departments of the college actively share knowledge through online platform benefitting learners beyond the institution. The knowledge generated in the institution is provided to the society as well as external academia through activities like documenting the flora and Loyola School in Kollam used this facility. Techniques and skills like the Herbarium Technique and terrarium making of the college are outsourced by other institutions. Skill enhancement trainings, honing laboratory skills etc. provided by various departments help learners in career advancement. The student initiative of the college to provide knowledge and skills to underprivileged school students showcases the social responsibility of the institution and promotes the holistic development of the students of the college. The institution plays an active role in providing emotional consciousness and intelligence through activities such as palliative care, anti-narcotic initiatives, and environmental conservation activities. In essence, All Saints' College takes a proactive role in the comprehensive development of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/3_2_1%20Innovation%20and%20initiatives%202022-23.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

13

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2.77

File Description	Documents
URL to the research page on HEI website	https://www.allsaintscollege.ac.in/allSaints/Research_guides.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

23

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

33

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Socio-cultural development of both students and faculty is a priority of the institution. Various on-campus and off-campus activities ensure the overall development of the students. These activities are guided by faculty and offer support and guidance to the initiatives of the students. Several social outreach activities are organized with this perspective. Each department of the institution has at least one extension activity. Material support such as the distribution of clothes, study materials, food, and gifts are regularly done by the students of the college. Reading materials, world classics, novels, etc. are distributed to the less privileged school children and children of migrant labourers. Village adoption programs are initiated by the institution for providing maximum support to the needy. The activities such as palliative care, distribution of medical aids, educational support such as remedial classes, mentoring and exam support are done in the adopted village. Apart from the tangible benefits received by the community, they also receive intangible benefits such as motivation and inspiration. Thus, the institution is committed to the holistic development of its students and welfare of the community.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/nss-report.php
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

56

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1903

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

7

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

9

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Campus: 4 academic blocks, 1 Auditorium, 2 playgrounds, 3 botanical gardens, a greenhouse, a History museum, a Botanical Museum, Herbarium, a Zoological Museum gymnasium, a hostel and a

canteen.

Open-air study spaces all around the campus IQAC room with 2 computers and 2 printers

Examination Nodal room with 1 computer and 1 printer Infirmary with 6 beds and other medical facilities Browsing centers with 61 computers

20 CCTV cameras

Language lab with 37 computers enabled with Orell Talk 2.0 Pro Version software.

Computer lab for the Department of Mathematics with 24 computers supported by IT Mission, Government of Kerala

200 computing systems with 100 Mbps speed fibre optic Wifi connection dedicated for student usage.

Classroom facilities:

8 gallery classrooms and 33 classrooms with a Wi-Fi facility

4 seminar halls with ICT facilities with power backup.

Laboratory Facilities:

Eight well-equipped laboratories.

Library: The library has a total seating capacity of 165. It has a collection of 54125 books and 101 rare books, in addition, there are electronic and physical journals, newspapers as well as archival material.

Other facilities:

A fleet of three buses

Fire management system

Restroom facility for the differently-abled, mobility assistance to access the buildings.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202021-2022/4_1_1.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution gives a great deal of importance to sports and cultural activities.

Cultural Activities - opportunities and presentation Multiple venues for indoor performances

The Auditorium- constructed in the year 2000, measuring 17841.80 sq ft with a stage area of 2000 sq ft, stage lights, sound system, theatre seating with a capacity of 1500

Sporting events - Facilitation for training and performance

Grounds and courts for playing cricket, baseball, Rugby, Volleyball, Badminton, Handball and Softball.

Training equipment for Boxing, Fencing, WUSHU, Carroms and Chess

The gymnasium has weight, strength and endurance training equipment that aids the regimen of the athletes of the college.

The grounds and a seminar hall are also used for practicing Yoga.

Other facilities

The college provides labelled uniforms, sporting equipment, protective gear and other essential kit to the students.

Sports Day is observed every year in the college and students are awarded trophies for sporting excellence.

The College has also instituted All Saints' Cup for the winners of intercollegiate Football and Rugby competitions.

This comprehensive programme of training and strength and stamina building has resulted in the students becoming part of the

University, Zonal, State and National teams in Football and Rugby.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202021-2022/4_1_2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**45**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%204/Geo-tagged%20photos.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****16.17 lakhs**

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is fully automated using Integrated Library Management System (ILMS). The library uses the LIBSOFT Software which is a userfriendly interface for searching documents in the library along with its position and availability status. The library has remote access facilities.

Availability of Wi-Fi and fully computerised facility which allows easy accessibility

Fully automated with LIBSOFT software

LIBSOFT GATE REGISTER which records Member Entry and Exit with Date & Time using Barcoded ID-Card

The Gate Register also displays member details with photo and provides a detailed report of members visit in the Library

Name of the ILMS Software - LIBSOFT Version 5.1

Nature of Automation - Fully Automated Version

Year of Automation - 2007

Year of Digital library implementation- 2016

Access to Library Catalogue (OPAC) through Web (Internet). This includes web OPAC Software with Web Space and Web Database Space.

Library has created a Libsoft OPAC App - that can be downloaded on Mobile phones - that gives access to the library catalogue and the details of books available in the library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.allsaintscollege.ac.in/allSaints/library.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

6.33 lakhs

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

1076

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution periodically reviews its requirements and upgrades its facilities in a timely and emergent manner.

All Saints' College IT Policy is formulated

To ensure responsible, accountable use of IT infrastructure.

To act sensitively and responsibly towards the emerging trends in education and Information Technology.

The areas covered are: IT facility

Provides guidelines for the purchase, usage and maintenance of IT equipment.

Computing facility and Wi-Fi

Sets standards for usage of internet facilities with vigilance on possible misuse

. Software

The college uses licensed Microsoft Windows 10 software on its systems and open-source software Linux in select labs. The software policy of the college complies with that of the developers

. E-governance

The use of IT is mainly to streamline the various aspects of governance within the college for purposes of an administrative agency.

The IT committee of the college assesses the requests of the stakeholders on the strengths of their merits, immediacy of need and budgetary concerns.

The finance committee assesses and recommends new purchases and maintenance of existing systems. The purchase committee initiates procedures to purchase the items recommended.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%204/4_3_1%20link%202022-23.pdf

4.3.2 - Number of Computers

203

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

161.94

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College under the aegis of its Governing Body, College Council, IQAC and Purchase committee along with various subcommittees assures the optimal allocation and utilization of financial resources. A systematic procedural system has been adopted by the Purchase Committee for the procurement of tangible

assets for the institution. The establishment of an internal quality assurance system has aided in creating a sustainable framework for maintaining quality. The Management and the PTA work to improve the standards of the infrastructure of the college and help finance recurring and nonrecurring expenses during the day to day working of the institution.

The Library

The requirements of various departments via Heads of Departments are taken and the final list is duly approved and signed by the Principal.

College Laboratories

The materials required for the labs are purchased from reputed vendors and there is the regular stock-taking of the breakable and chemicals, which are routinely replaced.

Sports Facilities

The Physical Education Department of the institute looks after the sports facilities and activities. The department keeps a record of the utilization of sports facilities, activities held and student achievements.

The IT Facilities

Major issues of maintenance and upgrades are handled by vendors and their authorized maintenance crew.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/uploadimages/file/2023-2024%20Files/maintenance%20policy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

618

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

262

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%205/5_1_3_2022-2023.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1782

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1782

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

50

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

157

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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 year

5.3.1.1 - 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 year.

