SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

ALL SAINTS' COLLEGE

ALL SAINTS COLLEGE, CHACKAI, THIRUVANANTHAPURAM
695007
www.allsaintscollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

All Saints' College is the flagship educational institution of the Congregation of the Carmelite Religious (CCR) and was founded in 1964 with the vision of reaching out to young women in all sections of society with special focus on the marginalized. It was established with the intention of effecting intellectual growth, social transformation, and women empowerment. In doing so, to build up the individual, society and the nation. Today the institution has ten departments with two recognized research centres and offers 11 UG, 4 PG and 2 Ph.D programmes with a faculty strength of 67 (54 % Ph.D. degree holders) and student strength of 1965.

All Saints' College has taken a quantum leap in terms of reinventing itself to be prepared for the next great tectonic shift in education. On September 16, 2020, the Kerala Startup Mission sanctioned the establishment of an Innovation and Entrepreneurship Development Cell (IEDC) in the college. The institution is recognised as a member of the National Entrepreneurship Development Mission by Mahatma Gandhi National Council of Rural Education, Department of Higher Education, Government of India and has its own Rural Entrepreneurship Development Cell (REDC). It is also has a Social Entrepreneurship, Swachhta& Rural Engagement Cell (SES REC) with ten groups working in areas of Sanitation and Hygiene, Waste Management, Water Management, Energy Conservation and Greenery in the college campus and the community/ adopted villages.

The College has initiated and internalized a number of healthy and best practices that have contributed to academic excellence and overall sterling performance of the institution. All this has translated into academic benefits for the stakeholders. All Saints' College received a grant from IEEE HAC/SIGHT on 30 October 2020 for a project utilising grassroots humanitarian technology to address the COVID-19 pandemic among the local community.

The mentorship programme 'Kalpana' was launched in our college on May 2, 2020 by the NGO VigyanShaala International, a non-profit organisation working to close the access and attainability gap in STEM (Science, Technology, Engineering and Mathematics) fields. Through guided mentoring, it encourages young women to explore the broader opportunities in STEM careers by equipping them with the requisite tools.

Vision

The creation of dynamic young women who are academically proficient and financially independent, socially committed and morally upright.

Mission

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 that our students will be the agents of change in the community for whom the College was set up and in the larger society.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- 58 years of Educating Women
- Qualified & competent faculty
- Social extension initiatives
- Approachability
- Skill Enhancement, Certificate and add-on courses
- Effective feedback system
- Swayam MOOC courses enrolment by faculty and students
- Swayam NPTEL Local Chapter
- Faculty Publications
- Student centred teaching-learning
- Value education
- Transparency in admission
- Inclusivity
- Continuous Evaluation
- Excellent library facilities
- Vibrant alumnae Association
- Effective leadership by management
- Digital Library
- Good Academic performance
- Fund from RUSA, UGC and Industry
- Good Sports infrastructure
- Stellar sporting achievements

Institutional Weakness

- Constraints of Space
- Less number of research centres and PhD guides
- Time constraint for organising more activities and programmes
- Financial constraints

Institutional Opportunity

- Fully Solar powered campus
- Campus recruitment drives
- Faculty and Student Exchange Innovative programmes in bio sciences
- Academic ERP Enhanced Collaborations
- Promotion of communication and leadership skills among all students

Institutional Challenge

- Securing externally funded projects by faculty

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- Delay in end semester exams
- Increased demand for professional courses
- Majority of students from economically and socially vulnerable areas

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

All Saints' College follows the curriculum prescribed by the University of Kerala. 11 UG, 4 PG and 2 Ph.D programmes are offered at present by the college. In the academic year 2020-21, M.Sc Physics with specialization in Space Physics was sanctioned for the college and the first batch commenced during the academic year 2020-2021.

Over the course of the last five years the college has offered 58 Add-on Courses and 38 Certificate Courses. The college offers 11 Open Courses.

The college follows the syllabus designed and prescribed by the University of Kerala. The college ensures effective curriculum delivery by strictly adhering to the Kerala University Academic Calendar. The faculty members of the college participate in designing and developing the curriculum as prescribed by the University in various capacities such as Chairperson (Board of Examinations), member of Board of Studies, Academic Council and Syndicate. Faculty members participate in the syllabus revision, question paper setting, and assessment and evaluation process of the University of Kerala and other universities as well.

Majority of programmes offered are under the Choice Based Credit System (CBCS)/elective course system. The institution has integrated relevant societal concerns on Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum. The college has a well-functioning Women's Study Cell and Internal Compliance Committee (ICC) to address gender sensitive issues emerging in the society. Environmental study is included in the syllabi of UG programmes. During the last five years, more than 90% of the students undertook courses that involve prominent attributes of experiential learning

The college collects feedback on curriculum from various stakeholders - Students, Teachers, Alumni and Employers. IQAC formulates action plans based on the curriculum feedback collected from various stakeholders of the institution.

Teaching-learning and Evaluation

The admission process is conducted every year according to the procedures established by the University of Kerala. There has been 99% average enrolment and 98 % seats were filled against reserved categories in the last five years. Deeksharambh – the Student Induction Programme , conducted every year which helps new students adjust to the new environment,

The advanced learners participate in government sponsored programmes co-ordinated by the college like Walk with a Scholar (WWS), present papers in international and national seminars. Kerala Government sponsored Student Support Programme (SSP), remedial classes, special mentoring, etc. cater to the needs of slow learners.

Student centric teaching-learning methods are adopted. The teachers are recruited according to the established

government norms as the college is a Kerala Government Aided college.

The college has been in the forefront of promoting learning among the students of the coastal community and has maintained a consistently good pass percentage over the last 5 years. In the last five years the college had 12 students in the top 5 positions in Kerala University Graduate Degree Position List with 3 First Positions. Similarly the college got 2 top ranks in the Kerala University Post Graduate Rank List in the last 5 years.

Tutorial and Mentoring address the academic and personal needs of the students. Evaluation is based on attainment of POs, PSOs and COs which is displayed on College Website and communicated to students by faculty. Continuous Assessment is done in a time-bound and transparent manner and the result is displayed on the department notice boards. Grievances relating to University results are solved by intimating the University and remedial measures being taken.

The collection and analysis of feedback from stakeholders assist the institution in understanding the need of society and what stakeholders expect from the institution. With this aim the college has developed the following different feedback systems. The feedback is collected from the all stakeholders by the IQAC through feedback committee and analyzed. After analysis of feedback inclusive reports are prepared and will be communicated to the concerned teaching staff/ department head / examination-in-charge/ library/BOS of University for their improvement.

Research, Innovations and Extension

The Research projects funded by various agencies like UGC, SAC-ISRO, Kerala State Council for Science and Technology (KSCSTE) was sanctioned during the period. There are 11 research guides in various departments guiding 37 PhD scholars.

The college has initiated several programmes to nurture an atmosphere of innovative thinking and progressive development. College is registered as a Premier Institute with the Young Innovators Program organized by K-DISC. The institution has constituted Rural Entrepreneurship Development Cell in the campus. The College is a recognized member of National Entrepreneurship Development Mission by Mahatma Gandhi National Council of Rural Education, Department of Higher Education, Government of India. and framed the SES REC Action Plan and is now a Recognized Social Entrepreneurship, Swachhta & Rural Engagement Cell Institution. Seminars, workshops and conferences are routinely conducted at international, national and regional levels on the topics relevant to academics like Intellectual Property Rights, Research Methodology, Entrepreneurship etc to enrich the knowledge in research and innovations. Research papers are published in Scopus, Web of Science and UGC approved journals. 89 research papers, 74 Book chapters and papers in seminar proceedings have been published during the assessment period.

Extension programs facilitated cent percent involvement of students. Principal, faculty and students has won laurels for extension activities like Appreciation award for 3 Voluntary Blood Donations with 104 female donors by Kerala State Blood Transfusion Council, Special Appreciation Award for the year 2016-17, NSS Achievement Award 2016-17, Best Unit Award 2017-18, Best NSS Programme Officer Award 2017-18, Best NSS Volunteer Award 2017-18 by University of Kerala. The institution collaborated with various agencies for research, Add on Courses, internship, green initiatives, student exchange etc. 29 MoUs are signed with agencies to share academic resources and thus enriching innovations and research.

Infrastructure and Learning Resources

All Saints' College, Thiruvananthapuram is an oasis of greenery in the coastal belt of the city. The College has a strong commitment towards ensuring state of the art infrastructure for the students.

There is equal importance given for augmenting sporting and educational infrastructure. The College boasts of 55038.69 sq.ft of sporting ground, a gym measuring 915.67 sq. ft. and facilities for games.

The academic infrastructure includes a total of 41 classrooms, one auditorium, two exam halls and eight laboratories. The classrooms are ICT enabled with facilities like projectors, smartboards, LMS, WiFi etc.

Departments of Chemistry, Zoology and Botany and the P.G Departments of Environmental Sciences and Physics have laboratories. There is also a Tissue Culture Lab and Materials Science Research Lab. There is a computer lab with 24 computers for the Department of Mathematics and a Geo Informatics lab for P.G Department of Environmental Sciences with facilities for remote sensing, data processing and geo spatial analysis. In addition, there is a language lab enabled with Orell Talk 2.0 Pro Version software and 37 computers and two browsing centres with 61 computers respectively and all departments have been provided with computer, printer and power back-up facility.

The College auditorium has a performing area measuring 17841.80 sq ft and gallery style seating for a capacity of 1500 people.

There are three seminar halls, of which one with a total seating capacity of 150 is airconditioned and the other two with a seating capacity of 300 and 80, equipped with ICT facilities and sound systems.

The College library, measuring 8395.16 sq. ft has 53624 books and a sizeable collection of online resources including e-books and journals.

The administrative mechanisms are managed through LMS, SPARK and the library uses LIBSOFT Software.

These processes are streamlined through the use of high-speed internet, WiFi and routers in the campus. The college subscribes to an internet band width of 100 Mbps.

In order to ensure a seamless educational experience for the students, the campus also houses a hostel with 66 rooms for students, a study hall and an air-conditioned seminar hall with ICT facilities.

Student Support and Progression

All Saints' College has created a fabric of social inclusion and empowerment through student-centric financial incentives and welfare measures by providing a number of scholarships and fellowships in addition to the government scholarships and freeships.

The activities of various Department Associations, Clubs and Forums provide ample opportunities for students to participate in different curricular, co-curricular and extracurricular activities and develop their skills and talents. Our Sports stars are known for their outstanding performance in International, National, Interuniversity, State and Intercollegiate competitions. College has organised a number of extracurricular and sports events. Career Guidance and Placement Cell and departments organize competitive exam coaching, career guidance

sessions, career counselling and placement initiatives. Almost 30 percent of the UG students progress to post graduation and related programmes. Many students have successfully cleared various state and National level competitive exams including UPSC examinations.

College Union election is held in parliamentary mode and all students participate in the process. Students are represented in important academic and administrative bodies. The institution is proud of being the alma mater to the youngest Mayor of Thiruvananthapuram Corporation.

College has a transparent mechanism of settling the grievances. Students are free to voice their grievances through grievance Redressal Cell, Anti Ragging Cell and Internal Complaints Committee. SC –ST Cell, OBC Cell guides the students for the scholarships and other academic pursuits.

The College is proud of its active and vibrant alumnae who organize, support and participate in the activities of the College. They contribute extensively to the College academically, physically and financially. Alumni members who have excelled in various fields have come back to the college as resource persons in conferences and departmental programmes providing motivational and insights to students.

Governance, Leadership and Management

The college, is a missionary institution with a well-defined Vision and Mission of empowering young women, has a clear vision and mission of reaching out to young women in all sections of society to effect intellectual growth, social transformation and empowerment. The executive decision-making body is the College Board of Management comprising the Superior General/ Manager, Councillor for Education, Director, Principal, Vice-Principal, Dean—Academics and Dean—Student Affairs. The Administrative Council of the college is vested with the Director, Principal, Vice-Principal, Dean—Academics and Dean—Student Affairs, Management Committee, Finance Committee and the IQAC.

The Management ensures participative management by involving the stakeholders at different levels of planning and implementation. The Heads of Departments oversee the efficient running of individual departments and represent the department during the Council meetings. Other faculty members are well represented in the various committees/cells of the institution where they function as leaders or co-leaders. The IQAC monitors the overall running of the college with a view to enhancing the parameters of quality. Submission of the AQAR, the conduct of administrative training programmes and professional development programmes, and the introduction of various quality initiatives each year are some of the activities carried out by the IQAC. Faculty members are motivated to attend Faculty Development Programmes conducted by various Human Resource Development Centres (HRDCs) and other institutions of repute. The college also conducts internal and external academic audits regularly. The college participated in the NIRF and the All India Survey (Outlook- ICare for Arts/Science/Commerce Colleges Survey and India Today Survey for Arts/Science/Commerce Streams). The College has clear cut policy in mobilising financial resources and these resources are utilised optimally and subject to audits by various agencies.

Institutional Values and Best Practices

The core values of the institution – **Ethics and Dignity, Integrity, Diversity, Accountability, Participative and Progressive** – are upheld through the practice of sustainable systems of functioning. The College has formulated a Green Policy to ensure a green campus. The College has organized a number of activities within

the campus and outside as part of the urge to conserve and preserve nature. Biogas plants set up for the various kitchens on campus, gardens such as the Nakshatra Garden, Mahatmaji Jaivodyanam, etc. have helped green the campus. There has been a concerted effort at reducing reliance on hydrocarbon-based energy sources. The energy requirements of the college are being met largely through the use of solar power and over the years, the college has increased the presence of solar energy units on campus. Energy, environment and green audits are carried out every year and the institution has managed to reduce its carbon footprint to negligible levels and increase the green cover of the college. There are avenues for groundwater recharge and for rainwater harvesting.

The college has strived hard to ensure a sense of self-esteem, dignity and social and financial independence in its students through initiatives encouraging gender sensitisation, gender diversity, entrepreneurship initiatives and self-defence classes. The college gives the underprivileged women students of the coastal areas access to equitable education through its convenient location. The college always ensures inclusive environment and is very committed to promoting national and constitutional values and encourages participation in activities that help build an integrated campus and nation through celebrating various days of importance, orientations, talks, interactions, extension activities and awareness drives.

The campus is a safe and secure zone, with round the clock security and CCTV cameras installed for surveillance. There is a very supportive environment for Divyangjan students and the Differently Abled Cell looks into ensuring ease of facilities.

