



ST. ANN'S COLLEGE FOR WOMEN

Accredited with NAAC 'A' Grade, Dt. 25.01.2022

(Permanently Affiliated to Andhra University) Recognized under 2(f) & 12(b) of the UGC Act, 1956
Malkapuram, Visakhapatnam, Andhra Pradesh - 530011. Phone : 7993707565 (O), 9441838484 (P)
Email:stannscollegevsp@gmail.com Website:www.stannscollegevizag.org

Date: 1st July, 2024

NOTICE IQAC MEETING

Date: 4th July, 2024

Time: 10:00a.m

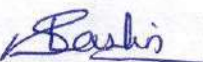
Venue: IQAC Room

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that an IQAC Meeting will be held on Thursday, 4th July 2024 at 10: 00a.m in the IQAC Room of St. Ann's College for Women, Visakhapatnam.

The meeting is convened to discuss important academic quality initiatives and institutional development matters. All members are requested to attend the meeting without fail.

Agenda:

1. Autonomous System
2. NIRF and Quality Compliance
3. NSS Achievements – Nodal Officer
4. NCC Programmes


Coordinator

Sr. Kaslin Juliet SAL


Chair Person

Dr. Sr. Prema Kumari



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MINUTES OF THE IQAC MEETING

Held on 4-07-2024

Time: 10:30 a.m

Venue: IQAC Office

Agenda:

1. Autonomous System
2. NIRF and Quality Compliance
3. NSS Achievements – Nodal Officer
4. NCC Programmes

Members Present for the Meeting:

- Dr. Sr. Prema Kumar (Chairperson)
Sr. Kaslin (Coordinator)
Miss Shaik Valisha (Co-coordinator)
Ms. Y. Anasuya Devi, Faculty, Department of Political Science
Mrs. A. Adilakshmi, Head of the Hindi Department
Mr. B. P. Raju, Head of the Economics Department
Mrs. P. Lavanya, Head of the Commerce Department
Mrs. B. Santhi, Faculty, Department of Commerce
Mrs. Divya Jyothi, Faculty, Department of Commerce
Mrs. A. Shanti Rani, Head of the Computer Science Department
Mrs. G. Lalitha, Vice Principal, Head of the History
Dr. P. Jayasri, Academic Administrative, Department of Management
Mrs. Uma (University Representative)
Dr. Sr. Janice (Management Representative)
Ms. T. Sridevi (Industrial Representative)
Dr. Sombu Dutta (Local Society Nominee)
Mrs. Bhatathi Natraj (Alumnae)
Mr. B. Narsing Rao (Community Representative)



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Miss.D.Charmila (Student Representative)

Mrs. Chandrakala (Office Representative)

The meeting began with prayer

The minutes of the last meeting were read and passed after a brief discussion.

Agenda Points for Discussion:

1. Autonomous System

The committee discussed the importance of the autonomous system in improving academic quality and institutional flexibility. The benefits of curriculum design, examination reforms, and academic autonomy were highlighted. Members suggested studying UGC guidelines and assessing institutional readiness for autonomy.

2. NIRF and Quality Compliance

The IQAC Coordinator explained the significance of NIRF participation for quality benchmarking and institutional visibility. Members discussed NIRF parameters and emphasized proper data collection and documentation. Departments were advised to maintain updated academic and administrative records.

3. NSS Achievements – Nodal Officer

The NSS Nodal Officer presented a brief report on NSS activities and achievements. Community service programmes, awareness campaigns, and student participation were appreciated. Members emphasized documenting NSS activities for quality assurance and NAAC records.

4. NCC Programmes

The NCC Officer briefed the committee on NCC programmes conducted during the year. The role of NCC in developing discipline, leadership, and patriotism among students was discussed. Members encouraged wider student participation and continued institutional support.

The meeting concluded at 12:30p.m with a vote of thanks by the IQAC Coordinator.