25

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College has a democratically elected student union which looks after student welfare through its various programmes. The College Union plays a significant role in supporting the Institution as it

helps to share students' ideas, interests, and concerns with teachers and the management. The College Union comprises a Chairperson, Vice Chairperson, General Secretary, Arts Club Secretary, Magazine Editor, Sports Secretary and Representatives from the UG Departments. There are two University Union Councillors who represent the College in the Kerala University Union. The discussions between the College Union, Principal, Management Representative and Staff Advisor ensure productive participation and generation of innovative ideas so as to ensure the welfare of the Institution. College Union members organize and actively participate in various celebrations like Onam, Christmas, Teacher's Day, Sports Day, so on. The week long Cultural Fest organized by the College Union is a cultural extravaganza that help the students to hone their abilities and become better performers. The Union arranges training sessions that enable students to participate in various intercollegiate and state level cultural competitions. The College Union members represent the larger student community in various committees and bodies of the institution like the IQAC, Anti Ragging Cell and Grievance Redressal Cell.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/uploadimages/file/2023-2024%20Files/College%20Union%202022-2023.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

31

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

The College has a registered Alumni Association ASCAA (All Saints' College Alumni Association) that fosters and maintains a network among old students of the college and works for the betterment of the Alma Mater. The ASCAA offers financial help to the financially challenged students.

Alumnae serve as resource persons for seminars and value education classes and play a key role in grooming students for various competitions and placement. They generously contribute to the improvement of infrastructural facilities. The association has instituted scholarships for less privileged students, which are distributed every year. Classes on value education and moral instruction for the students are often engaged by alumni volunteers. The association helps in raising funds for various activities and projects of the College. This year the Alumni association sponsored the flight ticket for Ms. Shiny to ensure her participation in sports events at the international level.

Alumnae Meetings: There is an annual get-together of the alumnae organized every year. Departmental alumnae gatherings are also conducted. The members are consistently present for all major events in the college, rendering their whole hearted support and co-operation.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/Alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

All Saints' College, an institution run by the Congregation of the Carmelite Religious, was established in keeping with the vision of the Foundress to create dynamic young women who are academically proficient and financially independent, socially committed and morally upright. Its mission is to develop a centre of academic excellence which will provide both knowledge and skills to meet the challenges of today's fast-changing scenario. We believe our students will be agents of change in the local community and in society. The Strategic Plan drawn up by the College is a collective grassroots effort that translates our vision and mission into action and reaffirms our commitment to providing access, diversity and social justice to our students and staff. The Board of Management is responsible for the administration of the institution and the implementation of the perspective plan of the college. It consists of the Superior General/ Manager, Councillor for Education, Director, Principal, Vice-Principal, Dean-Academics and Dean-Student Affairs. The Deans oversee the smooth running of the academic and co-curricular aspects of the curriculum under the guidance of the Principal. The IQAC monitors the functioning of the college and implements quality initiatives while the Finance Committee sees to budget allocations.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/vision_mission.php
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution has committed itself to developing the next generation of leaders, observing clarity, and consistency in governance; making every stakeholder more accountable through delegation of responsibilities; greater transparency in the execution of policies and procedures; a consensus oriented, equitable and inclusive approach of management; accountability at all levels of leadership. Different committees/cells have been constituted for smooth administration and for sustenance of academic atmosphere in the campus. The IQAC and Academic Committee play a key role in the implementation of the academic plans and programmes of the college. The following are some of the committees: 1. Central Planning Committee 2. Internal Compliance Committee 3. RUSA Project Level Monitoring Board of Governors 4. Finance Committee 5. Purchase Committee 6. Audit Committee 7. Maintenance Committee 8. Waste Management Committee 9. Examination Committee 10. Library Committee 11. Research Committee 12. Website Committee 13. IT Committee 14. Feedback Committee 15. Entrepreneurship Committee 16. Discipline Committee 17. Admission Committee 18. Anti-Ragging Grievance Redressal Cell 19. Student Welfare Committee 20. Divyanjan Committee 21. Career Guidance Cell 22. Parent-Teacher Association (PTA) 23. Cultural Programme Committee 24. Counselling Cell 25. Special Grievance Cell for the Welfare of SC/ST students 26. Grievance Redressal Cell for Staff and Students.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/committee.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Strategic Plan envisages the growing potential of the institution to effect intellectual growth, social transformation and empowerment. In alignment with the Kerala Knowledge Economy Mission and the National Education Policy, the institution aims to build up the intellectual capital of its students, staff and the community at large through skill development initiatives and by doing so, contribute to the creation of a knowledge society and economy. The college runs an Additional Skill Acquisition Programme (ASAP) which offers students the opportunity to gain skills that will help them to secure gainful employment. Some of the programmes conducted by Connect Career to Campus in association with ASAP for students of the college include "Career Opportunities after B. Com," an Induction Programme for the students of the first year, "Work Readiness Programme" and "Date with an Industry." A three-day Work Readiness programme was conducted for our students on 8, 9 and 10 February 2023. A student interaction programme "Date with an Industry" was organised jointly by the Kerala Knowledge Economy Mission, ASAP and the Digital Workforce Management System on 14 February 2023. 130 students participated in the programme led by the resource person Vinod A S, Vice-President, Toonz Animation, Technopark, Trivandrum.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/IQAC_Strategic_Plan.php
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram describes the decentralised structure of administration. The administration of the college is a cooperative effort of Principal, teaching, non-teaching staff and students with the support of the stakeholders. The College Board of Management consists of the Superior General/ Manager, Councillor for Education and the Director. They formulate policies pertaining to the functioning of the college and translate the vision of the Foundress into reality. The Administrative Council which consists

of the Principal, Vice-Principal and the Deans of Academic and Student Affairs is the principal executive body of the Institution. The Dean-Student Affairs and Dean-Academics oversee student-related activities and academics as per the college strategic plan and instructions of the Principal. The Management Committee is responsible for the smooth running of the institution including finance, human resources, educational and research functions and infrastructure arrangements. The IQAC assesses the quality parameters of education in the institution leading to course and programme outcomes. The Finance Committee is entrusted with budgeting and generating the institution's monetary resources and assisting the board in fulfilling its financial responsibilities. As the Head of the institution, the Principal supervises the RUSA committee, administration, Academic/ Extension, Research and Consultancy, Examination and PTA.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/Policy_manual.php
Link to Organogram of the institution webpage	https://www.allsaintscollege.ac.in/allSaints/chart.php
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution effectively implements the welfare schemes for the teaching and non-teaching staff. The College makes arrangements for availing all the government schemes such as Gratuity, Pension, Earned Leave encashment and Maternity Leave. The staff benefit from the welfare schemes such as GIS, SLI and KPCSPF. In tandem with the government measures, the institutional welfare are also framed to nurture a positive and productive work force.

- Leave on Overseas Project/Conference, Permission to attend FDP/Orientation programme/Refresher courses/short term courses, etc.
- Financial Support to attend national/international workshops/conferences
- Festival advance to the staff.
- Birthdays of staff members celebrated, annual staff trips and get-together organized to foster the spirit of solidarity among staff.
- Retiring staff members are presented with a gift. Gifts are given on the occasion of marriage of staff members
- Staff are encouraged to take up membership in professional bodies/leadership roles within the institution and outside it.
- Staff who have been awarded with Ph. D are rewarded with cash incentive
- The achievements of the staff who have received recognition in some capacity/received an award are given due recognition.
- Cash Award for the son/daughter of non-teaching staff who scores the highest marks in the SSLC examinations.
- Children of staff members are given priority for admission.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

64

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

13

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

58

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The Institution has a formal annual performance appraisal for both teaching and non-teaching staff conducted every year. The evaluation of the teaching staff is based on the student feedback, research papers published (national/ international), patents filed/obtained, projects work/dissertation and Ph.D. guided, UG projects guided, research projects applied/funded, FDPs conducted/attended, international/ national conferences/ seminars/ workshops conducted, administrative responsibilities, responsibilities for students co-curricular activities and university duties. Student feedback is collected and assessed once in a semester. Every faculty self-appraisal is evaluated by HoD based on the above criteria and the same is forwarded to the Principal. The consolidated API scores are analyzed, reviewed and appropriate actions are taken accordingly.

The assessment of the non-teaching staff is made on the basis of efficiency, timely delivery of services and completion of assigned work. Promotion is given based on the government rules after clearing the necessary tests. The IQAC does the internal evaluation of the PBAS of the teaching staff of this institution. In addition to the Teacher Evaluation Survey, IQAC collects feedback from the students via an online Student Satisfaction Survey. The IQAC will study the feedback collected from the students and will present a detailed report to the higher authorities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college has an effective mechanism for Internal and External audit. The accounts of the institution are audited by chartered accountants regularly as per the Government rules.