The institution has been working towards capacity enhancement of students through support programmes, skill enhancement and entrepreneurship development. These initiatives have helped the college gain recognition from reputed agencies that have collaborated with the institution towards realization of the vision and mission of the college.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ALL SAINTS' COLLEGE
Address	All Saints College, Chackai, Thiruvananthapuram
City	Thiruvananthapuram
State	Kerala
Pin	695007
Website	www.allsaintscollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Reshmi R Prasad	0471-2501153	8281334337	-	allsaintscolegeasc @gmail.com
IQAC / CIQA coordinator	Anjana P S	0471-6452484	9495628015	-	anjana.phy@allsai ntscollege.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes Minority -ASC.pdf
If Yes, Specify minority status	
Religious	Latin Catholic
Linguistic	
Any Other	

Establishment Details	
Date of establishment of the college	01-01-1964

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Kerala	University of Kerala	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	01-01-1969	View Document
12B of UGC	01-01-1969	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes autonomydoc_1643007492.pdf
If yes, has the College applied for availing the autonomous status?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	All Saints College, Chackai, Thiruvananthapuram	Urban	36	24715.82

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Physics	36	Plus Two	English	35	30
UG	BSc,Chemistry	36	Plus Two	English	53	43
UG	BSc,Mathematics	36	Plus Two	English	52	43
UG	BSc,Botany	36	Plus Two	English	53	53
UG	BSc,Zoology	36	Plus Two	English	53	50
UG	BA,English	36	Plus Two	English	75	75
UG	BA,English	36	Plus Two	English	70	64
UG	BA,Economics	36	Plus Two	English	75	74
UG	BA,History	36	Plus Two	English	75	75
UG	BCom,Commerce	36	Plus Two	English	70	70
UG	BCom,Commerce	36	Plus Two	English	70	62
PG	MSc,Physics	24	UG	English	12	10
PG	MA,English	24	UG	English	25	25
PG	MCom,Commerce	24	UG	English	25	21
PG	MSc,Environmental Sciences	24	UG	English	20	18
Doctoral (Ph.D)	PhD or DPhil,English	60	PG	English	7	7
Doctoral (Ph.D)	PhD or DPhil,Environmental Sciences	60	PG	English	6	6

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				2				3				62
Recruited	0	2	0	2	0	3	0	3	0	62	0	62
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				26
Recruited	0	10	0	10
Yet to Recruit				16
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	2	0	0	2	0	0	30	0	34
M.Phil.	0	0	0	0	1	0	0	3	0	4
PG	0	0	0	0	0	0	0	9	0	9

Temporary Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	9	0	9
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	0	10	0	10

Part Time Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	1811	6	16	0	1833
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	132	0	0	0	132
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	13	0	0	0	13
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	123	116	120	132
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	1	0	4	3
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	167	156	146	144
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	285	268	274	269
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	143	143	148	158
	Others	0	0	0	0
Total		719	683	692	706

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	All Saints' College, Thiruvananthapuram is affiliated to the University of Kerala and as such is bound to follow the curricula set by the University. However, the college has been offering its students opportunities to keep with the latest modes of learning and enabling access to different avenues of studies. Towards this end, the college plans to expand on its existing programmes of enhanced learning through introducing online and offline collaborative ventures with industry, other academic institutions as well as through intra-institutional cooperation. The college is planning more interdisciplinary and multidisciplinary courses. The college will also stress upon nation-building activities through inculcating

values of patriotism, sensitivity towards issues of gender justice, cultural values and physical and mental wellness. The institution offers as Certificate Courses, a number of opportunities for STEM and Arts to integrate their learning through multidisciplinary protocols. There are also Open Courses that encourage interdisciplinary participation among the students and for which credits are awarded. The list of Open courses offered by the College is provided: https://www.allsaintscollege.ac.in/allSaints/course_and_program_outcome.php As the college cannot re-design regular curricula on account of its affiliation to the University of Kerala, it has designed Certificate courses that enable the students to gain access to faculties of learning that support a more research-based and community-oriented level of involvement. The college also encourages its students to work on End Semester Projects at the PG level and the UG level that involve a great degree of social involvement as well as have impact on the development of the nation and the community. These efforts have yielded rich results, in the form of the students collaborating with various NGOs such as Thanal and government agencies such as the Kerala State Biodiversity Board. The college offers courses on Research methodology and personality development, with the aim to improve the articulatory and employability skills of the students. The college runs a number of Certificate courses which can be found at: https://www.allsaintscollege.ac.in/allSaints/add_on.php The college has become a Local Chapter for NPTEL/SWAYAM courses and has been encouraging students to enroll and have access to different specialisations of study. As All Saints' College, Thiruvananthapuram is affiliated to the University of Kerala, the institution is waiting for the policy implementation at the University level. The college has been applying for multidisciplinary projects such as IMPRESS and STRIDE. The college plans to enter into more MoUs with institutions of distinction and excellence towards faculty exchange, research collaborations and proactive interactions. The college has, in collaboration with IEEE, built a pulse oxymeter at a low cost so as to help in the ongoing medical crisis caused due to the pandemic. These oxymeters were built with the collaborative synergies of the Humanities and the Sciences departments of the college and distributed to the

	nearby medical centres. The participants in this endeavour came from all the disciplines and their creative and technical know-how made the machine accurate and useful.
2. Academic bank of credits (ABC):	The University of Kerala is in the process of implementation of the NEP and suitable action will follow.
3. Skill development:	The college has been very focused on improving the soft skills and vocational skills of the students. It has been dedicatedly offering Certificate courses in Soft Skills, Personality Development as well as Spoken and Written English courses through initiatives such as NICE and ELSA. Apart from this, the college, through a collaboration with the NAANDI Foundation, an NGO, has enrolled its students in the Mahindra Pride Classroom Initiative to provide them with training in Interview Skills, Soft Skills and conversational skills. The college has a very vibrant vocational training and development programme through the IEDC, the MNREGC and the SCREC. The details of the same can be found here: https://www.allsaintscollege.ac.in/allSaints/ED_Club.php The college is very dedicated to providing Value Based education to the students and in order to bring this to fruition, has instituted a number of Clubs to promote the same. The extension activities of the college are oriented towards the endeavour of promoting essential values of humanity in the students. The list of extension activities is available at: https://www.allsaintscollege.ac.in/allSaints/extension_activities.php Apart from this, the college is conducting regular classes for inculcating ethical values at a personal and professional level for the students. The college cannot designate vocational courses or integrate them into the structure of the credit system as it follows the credit structure mandated by the university. However, the University has designated some vocational courses in the Career-Related courses such as Communicative English and B. Com with Travel and Tourism Management. The vocational courses therein have credits. The college has a vibrant Entrepreneurship Development Club, through which it engages in activities that ensure better vocational skills access to its students. There are also collaborations with business establishments such as the Hilton Garden INN to provide hands-on training for the students in areas such as Hospitality

	Management. The Young Communicators Club (YCC)- in association with the Public Relations Council of India is providing an interface between students and industry titans in an effort to improve employability skills. https://www.allsaintscollege.ac.in/allSaints/Young_Communicators_Club.php The institution will look to link with the NSDC to streamline this process. The interactive sessions of the IEDC and the YCC are generally held online while the hands-on training programmes are held in-person. The college is fully equipped to offer courses in a blended mode and has already moved in this direction in a significant way. The college will increase its coverage of skilling courses through industry collaborations and linkages with institutions of excellence. The college will increase the number of courses offered under the IGNOU and also offer courses in soft skills and professional development. The college has established industry linkages with organisations to provide internships and hands-on training programmes. The IEDC, the vocational training arm of the college is established so as to provide entrepreneurial training and support to the students and the Club has been extending meaningful service through offering training programmes. . Further details can be found here: https://www.allsaintscollege.ac.in/allSaints/ED_Club.php
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The institution sensitises the students to the cultural and historical relevance of the national language Hindi and the regional language Malayalam through classroom and beyond classroom endeavours. Through the curriculum prescribed by the University of Kerala, the college ensures that the students have an in-depth knowledge of the semantic and literary aspects of these languages. Through interactions with literatures and literary figures, the college encourages the interest of the students in these languages. Most of the teachers are bilingual and possess native knowledge of the regional vernacular. The college will broadly assess the language skills of the teachers in the national vernacular, and take relevant steps to help those might have some lacunae. Through peer teaching, the faculty will be trained in handling their classes in Hindi as well. The college is offering Hindi and Malayalam as additional languages. The details can be accessed at: https://www.allsaintscollege.ac.in/uploaddeptimages/file/Malayalam%20syllabus%202

021%20admission%20onwards.pdf – for Malayalam https://www.allsaintscollege.ac.in/uploaddeptimages/ file/Hindi%20syllabus%202020%20admission%20on wards.pdf – for Hindi. The college has a vibrant department offering instruction in Malayalam and Hindi for students up to the fourth semester in CBCSS and the second semester in Career Related courses. The college organizes literary competitions in these languages for the students and selects the best out of these to participate in the University Youth Festival and other competitions such as the Hindi Prachar Sabha Hindi Pakhwada. The college observes days of National importance as well as of vernacular importance. Manuscript magazines in regional languages are encouraged. The institution offers additional language courses in Hindi and Malayalam as prescribed by the University of Kerala and thus raises consciousness regarding India's glorious knowledge and grammar systems. The degree course in History will make the students aware of the significant periods of ancient Indian history and the people of note. The college has a museum of historical artefacts that help students aware of the relevance of Indian History. The college offers Open Courses in Theatre Studies for students from other disciplines as well as a paper on Theatre Studies for the students of Communicative English. Students are encouraged to carry out their End Semester Projects on art forms such as Kathakali and Koodiyattom. The students are trained to participate in the Kerala University Youth Festival in categories such as Mohiniyattom, Ottamthullal, Oppana, Thiruvathira and other art forms that are symbolic of our culture, heritage and cultural history. The college has always encouraged experiential learning through interactions with historians and literary luminaries. Through classes on Ethics and Ethical behaviour, the students are oriented on the core values of Indian Culture. The Ek Bharath Shresht Bharath Club of the college, established through a mandate from the Hon. Govt of India, is a club that is dedicated to raising awareness with regard to the cultural diversity and historical richness of India. The college has been encouraging students to participate in the activities of the club and to interact with students from Himachal Pradesh, which is the partner state of Kerala. A report of the club's activities can be found here. https://ww w.allsaintscollege.ac.in/uploadimages/EBSB%20repo

	rt_20-21.pdf
5. Focus on Outcome based education (OBE):	The College follows the mandate of the curriculum prescribed by the University of Kerala. This syllabus is Outcome Based. Apart from this, the Addon and Certificate courses offered by the college are also outcome based. The curriculum for these is designed keeping the OBE parameters and the modes of internal assessments of the degree and PG programs are designed as per Bloom's taxonomy. This gives the teachers an idea of the sort of orientation needed for classroom instruction. The link for the Programme and Course Outcomes are given below: https://www.allsaintscollege.ac.in/allSaints/course_and_program_outcome.php The college has introduced the platform, Linways which helps monitor and carry out the OBE mandates in an efficient manner. Right from assessing the classroom attendance of the students to their marks in the various internal evaluation, the platform offers the ease of quantification and data analysis. The questions in the internal exams are stratified and care is taken to include questions with analytical and critical angles. The college has given an orientation class to the teachers regarding the OBE, all courses offered by the college are now Outcome Based and these are assessed accordingly. Students are made aware of the possible outcomes of their courses and the feedback collected from them is especially designed to reflect the same.
6. Distance education/online education:	The college is already a nodal centre for IGNOU and offers courses in: https://www.allsaintscollege.ac.in/allSaints/courses.php Apart from these, the college can offer vocational courses as part of the NSQF and Skill India initiatives. Training women in vocational courses would be a preferential area for the college as it is dedicated towards women empowerment. The college has strengthened its technological wherewithal through boosting Wi-Fi accessibility and establishing virtual classroom through Google Classrooms. Google Meet, the Infosys sponsored Spring Board are platforms that host the classes and learning materials of the teachers and which can be accessed by the students. The use of smart classrooms and smart boards has increased the possibility of interactions between people of social and academic prominence and the college. The classes are being conducted in blended and flipped

modes and students are also granted remote access to the live classes that are held on campus. The institution has moved over to online teaching in a big way and has dedicated systems and protocols in place. This initiative is called 'No one gets left behind'. As part of this scheme, the classes of the teachers are available in the Google classrooms as well as on YouTube so as to ensure public access and facility to download and listen anytime. The students who cannot afford internet access are offered internet scholarships. The classes are held in blended mode and students are given access to online resource platforms such as J-Gate and British Library online access. These resources help students enrich their knowledge and provide richness and quality of their research. Live classes are being streamed through Google Meet so that students can access the same even if they cannot attend classes due to illness or their remote location. This has helped the students maintain their educational status quo. The college is also a Local Chapter of the NPTEL/ SWAYAM and encourages enrollments for the various courses offered.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
375	357	357	358	361

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
17	16	15	15	15

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1965	1919	1913	1901	1874

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
300	278	270	280	271

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
639	651	627	625	609

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
67	67	67	67	67

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
67	67	67	67	67

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 45

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
251.87	62.56	71.25	30.78	53.16

4.3

Number of Computers

Response: 203

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

All Saints' College, Thiruvananthapuram has implemented Choice Based Credit System (CBCS) in all UG and PG programmes as per the regulations of University of Kerala, Thiruvananthapuram, Kerala (http://iqac.allsaintscollege.ac.in/qlm/C1_1_1) . The college has been proactive in offering well-structured Outcome Based Education (OBE) processes for the effective implementation and delivery of the curriculum to make the students socially committed, employable, innovative and research oriented.

Curriculum Delivery Planning Process at College Level

Academic Schedule of the College is prepared by the IQAC every year on the basis of Academic Calendar published by the university. The College Staff Council assists the IQAC in the preparation of timetable and workload (http://iqac.allsaintscollege.ac.in/qlm/C1_1_1). The department academic plans are prepared by the respective departments. The handbook of the college disseminates information regarding the programmes and courses. The details of programme outcomes, programme specific outcomes, course outcomes, syllabi, weightage of internal and external examinations are communicated to the students through college website and induction programmes like the Deeksharambh.

Curriculum Delivery Process at College

Holistic development of students is the main purpose of course delivery. The faculty members prepare a Course Plan in tune with the attainment of course outcomes and deliver it through Learning Management System. The students can access online quizzes, video lectures of the faculty, PowerPoint slides prepared by the faculty through online platforms. E-resources prepared by the faculty and Question Banks containing model question papers and previous years' university question papers are available in the college website.

In order to implant practical knowledge, departments have collaborations with professional bodies like Institute of Chartered Accountants of India, Institute of Cost Accountants of India, Kerala Biodiversity Board, Directorate of Environment and Climate Change, WWF (Kerala Chapter), Energy Management Centre, Kerala etc and collaborations with several prominent NGO's of the state like Thanal and Climatehood. In order to make the learning student-centric, industrial visits, quizzes, case discussions, seminars, workshops and lecture series have been organised on a regular basis. Teachers provide remedial coaching classes for slow learners. The state government sponsored Scholar Support Programme (SSP) also engages the weak students. The advanced learners are motivated through the Walk With a Scholar (WWS) scheme of the state government and the Young Innovator's Programme (YIP). National/International Seminars sponsored by reputed funding agencies are also part of curriculum development for faculty members and students.

Redressal Strategies in Effective Curriculum Delivery

The feedback regarding the curriculum from the students, teachers, alumni and employers is communicated to the respective authorities through the members of the faculty who are in the Board of Studies (http://iqac.allsaintscollege.ac.in/qnm/C1_1_3) and other Academic Bodies. Based on this feedback analysis, IQAC facilitates necessary action. Faculty Development Programmes are being organised on a regular basis. IQAC makes necessary modifications in curriculum delivery based on Stakeholder Feedback Analysis (http://iqac.allsaintscollege.ac.in/qnm/C1_4_1). The corrections implemented are recorded in the Action Taken Report (http://iqac.allsaintscollege.ac.in/qnm/C1_4_2).

File Description	Document
Upload Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The Institution sticks to the academic calendar published by the University of Kerala for the Courses offered in the college. This helps the teachers and the students to space out their teaching and learning assessments. In order to maintain a constant evaluation of the student, the institutional level CIE involves the conduct of Internal examinations, assignment submissions, Seminar presentations and monitoring the attendance of the students. The CIE is structured such that it is in tune with the parent university's schedule which includes the semester-End examinations and the project viva-voce. The Institution adheres to the University Academic Calendar and the Academic Schedule (http://iqac.allsaintscollege.ac.in/qlm/C1_1_2) prepared by the College on the basis of the former. In case of revision of academic calendar by the university, institution incorporates the necessary changes.

The Continuous Internal Evaluation is assessed at two levels,

1) Institution Level

2) University Level

Institution Level: The institution practices effective time management and precise implementation. IQAC monitors the uniform coverage of syllabus in each class. It has prepared a standard format for this purpose.

