

ST. TERESA'S COLLEGE (AUTONOMOUS), ERNAKULAM
INTERNAL QUALITY ASSURANCE CELL



IQAC REPORT
2024-2025

"Quality is everyone's responsibility."

— *W. Edwards Deming*

INTRODUCTION

The Internal Quality Assurance Cell (IQAC) of St. Teresa's College was set up on 3rd June 2004 and has since become an important part of the institution's system. It plays a key role in promoting quality improvement and maintaining high standards. Over the years, the IQAC has built a system for steady and effective enhancement of the College's performance. It has also put in place processes to meet the objectives laid out by NAAC and has made a meaningful impact by steering efforts towards academic excellence.

The IQAC coordinates all activities related to quality by creating a structured approach to documentation and communication within the College. It works to strengthen and connect different initiatives, ensuring the sharing and adoption of best practices. The IQAC also leads the internal and external Academic Audit of the departments, helping to promote a culture of quality, accountability, and transparency across the institution.

The Internal Quality Assurance Cell (IQAC) of St. Teresa's College (Autonomous), Ernakulam has been functioning successfully for the past 20 years, since its inception in June 2004. With a focus on academic excellence to ensure quality in all operations, the core team of the IQAC include Dr. Alphonsa Vijaya Joseph, Principal of the College as the IQAC Chairperson, Dr. Sajitha J. Kurup as the IQAC Coordinator, Dr. Susan Mathew Panakkal and Dr. Tania Mary Vivera as the IQAC Joint Coordinators. The fourth cycle of Accreditation in the revised framework earned us the highest grade of A++ with a CGPA of 3.57 in 2019 (9th August 2019). The college was also ranked 46th under the National Institutional Ranking Framework (NIRF) 2024.

The IQAC of the college is keen on ensuring the quality of education and pioneering development initiatives for the students, faculty, non-teaching staff, and the college. All the activities and efforts of the IQAC team are designed with a vision towards the progress and refinement of the institution.

IOAC EXTERNAL MEMBERS

The Internal Quality Assurance Cell consists of the following External Members: -



Mr. Deepu S Nath, Managing Director at FAYA



Ms. Deepthi John Tharakan, Founder of Masaco Global.



Mr. Manu Jacob, Councilor, Cochin Corporation

IQAC ACTIVITY REPORT

PRERANA 2024: Induction and Orientation for Faculty

PRERANA 2024 was organized on June 3, 2024 in the Arts Auditorium to warmly welcome and guide the newly appointed faculty members of St. Teresa's College. The program aimed to help them understand the vision, mission, and core values of the institution, while also familiarizing them with the academic and administrative systems in place.



Support by IQAC During UG and PG Admissions (FYUGP Batch)

The Internal Quality Assurance Cell (IQAC) played an active role in supporting the UG and PG admissions for the FYUGP batch. IQAC ensured that the admission process was smooth, transparent, and student-friendly by coordinating with various departments and administrative teams.

Deeksharambh

Student Induction Programme under the Initiative of IQAC

The UG Deeksharambh, the student induction programme for the new undergraduate batch, was held on 1st July 2024 at the Platinum Jubilee Auditorium of St. Teresa's College. Organized

under the initiative of the Internal Quality Assurance Cell (IQAC), the programme aimed to welcome the freshers and help them transition smoothly into college life.

Campus Connect Orientation for First-Year UG Students

The Campus Connect programme was conducted from 8th to 12th July 2024 to induct the first-year UG students into the academic and social life of the College. The orientation included interactive sessions, campus tours, and ice-breaking activities aimed at helping students adapt to their new environment. Through the sessions, students were familiarized with academic regulations, support services, campus culture, and the broader goals of higher education.



Dare to Lead – Leadership Training Programme for HoDs

A leadership training programme titled "**Dare to Lead**" was organized for the Heads of Departments (HoDs) on 8th July 2024. The session was held at the Library AV Rooms and focused on strengthening leadership skills, fostering collaborative decision-making, and inspiring academic innovation among HoDs. The training encouraged proactive leadership practices essential for departmental growth and quality assurance.