Internal Audit

The internal auditing is done by the Directorate of Collegiate Education and the external audit is performed by the Controller and Auditor General of India. College Development Council fund is audited by the Directorate of Collegiate Education. Regular Audits are conducted by the Directorate of Collegiate Education and under Sec. 13 of the Controller and Auditor General (DPC) Act 1971. Annual Quality Assurance Report of ALL SAINTS' COLLEGE under Sec. 14 of DPC is conducted regularly every year.

External Audit

The funds received from the UGC and RUSA (Rashtriya Uchchatar Shiksha Abhiyan) are meticulously audited by a Chartered Accountant. PTA funds are also subjected to dual audit by a senior faculty of the college and by a Chartered Accountant.

Accounts under All Saints' Educational Charitable Society

All Saints' Students Development Fund, All Saints' College Account, All Saints' College MGT (1) Account, All Saints' College MGT (2) Account, All Saints' Canteen Account, All Saints' College Bus Account, All Saints' College UGC Account, All Saints' Computer Centre ITC, All Saints' Store Account, All Saints' College PD Account, All Saints' College PTA.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1.61351

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support the teaching - learning process. The main source of income is from the fee collection . Canteen collection is an added source of income. Grants from UGC aid in providing optimum lab facilities, procuring academic books and infrastructure augmentation. RUSA fund is channelized for enhancing the academic environment of the institution. The major share of Non-Government fund is from Alumni contribution and PTA Fund. While the former is the strong base for infrastructure development and funding for seminars and conferences, the latter aids in meeting the salary expense of guest lecturers and support staff. These funds are utilized for all recurring and non-recurring expenditure.

Utilization - The funds are utilized according to various sections, such as salaries of the temporary staff, infrastructure maintenance, staff welfare etc. Government funds are utilised according to directives in purchase manuals, orders and circulars from the Government of Kerala. The funds are routed through the

above mentioned accounts that come under All Saints' Educational Charitable Society; the surplus generated is reinvested to provide new facilities and amenities that can facilitate progress and overall development of the institution. The college gets funds from the Government and the UGC. The PTA and the College Development Council also provide aid as and when required.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/uploads/images/file/2021-2022/RESOURCE%20MOBILISATION_POLICY_ASC.pdf
Upload any additional information	No File Uploaded

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

The IQAC played a major role in the enhancement of educational services and the two major initiatives of IQAC includes

(1) Outcome Based Education - OBE

The institution, under the initiative of IQAC gives paramount importance to the holistic education to bring about a transformation in their knowledge. As soon as the UGC proposed the introduction of OBE, the IQAC ensures that the strategies for improvement of students are deployed efficiently and effectively based on OBE. After the evaluation process, the IQAC will check whether any changes in the teaching learning process has to be done based on the student's achievement of outcomes.

(2) Knowledge Sharing

IQAC conducted wider talks of scholars and masters from various fields to cater student's needs from every stratum of society. This interactive platform helps to assemble the intellectuals and professionals to trade ideas, thoughts, and views related to a specific topic. This ensures the opening up of frontiers of higher order thinking and problem-solving to instill and ignite creative sparks that lie in dormant persons and also to imbibe social sensibility and responsibility from forerunners of multi-disciplines. Far from the textbooks and academics, students learn on their own which boost their confidence, performance, and

productivity.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/AMS_and_LMS.php
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

- Prepares Academic Calendar that includes Year plans of activities and exam schedules
- Maintains a teaching plan to help with and assess how well the faculty performs in the classroom in relation to the planned results.
- OBE Mapping is done for the attainment of POs/PSOs and COs.
- All Departments, Clubs and Organizational Units were instructed to submit the Annual Report at the end of the academic year
- Internal and external Academic and Administrative Audit was conducted on a regular basis and suggestions for improvement were circulated accordingly.
- IQAC Meetings were conducted regularly to review the teaching-learning processes
- IQAC ensures that the conduct of Bridge Courses, Add on Course, Certificate Course, Skill development programmes, etc
- Feedback was collected from various stakeholders, analysis is done and communicated in each academic year.
- Informal feedback from educators and students is also gathered and considered.
- IQAC also promotes to increase the number of collaborations, MoUs, career guidance activities etc.
- Professional development programs and administrative training programs were conducted regularly to improve the efficiency and professionalism
- Various programmes were also organised for the students as part of knowledge enhancement.
- Extra attention was paid to rewarding high achievers, giving worthy students learning resources, etc.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/curriculum_feedback.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.allsaintscollege.ac.in/allSaints/annual.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college being a women's college takes utmost care to provide a safe and secure environment for women to pursue their education boldly and without facing any discrimination. The college campus is monitored by CCTV cameras placed all over the campus and there is also a security guard at the main gate. There is an entry register in which all those who enter the campus are registered and their time of leaving the campus is also noted down. There is a counsellor available thrice a week to extend psychological support to the students who need them. The students are also given

training in essential skills such as self-defence and CPR.. The college believes in inclusivity and hence, it teaches its students to accept gendered diversity through various initiatives such as gender sensitisation. The college also lays emphasis on maintaining a healthy lifestyle for the students through various mind and body wellness initiatives such as Yoga and Zumba. There are conditioning camps held for the benefit of extending mind wellness initiatives to the students.

File Description	Documents
Annual gender sensitization action plan	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%207/7_1_1%20action%20taken%20plan%20(2022-23).pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%207/7_1_1%20safety%20(2022_2023).pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures **A. 4 or All of the above**
Solar energy
Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

SOLID WASTE MANAGEMENT

Waste is segregated from the initial level by keeping separate bins. The biodegradable waste is then treated in vermicompost plants and Biogas plants. The compost and biogas thus produced is used for organic farming.

LIQUID WASTE MANAGEMENT

A recycling tank for collectingwaste water generated from the college canteen and hostel, is constructed in which natural and eco-friendly methods of water purification such as Charcoal and Lime are used.

BIOMEDICAL WASTE MANAGEMENT

A total of three Incinerators has been installed in the Campus for handling safe and environment friendly disposal of sanitary napkins, which comes under the bio-medical waste category.

E WASTE MANAGEMENT

The College has an E-Waste Policy and an Annual Contract signed with the suppliers of the Computers and Peripherals company ensures that the Reverse Supply Chain system is seamlessly functioning for its safe disposal.

WASTE RECYCLING SYSTEM

The college maintains an organic farm wheretapioca, vegetables, plantainetc. are cultivated. In the organic farming initiative,bio-manures involving kitchen waste from both Hostel as well as Canteen is used successfully for increasing the yields.

HAZARDOUS AND RADIOACTIVE WASTE MANAGEMENT

The College as such has zero waste generation w.r.t hazardous and radioactive category.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction **A. Any 4 or all of the above**

**of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution has always been committed to a practice of communal and universal harmony through inclusivity. The college regularly celebrates festivals of the state and the country and through these, imparts the ideals of mutual respect for traditions and cultural sensitivity. The newly enrolled students are welcomed

through a day of cultural events that centres around them so as to build a sense of identification with the institution and with their peers. The college conducts gender sensitisation classes for its students in order to help them understand gender diversity and plurality. There are cells in the college to promote values of democracy and women's rights which work towards greater inclusivity and visibility for diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college has been dedicatedly working towards making the students responsible and aware of their duties towards the constitution of the country and making them capable of serving the nation by adhering to its fundamental principles of democracy, equality and universal brotherhood. towards this end, the Electoral Literacy Club of the college organises drives to facilitate Aadhar linkages and to help students avail Voter's Id cards. The Forum for Democracy and Social justice (FDSJ) of the college formed in association with the Institute of Parliamentary Affairs, Govt. of Kerala is meant for creating awareness regarding democracy, social values and justice. The forum conducted seminars and quiz competitions to encourage students to learn more about the constitution of India. The college also introduced a Certificate Course on Indian Constitution and Governance.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%207/7_1_9%2023.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts A. All of the above

periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college observes important days of National and International importance and also marks important festivals so as to make the students aware of the rich cultural diversity of the country. The college observes Independence Day and Republic Day with gusto and organises intercollegiate competitions to mark the occasions. The festivals such as Onam and Christmas are celebrated in order to foster a feeling of unity and good cheer. The college observes International Yoga Day and also encourages all its students and staff to take part in the celebration of Indian culture and the indigenous means to good health.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice I

Life Chances through Education, Training and Employability Skills

To help its students succeed in a fast-paced world the college has introduced high-impact certificate courses that have produced an excellent outcome.