The activities in the Academic Schedule include:

- Semester commencement date
- Working days
- Holidays
- Dates of Internal Examinations
- Assignment Submission Indicators
- Remedial Classes and Mentoring Sessions
- Field Visits/Study Tours

- PTA meetings
- 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 CIE timetable is prepared and approved by the college council and the schedule is informed to all the departments. Question papers are prepared by the concerned faculty members, subject to the approval of the respective department councils. The schedule of the exams is intimated to the students through the college notice board. The Internal Practical Exams are held by the College under the supervision of internal faculty members. After the conduct of internal examinations on scheduled dates, the result is published on the date specified in the academic schedule. Students are required to verify the marks and inform the concerned faculty member in case of any discrepancy. The Continuous Evaluation marks for each student is prepared by the Faculty of the Department and verified by the student before sending the Final CIE to the University.

The CIE of the institution is followed by 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.

University Level: The College level Exam Nodal Centre facilitates assistance to the students in regard to their grievances concerning the University exams. Right from the Admission of the new Entrant to the exit level, the Institution administers and monitors the progress of the student. The departments constantly keep track of their students' progression in their future prospects. Thus the 360 degree continuous internal evaluation of Knowledge-based education is rendered to the students of the Institution.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 88.24

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

Response: 15

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 96

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
27	19	16	20	14

File Description	Document
List of Add on /Certificate programs	[View Document](#)
Brochure or any other document relating to Add on /Certificate programs	[View Document](#)
Any additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 83.87

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1496	1591	1686	1624	1626

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The institution integrates cross-cutting issues relevant to Gender, Environment, Sustainability, Human Values and Professional Ethics into the curriculum in three different ways.

1. The college places special emphasis on the dissemination of these relevant concerns of contemporary society to the students by focusing on select courses prescribed by the University that adhere to these themes (http://iqac.allsaintscollege.ac.in/qlm/C1_3_1)
2. In addition to this, the college offers a wide array of Value added, Add on and Certificate courses pertaining to these issues.
3. Conduct of Seminars/Workshops and experiential training platforms which help students understand the importance of these core concerns.

Gender Sensitivity

The students have been given training in Fitness Management and several awareness campaigns have been organized on Self Defense Skills. The College conducts workshops in the areas of Mushroom Cultivation, organic farming, soap & detergent making, cloth carry bag making, Paper Cover Making and Apiculture to empower the female students (http://iqac.allsaintscollege.ac.in/proof/c1/1_3_1/Gender_Sensitisation.pdf).

Environment and Sustainability

Awareness about Environment is necessary for the protection of the environment and survival of human life. The course "Environmental Sciences" is part of the curriculum for the students of the UG stream. The basic aim of this subject is to make the students aware about the importance of ecosystem to human life. School of Life Sciences (EVS, Botany and Zoology) has organized several programmes to generate environmental consciousness in our students. College conducts Energy audit, Green audit and Environmental audit by accredited auditors on a yearly basis. All environmental activities in the campus are organized according to the guidelines set by the Green Policy of the institution (http://iqac.allsaintscollege.ac.in/proof/c1/1_3_1/Environment_and_Sustainability.pdf)

Human Values and Professional Ethics

The college offers Value Education Course to all the students and meritorious candidates are honoured with prizes. The students have been encouraged to participate in extracurricular activities that help in instilling life lessons and thereby mould themselves as valuable citizens of our society. They have proven their mettle by their active participation in flood rescue and relief operations, medical camps, cleaning drives and other voluntary activities.

The vision of the college is "Empowering Young Women through Education". Various career guidance programmes are organised to inculcate professional ethical practices in students. Special emphasis is given to encourage ethical and equity practices among students in the conduct of various inter-collegiate competitions and cultural practices. The college has a Code of Conduct and Ethics Committee for students and teachers.

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

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 97.34

1.3.2.1 **Number of courses that include experiential learning through project work/field**

work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
368	348	348	348	348

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document]
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document]
Any additional information	[View Document]

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 97.05

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 1907

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	[View Document]
Any additional information	[View Document]

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1.Feedback collected, analysed and action taken and feedback available on website
2.Feedback collected, analysed and action has been taken
3.Feedback collected and analysed
4.Feedback collected
5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 98.42

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
719	683	678	701	680

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
763	698	678	701	680

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 98.75

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
291	272	270	279	269

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]
Any additional information	[View Document]

2.2 Catering to Student Diversity

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

Response:

Assessing Prior Knowledge

The students seek admission in the disciplines of arts and science in the college through the procedures established by the University of Kerala. The students come with varying levels of pre-existing knowledge, skills, beliefs and attitudes towards learning that influence how they will gather, interpret and integrate new knowledge. They are a heterogenous community in terms of socio-economic conditions, which is an integrant in deciding the academic outcome of the college later. The college also has a large number of students from the coastal community. The following methods are adopted to assess prior knowledge and skills and "bridge" any major gaps:

- **Entry Level Exams** access the learning level of students and identify slow and advanced learners.
- **Bridge Course** covering most vital skills: Fundamentals of English language and sciences for all the new students after admission.
- **Orientation Programme** to acquaint the students with the needs of the University, familiarise them with the CBCSS (Choice based credit semester system) and introduce them to the routine of the degree and post graduate programmes.
- **Mentoring**: Each student is a mentee of a particular teacher and the overall development of the student is kept track of throughout the programme.

Strategies for High Achievers

- Students who exhibit brilliance in academic pursuits are enrolled in the **Walk with a Scholar Scheme(WWS)** sponsored by the Government of Kerala.
- Students are **part of resource development** that is used for teaching and learning which becomes part of the common online resource pool that helps students across University of Kerala.
- Advanced learners are given opportunity to participate in **National and International Seminars** in the college and outside the college.
- There are **annual prizes and cash awards** for the high achievers that keep them motivated.
- **The Quiz Club** has taken the aspiring students further in the acquisition of knowledge.
- The **Debating and Literary Club** has honed the skills of the aspiring students to participate in intercollegiate competitions.
- Advanced learners are involved in **peer teaching.**
- Advanced learners in the **PG department** are part of **academic projects**.

Strategies for Slow Learners

- Slow learners are enrolled in the **Kerala Government** sponsored **Scholar Support Programme(SSP)** every academic year.
- **Remedial Classes** based on the mentoring feedback.

- **Self-learning materials** are given to the slow learner.
- **Financial aid** including books and materials.
- **Group work** to encourage learning.
- **Personal counselling** for motivation.
- **Personal interaction with parents** to support the learning process.
- **Peer teaching** that helps slow students learn with ease.
- **Addition time and support** provided for practicals.

File Description	Document
Upload any additional information	[View Document](#)
Past link for additional Information	[View Document](#)

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

Response: 29:1

File Description	Document
Any additional information	[View Document](#)

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

Response:

Experiential Learning:

The institution has been constantly in the pursuit of connecting theory to practice, by attempting to place knowledge acquisition in a real-world scenario within real-world constraints. This includes:

- **Vocational Training -** garment-making, hand and machine embroidery, fabric painting, jewellery making, doll making, cake baking, terrarium making, beautician course and flower making.
- Clubs like Bhoomitra Sena Club and Biodiversity Club give students hands-on knowledge of environment protection and restoration.
- In association with the **Kerala Chalachitra Academy,** students formulated a Film Club and created**campus movies** and **documented campus history.**
- Students are part of **editing and printing of the college magazines**.
- Students **volunteered in the schools of the coastal community** to teach the schoolchildren language skills and also funded and renovated a house for a poor family which is literally what can be called "value-education."
- **Project Presentations** and **outreach programmes**.
- Yearly **budget discussions** are conducted by the students.

- 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** and are involved in the **creation of learning resources** online and print.

- While being involved in **environmental studies** as part of their course, the students volunteer for **beach clean-updrives** and the impact of their actions can be viewed in proximity.
- **Language lab** activities.
- Students are enrolled in **add-on courses** which will contribute to their **employability skills**.
- Meaningful interaction with society: On Human Rights Day our students distributed food and other materials to the less privileged sections of the society.
- Students set up a "**Paithruka Museum and Exhibition**" to learn history from close quarters and to update the artifacts and collections of the same.

- NSS Unit of All Saints' College, Thiruvananthapuram is an extremely dynamic unit with hundreds of students who take part in leadership development activities and engage in actions that lead to social commitment.
- Students are actively involved in the **medical camps** conducted to address health challenges which includes **Breast Cancer Prevention and Awareness Programme**.
- **Kerala Start Up Mission, Government of Kerala**, funds an **Innovation and Entrepreneurship Development Centre (IEDC)** that gives students vast exposure into the realm of start-ups and **trains them to be entrepreneurs.**
- Students are trained in Entrepreneurship under the **Entrepreneurship Development Club** sponsored by the **Department of Industries and Commerce, Government of Kerala**.
- Role play and hands-on activities like gardening and cooking are part of the learning activities in the college. Numerous opportunities are created so that students can be involved in such hands-on activities.

Problem Solving:

- Through their active participation in Make a Difference **(MAD) programme**, our students engage in assisting differently-abled students in learning, thereby making their own learning process more value oriented and inclusive.
- Visits and interaction with faculty at Research Institutions for problem-solving and collaboration.

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

ICT enabled education has been inclusive as much as it has been innovative. The college has in-house infrastructural systems that support ICT enabled education within the campus and at the same time has student friendly approaches. Students learn through a blended method where they attend regular classes and at the same time are given materials for self-learning through easily accessible channels like YouTube and are given access to Google drives.

As General English Classes are common for all students of BA/BSc across University of Kerala, the College maintains Public Telegram Channels that has been subscribed by over 3000 students.

There is WiFi, along with LCD projectors/Smart-boards in every classroom and teachers can seamlessly use ICT tools. ICT penetration is 100 per cent in the college and all classrooms are ICT enabled.

The Department of Commerce teaches the students Tally and Peach Tree. Departments have been using online interactive tools like Flipgrid and Quizlet. NDVA software is used to help students who are visually challenged and they are given orientation just after taking admission in the college.

The college has a robust mechanism of digital repositories of study materials and a frequently used **Digital Library** (https://allsaintsdigital.libsoft.org/). To encourage the use of the digital library, the best student and teacher users are selected every month and lauded for their accomplishments .

The library is fully automated using Integrated Library Management System (ILMS). The library uses the LIBSOFT Software which is a user-friendly 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
- **Name of the ILMS Software** - LIBSOFT **Version 5.1**
- **Nature of Automation** - Fully Automated Version
- **Year of Automation** - 2007
- **Year of implementation - 2016**

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 can be downloaded on Mobile phones - that gives access to the library catalogue and the details of books available in the library.
- Users can access large amounts of information, wherever they are and whenever they need it.
- 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 Indian

Rare Manuscripts which are 200 to 350 years old

- Digital database has separate pages for E-journals & E-Books, E-Thesis, access to 1283 University question papers of Undergraduate and Postgraduate programmes, and subscription to Live News, N-LIST, DELNET, J-Gate and Open Access Journal Search Engine.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

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

Response: 30:1

2.3.3.1 Number of mentors

Response: 65

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)
Any additional information	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality /

D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 54.03

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
43	40	36	33	29

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	[View Document]()
Any additional information	[View Document]()

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

Response: 9.13

2.4.3.1 **Total experience of full-time teachers**

Response: 611.6

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

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

As an affiliated College, All Saints' pursues the format of conducting the Continuous Internal Assessment as prescribed by the University of Kerala. The Internal evaluation is to be done by continuous assessment.

Internal Exams: Teachers conduct internal exams that is mandated by the University. Prior to the internals, class tests and series exams are conducted by the teaches handling each paper.

Practical Exams: Science subjects have practical exams that ensure rigorous preparations before the University exams.

Assignments: Both Graduate and Post Graduate programs have assignments that make up a part of the internal assessment. Students are allotted assignments that aid and add to their understanding of the subject area. The assignments are made challenging enough to make the students think innovatively. The assignments are consistently given in each semester.

Mini Projects: Students are given Mini Projects that are done as group work. While the assignments test individual prowess, the mini projects are designed to initiate group work and produce works that need collaboration and cooperation among students.

Presentations: For all Post Graduate courses the students have to make Presentations as part of internals. The students are to work independently for the seminar and make presentations, many of which are multimedia presentations. For every paper, the student works under the guidance of a teacher for the preparation and demonstration of the Presentation.

Attendance: Attendance ensures that student participation in the classroom is guaranteed in the learning process which adds immense value to the learning process.

The College Council consisting of the Principal and the Department Heads meet prior to the conduct of the internal examinations. The Council holds meetings to discuss the modalities of conducting the internal examinations. One internal test paper is to be conducted in each semester for each course besides class tests.

Centralised Internals: The internal exams are conducted in a centralized manner, on the model of University exam paper. All the departments conduct the internals according to the date and time fixed by the College Council and the same is communicated to the students well in advance.

Uniform Model of the Internals: Every department has the same model to avoid confusions and ensure uniformity. The committee fixes the dates of examination in advance and executes the resolutions in a time bound manner.

The evaluation of all components of **CIE** (Continuous Internal Assessment)is published and acknowledged by the students. The mark sheets are given to the students to check and verify their individual scores. In the event of a student being unable to attend the exam because of a genuine reason, retests are given accordingly.

File Description	Document
Any additional information	View Document

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

Response:

The college has a robust and transparent mechanism in conducting the internal and external examination. The Examination Committee is responsible for conducting the University exams for undergraduate and postgraduate courses. This Committee works in unison with the Academic Forum.

The Exam Committee headed by the Superintendent of Exams addresses the grievances about the exam and is in continuous liaison with the University of Kerala. The ways and means to address the problems related to the marks and rectification are imparted to the students during the Orientation programmes. The **common grievances** related to the **external exams** are questions that are out of syllabus, students not getting the expected marks, and absence in exams due to certain reasons. In the first case, the Superintendent of Exams help the students to give representation to the Controller of Examination for bringing the matter to the attention of the University, in the second case the class teachers assist the students to apply for re-valuation and scrutiny of answer books and advise them to apply for Improvement Exam if necessary.

Continuous Internal Evaluation (CIE) incorporates test papers, seminars and assignments as part of formative evaluation of students. Marks of examinations and assignments are objectively analysed and recorded in registers. PTA meetings are convened department wise and parents can assess their wards' performance.

After each internal written assessment, the papers are marked by the faculty and returned to the students promptly so that they can analyse if there is a congruence between the marks that they have received and their answers. If the student is dissatisfied with the marks given by the faculty, the student is encouraged to approach the faculty and discuss the marks and if needed, get it rectified. Utmost care is taken by the faculty to resolve such doubts and anxieties on the part of the student and if needed the intervention of the Head of the Department is called on for the proper and transparent resolution of the issue.

Similarly, the marks given for presentations and projects are also shown to the students when the list of Internal Marks is prepared and the student makes sure that she is fairly evaluated and also signs against these entries to show her acceptance of the marks.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 when it is fool-proof.

A Grievance Redressal Mechanism is available for students as per the University regulations. A three-level grievance redressal mechanism is functional for the benefit of the students.

CCTV cameras are fitted in the exam halls to ensure that the students do not engage in unfair means and that there is fair testing of every student. The exam superintendent also briefs the teachers to give adequate time to the students to settle down and attend the exam by reporting at the exam halls at least 15 minutes prior to the commencement of the exam.

File Description	Document
Any additional information	[View Document](#)

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.

Response:

Programme and course outcomes are stated clearly on the website of the institution. (https://www.allsaintscollege.ac.in/allSaints/course_and_program_outcome.php)

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

The clarity achieved in the communication of the Programme and Course Outcomes translates as tangible results in the exams and evaluations. By making the communication of Programme Outcomes and Course Outcomes a priority well before the teaching and learning activities of a course begins, the college achieves the following aims:

- **Focused teaching and assessment planning**: The teachers make sure that students know about the POs and COs so that they can ascertain that the students are able to accomplish specific results by the end of each course. The outcomes can be a driver for:

  1. Assignments and tests
  2. Choice of Instructional Mode
  3. Assessment and Feedback

- **Transparency to students:** Outcome statements outline the expectations for the students and help them to understand the focus of the experience.
- **Enhances the teaching and learning experience:** Focused work manifests itself as better learning experience, better performance on assignments and tests and more ease and consistency in the teaching and learning process.
- **Meeting University Exam Requirements:** External examinations conducted by the University of Kerala to which the college is affiliated to, require that the students understand the POs and COs, the lack of which can lead to serious faltering at the exams. Therefore, the POs and COs are made thorough to the students from an examination point of view as well. In this way the POs and COs at no point become perfunctory as the outcomes are directly tied to assessment.

