



ALL SAINTS' COLLEGE

Re-accredited with 'A' - Grade by NAAC

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IQAC 2016- 2017

Minutes of the IQAC Meeting held on - 25/03/2017

Agenda

1. Minutes of the previous meeting
2. Action taken upon the minutes of the previous meeting
3. Faculty development and Administrative Training programme to be conducted
4. New Add – on and Value added courses
6. AQAR report submission
7. Website updation
8. Feedback from stakeholders
9. Completion of Department Files

Minutes of the meeting held on 25/03/2017 at 2.00 pm

The meeting started with invocation to God. The meeting was chaired by the Principal.

The minutes of the previous meeting held were read out by the IQAC Coordinator and the same were confirmed and passed by the committee for record.

The IQAC Coordinator then presented the Action taken report based on the minutes of the previous meeting. The following details were recorded :-

1. Value added courses were started in the following departments:
 - (a) Department of Chemistry, "Script writing: films and documentaries" on 5th January 2017
 - (b) Department of History, "History of human rights movements in India" on 21st January 2017
 - (c) Department of Env't. Sciences, "Student portfolio preparation and management" on 28th January 2017
 - (d) Department of Physical Education, "Health and Nutrition" on 12th January 2017
 - (e) Department of Economics, "Public speaking" on 4th February 2017
2. The following Add –on courses were started:

- (a) "Vermi-culture" on 7th January 2017
 - (b) "Everyday English" on 1st February
3. FDP Programme on "Creative Thinking" was organized from 27-12-2016 to 30-12-2016 . the resource persons were :
- (a) Mable Thomas, Rtd. Associate Professor, Dept. of English, All Saints' College, Tvpm- topic – "Visual Thinking Strategies" and "Mind, Thinking and Creativity"
 - (b) Dr. Joseph I. Injodey, Executive Director, Rajagiri College of Social Science and Director Rajagiri Business School, Kochi – Topic – "Using Discovery Learning to Encourage Creative Thinking", and "Creative Thinking Skills with Laboratory Work"
 - (c) Ratheesh Kumar, Officer, University Employment and Guidance Bureau, -- Topic – "Future Thinking and Future Orientation using Creative Imagination"
 - (d) Anoop Chandy, MD, ADWISOPLUS, --Topic – "Developing Thinking Skill System and Critical Thinking in Students"
 - (e) Rakesh Rajeev, Director, TIME, --Topic – "Thinking about Educational Technology and Creativity" and "Creative Thinking in Prospective Teachers".
4. A talk on " Values for a Better World " was conducted for the final Year outgoing students on 24th March 2017
5. A talk was arranged for the teaching faculty on the topic "Professionalism and a Personal Approach: Ethical Concerns" on 2nd February 2017.
6. Likewise a talk on ethics too was conducted for the administrative staff on the topic "Office Ethics and Protocols" on 21st February 2017.

The committee decided to organize two FDP Programmes on the topics "Teaching Techniques and Stress Management" and "Teaching and Research Methods" in the month of April.

New Add – on and Value added courses were to be arranged in the following academic year and the existing ones were to be completed.

The department and all other activity reports were to be sent to IQAC before 30th April for the AQAR compilation. The date of submission of AQAR 2016- 17 was to be decided later.

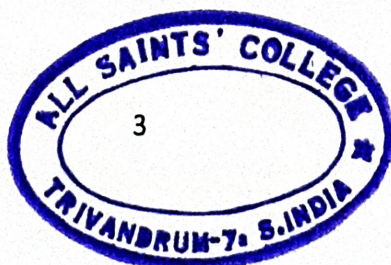
The departments had to complete the website updation process by 30th June 2017.

The feedback collected from students and all stake holders was to be analyzed and the report was to be prepared and sent to IQAC.
All department NAAC files were to be completed by June 30th.

The Members present:-

Dr. Jessy Jose Principal	Chairpersonasc50principal@gmail.com
Dr. Sr. Pascoela A. D'Souza Asst. Prof. Dept. of English	Co-ordinatorPascoela884@gmail.com
Ms. Mary Alice G. Vice-Principal, Dept. of Economics	Member
Dr. Caroline Beena Mendez Asso.Prof. Dept. of Physics	Member
Dr. Srilekha Nair Asso.Prof. Dept. of Commerce	Member
Ms. Shirley Joseph Asso.Prof. Dept. of Mathematics & Statistics	Member
Ms. Morrin C. Asst. Prof. Dept. of English	Member
Dr. Dhanalekshmi T.G. Asst. Prof. Dept. of Zoology	Member
Dr. Sunita Kurur Asst. Prof. Dept of Chemistry	Member
Dr. Parvathy Menon Asst. Prof. Dept of History & Politics	Member
Dr. C. Udayakala Asst. Prof. Dept of Malayalam	Member
Dr. Reshma J.K Asst. Prof. Dept of Environmental Sciences	Member
Dr. Nisha K.K. Asst. Prof. Dept of Botany	Member
Dr. Anjana P.S. Asst. Prof. Dept of Physics	Member
Ms. Divya S.R. Asst. Prof. Dept of Physical Education	Member
Sr. Nirmala Vincent Librarian	Member
Ms. Philomena J. Superintendent	Member

IQAC CO-ORDINATOR
ALL SAINTS' COLLEGE
TRIVANDRUM-7



Principal
All Saints' College
TRIVANDRUM-7