The 36-hour course on Employability Skills being offered by the Naandi Foundation as part of the Mahindra Pride Classroom initiative was availed by all the students in the final year leading to 44 students finding employment.

The department of English offered a 30-hour certificate course in Academic Writing which led to 23 papers being presented in national and international seminars and 15 book chapters being published.

The Innovation and Entrepreneurship Development Centre and the Entrepreneurship Development Club of the college has been encouraging students to come up with innovative business ideas.

Best Practice II

Empowerment through Engagement

The college, through social engagement, has sought to create opportunities for its students to strive for a better world. The students have been performing flash mobs to spread awareness about drug abuse and about plastic pollution. A two-day conditioning camp was held for training students. Further training in CPR and Emergency procedures was also introduced. The college has been using its social outreach arm and teaching students from underprivileged areas.

File Description	Documents
Best practices in the Institutional website	https://www.allsaintscollege.ac.in/allSaints/best_practices.php
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Inculcating women with 21 Century Skills.

The college has placed a great thrust on the empowerment of women by inculcating 21st century skills such as Lateral Thinking, Critical Competency, Creative Thinking and breaking Gender Stereotypes. There are also efforts to help students gain core competency through certificate course, generating knowledge and employment. There is a great thrust on enabling women students gain social awareness and increase their social participation through sessions on gender sensitisation, cyber security and personal and community health. The institution has supplemented these efforts with certificate courses that focus on career and knowledge creation. These have helped students raise their academic impact and created meaningful knowledge sharing endeavours.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

All Saints' College functions as an aided college under University of Kerala, and implements the curriculum prescribed by University of Kerala, and therefore adheres to academic calendar of University of Kerala. The college conducts 11 UG programmes, 4 PG programmes and two Research Centres for PhD programmes in English and Environmental Sciences. In addition to that, college offers Add on Courses, Value added Programmes and Certificate Courses for the students. Internal Quality Assurance Cell [IQAC] monitors the academic activities. The College encourages its faculty members to participate in Orientation/ Refresher Courses/ Workshops organized by the University. Several Members of faculty are also members of Board of Studies of the University, which ensures the overall academic growth of college. The Library committee conducts meetings to decide on the procurement of books, e-journals and periodic subscription of INFLIBNET for the current academic year. Learner centric techniques such as assignments, use of NPTEL lectures, case studies, projects are also used effectively to engage the interest of the students in the academic courses. Mentoring is given to students on a weekly basis to monitor the performance of the students and provide remedial teaching. The advanced learners are motivated through the Young Innovator's Programme (YIP).

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%201/Time%20Table%202022-23.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Continuous Internal Evaluation is assessed at two levels, Institution Level and University level. The activities in the Academic Schedule in the institution level includes, Semester commencement date, working days, holidays, dates of internal examinations, assignment submission indicators, remedial classes and mentoring sessions, field visits/study tours, PTA meeting dates, Tentative dates of Theory and Practical exams conducted by the University. The College conducts internal examinations in accordance with the guidelines set by the University. The academic calendar of the institution follows the End Semester examinations conducted by the University of Kerala. The Practical examinations and viva voce are held under the supervision of the External Examiner appointed from the University. The departments which offer Add on courses and Certificate courses conduct exams for the Students and Certificates are issued accordingly. In the University Level assessment, the College level Exam Nodal Centre facilitates assistance to the students in regard to their grievances concerning the University exams. The departments constantly keep track of their students' progression in their future prospects. Thus the continuous internal evaluation of Knowledge based education is rendered to the students of the Institution.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.allsaintscollege.ac.in/allSaints/Academic_calendar.php

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

17

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

16

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1694

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution integrates cross-cutting issues relevant to Employability, Environment, Sustainability, Women's rights and empowerment, and Ethics into the curriculum in the following ways. The students have been given training in Employability skills and fitness Management, and several awareness campaigns have been organized on Self Defense Skills. The College conducts add-on courses, certificate courses, and workshops in the areas of Craft making, organic farming, soap & detergent making, cloth carry bag making, Paper Cover Making and Apiculture to empower female students. Environment and Sustainability: Green protocol and awareness programmes regarding green campuses have been conducted under the aegis of Bhoomitra Sena Club, NSS, etc. The course Environmental Sciences is part of the curriculum for the students of the UG stream. Women's rights and empowerment activities like Awareness on Women's health, menstrual and reproductive issues, Talks on Women's legal rights and the Annual Quality Assurance Report of ALL SAINTS' COLLEGE women's helpline were conducted. Activities promoting creativity like Film Screening of upcoming women directors were also promoted. The vision of the college is "Empowering Young Women through Education".

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

368

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1847

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.allsaintscollege.ac.in/allSaints/curriculum_feedback.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.allsaintscollege.ac.in/allSaints/curriculum_feedback.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

675

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

275

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Entry level exams and diagnostic tests are conducted to identify Advanced learners and Slow learners. Students are provided a bridge course following which evaluation is conducted to assess student progress. Strategized mentoring sessions are provided catering to students' needs.

Strategies for High Achievers

- Advanced learners are given opportunity to participate and present papers in National and International Seminars in the college and outside the college
- Advanced learners are encouraged to participate in various intercollegiate competitions
- There are annual prizes and cash awards for the high achievers that keep them motivated.
- The Quiz Club aims to create a group of young minds with sharp quizzing skills. The students are motivated and encouraged to pursue their quest for knowledge and realize their full potential
- The Debating and Literary Club aims to hone the oratory skills of aspiring students to participate in intercollegiate competitions
- Advanced learners are selected as peer leaders and engage in peer teaching

Strategies for Slow Learners

- Remedial classes are provided.
- Personal counselling for motivation.
- Personal interaction with parents to support the learning process.
- Peer teaching-learning process that helps slow students learn with ease.
- Additional time and support provided for practical exams.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%202/2_2_1%20Additional%20Info.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1940	68

File Description	Documents
Any additional information	View File

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

Experiential Learning

- Students are part of the editing and printing of the college magazines.
- The college organizes various hands-on training sessions in various subjects.
- Project Presentations, exhibitions and outreach programmes.
- Industrial Visits/field trips/institution visits for hands-on learning Laboratory Sessions.
- Student leadership in college.
- Students are guided to do projects/internships at other institutions/research laboratories.

Participative Learning

- Students collaborate with teachers for the production of study notes
- The college provides a Language lab to fine-tune the language skills of the students so as to effectively improve their communication skills.
- Students are enrolled in add-on courses that are directly related to employability skills.

- Students participate in various sports competitions
- Students are actively involved in medical camps.
- Kerala Start Up Mission, Government of Kerala, funds an Innovation and Entrepreneurship Development Centre (IEDC)
- Young Innovators Programme by K-DISC, a programme by Government of Kerala, promotes innovation and entrepreneurial skills
- Students are trained in Entrepreneurship under the Entrepreneurship Development Club sponsored by the Department of Industries and Commerce, Government of Kerala.

Problem Solving

- Visits and interaction with faculty at Research Institutions for problem-solving.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%202_2_3_1%20Additional%20info.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Linways

- The college provides an excellent learning management system, Linways, which specializes in constructing an atmosphere of effective teaching and learning experience in Outcome Based Education.
- Programme Outcomes and Course Outcomes (POs and COs) are carefully planned and mapped against the various assessment mechanisms including projects, assignments and internal examinations.
- Student attendance is marked on an hourly basis and monitored.

Library

- The college has a robust mechanism of digital repositories of study materials and a Digital Library

(<https://allsaintsdigital.libsoft.org/>).