All the Programme Outcomes and Course Outcomes are aligned with the institutional goals and with the Degree and Post Graduate expectations of the University of Kerala. The POs are specific enough to outline the broad expectations that are attained within a given program and the COs specify what expectations an instructor has for the course. With these aspects clear, teaching and learning happens seamlessly without obstructions and ambiguity in the college.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Past link for Additional information	View Document

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

Response:

Attainment of Programme and Course Outcomes is the top academic priority of All Saints' College. The monitoring of the same is done by the Principal of the Institution and at the department level by the HoD. This multi-tier close monitoring of the result of the teaching-learning experience as evidenced by the POs and COs go a long away in maintaining good academic standards in the college. Before the beginning of each course, Programme and Course Outcomes are introduced to the students. The faculty of every subject explains the course objectives, evaluation pattern, marking scheme etc. to the students.

As the syllabus followed by the college is designed by the University it comes with a set of Programme Outcomes and Course Outcomes that have to be strictly followed by the instructor. The HoDs make sure that faculty of each department stick to this aim rigorously. For the Add-On Courses, the Programme and Course outcomes are designed by the faculty in each Department, and is first sanctioned by the Head of the Department and then by the Academic Council before it is put into practice. Once the implementation happens in the classroom, the attainment of the outcomes are closely monitored and reviewed based on the specific evaluative measures devised.

At the Post Graduate and Graduate levels, the following evaluative practices are conducted to ensure that the Programme Outcomes and Course Outcomes.

For Post-Graduate Courses

(i) Seminar presentation

(ii) Internal Exams

(iii) Assignments

(iv) Final University Exam

Graduate Courses

(i) Internal Exam

(ii) Final University Exam

(iii) Assignment

Apart from the formal evaluation prescribed by the university, there are other methods adopted to ensure

each programme and course outcome is evaluated. Which include:

(i) Short quizzes in objective model

(ii) Home assignments

(iii) Minor projects

(iv) Peer teaching

(v) Field/Project work for environment studies

(vi) Oral exams

(vii) Periodical assessment based on tests

The marks of internal exams are sent online to the University. The Institute provides opportunities to students to exhibit their understanding through the medium of expression i.e., oral or written.

The college also ensure that the faculty members are able to attain the targeted POs and COs. For this, the following mechanisms have been implemented:

* The faculty members follow the Academic Calendar of the University of Kerala which is the affiliated University.
* All the faculty members maintain a Teacher's Diary that is an Academic Diary that records their activities every year and is helpful in recording their outcome-oriented teaching activities.
* Student feedback is indicative of how outcome-based education has helped the students.
* The new faculty receive orientation regarding the implementation of the the Programme Outcomes and Course Outcomes.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 70.18

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
411	428	475	462	432

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
639	650	627	625	608

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response: 3.14	

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 40.51

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
7.5	5	0.08	12.32230	15.61055

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

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

Response: 16.42

3.1.2.1 **Number of teachers recognized as research guides**

Response: 11

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 14

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	1	2	1

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
10	10	10	10	10

File Description	Document
List of research projects and funding details	[View Document](#)
Any additional information	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

All Saints' College has strived to create a balanced campus environment for our students that will focus on a judicious flow of ideas, which will encourage the generation of innovative thoughts and thereby culminate in the creation and transfer of knowledge. The college has initiated several programmes to nurture an atmosphere of innovative thinking and progressive development. The Young Innovators Program of Kerala Development and Innovation Strategic Council seeks to promote a culture of innovation in Kerala. College is registered as a Premier Institute with the Young Innovators Program organized by K-DISC. Three teams from our college have registered for the YIP 2020 Challenge. The institution has constituted Rural Entrepreneurship Development Cell in the campus. All Saints' College, Trivandrum is a recognized member of National Entrepreneurship Development Mission by Mahatma Gandhi National Council of Rural Education, Department of Higher Education, Government of India. College has successfully framed the SES REC Action Plan and is now a Recognized Social Entrepreneurship, Swachhta & Rural Engagement Cell Institution. The Institution has constituted ten working groups for improving facilities in the Campus and the Community/Adopted Villages in the areas of Sanitation & Hygiene, Waste Management, Water Management, Energy Conservation and Greenery post COVID-19. Entrepreneurship Development Club organised a session on Self-employment through cosmetology. Online training sessions on Bottle Art, Handmade Gifts, Fabric Painting, and Embroidery were organised to introduce the students to the entrepreneurial possibilities of these crafts. IEDC is a venture to promote Innovation and Entrepreneurial Culture in Educational institutions and to develop Institutional mechanisms to foster Techno-entrepreneurs. All Saints' College, Trivandrum has been granted recognition as the

member of National Entrepreneurship Development Mission by Mahatma Gandhi National Council of Rural Education, Department of Higher Education, Government of India. The institution has constituted Rural Entrepreneurship Development Cell in the campus. Our college has formed a Team consisting of Student Development Officers for handling 1. Placement and Internship 2. Personality 3. Technology 4.Entrepreneurship and 5. Rural Engagement with the mission of inculcating entrepreneurship among students. All Saints' College, Trivandrum is a Recognized Social Entrepreneurship, Swachhta & Rural Engagement Cell Institution. The Institution has successfully framed the SES REC Action Plan and constituted ten working groups for improving facilities in the Campus and the Community/Adopted Villages in the areas of Sanitation & Hygiene, Waste Management, Water Management, Energy Conservation and Greenery post COVID-19, along with the observation of three environment, entrepreneurship and community engagement related days to inculcate in faculty, students and community, the practices of Mentoring, Social Responsibility, Swachhta and Care for Environment and Resources. Students from our college have submitted business proposals on Biodegradable Garden Pots, Mobile Restaurant In College, Combining skills for successful events and participated in the cluster level competition organized by MGNCRE, Ministry of Education, Government of India. Thus college has provided a platform for promoting research and innovations with a view of generating innovative ideas among students.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 35

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

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	8	7	8

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during last 5 years	[View Document](#)
Any additional information	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 3.36

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 37

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 11

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 1.33

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
25	21	16	22	5

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.1

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 last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
25	30	7	7	5

File Description	Document
List books and chapters edited volumes/ books published	[View Document](#)
Any additional information	[View Document](#)

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 last five years.

Response:

All Saints' College gives priority to the social and cultural development of the students and faculty. To promote the social and emotional growth of the students of the institution, provides ample opportunities for community and in-campus activities. These activities are led by members of faculty who give support and guidance to the student initiatives. Programme Officers of NSS and teachers-in-charge of various outreach programmes and extension activities provide the needed guidance. Extension activities are provided by all the ten departments of the college. The institution with the active participation of the students had provided material support to by means of distributing clothes, food, Christmas gifts etc. Students of the institution distributed reading books and note books to the less privileged school children of the nearby localities. In order to reach out to the wider community in an extensive manner, the college has identified Karikkakom as the adopted village for providing materials and similar aid. Remedial classes were provided to the less-privileged school children from the immediate community. The activity was augmented at a later stage by exam support classes. In order to inspire the children and alleviate their tension, our students also engaged in motivating sessions. As part of Swachchatha Abhiyan and Unnat Bharath Abhyan, several socio-economic surveys and awareness programmes were conducted during the last five years. The students initiated Palliative Care under the aides of NSS. Voice donation is a flagship programme conducted by NSS for patients under palliative care and their children. We have a rapid response team of students who initiate immediate action during disasters such as Okhi, and the two floods during 2018 and 2019. We had volunteers who supported Covid care related activities. Being a women's college, regular intervention in gender related issues is practised. The institution was instrumental in providing assistive devices for disabled like walker and wheel chair for patients suffering from spino-muscular atrophy (SMA). We were also a part of the 'Oridam' project for SMA patients which provided financial support. The institution has also bagged recognitions and awards from several prestigious organizations. During 2016-17 the institution was honoured for organizing voluntary blood donation camps with maximum female participation. The exemplary services of the NSS unit of the college was appreciated by the University of Kerala. Thiruvananthapuram Municipal Corporation awarded a certificate for our outstanding services to support grassroots humanitarian technology by distributing 50 pulse oximeters to the local communities. Thus, along with providing academic facilities to the students, the institution also focuses on the holistic development of students which will mould them into responsible and socially committed citizens.

File Description	Document
Upload any additional information	[View Document](#)

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 22

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
10	4	2	3	3

File Description	Document
Number of awards for extension activities in last 5 year	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 177

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
82	18	25	21	31

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 91.79

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 last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1807	1798	1735	1721	1725

File Description	Document
Report of the event	[View Document](#)
Average percentage of students participating in extension activities with Govt or NGO etc	[View Document](#)

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 43

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

2020-21	2019-20	2018-19	2017-18	2016-17
14	11	12	2	4

File Description	Document
e-copies of related Document	[View Document](#)
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	[View Document](#)

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses

etc. during the last five years

Response: 29

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

2020-21	2019-20	2018-19	2017-18	2016-17
15	9	2	1	2

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	[View Document](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	[View Document](#)

Criterion 4 - 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.

Response:

All Saints' College, established in 1964, is located on a lush green campus that is spread over 36 acres and houses 4 blocks. Our infrastructure includes classrooms, faculty rooms, Seminar Halls, Exam Halls, Laboratories ,Computer labs, Browsing centres and an Auditorium. It offers 11 Undergraduate programmes, 4 Post graduate programmes, 2 Research programmes and 11 IGNOU courses

Campus

- 4 academic blocks, 1 Auditorium, 2 playgrounds, 3 botanical gardens, a green house, a History museum, a Botanical Museum, Herbarium, a Zoological Museum 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 centres with 61 computers

- 20 CCTV cameras

Classroom facilities

- 8 gallery class rooms measuring 1377 sq ft each and 33 classrooms equipped with adequate furniture, Wi-Fi/Lan facilities.

- 4 seminar halls with ICT facilities, of which one acts as a multi-purpose hall. These halls are also equipped with generators for complete power backup

Laboratory Facilties

- Departments of Chemistry, Zoology and Botany and P.G Departments of Environmental Sciences and Physics together have eight well equipped laboratories.

Library

- Library occupies an area measuring 8395.16 sq.ft, with a total seating capacity of 165.

- A collection of 53624 books, 101 rare books, 244 CD-ROMS, 1063 back volume journals and periodicals, subscription to 26 journals, 19 periodicals and 5 newspapers and access to 16413 e-journals and 1,99,500 e-books through N-List, J-Gate, Delnet, membership in British Council

Computing Equipment and facilities

- Language lab with 37 computers enabled with Orell Talk 2.0 Pro Version software to promote ICT enabled Language Teaching and Learning

- Two browsing Centres with total of 61 computers

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

- 203 computing systems with 100 mbps speed fibre optic Wifi connection dedicated for student usage.

Other facilities

- The main ground, measuring 55038.69 sq.ft and a gymnasium measuring 915.67 sq. ft. used for sports, yoga and other activities.

- Hostel, with 66 rooms for students, an indoor entertainment area, a separate mess hall, a reading hall/ study hall and a seminar hall with ICT facilities.

- A fleet of three buses that ply to all the major parts of the city.

- An extension counter of the Central Bank of India functions in the college premises facilitating the banking needs of the staff and students.

- Fire management system

- Restroom facility for the differently abled, mobility assistance in the form of wheelchairs, signboards and access ramps to all buildings.

File Description	Document
Upload any additional information	[View Document](#)

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

Response:

The institution gives a great deal of importance to sports and cultural activities and marks occasions of national and international significance with cultural programmes. The College trains students in various sports and games such as Athletics- Track and Field, Football, Rugby, Basketball, Volleyball, Handball, Badminton, Boxing, Fencing, Chess, WUSHU ,Carroms and Sqaush

As with any talent, the performance is as important as the training and we provide our students with excellent platforms that bring out the best in them.

Cultural Activities - opportunities and presentation

- Two venues for indoor performances

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

- The entire campus is a staging area for students performing flash mobs and street plays on socially relevant issues and consciousness raising initiatives.

- 2en.Point and the portico of the college are two of the most popular choices for these ventures.

Sporting events - Facilitation for training and performance

- The main ground, measuring 55038.69 sq.ft is used for playing cricket, baseball and softball.

- A lush Football cum Rugby field measuring 9000 sq.ft

- 1 volleyball court measuring 1743.75 sq.ft

- Handball court of 8611.12 sq.ft with goal posts

- Two Badminton courts measuring 879.84 sq.ft each

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

- The gymnasium measuring 915.67 sq. ft. 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 facitilies

- The college provides labelled uniforms, sporting equipment, protective gear and other essential kit

to the students for training as well for the actual sporting events.

- 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 which is presented to the winners of intercollegiate Football and Rugby competitions.

- The college has set up the post of Student Sports Secretary and recognizes and rewards sporting excellence with an annual award for the best sportsperson of the college- which serve as incentives for the students to participate in inter-departmental sporting competitions.

- The college supports students representing India at international events such as Powerlifting by providing kit support.

- The Department of Physical Education also runs an Add On courses on Yoga and an Open Course on Health and Fitness Education.

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	Document
Upload any additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 45

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 19.51

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
101.15	13.2	2.74	0.38	16.59

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The library is fully automated using Integrated Library Management System (ILMS). The library uses the LIBSOFT Software which is a user-friendly 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

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 can be downloaded on Mobile phones - that gives access to the library catalogue and the details of books available in the library.

- Users can access large amounts of information, wherever they are and whenever they need it.

- Subscription to N-List of INFLIBNET, J-gate, Delnet, membership in British Council, American centers in India provide access to 16413 journals, 1,99,500 e-books and online collection of Indian Rare Manuscripts which are 200 to 350 Years old

- Stores all types of digitized Information including multimedia, administrator (can easily create, read, update and delete(CRUD System) the Documents.

- Digital database has separate pages for E-journals & E-Books, E-Thesis, access to 1283 University question papers of Undergraduate and Postgraduate, and subscription to Live News, N-LIST, DELNET, J-Gate and Open Access Journal Search Engine

Library Facilities

- The Library occupies an area measuring 8395.16 sq. ft, with a total seating capacity of 165.

- A collection of 53624 books, 64 rare books, 244 CD-ROM, 1063 back volume journals and periodicals and subscription to 26 journals, 19 periodicals and 5 newspapers

- Has an open corridor providing a view to the picturesque surroundings that can serve as a stress buster and help networking and cross academic discussions

- Library has browsing centre, Reprographics service, CCTV surveillance for security and a Property Counter for students to safeguard their belongings

- The Library block is powered by solar panels which ensures seamless power supply

- Orientation classes for students on how to use library resources

- The Library provides Internship facility for the MLISc and Certificate courses

Library Services during Covid 19

- Organized webinars on various topics related to publishing and digital library services for students and researchers

- Provided access to E-question Papers and E-projects through digital library

- Updated the digital services subscribing to E-books and two databases such as J-gate and Delnet

- Library has established awards Annual Best user award for Under Graduate and Post Graduate students to encourage the use of library . The name of the best user of E-resource is uploaded in the digital library to motivate the students

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.81

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
3.64	1.07	2.01	1.15	1.16

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response: 1.67

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

Response: 34

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

All Saints' College is committed to providing seamless computing facilities through internet connectivity, integrated management software, learning platforms and electronic and internet media-oriented interaction.

The institution periodically reviews its requirements and makes upgrades in its facilities in a timely and emergent manner. The upgrades are sensitive to the growing needs made upon the IT infrastructure in the age of digitally demanding learning.