Orientation on AAA Audit and AQAR for HoDs and AQAR Representatives

On the same day, an orientation was conducted to familiarize HoDs and AQAR representatives with the processes involved in the Academic and Administrative Audit (AAA) and the preparation of the Annual Quality Assurance Report (AQAR). Held at the Library AV Rooms, the session emphasized the importance of maintaining accurate documentation, setting measurable goals, and adhering to NAAC guidelines for quality enhancement.



Meeting with NORKA Roots, Ernakulam

A meeting was held with representatives from NORKA Roots, Ernakulam, on 9th July 2024. The discussions centered around the procedures related to the MHRD attestation of educational certificates. The meeting aimed at facilitating better support services for students planning for higher studies or employment abroad, thereby aligning with the College's commitment to student welfare and professional growth.



Orientation about FYUGP Software for Faculty of Aided and SF Departments (12 July 2024)

An orientation session was organized on 12th July 2024 to train the faculty members of the Aided and Self-Financing (SF) departments on the usage of the FYUGP software. Conducted in the computer labs, the session equipped the faculty with the necessary skills to efficiently handle academic operations related to the new Four-Year Undergraduate Programme

(FYUGP). The training helped ensure a smooth transition to the new system, promoting effective academic management.

Participation in NAAC Regional Consultative Workshop

Dr. Sajitha Kurup and Dr. Susan Mathew Panakkal attended the **NAAC Reform 2024 Regional Consultative Workshop** for the Southern Region, organized in Bengaluru at Iisc. The workshop provided valuable insights into the upcoming NAAC reforms and strategies for enhancing institutional quality standards.



Criteria Heads Meeting on AQAR Audit of Departments

A meeting of Criteria Heads was held on 19th July 2024 at the Library AV Room to discuss the AQAR audit process for various departments. The session focused on ensuring departmental readiness for the upcoming audits and aligning documentation practices with NAAC standards.

Departmental AQAR Audits

The AQAR audits of 27 departments were conducted from 29th July to 9th August 2024. The audits, carried out by Criteria Heads and their teams as part of the Academic and Administrative Audit (AAA) process, aimed to assess departmental performance, documentation, and quality assurance measures.

IQAC Meeting with External and Internal Members

An IQAC meeting with external and internal members was conducted on 9th August 2024 in the Council Room. The meeting was attended by Mr. Deepu Nath (Industrial Expert), Ms.

Deepthi John Tharakan (Alumni Representative), and IQAC members. The discussions focused on quality enhancement strategies and strengthening academic practices.

Meeting with Azim Premji University on Research Collaboration

A meeting was held on 9th August 2024 with representatives from **Azim Premji University** at the Council Room to explore possibilities for research collaboration and academic partnerships. The discussion aimed at fostering interdisciplinary research and expanding academic linkages.

External Academic Audit

An External Academic Audit was conducted from 14th to 16th August 2024 by Dr. Bindya, Dr. Aloysious Edward, and Dr. Simon Thattil. The audit involved a comprehensive evaluation of academic processes, departmental activities, and quality assurance mechanisms, offering valuable feedback for continuous improvement.

NIRF Results Announcement

The NIRF results for 2024 were announced on 9th August 2024. St. Teresa's College achieved the **46th rank** in the National Institutional Ranking Framework (NIRF) 2024, a significant recognition of the College's excellence in academics, research, and outreach activities.

Management Visit to Departments

A management visit was organized from 19th to 22nd August 2024 across 26 departments. The visit was led by Sr. Betty, Sr. Anitha, Sr. Vinitha, Dr. Alphonsa Vijaya Joseph, Sr. Suchita and the IQAC Team. The focus was on reviewing departmental activities, interacting with faculty and students, and promoting a culture of continuous improvement and institutional excellence.