- The Wi-Fi enabled library is fully automated using Integrated Library Management System (ILMS) - LIBSOFT Version 5.1. LIBSOFT GATE REGISTER records Member Entry and Exit with Date & Time using Barcoded ID-Card.

Digital Databases and Network

- Access to Library Catalogue (OPAC) through Web (Internet). This includes web OPAC Software with Web Space and Web Database Space.
- Library has created a Libsoft OPAC App that gives access to the library catalogue and the details of books available in the library.
- Subscription to N-List of INFLIBNET, J-gate, Delnet, membership in British Council, American centers in India provides access to 16413 journals, 1,99,500 e-books and online collection of rare Indian Manuscripts which are 200 to 350 Years old.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

68

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

68

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

48

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

552

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

All Saints' college, affiliated to the University of Kerala, has a robust and transparent mechanism in conducting the internal and external examination. The ways and means to address the problems related to the marks and rectification are imparted to the students during the Orientation programmes.

Continuous Internal Evaluation (CIE) incorporates test papers, seminars and assignments as part of formative evaluation of students. Internal exams, prepared in accordance with Outcome Based Education, are conducted before each University exam. Portions for the internal exams as well as the exam dates are notified to the students in advance to give ample time for preparation. The examinations and assignments are objectively analysed and their marks are recorded in registers. After each written internal assessment, the papers marked by the faculty are returned to the students promptly so that they can analyse if there is any error, which is then rectified. It is strictly ensured that all Internal Mark lists are rigorously checked by the faculty in charge, the student, the HoD and the Principal and only then forwarded to the University. CCTV cameras in the exam halls ensure the fair conduct of students during exams.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%202/2_5_1%20Additional%20info.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The Internal Examinations and assignments are objectively scrutinized and their marks are recorded in registers. After valuation by the faculty, the papers are returned to the students on time, so that they can analyse if there is any incongruence between the marks that they have received and their answers.

Any grievances related to the internal exams are addressed and rectified immediately. It is strictly ensured that all Internal Mark lists are examined by the faculty in charge, the student,

the HoD and the Principal and only then forwarded to the University when it is fool-proof.

Members of Grievance Redressal Committee from each department address the grievances related to the internal exam as per the University regulations. In case of any grievances, the student approaches the class teacher who then forwards the request to the HOD. The grievance is addressed in the department meeting and a decision favourable to the student is taken. The common grievances related to the internal exam include absence of the student for the internal exam due to various reasons, error in calculation of marks, dissatisfaction of students with the marks received etc.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%20/2_5_2%20Additional%20Info.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on the website and is also communicated to the teachers and students.

The following is the link to various POS provided in the institution's website: https://www.allsaintscollege.ac.in/allsaints/course_and_program_outcome.php.

All the students on getting admission to the college are apprised of the program and course outcomes, during the compulsory Orientation program, the 'Deeksharambh'. The teachers communicate the same to the students before the start of each course. Students are also provided with the detailed syllabus and course outcomes in each course along with the assessment strategy for the same. The relevance of strictly adhering to outcome-based education is made clear to the staff during staff meetings. The teaching-learning process is carried out with the program and course outcomes in perspective at all times.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.allsaintscollege.ac.in/upload/images/file/Course%20and%20Programme%20Outcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of Programme and Course Outcomes is of top priority at All Saints' College. The monitoring of the same is done by the Principal of the Institution and at the department level by the Head of the Departments. The syllabus followed by the college is designed by the affiliated Kerala University with a set of Programme and Course Outcomes that have to be strictly followed by the instructor. For the Add-On and Certificate Courses, the Programme and Course outcomes are designed by the faculty coordinator, and is first sanctioned by the Head of the Department and then by the Academic Council. Once the implementation is done in the classroom, the attainment of the outcomes is closely monitored and reviewed based on the specific evaluative measures devised via the AMS Linways. The evaluative practices conducted for the Post-Graduate Programmes include Seminar presentations, Internal Exams, Assignments and End Semester Exams and the Graduate Programmes will be evaluated based on Internal Exams, End Semester Exams and Assignments. Apart from the formal evaluation prescribed by the University, other methods adopted may include Short quizzes in the objective model, Home assignments, Minor projects, Peer teaching, Field/Project works, Oral exams and Periodical assessments based on tests.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%202/PO_attainment_sample_report.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

383

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.allsaintscollege.ac.in/allSaints/result_analysis.php

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.allsaintscollege.ac.in/uploadimages/file/AQAR%202022-2023/Criteria%201/SSS%202022-23.pdf>

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 year (INR in Lakhs)

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

3.5 Lakhs

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

21

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://serb.gov.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

All Saints' College ensures an all-inclusive campus environment which prioritize knowledge transaction, independent and critical thinking and the capability of addressing real life situations. The institution supports various programs such as the Young Innovators Club which provide possibility of progressive development. Various departments of the college actively share knowledge through online platform benefitting learners beyond the institution. The knowledge generated in the institution is provided to the society as well as external academia through activities like documenting the flora and Loyola School in Kollam used this facility. Techniques and skills like the Herbarium Technique and terrarium making of the college are outsourced by other institutions. Skill enhancement trainings, honing laboratory skills etc. provided by various departments help learners in career advancement. The student initiative of the college to provide knowledge and skills to underprivileged school students showcases the social responsibility of the institution and promotes the holistic development of the students of the college. The institution plays an active role in providing emotional consciousness and intelligence through activities such as palliative care, anti-narcotic initiatives, and environmental conservation activities. In essence, All Saints' College takes a proactive role in the comprehensive development of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/upload_images/file/AQAR%202022-2023/3_2_1%20Innovation%20and%20initiatives%202022-23.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

13

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2.77

File Description	Documents
URL to the research page on HEI website	https://www.allsaintscollege.ac.in/allSaints/Research_guides.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

23

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and

papers in national/ international conference proceedings year wise during year**33**

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Socio-cultural development of both students and faculty is a priority of the institution. Various on-campus and off-campus activities ensure the overall development of the students. These activities are guided by faculty and offer support and guidance to the initiatives of the students. Several social outreach activities are organized with this perspective. Each department of the institution has at least one extension activity. Material support such as the distribution of clothes, study materials, food, and gifts are regularly done by the students of the college. Reading materials, world classics, novels, etc. are distributed to the less privileged school children and children of migrant labourers. Village adoption programs are initiated by the institution for providing maximum support to the needy. The activities such as palliative care, distribution of medical aids, educational support such as remedial classes, mentoring and exam support are done in the adopted village. Apart from the tangible benefits received by the community, they also receive intangible benefits such as motivation and inspiration. Thus, the institution is committed to the holistic development of its students and welfare of the community.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/nss-report.php
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from

government / government recognized bodies during the year**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year****6**

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****56**

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year****1903**

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

7

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

9

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Campus: 4 academic blocks, 1 Auditorium, 2 playgrounds, 3 botanical gardens, a greenhouse, a History museum, a Botanical Museum, Herbarium, a Zoological Museum gymnasium, a hostel and a canteen.

Open-air study spaces all around the campus IQAC room with 2 computers and 2 printers

Examination Nodal room with 1 computer and 1 printer Infirmary with 6 beds and other medical facilities Browsing centers with 61 computers

20 CCTV cameras

Language lab with 37 computers enabled with Orell Talk 2.0 Pro Version software.

Computer lab for the Department of Mathematics with 24 computers supported by IT Mission, Government of Kerala

200 computing systems with 100 Mbps speed fibre optic Wifi connection dedicated for student usage.

Classroom facilities:

8 gallery classrooms and 33 classrooms with a Wi-Fi facility

4 seminar halls with ICT facilities with power backup.

Laboratory Facilities:

Eight well-equipped laboratories.

Library: The library has a total seating capacity of 165. It has a collection of 54125 books and 101 rare books, in addition, there are electronic and physical journals, newspapers as well as archival material.

Other facilities:

A fleet of three buses

Fire management system

Restroom facility for the differently-abled, mobility assistance to access the buildings.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/upload_images/file/AQAR%202021-2022/4_1_1.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution gives a great deal of importance to sports and cultural activities.