All Saints' College IT Policy is formulated

to ensure responsible, accountable use of the infrastructure that is designed and designated to generate, disseminate and process information and knowledge.

to implement the vision of the institution towards enabling the reach, scope and extent of the educational facilities.

to act in a sensitive and responsible manner towards the emerging trends in education and Information Technology, so as to ensure an uninterrupted learning and management system for all stakeholders of the institution.

The areas covered are:

IT facility

Provides guidelines for the purchase of IT equipment such as desktops, software and hardware including peripherals and internet facilitators such as Wi-Fi connections and routers. Formulates guidelines for usage and maintenance.

Computing facility and Wi Fi

Sets standards for usage of internet facilities with vigilance on possible misuse. The college has 200 computing systems for student use and previously had Wi Fi with signal boosts through 43 routers, but this has been upgraded to a centralised Wi Fi with 100 Mbps connectivity. There are guidelines and protocols in place to ensure regular system checks, maintenance and replacement.

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 is in compliance with that of the developers. The stakeholders are expected to comply with the policies of safety, security and desist from spreading misinformation through the portals of the college.

E-governance

The college has clear guidelines for the use of IT in its systems of governance. The use of IT is mainly to streamline the various aspects of governance within the college for purposes of administrative agency.

The IT committee of the college meets at the start of every academic year to assess the various requirements raised by the stakeholders and considers them on the strengths of their merits, immediacy of need and budgetary concerns. The committee also takes decisions regarding the maintenance, upgrade and peripheral support of the existing systems. The requirements are forwarded to the purchase committee for approval and subsequent procurement.

The finance committee assesses the requirements of the institution in terms of new purchases and maintenance of existing systems and makes it recommendations to the administrative council who also ratify the same and forward it to the purchase committee.

The purchase committee initiates procedures to purchase the items recommended.

DETAILS OF IMPLEMENTATION OF DIGITAL PLATFORMS			
DETAILS OF AUTOMATION SYSTEM	**PROVIDER**	**NAME OF SYSTEM**	**YEAR OF IMPLEMENTATION**
LEARNING MANAGEMENT SOFTWARE (LMS)	LINWAYS TECHNOLOGIES PVT. LTD.	LINWAYS ACADEMIC MANAGEMENT SYSTEM	2021
ACADEMIC ENTERPRISE RESOURCE PLANNING (ERP)	LINWAYS TECHNOLOGIES PVT. LTD.	LINWAYS ACADEMIC MANAGEMENT SYSTEM	2021
EXAMINATION AUTOMATION SYSTEM (EAS)	LINWAYS TECHNOLOGIES PVT. LTD.	LINWAYS ACADEMIC MANAGEMENT SYSTEM	2021
OUTCOME-BASED EDUCATION (OBE)	LINWAYS TECHNOLOGIES PVT. LTD.	LINWAYS ACADEMIC MANAGEMENT SYSTEM	2021

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 10:1

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 80.49

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

2020-21	2019-20	2018-19	2017-18	2016-17
150.72	49.36	68.51	30.40	36.57

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)
Audited statements of accounts	[View Document](#)

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.

Response:

The College under the aegis of its Governing Body, College Council, IQAC and Purchase committee along with various sub committees assures the optimal allocation and utilization of financial resources. The budgetary allocation for the academic year is done based on the institution's plan of action for the year. The monetary source is streamlined to cater to the needs of each department and the institution has adopted a uniform procedural system for the maintenance of physical, academic and support facilities for laboratory, library, sports, computers and classrooms. Various infrastructural developments of the institution, its regular maintenance and replenishment are aided through **UGC grants and RUSA funding**. This has led to systematic and uniform growth in infrastructure across disciplines and facilities. There are also regular upgrades to existing infrastructure especially in labs and in the library. The goal of the institution has been to provide state of the art academic facilities at the same pace as recreational, sporting and skill enhancement endeavors. This means that if an instrument such as the spectrophotometer for the lab is purchased, there are also provisions to upgrade the sporting and gym equipment. These procurements

are done through bona-fide vendors after seeking tenders so as to procure the best equipment at the best price. To ensure accountability and transparency in matters related to monetary policy, financial records are regularly scrutinized and verified by the Principal and the Accountant. A systematic procedural system has been adopted by the Purchase committee for the procurement of tangible assets for the institution. Tenders/ Quotations are called for from authorized agencies and prices are compared by the committee. Concomitant with providing state-of-the-art technologies in education, the college practices judicious spending of its resources. The regular audit of its budget also helps exercise prudence as far as expenditure is concerned. The regular meetings of committees constituted for financial regulations discuss the utilization of its resources so as to ensure overall quality improvement of the college. The college has a formalized system of quality assurance through both internal and external audits. The establishment of an internal quality assurance system has aided in creating a sustainable framework for maintaining quality. UGC grants, funds from external agencies such as DBT and Kerala State Council for Science, Technology and Environment (KSCSTE) and PTA accounts are audited by a practicing Chartered Accountant so as to ensure accountability and transparency in monetary transactions. The management plays a pivotal role in the robust upkeep and enhancement of its campus infrastructure. Complying with its eco-friendly initiatives, it ensures that the infrastructural expansions are sensitive to the environment. The PTA also spearheads infrastructural initiatives to provide conducive environments for academic activities. The PTA fund is used to improve standards of infrastructure of the college as well as to help finance recurring and non-recurring expenses pertaining to the day to day working of the institution. Various college level committees such as Purchase committee, RUSA committee and Library committee supervise the availability of adequate infrastructural facilities. Student participation in these initiatives is stressed upon as they are made responsible for reporting the need for maintenance of classrooms as well for ensuring that their study areas are well-lit and airy. The class representatives are periodically asked to submit their requirements or recommendations vis-à-vis their classrooms and other areas of use within the campus. Such recommendations are taken very seriously, and implemented when found reasonable.

The Library

The library focuses on the availability and utilization of instructional material in teaching and learning. The requirements of various departments via Heads of Departments are taken, the list chalked out and the final list is duly approved and signed by the Principal. Books and e-books are purchased based on the recommendation of the library committee. Stock verification is carried out at the end of each year. The library maintains an entry register to track footfalls and usage so as to enable the library committee analyze the performance of the library. This endeavor led to the setting up of bulletin boards in the library announcing new arrivals and also a system of orientation for students to use the library to its full potential. The library committee also recommended establishing a media connect with the students, thus leading to the establishment of a YouTube channel and the organizing of various contests for students and teachers.

College Laboratories

The college laboratories are set up and updated in a manner sensitive to curricular and research protocols. The materials required for the labs are purchased from reputed vendors and there is regular stock taking of the breakable and chemicals, which are routinely replaced. The departments in charge of the respective labs put in a request for new equipment every year which are met to the utmost ability of the institution.

Sports Facilities

The Physical Education Department of the institute looks after the sports facilities and activities. The

department keeps a record of utilization of sports facilities, activities held and student achievements. There is a monitoring system in place that tracks the talents of the students and identifies a sport suited to their temperament and athletic ability. Over the years this technique has seen the institution offer training facilities for sports such as rugby, chess, fencing, boxing and power lifting. This is in addition to the training in football, softball, badminton, cricket and athletics. Upon the recommendations of the Department of Physical Education, the college procures sporting equipment to ensure meaningful training facilities for the budding athletes. The college council also approves financial assistance to outstanding athletes.

The IT Facilities

The IT facilities of the college are maintained by the system administrator. Major issues of maintenance and upgrades are handled by vendors and their authorized maintenance crew.

The democratic and participatory governance of the day to day and policy matters of the college through the various dedicated committees and supervisory boards has helped the institution grow in terms of infrastructure and inclusivity.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 58.68

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
911	1195	1188	1127	1188

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 21.23

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
610	641	429	215	149

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

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

> 1. **Soft skills**
> 2. **Language and communication skills**
> 3. **Life skills (Yoga, physical fitness, health and hygiene)**
> 4. **ICT/computing skills**

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 94.34

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1719	1907	1912	1859	1632

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

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5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

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

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 1.53

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
5	7	18	12	6

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 130.83

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 836

File Description	Document
Upload supporting data for student/alumni	
Details of student progression to higher education (Data Template)	

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 100

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations,** *etc.*)**) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	8	3	1

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	8	3	1

File Description	Document
Upload supporting data for the same	
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural

activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 91

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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
23	18	33	12	5

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

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

Response:

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. Besides, there are two University Union Councillors who represent the College students in the Kerala University Union. The Principal heads the activities of the College Union. The Staff Advisor and other faculty members assist students in conducting various programmes. 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. The important activities of the union include the organization of literary and cultural activities that give opportunities to students to express themselves on a larger platform. College Union members organize and actively participate in various celebrations like Onam, Christmas, Teacher's Day, Sports Day, Kerala Piravi, College Day, Film Fest, Freshers' Day and so on. The week long Cultural Fest- KRIYA, 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 receives funds for its various programmes from the Alumni Association as well as from the PTA. 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. Student representatives are also present in the organizing committees of seminars, workshops, lectures, other academic, co-curricular and extracurricular activities. The interactions between the IQAC and students enable the students to voice their concerns regarding several pertinent issues. Student representatives are involved in several Institutional and Department level committees and student opinions, suggestions and feedback are considered before taking any decision. The College makes a conscious effort to ensure the holistic development of all students. Students' clubs like Literary club, Harmony club, Film Club, Dance Club, Nature Club, Science Club and so on are run by the active involvement of students. The NSS is another prominent college cell where the students get ample opportunities to address societal concerns and mould themselves to become better citizens who are aware of the world around them. The various activities of the NSS student volunteers include blood donation, rural health sanitation, adult education, and environmental awareness. Thus the college ensures maximum participation in various administrative, co-curricular and extracurricular activities so as to evolve them into dedicated and socially conscious young women, who will usher in a better tomorrow.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 51.2

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
60	37	60	54	45

File Description	Document
Report of the event	[View Document](#)
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document](#)

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

Response:

The College has an 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. It also helps in upgrading the facilities on campus and operates through the website which offers an overview of its activities. All former students can join the Association and the registration has been made online which will facilitate easier transactions and maximum participation in these pandemic times.

The activities and contributions of the association are the following:

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 give feedback on the academic curriculum and the infrastructural facilities available on the campus. 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, moral instruction and remedial sessions for the students are often engaged by alumni volunteers. Ms. Anupama Sandeep (alumna) was instrumental in initiating the 'Earn while you Learn' programme which benefited a considerable number of undergraduate students.

The association helps in raising funds for the various activities and projects of the College.

The Association felicitates eminent alumni for their outstanding achievements. Ms. Jwala Jose was felicitated for her outstanding performance in sports national as well as international power-lifting competitions. Ms. Sandra Satheesh was felicitated for her brilliant performance in the UPSC examination in which she secured the 429th rank.

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	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: A. ? 5 Lakhs

File Description	Document
Upload any additional information	[View Document](#)
Link for any additional information	[View Document](#)

Criterion 6 - 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

Response:

All Saints' College, one of the institutions run by the Congregation of the Carmelite Religious, was established in line with the vision of the Foundress to reach out to young women in all sections of society to effect intellectual growth, social transformation, women empowerment and build up the individual, society and the nation. The Education Policy of the Congregation reflects this commitment to a value based system of education that promotes knowledge, social responsibility and service.

Education and research is undertaken in a spirit not just of learning, application and innovation but with the purpose of benefiting the larger community. The institution is committed to providing and sustaining an environment of excellence to ensure an unparalleled educational journey that is intellectually, socially and personally transformative.

Its mission, to reach out to all God's children, especially women and the marginalised and to strive to produce intellectually competent, morally upright, socially committed and spiritually inspired persons to act as leaven in society, remains relevant today. To this end, the institution is committed to providing equity, inclusivity and the affordability of a liberal education for all within its portals, uplifting and empowering them with access to education, research and employability as well as a platform to serve the community through institutional initiatives. In this manner, the institution works towards the moulding of citizen leaders as well as inspires life-long learning through a commitment to the transformative power of education.

The three-year Strategic Plan envisaged 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 plan builds on our strengths, affirms our commitment to excellence while also identifying areas for improvement, growth and sustainable partnerships.

The College Board of Management, the highest executive body of the institution 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 Dean-Student Affairs and Dean-Academics ensure the effective functioning of student-related activities and academics as per the perspective plan and guidance of the Principal. The RUSA committee, the Planning and Management team, Administration Wing, Academic Wing, Extension Wing, Research and Consultancy Wing, Exam Wing, Staff Committee and PTA fall under the purview of the Principal. The IQAC monitors the functioning of the college and implements quality initiatives whenever necessary. The Finance Committee sees to budget allocations.

Some of the key areas outlined in the Strategic Plan are Capacity Building programmes for the faculty, faculty exchange programmes with universities in India and abroad and internships for PG students. Several initiatives in the plan have already materialised such as the upgradation of the PG Department of Environmental Sciences to a Research Centre, the introduction of PG New Gen Courses, new certificate

courses and the purchase of new software for the Language Lab.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

The institution has committed itself to:

- Develop the next generation of Leaders

- Observe clarity, conviction, compassion and consistency in governance

- Make every stakeholder more accountable through delegation of responsibilities

- Achieve more transparency in the execution of policies and procedures

- Achieve a consensus oriented, equitable and inclusive approach of management

- Enhance accountability and transparency among 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. Discipline Committee

3. Anti-Ragging Grievance Redressal Cell

4. Examination Committee

5. Library Committee

6. Ethics Committee

7. Career Guidance Cell

8. Parent-Teacher Association (PTA)

9. Research Committee

10. Website Committee

11. IT Committee

12. Info Bank

13. Feedback Committee

14. Entrepreneurship Committee

15. Consultancy Services

16. Cultural Programme Committee

17. Counselling Cell

18. Campus Beautification Committee

19. Special Grievance Cell for the Welfare of SC/ST students

20. Grievance Redressal Cell for Staff and Students.

A case of decentralisation and participative management at All Saints' College is teachers' representation in staff council committees and other forums. The Staff Council is chaired by the Principal and an elected teacher is the secretary to the Staff Council. There is also a teacher's association called ASCAA whose views and opinions are highly valued by the institution. Teachers' engagement in the overall functioning of the college through the staff council is enumerated below:

Teachers convene and participate in committees that fulfil admissions and academic/workload requirements of the college.

Participation and fulfilling of executive responsibilities in committees for development and purchase, discipline and code of conduct by heading and participating in Staff Council committees such as the General Purchase Committee, the Development Committee, the Anti-Ragging Cell, the Discipline Committee, and the Student Advisory Committee.

Teachers are also members of the Internal Complaints Committee against Sexual Harassment.

Representation in staff council committees that nurture discipline and social outreach, equality and community spirit, such as the NCC, the National Service Scheme (NSS), the Equal Opportunity Cell (EOC), and the Women's Development Cell (WDC). Other student-centric committees like the Cultural Committee, the Placement Committee and the Entrepreneurship Development Cell (EDC), which promotes creative development, cultural enrichment, placement and entrepreneurial skills also function under the supervision of teachers.

Teachers are appointed as representatives in the Governing Body as well as to fulfil administrative, financial and executive responsibilities.

At the department level, each department has one HoD who is authorized to decide on academic and student centric affairs of her department. Every department has the freedom to divide courses/ subjects among its faculty, conduct internal examination/ test, assignment, purchasing of subject specific books for the library, selection of equipment for laboratory, etc.

Student office bearers are assigned responsibilities of leadership and management of college programmes, department/committee fests, seminars, webinars, arranging sponsorships etc.

File Description	Document
Upload any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

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 knowledge sharing initiatives and by doing so, contribute to the creation of a knowledge society and economy. Some of the highlights of initiatives taken towards the building of intellectual capital are given below.

