



ALL SAINTS' COLLEGE

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

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IQAC 2024-25

Minutes of IQAC meeting held on 13/06/2024

Venue: IQAC Room, All Saints' College

Date: 13/06/2024

Time: 2.30 to 3.30 PM

Agenda

Welcome: Dr. Reshmi R Prasad, Principal, All Saints' College and Chair, IQAC

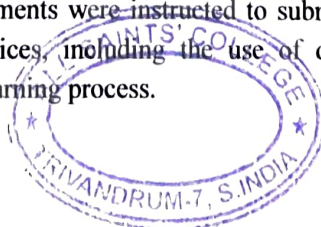
1. Analyze the activities of the academic year 2023-24
2. Plan the activities for the year 2024-25

Vote of thanks: Dr. Sunita Kurur (IQAC Coordinator)

Proceedings of the meeting

The meeting commenced with a silent prayer. Dr. Reshmi R. Prasad, Principal and Chairperson, IQAC, welcomed the members and highlighted the objectives of the meeting. A detailed review of activities conducted under each NAAC criterion during the academic year 2023-24 was undertaken in consultation with the respective criterion heads. The following discussions and resolutions emerged from the deliberations:

1. The Annual Quality Assurance Report (AQAR) for 2023-24 (01/06/2023 to 31/05/2024) is to be submitted in December 2024. All criteria teams were instructed to ensure timely compilation of data, documents, and supporting evidences.
2. The committee emphasized the importance of systematic documentation. All departments, clubs, cells, and committees were instructed to submit activity details to the Website Committee in a timely manner. Activity brochures should be submitted prior to the conduct of programmes, while activity reports, geotagged photographs, and certificates should be submitted immediately after completion.
3. Each criterion team was directed to closely monitor activities falling under their respective criteria and ensure prompt submission of all required documents to both the Website Committee and the IQAC.
4. Under Criterion I, it was noted that an adequate number of certificate courses were offered during the academic year 2023-24. The committee recommended continuing this practice in 2024-25. It was also resolved to introduce certificate courses on the Indian Knowledge System during the current academic year. Departments were instructed to submit details of projects, internships, mini projects, and newly introduced syllabus components under this criterion.
5. Under Criterion II, departments were instructed to submit comprehensive details of experiential learning practices, including the use of online tools, platforms, and software in the teaching-learning process.



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6. Under Criterion III, the need for conducting seminars and workshops on Intellectual Property Rights (IPR), Research Methodology (RM), Entrepreneurship Development (ED), and related areas was emphasized. The committee expressed concern regarding the number of research publications and stressed the need to enhance research output. Faculty members were encouraged to apply for major and minor research projects to strengthen the institution's research culture.
7. For Criterion IV, it was decided that the audit report format would remain the same as that used in the academic year 2023–24. The audit report for the newly constructed building was to be obtained from the office.
8. Under Criterion V, details of scholarships were to be collected from the office, while information related to student progression was to be compiled by the departments. Details of capacity-building initiatives and career guidance programmes were also to be submitted.
9. For Criterion VI, the committee resolved to continue providing financial assistance to teachers for participation in selected Faculty Development Programmes (FDPs). In addition to mandatory FDPs required for career advancement, teachers were to be motivated to participate in other FDPs to enhance professional competency.
10. The IQAC planned the following initiatives for the academic year 2024–2025:
 - (i) implementation of skill development initiatives for students,
 - (ii) strengthening of career guidance and placement support initiatives to enhance student employability.
11. Under Criterion VII, the committee noted with satisfaction that all planned activities were successfully implemented. The institution has conducted a sufficient number of programmes related to gender sensitization and environmental sustainability. It was resolved that the Code of Conduct for students would be communicated during Deeksharambh and reinforced regularly through college assemblies.
12. The Institutional Distinctiveness for the academic year 2023–24 was deliberated upon and unanimously decided as "Community, Creativity, and Capacity," reflecting the institution's focus on community engagement, creative excellence, and capacity building
13. The Best Practices of the institution for the academic year 2023–24 were identified (in alignment with UN SDGs Quality Education, Sustainable Communities and SDG Partnerships for the Goals) as:
 - *Fostering a culture of excellence through skill*
 - *Strengthening community engagement through enhanced and meaningful community outreach initiatives*
14. It was also resolved to conduct an Energy Audit, Green Audit, and Environmental Audit as part of the institution's commitment to environmental sustainability.

Dr. Sunita Kurur , IQAC coordinator, proposed the vote of thanks.



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The meeting was adjourned at 03.30 PM.

Members Present	
Dr. Reshmi R Prasad	Principal and Chair, IQAC
Dr. Sunita Kurur	IQAC Coordinator
Dr. Lekha Rani M L, Assistant Professor and Head, Department of History	Member
Dr. Nisha K K, Assistant Professor, Department of Botany	Member
Dr. Ayona Jayadev, Assistant Professor, Department of Environmental Sciences	Member
Dr. Sangeetha S, Assistant Professor, Department of Commerce	Member
Ms. Divya Grace Dilip, Assistant Professor, Department of Zoology	Member
Dr. Veena Suresh Babu Assistant Professor, Department of Physics,	Member
Dr. Sonya J Nair, Assistant Professor and Head, Department of English	Member

Sunita K.

IQAC Coordinator

**IQAC CO-ORDINATOR
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Reshmi

Principal

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