Cultural Activities - opportunities and presentation Multiple venues for indoor performances

The Auditorium- constructed in the year 2000, measuring 17841.80 sq ft with a stage area of 2000 sq ft, stage lights, sound system, theatre seating with a capacity of 1500

Sporting events - Facilitation for training and performance

Grounds and courts for playing cricket, baseball, Rugby, Volleyball, Badminton, Handball and Softball.

Training equipment for Boxing, Fencing, WUSHU, Carroms and Chess

The gymnasium has weight, strength and endurance training equipment that aids the regimen of the athletes of the college.

The grounds and a seminar hall are also used for practicing Yoga.

Other facilities

The college provides labelled uniforms, sporting equipment, protective gear and other essential kit to the students.

Sports Day is observed every year in the college and students are awarded trophies for sporting excellence.

The College has also instituted All Saints' Cup for the winners of intercollegiate Football and Rugby competitions.

This comprehensive programme of training and strength and stamina building has resulted in the students becoming part of the University, Zonal, State and National teams in Football and Rugby.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/upload_images/file/AQAR%202021-2022/4_1_2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

45

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/upload_images/file/AQAR%202022-2023/Criteria%204/Geo-tagged%20photos.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

16.17 lakhs

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is fully automated using Integrated Library Management System (ILMS). The library uses the LIBSOFT Software which is a userfriendly interface for searching documents in the library along with its position and availability status. The library has remote access facilities.

Availability of Wi-Fi and fully computerised facility which allows easy accessibility

Fully automated with LIBSOFT software

LIBSOFT GATE REGISTER which records Member Entry and Exit with Date & Time using Barcoded ID-Card

The Gate Register also displays member details with photo and provides a detailed report of members visit in the Library

Name of the ILMS Software - LIBSOFT Version 5.1

Nature of Automation - Fully Automated Version

Year of Automation - 2007

Year of Digital library implementation- 2016

Access to Library Catalogue (OPAC) through Web (Internet). This includes web OPAC Software with Web Space and Web Database Space.

Library has created a Libsoft OPAC App - that can be downloaded on Mobile phones - that gives access to the library catalogue and the details of books available in the library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.allsaintscollege.ac.in/allSaints/library.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

6.33 lakhs

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

1076

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution periodically reviews its requirements and upgrades its facilities in a timely and emergent manner.

All Saints' College IT Policy is formulated

To ensure responsible, accountable use of IT infrastructure.

To act sensitively and responsibly towards the emerging trends in education and Information Technology.

The areas covered are: IT facility

Provides guidelines for the purchase, usage and maintenance of IT equipment.

Computing facility and Wi-Fi

Sets standards for usage of internet facilities with vigilance on possible misuse

. Software

The college uses licensed Microsoft Windows 10 software on its systems and open-source software Linux in select labs. The software policy of the college complies with that of the developers

. E-governance

The use of IT is mainly to streamline the various aspects of governance within the college for purposes of an administrative agency.

The IT committee of the college assesses the requests of the stakeholders on the strengths of their merits, immediacy of need and budgetary concerns.

The finance committee assesses and recommends new purchases and maintenance of existing systems. The purchase committee initiates procedures to purchase the items recommended.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%204/4_3_1%20link%202022-23.pdf

4.3.2 - Number of Computers

203

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

161.94

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College under the aegis of its Governing Body, College Council, IQAC and Purchase committee along with various subcommittees assures the optimal allocation and utilization of financial resources. A systematic procedural system has been adopted by the Purchase Committee for the procurement of tangible assets for the institution. The establishment of an internal quality assurance system has aided in creating a sustainable framework for maintaining quality. The Management and the PTA work to improve the standards of the infrastructure of the college and help finance recurring and nonrecurring expenses during the day to day working of the institution.

The Library

The requirements of various departments via Heads of Departments are taken and the final list is duly approved and signed by the Principal.

College Laboratories

The materials required for the labs are purchased from reputed vendors and there is the regular stock-taking of the breakable and chemicals, which are routinely replaced.

Sports Facilities

The Physical Education Department of the institute looks after the sports facilities and activities. The department keeps a record of the utilization of sports facilities, activities held and student achievements.

The IT Facilities

Major issues of maintenance and upgrades are handled by vendors and their authorized maintenance crew.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/upload/images/file/2023-2024%20Files/maintanence%20policy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

618

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

262

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%205/5_1_3_2022-2023.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1782

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1782

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

50

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

157

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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 year

5.3.1.1 - 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 year.

25

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College has a democratically elected student union which looks after student welfare through its various programmes. The College Union plays a significant role in supporting the Institution as it helps to share students' ideas, interests, and concerns with teachers and the management. The College Union comprises a Chairperson, Vice Chairperson, General Secretary, Arts Club Secretary, Magazine Editor, Sports Secretary and Representatives from the UG Departments. There are two University Union Councillors who represent the College in the Kerala University Union. The discussions between the College Union, Principal, Management Representative and Staff Advisor ensure productive participation and generation of innovative ideas so as to ensure the welfare of the Institution. College Union members organize and actively participate in various celebrations like Onam, Christmas, Teacher's Day, Sports Day, so on. The week long Cultural Fest organized by the College Union is a cultural extravaganza that help the students to hone their abilities and become better performers. The Union arranges training sessions that enable students to participate in various intercollegiate and state level cultural competitions. The College Union members represent the larger student community in various committees and bodies of the institution like the IQAC, Anti Ragging Cell and Grievance Redressal Cell.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/upload_images/file/2023-2024%20Files/College%20Union%202022-2023.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

31

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

The College has a registered Alumni Association ASCAA (All Saints' College Alumni Association) that fosters and maintains a network among old students of the college and works for the betterment of the Alma Mater. The ASCAA offers financial help to the financially challenged students.

Alumnae serve as resource persons for seminars and value education classes and play a key role in grooming students for various competitions and placement. They generously contribute to the improvement of infrastructural facilities. The association has instituted scholarships for less privileged students, which are distributed every year. Classes on value

education and moral instruction for the students are often engaged by alumni volunteers. The association helps in raising funds for various activities and projects of the College. This year the Alumni association sponsored the flight ticket for Ms. Shiny to ensure her participation in sports events at the international level.

Alumnae Meetings: There is an annual get-together of the alumnae organized every year. Departmental alumnae gatherings are also conducted. The members are consistently present for all major events in the college, rendering their whole hearted support and co-operation.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/Alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

All Saints' College, an institution run by the Congregation of the Carmelite Religious, was established in keeping with the vision of the Foundress to create dynamic young women who are academically proficient and financially independent, socially committed and morally upright. Its mission is to develop a centre of academic excellence which will provide both knowledge and skills to meet the challenges of today's fast-changing scenario. We believe our students will be agents of change in the local community and in society. The Strategic Plan drawn up by the College is a collective grassroots effort that translates our vision and mission into action and reaffirms our commitment to providing access, diversity and social justice to

our students and staff. The Board of Management is responsible for the administration of the institution and the implementation of the perspective plan of the college. It consists of the Superior General/ Manager, Councillor for Education, Director, Principal, Vice-Principal, Dean-Academics and Dean-Student Affairs. The Deans oversee the smooth running of the academic and co-curricular aspects of the curriculum under the guidance of the Principal. The IQAC monitors the functioning of the college and implements quality initiatives while the Finance Committee sees to budget allocations.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/vision_mission.php
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution has committed itself to developing the next generation of leaders, observing clarity, and consistency in governance; making every stakeholder more accountable through delegation of responsibilities; greater transparency in the execution of policies and procedures; a consensus oriented, equitable and inclusive approach of management; accountability at all levels of leadership. Different committees/cells have been constituted for smooth administration and for sustenance of academic atmosphere in the campus. The IQAC and Academic Committee play a key role in the implementation of the academic plans and programmes of the college. The following are some of the committees: 1. Central Planning Committee 2. Internal Compliance Committee 3. RUSA Project Level Monitoring Board of Governors 4. Finance Committee 5. Purchase Committee 6. Audit Committee 7. Maintenance Committee 8. Waste Management Committee 9. Examination Committee 10. Library Committee 11. Research Committee 12. Website Committee 13. IT Committee 14. Feedback Committee 15. Entrepreneurship Committee 16. Discipline Committee 17. Admission Committee 18. Anti-Ragging Grievance Redressal Cell 19. Student Welfare Committee 20. Divyanjan Committee 21. Career Guidance Cell 22. Parent-Teacher Association (PTA) 23. Cultural Programme Committee 24. Counselling Cell 25. Special Grievance Cell for the Welfare of SC/ST students 26. Grievance Redressal Cell for Staff and

