



# ALL SAINTS' COLLEGE

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

Thiruvananthapuram - 695 007, Kerala - South India

Phone: 0471-2501153, 8304841778, 8281334337

E-mail: allsaintscollegeasc@gmail.com, www.allsaintscollege.com

## IQAC 2024-25

### MINUTES OF IQAC MEETING HELD ON 23/08/2024

Venue: IQAC Room, All Saints' College

Date: 23/08/2024

Time: 3.00 to 4.30 PM

#### **Agenda**

Welcome address by Dr. Reshmi R. Prasad, Principal, All Saints' College and Chairperson, IQAC

1. Conducting departmental talks as part of knowledge-sharing initiatives
2. Conduct of Green Audit, Energy Audit, and Environmental Audit
3. Initiation of PBAS procedures for teachers due for promotion
4. Signing of new MoUs with governmental and non-governmental agencies
5. Participation in NIRF, KIRF, and India Today Survey
6. Professional Development Programmes for faculty and Administrative Training Programmes for administrative staff
7. Scholarships and freeships for students
8. Any other item with the permission of the Chairperson

Vote of Thanks by Dr. Sunita Kurur, IQAC Coordinator

#### **Proceedings of the Meeting**

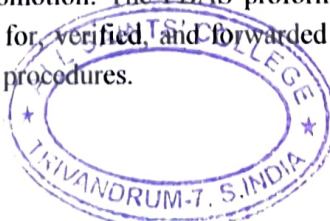
The meeting commenced at 3:00 PM with a silent prayer.

Dr. Reshmi R. Prasad, Principal and Chairperson, IQAC, addressed the gathering and conveyed her best wishes for the smooth and effective functioning of the IQAC.

The IQAC Coordinator, Dr. Sunita Kurur, presented the minutes of the previous meeting held on 26/07/2024, which were reviewed and approved by the members.

The following agenda items were discussed, and the ensuing resolutions were taken:

1. Departmental Talks for Knowledge Sharing: The IQAC instructed all departments to conduct talks and academic sessions for students to enhance knowledge and academic engagement.
2. Green, Energy, and Environmental Audits: It was resolved to conduct the Green Audit, Energy Audit, and Environmental Audit of the college in November 2024.
3. PBAS Procedures for Promotion: The PBAS proforma of teachers who are due for promotion will be called for, verified, and forwarded to the competent authority for further promotion-related procedures.



*Reshmi*  
PRINCIPAL  
All Saints' College  
Thiruvananthapuram

4. **Signing of MoUs and Strengthening Collaborations:** Departments were advised to initiate and expedite steps to secure new Memoranda of Understanding (MoUs) with appropriate governmental and non-governmental agencies, with a view to enhancing academic, research, internship, training, and community-based collaborations.
5. **Participation in Ranking and Survey Frameworks:** The IQAC resolved to participate in the following ranking and survey frameworks, and coordinators were appointed as follows:
  - NIRF: Dr. Reshma J K, Associate Professor and Head, PG Department of Environmental Sciences
  - KIRF: Dr. Anjana P. S., Assistant Professor and Head, Department of Physics
  - India Today Survey: Dr. Sangeetha S., Assistant Professor, Department of Commerce
6. **Professional Development Programme and Administrative Training Program:** The IQAC decided to organise a Professional Development Programme titled and Administrative Training Program “Workshop on Financial Planning and Risk Management” on 27/08/2024 for teaching and non-teaching staff. The resource persons include:
  - Ms. Archana, Branch Manager, Central Bank of India
  - Mr. David, Mr. Saravan, Ms. Litty, Marketing Specialist Officers
  - Mr. Roshan, Ms. Jalaja, IT Officers
7. **Scholarships and Freeships for Students:** The IQAC resolved to provide scholarships and freeships to deserving students with the support of the College Management.

At the conclusion of the meeting, Dr. Sunita Kurur, IQAC Coordinator, proposed the vote of thanks, expressing gratitude to the Chairperson and members for their valuable contributions.

The meeting was adjourned at 4:30 PM

<b>Members Present</b>	
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*  
 IQAC Coordinator  
 ALL SAINTS' COLLEGE  
 THIRUVANANTHAPURAM-7



*Reshmi*  
 Principal  
 All Saints' College  
 Thiruvananthapuram