The Department of Mathematics and Statistics organized an interactive session on 30 January 2019 with Dr. Piers Bursill-Hall of the Department of Pure Mathematics and Mathematical Statistics, University of Cambridge, UK. Dr. Bursill-Hall who has lectured on the Ethics and History of Mathematics for over 40 years, shared his expertise on "Countable and Uncountable Infinite and the Truth of Maths."

Another initiative by the Department of Environmental Sciences leveraging the support of the Kerala State Higher Education Council's 'ERUDITE Scholar-in-Residence' was an invited lecture on "Water Circulation around Continental and Oceanic Islands" by world renowned estuarine/coastal oceanographer and eco-hydrologist, Dr. Eric Wolanski of James Cook University, Australia. The lecture on 19 March 2019 provided exposure to the knowledge and experience of Wolanski, influencing the students intellectually and psychosocially by providing a role model worthy of emulation.

As part of its 'World at Your Doorstep' Programme, the Department of English organised an invited lecture on "Female Genital Mutilation" by international social activist Ms. Monica Wanjiru on 22 February 2018 and two International Workshops on 4 and 8 February 2020 respectively. The first workshop titled "Creative Engagements in Poetry" was handled by Tibetan Rebel Poet, Tenzin Tsundue. The second workshop titled "Creative Engagements in Fiction" was conducted by Ukrainian novelist Andrey Yuryevich Kurkov. Other noteworthy lectures organised by the department include that of Dr. T K

Anandhi, Gender Advisor, Secretariat, Government of Kerala who spoke on "Renaissance and the History of Women's Reform Movement in Kerala" on 30 September 2019. The recording of the talk is in the public domain—the YouTube channel of the Department of English, ensuring access to all.

 The Young Communicators Club and Gender Equality Club of the college hosted a talk on "Inclusive Communication: The Nouns and Pronouns of Everyday Speech" by Vihaan Peethambar, Expert Committee Member, National Council for Transgender Persons on 27 August 2021.

The Differently-Abled Cell of the College organised a Training Programme on Terrarium Designing and a Five-Day Ornamental Fish Culture and Aquarium Management Workshop to impart hands-on vocational training to differently abled students and increase their employability quotient.

Putting knowledge into practice, the Department of Chemistry took the initiative of preparing sanitisers for the use of students in examination halls and for the staff of the college. The department also prepared 500 bottles of sanitizer which were handed over for free distribution to Agents of Hope, an NGO. As part of its knowledge sharing initiative, a video on how to prepare sanitisers was also shared on the department YouTube channel

File Description	Document
strategic Plan and deployment documents on the website	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

The organogram is an administrative diagram of College that 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, Director, Principal, Vice-Principal, Dean-Academics and Dean-Student Affairs. They formulate policies pertaining to the functioning of the college. The Board of Management is the principal executive body of the Institution and has all powers necessary to administer the institution. These include the implementation of the perspective plans of the College. Dean-Student Affairs and Dean-Academics ensure the effective functioning of student-related activities and academics as per the college strategic plan and instructions of the Principal.

The Administrative Council of the college consists of the Director, Principal, Vice-Principal, Dean-Academics and Dean-Student Affairs, Management Committee, Finance Committee and the IQAC. The Administrative Council is responsible for the operation of all aspects of the institution including its finance, human resources, educational and research functions and infrastructure arrangements. This council can make recommendations for the improvement and upgradation of existing academic, administration, and infrastructure, extra and co-curricular activities. The IQAC assesses the quality parameters of

education in the institution leading to course and programme outcomes. The Dean-Academics occupies a unique place and is the academic administrator, the facilitating link among Department Heads, faculty members and students. The Academic Council under the Dean-Academics is responsible for maintaining the standard of education, teaching and training, interdepartmental coordination, research and examinations. The core objective is to maintain the quality of education, teaching-learning and evaluation methodologies, research initiatives and student support.

The Dean-Student Affairs is responsible for extra-curricular activities, discipline, monitoring attendance, grievance redressal in consultation with the Principal, Heads of the Departments and convenors of various cells. The Dean-Student Affairs coordinates the organisation of extracurricular activities at the college level, student counselling and student feedback. The Finance Committee is entrusted with budgeting and generating the institution's monetary resources and assisting the board in fulfilling its financial responsibilities. The committee ensures that the resources are secured, appropriately allocated and adequately protected. It is also responsible for monitoring the financial resources of academic and infrastructural facilities, student support, administrative and welfare activities. The committee reviews and prepares the budget proposal under the direction of the Head of the institution which is forwarded to the Management Committee for approval.

The Council has a well-defined and decentralised organizational set-up to implement the academic, administrative and financial policies of the college. As the Head of the institution, the Principal supervises the RUSA committee, its Board of Governance and the Planning and Management team. The Principal also supervises the Administration Wing, Academic Wing, Extension Wing, Research and Consultancy Wing, Exam Wing, Staff Committee and PTA. The Administration Wing monitors Student associations and the College Union/Action Committee.

File Description	Document
Upload any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

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

6.3 Faculty Empowerment Strategies

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

Response:

The Management is committed to supporting its stakeholders and prioritises the well-being and professional advancement of the teaching and non-teaching staff which it envisions as part of its family. The welfare schemes of the State Government of Kerala such as Group Insurance Scheme (GIS), State Life Insurance (SLI), Kerala Private College Staff Provident Fund (KPCSPF), pension are complemented by the following institutional welfare measures:

Staff Club

Festivals, important events in the lives of the staff and their families, staff get-togethers as well as the annual staff tour are organised and celebrated by the Staff Club. Retiring staff members are presented with a gift from the Teachers' Staff Fund. Gifts are given on the occasion of marriage of the staff members. The expenditure for these are utilised from the Staff Fund.

Support for Career Advancement

Duty leave is granted to the staff to attend officially sanctioned training/development programmes.

The staff are encouraged to avail FIP/UGC Research Fellowships and to take up membership in professional bodies/leadership roles within the institution and outside it.

In-House Programmes for the Staff

Administrative Training Programmes/Professional Development Programmes for Non-Teaching & Teaching Staff with a view to enhance their performance.

Cash Incentives for Ph.D Awardees

Staff who have successfully been awarded with a Ph. D in their chosen discipline are rewarded with the payment of a cash incentive.

Birthday Celebration of Staff Members

Birthdays of the staff members are jointly celebrated in college periodically.

Felicitation of Staff

The achievements of the staff who have received recognition in some capacity or received an award are given due recognition.

Cash Awards for Meritorious Children of Non-Teaching Staff

The Sr. Mary Laetitia Cash Award for the son/daughter of Non-Teaching staff who scores the highest marks in the SSLC examinations is one of the College Day Prizes given in recognition of the achievements of the children of the Non-Teaching Staff.

Preference for Admission

Children of staff members are given priority for admission in various courses.

Wi-Fi Enabled Campus and G-Suite Accounts

Free wi-fi facility on campus and email addresses using the domain name of the institution are provided to the staff members

File Description	Document
Upload any additional information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 31.04

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
47	32	8	12	5

File Description	Document
Upload any additional information	[View Document](#)
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 25.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
70	16	16	12	13

File Description	Document
Upload any additional information	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 37.91

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

2020-21	2019-20	2018-19	2017-18	2016-17
70	16	16	12	13

File Description	Document
Upload any additional information	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

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

Response:

The institution maintains a mandatory Performance Appraisal System for assessing the performance of teaching and non-teaching staff.

The assessment of the non-teaching staff is made on the basis of punctuality, efficiency, service-mindedness, timely delivery of services, percentage of assigned work completed and number of training programmes attended. Promotion is given based on the government rules after clearing the necessary tests and completing the required number of years in service.

The performance of our teaching staff is evaluated on the basis of her dedication and contribution to teaching-learning, research and extension/co-curricular activities. The Director and the Principal conduct a performance audit of the departments. The Management Audit visit facilitates an open interaction with the Heads of the Departments and the faculty and the Non- Teaching staff, where the weaknesses, opportunities and challenges of each Department/Office are specifically addressed. Feedback is provided and the best practices identified are shared in order to institutionalize them.

Each member of the faculty is given a Teacher's Diary as a Performance Record at the beginning of the year in which all the details pertaining to teaching are noted. This is checked periodically by the HOD. They enter their remarks and submit the diaries to the Principal. The Director and the Principal evaluate them and suggest improvement and corrective measures confidentially.

Performance Appraisal is also taken for the teachers whose higher grade promotion is due. The Career Advancement and promotion to higher grade or higher posts for a teacher is done by a Screening cum Evaluation Committee constituted by the appointing authority with two external nominees. The IQAC does the internal evaluation of the PBAS Proforma of all the teaching staff of this institution. The appraisal forms are submitted to the Department of Collegiate Education for their assent. The non-teaching employees are also assessed for their performance on the basis of the confidential report submitted to the higher authority by the Principal.

The IQAC conducts a Teacher Evaluation Survey every year and submit a consolidated report to the Principal. It conducts teacher evaluation by the students for two different purposes; for self-improvement of the teacher and to take appropriate corrective measures and reinforcement measures. It also ensures that adequate measures are taken subsequently to improve the shortcomings identified in the Survey.

In addition to these positive measures, the IQAC collects feedback from the students via an online Student Satisfaction Survey. The students are allowed to express their views and suggestions impartially and without any apprehension. The IQAC will study the feedback collected from the students and will present a detailed report to the higher authorities; the Principal, the College Council and the Governing Council. There will be department-level meetings to constructively analyze the student feedback data and to suggest suitable measures to establish a more conducive teacher-student relation and academic environment in the campus

File Description	Document
Upload any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college gets funds from the Government and the UGC. The PTA and the College Development Council also provide aid as and when required. Both internal and external audits are conducted every year.

The day-to-day expenses are met from the Government funds. The PTA and the College Development Council also contribute to this as and when necessary. Accounts are audited regularly by the audit section of the Directorate of Collegiate Education, Finance Department, Government of Kerala and the office of the Accountant General. Grants from the UGC, DST and other agencies are also subjected to audit by Chartered Accountants. Audits are conducted under different heads so that it is highly transparent and reliable in all respects. Both internal and external audits are conducted every year. The funds allocated by the Government are put under a dual audit.

The queries raised by the auditors during the time of the audit are cleared by the management. The management requests clarification from the respective departments regarding the comments in the audit report. Internal discussions are made based on the clarification received. Appropriate corrective measures are done whenever required. Necessary follow-up is done to ensure that all queries are rectified. The audit gives early warnings to check whether the management policies and guidelines are properly implemented. Recommendations are incorporated before the external audit which is mandatorily done at the end of the financial year or before the end of the tenure of the existing Principal.

Internal Audit

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

Audits are conducted internally for the PTA accounts which are meant for the overall development of the College. Regular Audits are conducted by the Directorate of Collegiate Education and under Sec. 13 of the Comptroller and Auditor General (DPC) Act 1971. Audit under Sec. 14 of DPC was conducted regularly for the period from 2016-17 to 2020-21.The audit by the Directorate of Collegiate Education with respect to the Accounts and Register of All Saints' College for the period 2015-2017 was conducted from 18–04 -2018. No important irregularities were noticed during the said period.

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 teacher of the college who is well versed in accounting principles and practices and by a Chartered Accountant.

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 Center ITC, All Saints' Store Account, All Saints' College PD Account, All Saints' College PTA Account are the accounts under All Saints' Educational Charitable Society. External audit is done for these accounts.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 21.75

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

2020-21	2019-20	2018-19	2017-18	2016-17
21.75	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)
Any additional information	[View Document](#)
Annual statements of accounts	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The institution has a well-planned and robust mechanism for effectively streamlining and utilizing its resources. The Resource Mobilisation Policy of the institution aids in budget allocation, research and infrastructure upgradation. By analysing and maximising the avenues of internal income generation, the policy is vital for the realisation of its goals and objectives. The Central Planning Committee undertakes the overall planning activities of the campus. It gathers proposals from various departments and monitors the implementation of the proposals. The committee consists of the Director, the Principal, representatives of the management and the Heads of Departments. The Planning Committee takes into consideration the requirements of the Library Committee, Campus Beautification Committee and the Purchase Committee. The budget is kept before the committee for its scrutiny and approval. All accounts are maintained by the Head Accountant and the Principal is accountable for all financial transactions.

The accounts sanctioned by the management are audited internally and externally. On behalf of the Management, all the accounts and daily transactions are verified by the Director of the college. The Government funding is strictly accounted for and all related projects, after its stipulated completion period are verified by an external chartered accountant. All funds are mobilized through the network of

1. **Fee Collection** - The main source of income generation is from the Fee Collection. Canteen collection is also an added source of income.

2. **Government Funds**- The institution is diligent in streamlining the government fund for its specific objective. The college receives UGC fund for infrastructure augmentation, research initiatives, procuring laboratory equipment and for the purchase of subject-oriented books. RUSA fund is utilized for infrastructure upgradation, modernisation and digitalization of the academic environment. Under the 'New Initiatives of Higher Education the college receives aid for the WWS (Walk with a Scholar) to mentor bright scholars and SSP (Scholar Support Programme) to back academically weak students.

3. **Non-Government Funds**- The college stakeholders take the initiative to mobilise various resources for the effective functioning of the college. This includes Alumni contribution for infrastructure improvement, organizing seminars and workshops, PTA funds for the payments of Guest lecturers and support staff and also for covering recurring and non-recurring expenses of the institution. Under the initiative of IQAC, the college has also endeavoured to raise funds through various non-governmental agencies such as Kancor and Ecological Solutions for its developmental projects.

Utilization - 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.

Apart from resource mobilization, the college also monitors the functioning and maintenance of its resources through the Governing Body, College Council, IQAC and Purchase Committee.

The library focuses on the availability and utilization of instructional material in teaching and learning.

The Physical Education department keeps a record of the utilization of instructional material in teaching and learning.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

The IQAC has played a major role in the enhancement of educational services provided by the institution.

The cell carries out activities that encompass all aspects of the institute's functioning. The two major initiatives of IQAC include-

Mentoring

The institution, under the initiative of IQAC gives paramount importance to the holistic education of students to bring about a transformation in their personality, knowledge level and character. Apart from the Kerala State Government sponsored programmes like WWS and SSP, the college maintains a grass root level mentoring in each class through its allotted mentors and subject teachers. The IQAC ensures that the strategies for mentoring are deployed efficiently and effectively and is in tandem with its outlined mentoring policy. Apart from providing students with a confidante to share their concerns and issues, the programme offers career guidance, information about higher educational opportunities, academic guidance for weak students, resume preparation, and research paper writing guidance for the final year students. Under the programme, the mentorship teams meet regularly to review their goals, challenges and plans. The mentees identify their strength and weakness and are also provided insights to explore their potential to the fullest. The institution mentors have aided students in taking up internships in renowned institutions and presenting papers in National/ International seminars and conferences. Based on the questionnaire circulated among the mentees, the mentors identify specific topics that need to be discussed and facilitate interactive and engaging sessions that entail their involvement. The initiative has also been instrumental in identifying mentees who need special counselling assistance and providing them with the same for helping them cope with a myriad of personal and psychological problems that can be detrimental to their goals and aspirations.

Collaborations

All Saints' College, under the aegis of IQAC has undertaken several agreements with various educational institutions and organisations for the purpose of mutual benefit of the college students, faculty, management and the partnering institutions. The college is ever seeking to collaborate with other institutions for carrying on its task of providing practical education to its student community and for the overall development of the academic community. The college signed around 45 collaborative initiatives with various outstanding organisations, industries and academic institutions over a period of five years to garner the tremendous opportunities of partnership . The collaborations based less on proximity and more on shared vision were undertaken with an aim to sustain the benefit of partnership over a long period. Collaborative initiates like 'Athmasuthra', 'G-Farm- Integrated Health and Happiness', 'Pens and Scrolls', 'Vlog HD' are a few among the noteworthy that were forged with the lofty ideal to aid students be the largest beneficiaries of these programmes. Apart from laying emphasis on faculty exchange, life skill enhancement and legal awareness, the institution also emphasized its commitment to a greener future by investing in research collaborations for Green Audit and Energy Audit. Through these programs, the beneficiaries become trained in the required areas and can be an asset to the nation.