Students.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/committee.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment**6.2.1 - The institutional Strategic/ perspective plan is effectively deployed**

The Strategic Plan envisages the growing potential of the institution to effect intellectual growth, social transformation and empowerment. In alignment with the Kerala Knowledge Economy Mission and the National Education Policy, the institution aims to build up the intellectual capital of its students, staff and the community at large through skill development initiatives and by doing so, contribute to the creation of a knowledge society and economy. The college runs an Additional Skill Acquisition Programme (ASAP) which offers students the opportunity to gain skills that will help them to secure gainful employment. Some of the programmes conducted by Connect Career to Campus in association with ASAP for students of the college include "Career Opportunities after B. Com," an Induction Programme for the students of the first year, "Work Readiness Programme" and "Date with an Industry." A three-day Work Readiness programme was conducted for our students on 8, 9 and 10 February 2023. A student interaction programme "Date with an Industry" was organised jointly by the Kerala Knowledge Economy Mission, ASAP and the Digital Workforce Management System on 14 February 2023. 130 students participated in the programme led by the resource person Vinod A S, Vice-President, Toonz Animation, Technopark, Trivandrum.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/IQAC_Strategic_Plan.php
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram describes the decentralised structure of administration. The administration of the college is a cooperative effort of Principal, teaching, non-teaching staff and students with the support of the stakeholders. The College Board of Management consists of the Superior General/ Manager, Councillor for Education and the Director. They formulate policies pertaining to the functioning of the college and translate the vision of the Foundress into reality. The Administrative Council which consists of the Principal, Vice-Principal and the Deans of Academic and Student Affairs is the principal executive body of the Institution. The Dean-Student Affairs and Dean-Academics oversee student-related activities and academics as per the college strategic plan and instructions of the Principal. The Management Committee is responsible for the smooth running of the institution including finance, human resources, educational and research functions and infrastructure arrangements. The IQAC assesses the quality parameters of education in the institution leading to course and programme outcomes. The Finance Committee is entrusted with budgeting and generating the institution's monetary resources and assisting the board in fulfilling its financial responsibilities. As the Head of the institution, the Principal supervises the RUSA committee, administration, Academic/ Extension, Research and Consultancy, Examination and PTA.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/Policy_manual.php
Link to Organogram of the institution webpage	https://www.allsaintscollege.ac.in/allSaints/chart.php
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution effectively implements the welfare schemes for the teaching and non-teaching staff. The College makes arrangements for availing all the government schemes such as Gratuity, Pension, Earned Leave encashment and Maternity Leave. The staff benefit from the welfare schemes suchas GIS, SLIand KPCSPF.In tandem with the government measures, the institutional welfare are also framed to nurture a positive and productive work force.

- Leave on Overseas Project/Conference, Permission to attend FDP/Orientation programme/Refresher courses/short term courses, etc.
- Financial Support to attend national/international workshops/conferences
- Festival advance to thestaff.
- Birthdays of staff members celebrated, annual staff trips and get-together organized to foster the spirit of solidarity among staff.
- Retiring staff members are presented with a gift. Gifts are given on the occasion of marriage of staff members
- Staff are encouraged to take up membership in professional bodies/leadership roles within the institution and outside it.
- Staff who have been awarded with Ph. D are rewarded with cash incentive
- The achievements of the staff who have received recognition in some capacity/received an award are given due recognition.
- Cash Award for the son/daughter of non-teaching staff who scores the highest marks in the SSLC examinations.

- Children of staff members are given priority for admission.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

64

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

13

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

58

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

he Institution has a formal annual performance appraisal for both teaching and non-teaching staff conducted every year. The evaluation of the teaching staff is based on the student

feedback, research papers published (national/ international), patents filed/obtained, projects work/dissertation and Ph.D. guided, UG projects guided, research projects applied/funded, FDPs conducted/attended, international/ national conferences/seminars/ workshops conducted, administrative responsibilities, responsibilities for students co-curricular activities and university duties. Student feedback is collected and assessed once in a semester. Every faculty self-appraisal is evaluated by HoD based on the above criteria and the same is forwarded to the Principal. The consolidated API scores are analyzed, reviewed and appropriate actions are taken accordingly.

The assessment of the non-teaching staff is made on the basis of efficiency, timely delivery of services and completion of assigned work. Promotion is given based on the government rules after clearing the necessary tests. The IQAC does the internal evaluation of the PBAS of the teaching staff of this institution. In addition to the Teacher Evaluation Survey, IQAC collects feedback from the students via an online Student Satisfaction Survey. The IQAC will study the feedback collected from the students and will present a detailed report to the higher authorities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college has an effective mechanism for Internal and External audit. The accounts of the institution are audited by chartered accountants regularly as per the Government rules.

Internal Audit

The internal auditing is done by the Directorate of Collegiate Education and the external audit is performed by the Controller and Auditor General of India. College Development Council fund is audited by the Directorate of Collegiate Education. Regular Audits are conducted by the Directorate of Collegiate Education

and under Sec. 13 of the Controller and Auditor General (DPC) Act 1971. Annual Quality Assurance Report of ALL SAINTS' COLLEGE under Sec. 14 of DPC is conducted regularly every year.

External Audit

The funds received from the UGC and RUSA (Rashtriya Uchchatar Shiksha Abhiyan) are meticulously audited by a Chartered Accountant. PTA funds are also subjected to dual audit by a senior faculty of the college and by a Chartered Accountant.

Accounts under All Saints' Educational Charitable Society

All Saints' Students Development Fund, All Saints' College Account, All Saints' College MGT (1) Account, All Saints' College MGT (2) Account, All Saints' Canteen Account, All Saints' College Bus Account, All Saints' College UGC Account, All Saints' Computer Centre ITC, All Saints' Store Account, All Saints' College PD Account, All Saints' College PTA.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1.61351

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support the teaching - learning process. The main source of income is from the fee collection. Canteen collection is an added source of income. Grants from UGC aid in providing optimum lab facilities, procuring academic books and infrastructure augmentation. RUSA fund is channelized for enhancing the academic environment of the institution. The major share of Non-Government fund is from Alumni contribution and PTA Fund. While the former is the strong base for infrastructure development and funding for seminars and conferences, the latter aids in meeting the salary expense of guest lecturers and support staff. These funds are utilized for all recurring and non-recurring expenditure.

Utilization - The funds are utilized according to various sections, such as salaries of the temporary staff, infrastructure maintenance, staff welfare etc. Government funds are utilised according to directives in purchase manuals, orders and circulars from the Government of Kerala. The funds are routed through the above mentioned accounts that come under All Saints' Educational Charitable Society; the surplus generated is reinvested to provide new facilities and amenities that can facilitate progress and overall development of the institution. The college gets funds from the Government and the UGC. The PTA and the College Development Council also provide aid as and when required.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/upload_images/file/2021-2022/RESOURCE%20MOBILISATION_POLICY_ASC.pdf
Upload any additional information	No File Uploaded

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

The IQAC played a major role in the enhancement of educational services and the two major initiatives of IQAC includes

(1) Outcome Based Education - OBE

The institution, under the initiative of IQAC gives paramount importance to the holistic education to bring about a transformation in their knowledge. As soon as the UGC proposed the introduction of OBE, the IQAC ensures that the strategies for improvement of students are deployed efficiently and effectively based on OBE. After the evaluation process, the IQAC will check whether any changes in the teaching learning process has to be done based on the student's achievement of outcomes.