Session on Value Education and Mentoring

A session on Value Education and Mentoring was conducted by Dr. Beena Job in line with NAAC guidelines. Organized by IQAC and the Committee for Mentoring and Value Education,

the session emphasized the importance of ethical values and mentorship in academic life. Separate sessions were held for Aided (1:30 p.m. to 3:00 p.m.) and Self-Financing (11:00 a.m. to 12:30 p.m.) students at the Arts Block Auditorium.

Launch of Publication Spotlight

IQAC and TRACC launched *Publication Spotlight*, an initiative dedicated to recognizing outstanding research publications by faculty members. This platform aims to foster a culture of research excellence and academic innovation across the institution.

Assistance with CURIE Grant Submission

Support was extended for the preparation and submission of documents related to the CURIE grant proposal to the Department of Science and Technology (DST), reinforcing the college's commitment to advancing research infrastructure and opportunities.

Student Welfare Series Talk: Turning Challenges into Opportunities

As part of the Student Welfare Series, a talk titled *Turning Challenges into Opportunities* was organized at the Seminar Hall. The session aimed to empower students with strategies to effectively navigate personal and academic challenges.

Review Meetings with the criteria Teams

The IQAC organized meetings with the Heads and members of Criteria 1 to 7 to strengthen quality assurance initiatives. Held in the Council Room and AV Room, these sessions focused on reviewing documentation, assessing progress, addressing challenges, sharing best practices, refining data consolidation, and planning for sustained improvements in academic and administrative processes, student support services, and governance practices.

Infrastructure Audit

An Infrastructure Audit was conducted by the Infrastructure Team in collaboration with the SQAC starting from 3 September 2024, focusing on assessing the maintenance and upgradation needs of campus facilities.

Introduction of Innovation of the Week Series

IQAC introduced the *Innovation of the Week* series on 1 October 2024 to promote creative initiatives and highlight innovative practices across departments.

Career Launch: Internships and Skills Talk Series

As part of the *Career Launch* initiative, a talk series on internships and student support skills was organized to guide students in enhancing their employability and professional skills.

Green Campus Award Institution

The *Green Campus Award* was instituted by the Haritha Keralam Mission, Government of Kerala, on 8 October 2024 to recognize and encourage sustainable practices on campus.

Session on OBE Essentials: A Guide for Newly Inducted Faculty

A session titled *OBE Essentials: A Guide for Newly Inducted Faculty* was conducted at A. Vroom on 18 October 2024. The session focused on orienting new faculty members to Outcome-Based Education frameworks.

Seminar on Careers in Human Resource Management

A seminar for advanced learners titled *Careers in Human Resource Management* was organized jointly by SQAC and TLC at A. Vroom on 30 October 2024 to provide students with insights into career opportunities in HR management.

Faculty Development Programme (FDP) on 'Viksit Bharat: Envisioning Higher Education in 2047'

A Faculty Development Programme (FDP) titled *Viksit Bharat: Envisioning Higher Education in 2047 - Equity, Excellence and Empowerment* was organized by the CSST group of institutions from 4th to 12th November 2024 in collaboration with the College Development Council and the School of Social Sciences, MG University, Kottayam. The programme was conducted online via Zoom.

Session on NAAC Reforms - The Way Ahead

The Internal Quality Assurance Cell (IQAC) organized a session titled *NAAC Reforms - The Way Ahead* at the Arts Auditorium on 12th November 2024, aiming to familiarize stakeholders with the upcoming changes in the accreditation process.

Session on NAAC Reforms, Research Initiatives, and Consultancy

A detailed session on *NAAC reforms, research initiatives, patent information, and consultancy for research scholars* was organized at the Arts Auditorium by the IQAC in collaboration with TRACC on 12th November 2024. The session aimed at enhancing awareness and capabilities related to research and consultancy services.

Workshop on Outcome-Based Education

On 12 November 2024, a workshop on *Outcome-Based Education* was organized in collaboration with the Curriculum Team at the Arts Auditorium. The session aimed to improve the faculty understanding of outcome-based curriculum design and implementation.