File Description	Document
Upload any additional information	[View Document](#)

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

IQAC as the nodal agency for quality assurance not only sets benchmarks but also periodically reviews learning outcomes and constantly monitors the   process, structure and methodology of operations. Consistency in results, higher number of placements and recruitments, increasing student population, introduction of the inter-disciplinary course M.Sc. Space Physics, expansion of the Research Department of English, newly allotted Research Centre for the Department of Environmental Sciences are the major improvements made by the college over the span of 5 years

1. THE TEACHING–LEARNING PROCESS

The IQAC initiates unique programs such as student faculty program, alumni faculty/interaction and parent faculty programme. Organizing conferences and invited lectures are prioritised to facilitate the teaching learning progress.

OBJECTIVES OF THE PRACTICE:

- To motivate the students through alumni faculty/interaction programs.

- To provide more insight into the subject and gain expertise in the latest developments by organizing workshops and seminars

- To improve teaching methodologies, Faculty Development Programmes are conducted.

The IQAC guides the preparation of college-level academic calendar and work allotment. The institution has a feedback system to evaluate the teachers by the students. The regular evaluation of the teachers by the students, feedback on teaching methodologies and course delivery gives a clear idea about the problems faced by the students.

Outcomes:

- Continuous participation of NSS volunteers in national and state events from last three years

- The initiatives and encouragement by IQAC has brought overall development in students, resulted in students bagging national and state level laurels for the institution.

- Strategic planning yielded in initiating new PG course in Physics

- Strategic planning resulted in the expansion of Research Department of English to 31 research scholars

- Strategic planning gave birth to the Research Department of Environmental Sciences.

2. ADOPTING ICT IN TEACHING LEARNING PRACTICES TO BRING IN BLENDED LEARNING

The IQAC at College ensures continual reforms in teaching-learning methodologies. It lays impetus on the adoption of ICT in teaching practices. In this pandemic era, teaching-learning has been supported by various virtual platforms like Google meet, zoom and Webex. Digital library facilities like INFLIBNET-NLIST and Kerala university e-resources provide a repository of articles and e-books for teaching and research purposes. Apart from this, capacity building programmes organised by Placement Cell, Entrepreneurship Development Cell (EDC), Eco Club, and NSS through both online and offline platforms enhance the entrepreneurial, leadership and organisational skills. Faculty members are encouraged to take up MOOC and other courses on the SWAYAM and NPTEL platform.

Apart from the above strategies, a blended learning approach was followed to create a new hybrid teaching methodology with the objective of increasing the student engagement and bringing in flexibility in the teaching learning process.

During the blended learning, facilitators focus on the following key areas:

1. Development and compilation of online and offline course content.

2. Guiding the learning experience of individual students and customizing material wherever possible to strengthen the learning experience.

3. Assessment

File Description	Document
Upload any additional information	[View Document]()

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: A. All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Upload details of Quality assurance initiatives of the institution	[View Document](#)
Upload any additional information	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)	

Criterion 7 - 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 last five years.

Response:

Students of All Saints', especially young girls belonging to impoverished families from the coastal belt of Travancore district receive value-based, gender sensitive, quality education in a safe and secure environment free from discrimination and violence.

SAFETY & SECURITY:

The Institution places great emphasis on the safety and security of the students. The Institution has made it a point that all visitors to the campus are granted entry only after checking and confirmation of the Purpose of Visit at the gate by the security-staff. CCTV Surveillance monitors college buildings and Entrance to Block A. There are cameras placed at strategic points.

GUIDANCE & COUNSELLING :

Guidance and Counseling Systems are always at hand. The Sparsham Program offers Students personal Counselling sessions on a regular basis as and when students require counselling. A Trained and Qualified Counsellor visits the campus every week on designated days and a separate Counselling Room has been established for the purpose in Block B within the campus.

GENDER EQUITY:

The Institution believes in imparting gender sensitivity to students and faculty through various clubs and associations, which conduct routine gender-sensitization programs. The Institution believes in placing impetus on the plight of Gender minorities such as the Trans Community. The activists visiting the institution speak about the need for greater sensitization of students and society so as to ensure humane working and living conditions for all human beings. The Departments of English and History held Seminars on Gender Rights and Problems faced by marginalized Communities to further highlight the need for greater Gender sensitivity among the larger public.

WOMEN EMPOWERMENT :

The Women's Study Cell, Anti Ragging Cell and Mashithandu Club are actively functioning entities within the college. Invited Lectures and Seminars are given by Police Officers, Advocates and Transgender Activists every year. Programs, Seminars and Workshops on Legal Awareness , Measures to deal with Domestic violence and Sexual Harassment and so on are discussed in detail. Students are also given the opportunities to clear their doubts regarding the same. Seminars were held on topics ranging from Gender Issues in Higher Education to the Need for Women Writers to be recognised. The students were acquainted with their rights as women and by extension, the citizens of this country.

SELF DEFENSE:

The Importance of learning Self Defence is instilled in the students and Training Programs are organized in Collaboration with the Kerala Police on a regular basis within the campus. Students were also made aware of the abuse and violence perpetrated upon women and children. They were apprised of the necessity to learn to defend themselves when the need arose during the Self Defense Training Sessions.

HEALTH & WELLNESS:

Breast Cancer and medical camps for students and Staff are organized within the campus in collaboration with Doctors from Hospitals such as the RCC, SK Hospital and KIMS. Students are given Talks by Experts on how to identify signs of Cancer and are also told of the dangers of postponing treatment.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Link for annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: A. 4 or All of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Comprehending the need for clean energy sources, the college has installed bio gas and Gobar gas plants to act as alternate sources of energy. The College has also formulated and created a formal environment task force composed of faculty, staff, and students to address environmental concerns at hand. The task force advocates for environmental stewardship to play a greater role in College affairs. In the light of this, students have conceptualized & developed lifestyle products using paper waste, plastic waste, e-waste etc. generated at the college level. Annually green audit is also conducted for the systematic identification, recording, analysis and reporting of the components of environmental diversity in the Campus.

SOLID WASTE MANAGEMENT

Organic waste management is done effectively in the campus. Waste is segregated from the initial level by keeping separate bins. Different bins are kept for effective segregation of Bio-degradable wastes, Non – biodegradable wastes and e-wastes. The biodegradable wastes are then treated in vermicompost plants and Biogas plants. The compost and biogas thus produced is used for organic farming and used in the kitchens of College Generalate, Hostel and Canteen effectively.

LIQUID WASTE MANAGEMENT

For the sustainable and effective management of waste water generated from the college canteen and hostel, a recycling tank is constructed in which natural and eco-friendly methods of water purification such as Charcoal and Lime are used. Subsequent to this, the treated grey water is re-used for gardening and farming purposes inside the campus. The well maintained vegetable garden in the hostel and canteen premises, helps in producing pesticide-free, fresh vegetables which are used to meet the needs of the Mess facility in the Campus.

BIOMEDICAL WASTE MANAGEMENT

Being a Women's only College, facilities have been arranged for handling safe and environment friendly disposal of sanitary napkins, which comes under the bio-medical waste category. A total of three Incinerators has been installed in the Campus for this purpose (Two in the Main Washroom Complex, One in the Commerce Block).

E WASTE MANAGEMENT

The College has an E-Waste Policy in place for the safe handling and disposal of E-waste generated within the Campus. 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. Extended Producer Responsibility (EPR) is the responsibility of every producer of electrical and electronic equipment (EEE) for channelisation of e-waste to an authorised dismantler / recycler to ensure environmentally sound management of electronic waste generated.

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. Precision farming method is adopted to understand new ways

of farming. Wick irrigation which is highly water efficient is also practiced for grow bag cultivation of vegetables.

HAZARDOUS AND RADIOACTIVE WASTE MANAGEMENT

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

File Description	Document
Any other relevant information	[View Document](#)
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	[View Document](#)
Geotagged photos / videos of the facilities	[View Document](#)
Any other relevant documents	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[View Document](#)
Any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for 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**

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)
Details of the Software procured for providing the assistance	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

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 500 words).

Response:

The Institution provides an inclusive environment for everyone upholding values of tolerance and harmony towards cultural, regional, linguistic, communal , socioeconomic and gender diversities. Intercollegiate Sports, cultural activities, Clubs and Celebrations organized within the college for the students and faculty alike are aimed to foster the spirit of harmony and celebrate the vivid diversity all around.

EBSB CLUB – EK BHARATH SHRESTH BHARATH : TOWARDS UNITY IN DIVERSITY

The college has also seen an intercollegiate bond established with Government College, Dhaliara, Himachal Pradesh as part of the Ek Bharath Sresht Bharath Initiative. This venture has borne fruit as a vibrant interaction between two vastly different cultures has resulted from the enthusiastic participation of students and faculty from both colleges. The EBSB Club thus formed has established a positive interaction among people of different racial, ethnic and cultural backgrounds and is a successful venture as it is the first step in integrating the different cultural groups within our nation into a unified community. Students from All Saints' College have had interactive online sessions with the students of the buddy institution and learnt much about the cultural and societal diversities. The Online Onam celebration hosted by the students and faculty of the Institution was attended and enjoyed by the students and faculty co-ordinators of Govt. College, Dhaliara and they gained a new insight into the traditional customs, ritual celebrations, folklore and even traditional cuisine of Kerala. The participants were warmly appreciative of the gesture and were quite interested in learning more about the local customs and cultural nuances.

CELEBRATION OF SPECIAL DAYS : HOLI, ONAM, DIWALI AND CHRISTMAS

Commemorative days such as National Integration Day, International Yoga day along with many regional festivals like Onam, Kerala Piravi , Diwali, Holi and Christmas are celebrated in the college. Programs such as singing Patriotic Songs, performances of dance forms from various Indian states , One -Act plays , Exhibitions ,Rangoli competitions, Pookalam competitions and other traditional games are organized for both students and Faculty on such occasions. International Yoga Day is celebrated every year with a Yoga session organized for both Faculty and students under the guidance of experts and Faculty

from the Department of Physical Education.

INTERCOLLEGIATE SPORTS

 Intercollegiate Sports competitions are organised within the campus and students are encouraged to participate in competitions conducted by other educational institutions to promote a spirit of camaraderie and sportsmanship. Competitions such as Handball, Cricket, Volleyball, Kho-Kho and Athletics are organised yearly for students to foster a healthy and friendly ambience. The various events are co-ordinated by the Faculty from the Department of Physical Education and Student Coordinators.

The College has an active Grievance Redressal Cell led by the Principal and a panel of senior faculty members who are quick to respond to any plea for help from the students. The panel deals with issues in a discreet and objective manner ensuring that all grievances are addressed quickly not withstanding anyone's racial or cultural background.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

All Saints' College takes pride in the fact that besides engineering a sound academic foundation for the student community; the institution believes in and works diligently towards nurturing them to become model citizens of the country. In this regard, the institute, apart from imparting professional legal education, inculcates the feeling of oneness among the student community through various practices and programs which aid in a better understanding of the Indian Constitution and the laws to safeguard women.

ELECTORAL RIGHTS AWARENESS PROGRAMS

Faculty in charge of the Electoral Literacy Club believe in imparting sound knowledge on matters of importance such as Voter registration, the Electoral Process, Fundamental Voter's Rights and other related topics. Faculty members and the Nodal Officer have adopted the practice of organizing activities that not just introduce but also motivate the students to familiarize themselves with the Electoral Voting Machines (EVM) and Voter Verifiable Paper Audit Trail (VVPAT) machines. Training programmes are held in collaboration with various Goverment agencies for increasing voter literacy among first time voters.

CONSTITUITIONAL RIGHTS AWARENESS PROGRAMS

 Students are also given an insight into the Constitution and the Judicial System on an annual basis and the

college thus contributes positively to the spreading of Constitutional values and ideals. The Faculty of the Departments of History and Political Science have organized various academic and co-curricular activities to foster an interest in and understanding of the Fundamental Duties and Rights of the Indian citizens. The students have actively taken part in various programs organized for their benefit such as Seminars, Conferences, Expert talks and so on which have enriched their knowledge in these areas. Students have also taken part in hands-on activities such as poster making competition, Collage , Street plays, etc.

LEGAL AWARENESS & WOMEN'S RIGHTS

Being an institution exclusively for Women, the college has taken its responsibilities in the realm of Women Empowerment and Emancipation seriously as students are instructed on the need for Legal Awareness for women besides instructions on the various forms of legal aid that are made available for women by the Constitution. Proactive discussions on contemporary legal issues, legal measures to be adopted as well as the criminal offenses against women and questions regarding harassment are encouraged among the students in the classrooms to usher in an all-encompassing awareness and change from the grassroots level onwards. The college does its best to ensure that the students are grounded in knowledge regarding their constitutional rights as well as their civic responsibilities so that they emerge as responsible citizens with faith in themselves, the judiciary and their rights as citizens of India.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Link for any other relevant information	View Document

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.

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

Response: A. All of the above

File Description	Document
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 Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The Institution believes in promoting universal values of peace and brotherhood and in keeping up a spirit of nationalism. Therefore days of National and International significance are commemorated and celebrated to inculcate a sense of pride in being a proud citizen of the nation. The College also organizes celebrations and commemorations for National Festivals and Birth/Death Anniversaries of great Indian leaders, freedom fighters and social activists who brought about changes in many spheres through their efforts. Our students are educated and set on a path towards the making of a better India by enabling them to think beyond the boundaries of religion and caste. The sacrifices and contributions made by the freedom fighters and the social reformers are highlighted and showcased for the young minds through yearly exhibitions and programs conducted on significant days. The institution practices an all-encompassing plural approach in the multi-cultural social milieu and encourages the students and faculty to showcase the same. Faculty, Non-teaching staff and students commemorate the importance of national integrity by honouring the leaders of the Freedom struggle on the Independence Day. On the Republic Day the adoption of the Indian Constitution is remembered. On these days, various formal events including flag-hoisting and march-past are organized and these events are followed by Talks and Awareness Programs in which students and staff members are instilled with a sense of commitment towards the Nation and are made aware of their rights and responsibilities as Indian citizens. Every year the College celebrates Teacher's Day with great fervour. The students organize a slew of programmes for the teachers and the unique bond between the Guru and the Shishya is celebrated. Another day of significance commemorated in the Institution is Gandhi Jayanti. Gandhiji, the Father of our Nation, Bapu was a proponent of Ahimsa and Self Reliance. In his honour the College premises are cleaned by the student volunteers. Week long activities such as Poster Exhibitions and Candle Vigils are also conducted. The Gandhian message of truth, peacefulness and trustworthiness are recalled and encouraged among the students of the institute. Days of Significance such as National Integration Day, Hindi Diwas, Vigilance Awareness Week, Martyrs Day, are also commemorated with programs and activities such as Poster Making Competitions, essay competitions etc. Cultural and regional festivals such as Onam, Holi, Deepavali, Christmas etc are also celebrated by both students and Faculty. Traditional games, Fests and competitions such as Athapoo, Malayali Manka and Uriyadi are conducted yearly during these occasions. Days of International Significance such as International Women's Day, World Kidney Day, Ozone Day, International Tiger Day, International Water Day, International Yoga Day are also commemorated with Talks by Doctors, Scientists and other Field Experts, Competitions such as Photography competitions, Story, Essay and Poetry competitions etc and Poster Exhibitions are also part of the celebrations.. Yoga Day is celebrated yearly with a Yoga session conducted under the aegis of experienced Yoga Trainers and Faculty from the Department of Physical Education.