(2) Knowledge Sharing

IQAC conducted wider talks of scholars and masters from various fields to cater student's needs from every stratum of society. This interactive platform helps to assemble the intellectuals and professionals to trade ideas, thoughts, and views related to a specific topic. This ensures the opening up of frontiers of higher order thinking and problem-solving to instill and ignite creative sparks that lie in dormant persons and also to imbibe social sensibility and responsibility from forerunners of multi-disciplines. Far from the textbooks and academics, students learn on their own which boost their confidence, performance, and productivity.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/AMS_and_LMS.php
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

- Prepares Academic Calendar that includes Year plans of activities and exam schedules
- Maintains a teaching plan to help with and assess how well the faculty performs in the classroom in relation to the planned results.
- OBE Mapping is done for the attainment of POs/PSOs and

COs.

- All Departments, Clubs and Organizational Units were instructed to submit the Annual Report at the end of the academic year
- Internal and external Academic and Administrative Audit was conducted on a regular basis and suggestions for improvement were circulated accordingly.
- IQAC Meetings were conducted regularly to review the teaching-learning processes
- IQAC ensures that the conduct of Bridge Courses, Add on Course, Certificate Course, Skill development programmes, etc
- Feedback was collected from various stakeholders, analysis is done and communicated in each academic year.
- Informal feedback from educators and students is also gathered and considered.
- IQAC also promotes to increase the number of collaborations, MoUs, career guidance activities etc.
- Professional development programs and administrative training programs were conducted regularly to improve the efficiency and professionalism
- Various programs were also organized for the students as part of knowledge enhancement.
- Extra attention was paid to rewarding high achievers, giving worthy students learning resources, etc.

File Description	Documents
Paste link for additional information	https://www.allsaintscollege.ac.in/allSaints/curriculum_feedback.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.allsaintscollege.ac.in/allSaints/annual.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college being a women's college takes utmost care to provide a safe and secure environment for women to pursue their education boldly and without facing any discrimination. The college campus is monitored by CCTV cameras placed all over the campus and there is also a security guard at the main gate. There is an entry register in which all those who enter the campus are registered and their time of leaving the campus is also noted down. There is a counsellor available thrice a week to extend psychological support to the students who need them. The students are also given training in essential skills such as self-defence and CPR.. The college believes in inclusivity and hence, it teaches its students to accept gendered diversity through various initiatives such as gender sensitisation. The college also lays emphasis on maintaining a healthy lifestyle for the students through various mind and body wellness initiatives such as Yoga and Zumba. There are conditioning camps held for the benefit of extending mind wellness initiatives to the students.

File Description	Documents
Annual gender sensitization action plan	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%207/7_1_1%20action%20taken%20plan%20(2022-23).pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%207/7_1_1%20safety%20(2022_2023).pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

SOLID WASTE MANAGEMENT

Waste is segregated from the initial level by keeping separate bins. The biodegradable waste is then treated in vermicompost plants and Biogas plants. The compost and biogas thus produced is used for organic farming.

LIQUID WASTE MANAGEMENT

A recycling tank for collecting waste water generated from the college canteen and hostel, is constructed in which natural and eco-friendly methods of water purification such as Charcoal and Lime are used.

BIOMEDICAL WASTE MANAGEMENT

A total of three Incinerators has been installed in the Campus for handling safe and environment friendly disposal of sanitary napkins, which comes under the bio-medical waste category.

E WASTE MANAGEMENT

The College has an E-Waste Policy and an Annual Contract signed with the suppliers of the Computers and Peripherals company ensures that the Reverse Supply Chain system is seamlessly functioning for its safe disposal.

WASTE RECYCLING SYSTEM

The college maintains an organic farm where tapioca, vegetables, plantain etc. are cultivated. In the organic farming initiative, bio-manures involving kitchen waste from both Hostel as well as Canteen is used successfully for increasing the yields.

HAZARDOUS AND RADIOACTIVE WASTE MANAGEMENT

The College as such has zero waste generation w.r.t hazardous and radioactive category.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles
- 2.Use of bicycles/ Battery-powered vehicles
- 3.Pedestrian-friendly pathways
- 4.Ban on use of plastic
- 5.Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution has always been committed to a practice of communal and universal harmony through inclusivity. The college regularly celebrates festivals of the state and the country and through these, imparts the ideals of mutual respect for

traditions and cultural sensitivity. The newly enrolled students are welcomed through a day of cultural events that centres around them so as to build a sense of identification with the institution and with their peers. The college conducts gender sensitisation classes for its students in order to help them understand gender diversity and plurality. There are cells in the college to promote values of democracy and women's rights which work towards greater inclusivity and visibility for diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college has been dedicatedly working towards making the students responsible and aware of their duties towards the constitution of the country and making them capable of serving the nation by adhering to its fundamental principles of democracy, equality and universal brotherhood. towards this end, the Electoral Literacy Club of the college organises drives to facilitate Aadhar linkages and to help students avail Voter's Id cards. The Forum for Democracy and Social justice (FDSJ) of the college formed in association with the Institute of Parliamentary Affairs, Govt. of Kerala is meant for creating awareness regarding democracy, social values and justice. The forum conducted seminars and quiz competitions to encourage students to learn more about the constitution of India. The college also introduced a Certificate Course on Indian Constitution and Governance.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.allsaintscollege.ac.in/upload/images/file/AQAR%202022-2023/Criteria%207/7_1_9%2023.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college observes important days of National and International importance and also marks important festivals so as to make the students aware of the rich cultural diversity of the country. The college observes Independence Day and Republic Day with gusto and organises intercollegiate competitions to mark the occasions. The festivals such as Onam and Christmas are celebrated in order to foster a feeling of unity and good cheer. The college observes International Yoga Day and also encourages all its students and staff to take part in the celebration of Indian culture and the indigenous means to good health.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice I

Life Chances through Education, Training and Employability Skills

To help its students succeed in a fast-paced world the college has introduced high-impact certificate courses that have produced an excellent outcome.

The 36-hour course on Employability Skills being offered by the Naandi Foundation as part of the Mahindra Pride Classroom initiative was availed by all the students in the final year leading to 44 students finding employment.

The department of English offered a 30-hour certificate course in Academic Writing which led to 23 papers being presented in national and international seminars and 15 book chapters being published.

The Innovation and Entrepreneurship Development Centre and the Entrepreneurship Development Club of the college has been encouraging students to come up with innovative business ideas.

Best Practice II

Empowerment through Engagement

The college, through social engagement, has sought to create opportunities for its students to strive for a better world. The students have been performing flash mobs to spread awareness about drug abuse and about plastic pollution. At two-

day conditioning camp was held for training students. Further training in CPR and Emergency procedures was also introduced. The college has been using its social outreach arm and teaching students from underprivileged areas.

File Description	Documents
Best practices in the Institutional website	https://www.allsaintscollege.ac.in/allSaints/best_practices.php
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Inculcating women with 21 Century Skills.

The college has placed a great thrust on the empowerment of women by inculcating 21st century skills such as Lateral Thinking, Critical Competency, Creative Thinking and breaking Gender Stereotypes. There are also efforts to help students gain core competency through certificate course, generating knowledge and employment. There is a great thrust on enabling women students gain social awareness and increase their social participation through sessions on gender sensitisation, cyber security and personal and community health. The institution has supplemented these efforts with certificate courses that focus on career and knowledge creation. These have helped students raise their academic impact and created meaningful knowledge sharing endeavours.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The college plans to take the initiative of inculcating 21st century skills in its students further through investing its social and intellectual capital in knowledge and skilling initiatives. The college plans to use the aid of various government and social agencies to help students gain access to

skilling initiatives.

The institution shall make concerted efforts to make education more meaningful through certificate courses that shall be career oriented and will help the students embark on interesting careers or go in for higher education

Research and innovation shall be encouraged through setting up of avenues for avant-garde thought.

there will be greater collaborations and linkages and the college will provide a better educational experience by inviting people of social, scientific and creative eminence to interact with its students.

The institution will also look to increase the number of internship and employment opportunities for the students through greater collaborations with industry.

Students will be encouraged to become social participants and student-led initiatives such as Hackathons, awareness drives, civic responsibility drives shall be encouraged on and off campus.

Community outreach will also be encouraged through direct intervention at the grassroots level.