Web Mastery Faculty Training Programme

A Faculty Training Programme on *Web Mastery for Effective Web Management* was conducted on 14 November 2024 in the A.V. Room to equip staff with skills in managing the college's digital platforms.

Discussion with Leeds Beckett University

An online discussion with Leeds Beckett University was held on 15 November 2024 regarding the initiation of dual degree programmes in collaboration with Teresian International and a follow-up online meeting with Leeds Beckett University was conducted on 25 November 2024 at 2:30 PM to continue discussions on the proposed dual degree programmes.

Meeting with Dr. Francis Regarding MOOC Courses

On 25 November 2024, a meeting was held in the Principal's Room with Dr. Francis from the Department of Economics to discuss the introduction and management of MOOC for students.

Meeting with US Consulate Members

On 27 November 2024, a meeting with members of the US Consulate was conducted in the A.V. Council Room to discuss initiatives related to the Chennai American Center and potential collaborations.

Meeting with Internship and Career Guidance Cell

A meeting with the members of the Internship and Career Guidance Cell was organized on 29 November 2024 in the IQAC Room to plan and strengthen student support services related to internships and career development.

Dare to Lead Series 2: Resilient Leadership for a Quality Culture

On 3 December 2024, a session on *Resilient Leadership for a Quality Culture* by Dr. Julia Morgan from Leeds Beckett University was organized as part of the *Dare to Lead Series 2* in the Council Room

MoU Signing with Leeds Beckett University, UK

On 2 December 2024, a Memorandum of Understanding (MoU) was signed with Leeds Beckett University, UK, at the Principal's Room, marking a new phase of international academic collaboration.

KIRF Results Announced

On 20 December 2024, the KIRF results were announced, with St. Teresa's College achieving an impressive 3rd rank.

Submission of NIRF 2024

On 31 December 2024, the NIRF 2024 application was successfully submitted.

Participation in International Conclave on Next-Gen Higher Education

From 14 to 15 January 2025, faculty members and Team IQAC participated in the International Conclave on Next-Gen Higher Education and the Pre-Conclave Workshop held at Cochin University of Science and Technology (CUSAT).

Submission of AQAR 2023–24

On 21 January 2025, the Annual Quality Assurance Report (AQAR) for the academic year 2023–24 was submitted.

AICTE Submission

The AICTE application was submitted successfully on 4 February 2025.

Meeting with Management and New Directors and discussion regarding NAAC Reforms.

A meeting with the Management and the new Directors, Sr. Tessa and Sr. Francis Ann, was conducted on 31 January 2025 in the Council Room.

Meeting Regarding OBE with Curriculum Team

A meeting regarding Outcome-Based Education (OBE) with the curriculum team was held on 16 January 2025 in the Council Room.

Submission of MHRD AISHE

The MHRD All India Survey on Higher Education (AISHE) was successfully submitted online on 15 February 2025.

KIRF Awards Distribution

On 15 February 2025, the KIRF Awards were distributed at the Arts Auditorium. The awards were presented by Dr. R. Bindu, Minister of Higher Education and Social Justice.

Ethics Committee Meeting for Research Scholars

An Ethics Committee meeting for research scholars, organized in collaboration with TRACC, was held on 30 January 2025 in the Council Room.

This year has been a truly fruitful and dynamic period for the Internal Quality Assurance Cell (IQAC). Through a series of well-coordinated activities, workshops, submissions, and initiatives, IQAC has actively strengthened the academic and administrative quality of the institution. Each event reflected a strong commitment to continuous improvement, fostering a culture of excellence and innovation. The successful completion of key tasks, such as the NIRF submission, NAAC documentation updates, and various quality enhancement programs, highlights the collective efforts and dedication of the entire IQAC team. Moving forward, IQAC remains committed to sustaining this momentum and further enhancing the standards of our institution.....