File Description	Document
Link for Geotagged photographs of some of the events	View Document
Link for any other relevant information	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

Practice I: UN SDG as away of Life

1.Title of the Practice - UN SDG as away of Life

2. Goal of the Practice - To work locally, regionally and globally towards an integrative practice of hunger alleviation, habitat security and tangible humanitarian acts

3. The Context that required the initiation of the Practice (100-120 words)

The Sustainable Development Goals identified by the United Nations are vital indices of planetary well-being and longevity. The need to rethink current Anthropocene- oriented global practices towards more evolved, culture sensitive and bio-centric practices has been at the very heart of this institution. All Saints' College, Thiruvananthapuram is located at the heart of the ecologically, economically, socially vulnerable zone of South Kerala and is very conscious of the role that an educational institution must play in ensuring a sustainable, visible and impactful future that is sensitive to the immediate as well as the distant future. Foresight and Forethought are the guiding principles towards ensuring a secure, integrated present that translates into a better future. Through nutrition, habitat, habitation and social security, it is seen that young women attain self-sufficiency and self-reliance, which are extremely important towards contributing constructively towards a progressive nation.

4.Objectives of the Practice

1. To inspire stakeholders to participate in the possibility of an equitable society and create an interface between social and academic agencies towards an enlightened understanding of sustenance
2. To reinterpret terms such as hunger, habitat and humanity and deal with these issues from the personal and glocal levels so as to understand the interconnectedness of all biological beings.
3. To ensure there is an experiential and immersive involvement of the students in these ventures so that we teach, inspire and lead by example.
4. To ensure the stakeholders are prepared for leadership roles in society, develop valuable emotions such as empathy and be ready to offer selfless service.

5. To prepare young women to be self-reliant, socially aware and planetarily accountable.

5. The Practice

UN SDG as a Way of Life is a practice that incorporates a significant portion of the core values of All Saints' College- Ethics, Dignity, Diversity, Participative and Progressive. The practice has aligned these core values with the central UN SD Goals through extending a helping hand towards hunger, habitation and humanity- the mega goals that need resolution in the modern world. The college has evolved a practice that involves a process of reaching out to tangible, immediate entities and then radiating the practice outwards towards the community and then the planet at large.

- :The institution has been dedicatedly distributing food to the needy at a home for the aged, the Regional Cancer Centre and during the height of the pandemic, has also distributed food materials worth 6,00,000 among some of the most vulnerable coastal communities in the vicinity. Thus, ensuring necessary initiatives towards food security.
- The practice of habitation preservation and propagation is followed on three levels:
- The college campus is rich in plant and animal diversity, boasting of over 300 species of vegetation that includes rare, endangered and threatened species. The campus is located in a highly polluted yet ecologically fragile zone and hence this initiative has a high impact on the sustenance patterns of the animal and plant life in the area.
- Under the scheme of A Roof Over their Heads, the college has been extending assistance towards home and amenities construction for the less privileged individuals of the community.
- The Communities of Practice is an initiative by the institution that promotes research and outreach towards sustainable habitat building and medical research.
- Through lending a direct helping hand, focusing on wellness factors and then finding ways to facilitate self-reliance and entrepreneurship among students and the general community.

6. Obstacles faced if any and strategies adopted to overcome them

The College faced difficulties in maintenance of the various habitat sustaining initiatives within the college. The same was taken care of through direct student involvement in these ventures. Quality Assurance of the food distribution schemes was ensured through entrusting the same with agencies such as the NSS and the PTA. Distribution of equipment manufactured under the bio-medical equipment schemes posed a problem, the same was taken care of by collaborating with NGOs and Local Self-Governing bodies.

7. Impact of the Practice

The practice has led to the campus consciously increasing its green cover. The campus has emerged as a major of plant and insect diversity and has contributed to the knowledge and research corpus of global agencies such as WWF and Cornell labs. The outreach programmes of food, shelter and social security have enabled the institution form abiding social relationships with humanitarian, governmental agencies and individuals alike. The students have been oriented towards service, dignity and ethical modes of behaviour that have ensured the highest standards of service and dedication. The college has also assured that the knowledge generated on its campus is imparted free to not only its students but also to students from other institutions, as well as to local governing bodies for further policy initiatives.

8. Resources Required

Financial assistance for the maintenance and upkeep of the various projects.

Practice II: Social Outreach through Education

1. Title of the Practice - Social Outreach through Education

2. Goal of the Practice - To meaningfully and gainfully engage with the geographically and economically marginalised segments of the coastal belt of South Trivandrum, thus creating opportunities through education.

3. The Context that required the initiation of the Practice

Social outreach through Education is a practice that is derived from the Mission and Vision of the College. As a college that was established with the primary aim to extend subsidized, on-par education to young women from the socially and economically sidelined fisher community of South Trivandrum, the college has been a bastion in terms of supporting women empowerment through education and enlightenment. There are first generation learners from the nearby areas who are drawing the benefits of socially relevant and impartial education. The locational disadvantages that these students face are ameliorated through this college. The institution also has a hostel that can accommodate nearly 200 students- most of whom are from the coastal community and draw benefits of freeships and subsidies.

4. Objectives of the Practice (50-60 words) – (85)

1. To provide equitable opportunities for education for young women from vulnerable communities of South Trivandrum. In particular, the students from the fisher community.
2. To encourage more young women from the community to pursue educational opportunities and ensure that there are no more first-generation learners from these areas.
3. To remove geographical disadvantages that would otherwise hamper the chances of these young women gaining access to higher education.
4. To provide a well-rounded and constructive education that is on-par with the best educational institutions to students, irrespective of their financial limitations.
5. To create a more integrated and syncretic society by eradicating stigma, discrimination and inequality by extending equity in education for all.
6. To instil a sense of dignity, self-reliance and financial independence in young women and thus encourage social justice and scientific awareness for the sake of nation-building

5.The Practice

Located in the heart of the coastal belt of South Trivandrum, All Saints' College stands at the cusp of the socially, ecologically and economically fragile localities of Karikkakom, Vettucaud, Veli, Valiyathura, Manacaud, Shanghumukhom, Thumba, Vizhinjam and Beemapally. Most of these places are vulnerable to the vicissitudes of weather and sea erosion. They routinely jostle with the problems of food insecurity, economic instability, social tensions, substance abuse and health mismanagement. Women are often at the receiving end of these issues as they end up being the primary caregivers of their families, thus compromising their own health and their education. A good number of families curtailed higher education of girls on account of there being a limited number of women's colleges in the city and the problems of

seat availability and distance. All Saints' College is the only Arts and Science College in this part of Kerala that caters exclusively to women and is instrumental in removing the locational disadvantages that have hampered women's education among these communities. It is also one of the two government aided colleges located in this particular coastal region.

The college has, through its admission policy, that is also compliant with the policies of the University of Kerala, made provisions to reserve 20 percent of the total seats for students of the Latin Catholic Community, who comprise a majority of the residents of the place. It extends freeships and scholarships to the eligible students from the local communities so as to encourage the families to educate the girl child. The college ensures special public (KSRTC) bus services from remote areas for its students. The textbook scheme is in place to help students access textbooks free of cost. The institution has vocational programmes to skill the students so as to become self-reliant as well as to gain professional employment. The college is deeply involved in the community life of these students through its various outreach programmes and thus healthy life and livelihood practices are ensured.

6. Obstacles faced if any and strategies adopted to overcome them

Due to the fact that a large number of students are from remote areas, it is difficult to arrange for training programmes after class. Early marriages among the students also hampers the timely completion of their courses. The college has introduced add-on and value-added courses that are taken up during the weekend and also the specially requested public transport at a slightly later time has enabled more students to avail of the various courses on offer. The college carries out a robust mentorship programme that helps students catch up. The regularly conducted health and counselling initiatives have helped students understand the value of getting a degree.

7. Impact of the Practice (100-120 words)

The college carried out an impact study to assess the effect of its educational and conditioning efforts in these communities and found that its practices have led to a good number of its students being employed in both private and public sectors. The students admitted under the sports quota in particular were trained and assistance extended in participation in various sporting events at the university, state and national levels and thus were absorbed into various government and private positions. The efforts of the college towards self-employment have also borne fruit as many students who are undergoing its entrepreneurship training programme are now running small business enterprises of their own. The college has now second generation learners from these areas, many of whose mothers were students here.

8. Resources Required

Financial assistance is needed to deepen the community outreach and to ensure an economically viable outlet for the products manufactured and sourced by these students.

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)
Link for any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

All Saints' College aims to mould young women into socially committed and ethically responsible citizens who will actively contribute to the socio-cultural and political dialogues of shaping a better world. Our staff and students are trained to look beyond the parochial paradigms of traditional academics and embrace the "Learning for Life" model which follows a multi-pronged approach that will combine the precepts of teaching-learning methods with humanitarian values. We believe in inculcating the passion to give back to the nature and world around us. With this aim in mind our college has initiated a number of practices that aim to reach out to the society around us by empowering both the land and the community.

Reaching Out to the Community: The College constantly tries to extend a helping hand to the coastal community and the society at large.

The coastal belt has been at the mercy of several natural disasters in the past few years and the college has reached out with both financial and material aid.

The Flood Relief Camp of 2018 provided succour to a number of people who were reeling from the devastation caused by the floods. The college converted its premises for the camp and the management, staff and students contributed their time, effort and material resources to help those in need.

When the COVID pandemic began, the college **prepared and distributed hand sanitizers.** 500 bottles of sanitizer were prepared and handed over for free distribution to the NGO, Agents of Hope.

All Saints' College made history as it became the first Arts and Science College to collaborate with **IEEE-HAC** (**Institute of Electrical and Electronics Engineers(IEEE) - Humanitarian Activities Cell)** to **launch the Community of Practice Initiative**. Community of Practice Initiative aims to reach out to the larger community around us and work towards its holistic development employing sustainable measures.

The College has now undertaken a project, "**Telemedicine ready Pulse - Oxygen Saturation - Temperature Monitoring Appliance (POSTMA)**". The project aims to extend support to the health workers who will be able to efficiently monitor the COVID patients under reverse quarantine.

Life at All Saints' is a positive experience for all who partake in it. Our students are our agents of change

and we hope to be the change that we see around us. Our student, Ms. Arya Rajendran has been elected as the Mayor of Trivandrum and as she rewrites history, we too become collaborators in this shared dream of modulating the fabric of our society.

File Description	Document
Link for appropriate web in the Institutional website	<u>View Document</u>

5. CONCLUSION

Additional Information :

The vision of our institution encompasses educational excellence, leadership, social mobility and cohesion with the hope of nurturing today's young women and thus inspiring tomorrow's leaders. The excellent rapport between the management, faculty, student, alumnae and parents is the strength of the institution. The College caters to diverse learners, who encompass all sections of the society including young women who hail from less privileged backgrounds. The college was established during an era when education for women was accessible only to a small section of the society. Therefore, All Saints' and its seminal ideal of educating and empowering young women changed the educational scenario in the State. Though the Institution has incorporated the needs and requirements of the changing times, it still retains its core values.

Our students are the best testimonials of our success and they have proved their mettle in all aspects of excellence. We became proud partakers in history as our student, **Ms. Arya Rajendran** of DCIII Mathematics created a glorious legacy by becoming the **youngest Mayor in Indian history**. As she donned the prestigious mantle of the Mayor of Thiruvanathapuram, we became collaborators in the shared dream of creating a better tomorrow. Our students aim to contribute to the society around us and **Ms. Sandra Satheesh**, our beloved alumna, took this ideal a step ahead when she cleared the **Civil Services Examination in 2021 with the 429th rank**. We are proud of our students who remain committed to addressing social concerns with selfless enthusiasm and passion. **Ms Punya A R and Ms. Priya Sunny** were acknowledged for their exemplary service to the institution and the community and they were rewarded with the **best NSS volunteer awards**. All Saints' students excel in extracurricular activities and our student, **Ms. Jwala Jose** of DCIII Physics has won International acclaim by winning several national and **International Power Lifting Championships**. In keeping with Newman's idea of a University, intellectual pursuits, moral, spiritual, scientific, cultural and physical training are encouraged with a view to providing a well-rounded and sound knowledge-based mindset. We hope to inspire our students to dream better and bigger.

Concluding Remarks :

All Saints' College has established an invaluable legacy by selflessly catering to its diverse learners, who hail from heterogeneous socio-economic backgrounds. We have stayed true to our vision of creating socially committed and morally upright women by imparting quality education with special emphasis on social and ethical skills that will fulfil our goal of moulding agents of change. Our academic milieu has been enriched with pioneering teaching-learning strategies with special emphasis on e-learning so as to accommodate the manifold requisites of a post-pandemic world. The institution earnestly strives to uphold the grand mission of its foundress by providing affordable and quality education to young women, thereby laying the foundation of an equitable and egalitarian society. Our policy of offering freeships and scholarships to our students emphasises our commitment to excellence by modelling an academic environment that encourages a culture of individual merit, irrespective of financial constraints. The college also foregrounds a dynamic research culture by encouraging the members of faculty and students to assiduously develop and enhance their research potential through academic publications, papers presentations and participation in workshops and seminars of international repute. While augmenting our academic facilities, we also insist on the dissemination of crucial life lessons through our resolute dedication to social commitment. Our social activities are not limited to the confines of our institution, rather we reach out the larger society through extensive outreach initiatives. We ardently believe in the ideals of inclusivity and ensure the practice of the same through gender sensitization

programmes and awareness campaigns. Our students are our greatest asset and they carry the flames of our fire forward to the world around us. We empower our students by focusing on honing their vocational aptitude and grooming their employability skills through our Career Guidance Cell and Entrepreneurship Development Club. The commendable rapport that exists between our various stakeholders ensure a harmonious atmosphere in our campus and this has expedited our success quotient. In the six decades since its inception, All Saints' College has emerged as a beacon of hope that shines its light of optimism to the world around.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Percentage 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.** Answer before DVV Verification : 16 Answer after DVV Verification: 15
1.2.3	**Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years** 1.2.3.1. **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1504	1591	1686	1629	1626

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1496	1591	1686	1624	1626

| 1.3.2 | **Average percentage of courses that include experiential learning through project work/field work/internship during last five years**

1.3.2.1. **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**
Answer before DVV Verification: |

2020-21	2019-20	2018-19	2017-18	2016-17
371	354	354	353	350

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
368	348	348	348	348

| 2.1.1 | **Average Enrolment percentage (Average of last five years)**

2.1.1.1. **Number of students admitted year-wise during last five years**
Answer before DVV Verification: |

2020-21	2019-20	2018-19	2017-18	2016-17

719	683	692	706	685

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
719	683	678	701	680

2.1.1.2. **Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

2.3.3	**Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)** 2.3.3.1. Number of mentors Answer before DVV Verification : 67 Answer after DVV Verification: 65
3.4.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years** 3.4.3.1. **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years** Answer before DVV Verification: TABLE_1 Answer After DVV Verification : TABLE_2
4.2.4	**Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year** 4.2.4.1. Number of teachers and students using library per day over last one year Answer before DVV Verification : 681 Answer after DVV Verification: 34
5.2.1	**Average percentage of placement of outgoing students during the last five years** 5.2.1.1. **Number of outgoing students placed year - wise during the last five years.** Answer before DVV Verification: TABLE_3

TABLE_1:

2020-21	2019-20	2018-19	2017-18	2016-17
82	17	25	21	31

TABLE_2:

2020-21	2019-20	2018-19	2017-18	2016-17
82	18	25	21	31

TABLE_3:

2020-21	2019-20	2018-19	2017-18	2016-17

5	7	17	12	6

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5	7	18	12	6

5.2.2	**Average percentage of students progressing to higher education during the last five years**

5.2.2.1. **Number of outgoing student progression to higher education during last five years**
Answer before DVV Verification : 839
Answer after DVV Verification: 836

6.3.3	**Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

6.3.3.1. **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	12	12	12	12

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
70	16	16	12	13

6.3.4	**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
46	15	16	12	13

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
70	16	16	12	13

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
437	413	413	412	415

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
375	357	357	358	361

ID	Extended Questions
2.2	**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
305	278	270	280	271

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
300	278	270	280	271