Coordinator

Sr. Kaslin Juliet SAL

Chair Person

Dr. Sr. Prema Kumari



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Date: 5th November, 2024

NOTICE

IQAC MEETING

Date: 12th November, 2024

Time: 9:00a.m

Venue: IQAC Room

Agenda:

1. Quality Enhancement and Academic Progression
2. Certificate Courses and Skill Enhancement
3. Research, Publications, and MoUs
4. Innovation and Incubation
5. Green Practices
6. Infrastructure Development
7. Parent and Alumni Engagement
8. Policy
9. Preparation of AQAR

Coordinator

Sr. Kaslin Juliet SAL

Chair Person

Dr. Sr. Prema Kumari



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MINUTES OF THE IQAC MEETING

Held on 12-11-2024

Time: 10:00 a.m

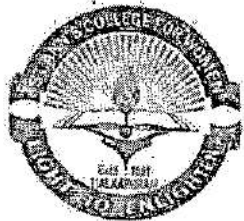
Venue: IQAC Office

Agenda:

1. Quality Enhancement and Academic Progression
2. Certificate Courses and Skill Enhancement
3. Research, Publications, and MoUs
4. Innovation and Incubation
5. Green Practices
6. Infrastructure Development
7. Parent and Alumni Engagement
8. Policy
9. Preparation of AQAR

Members Present for the Meeting:

- Dr. Sr. Prema Kumar (Chairperson)
- Sr. Kaslin (Coordinator)
- Miss Shaik Valisha (Co-coordinator)
- Ms. Y. Anasuya Devi, Faculty, Department of Political Science
- Mrs. A. Adilakshmi, Head of the Hindi Department
- Mr. B. P. Raju, Head of the Economics Department
- Mrs. P. Lavanya, Head of the Commerce Department
- Mrs. B. Santhi, Faculty, Department of Commerce
- Mrs. Divya Jyothi, Faculty, Department of Commerce
- Mrs. A. Shanti Rani, Head of the Computer Science Department
- Mrs. G. Lalitha, Vice Principal, Head of the History
- Dr. P. Jayasri, Academic Administrative, Department of Management
- Mrs. Uma (University Representative)
- Dr. Sr. Janice (Management Representative)



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Ms. T. Sridevi (Industrial Representative)

Dr. Sombu Dutta (Local Society Nominee)

Mrs. Bhatathi Natraj (Alumnae)

Mr. B. Narsing Rao (Community Representative)

Miss. D. Charmila (Student Representative)

Mrs. Chandrakala (Office Representative)

The meeting began with prayer

The minutes of the last meeting were read and passed after a brief discussion.

Agenda Points for Discussion:

1. Quality Enhancement and Academic Progression

The committee discussed various quality enhancement measures to improve academic performance and student progression. Emphasis was laid on outcome-based education, remedial coaching, and mentoring practices. Departments were advised to monitor academic progress regularly and support slow learners.

2. Certificate Courses and Skill Enhancement

The introduction of certificate and skill-based courses was discussed to enhance employability and practical skills among students. Members suggested offering short-term courses aligned with industry and societal needs. Departments were encouraged to propose relevant certificate programmes.

3. Research, Publications, and MoUs

The committee reviewed the status of faculty research, publications, and collaborative activities. Members emphasized motivating faculty to publish in reputed journals and initiate research collaborations. Strengthening MoUs with academic and research institutions was also discussed.

4. Innovation and Incubation

The importance of promoting innovation and creative thinking among students was highlighted. Members discussed encouraging project-based learning, student innovations, and entrepreneurship-related activities. Suggestions were made to organize workshops on innovation and incubation.

5. Green Practices

The committee reviewed ongoing green practices such as energy conservation, waste management, and eco-friendly initiatives on campus. Members emphasized strengthening environmental awareness programmes and maintaining a clean and green campus.



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6. Infrastructure Development

Infrastructure requirements related to classrooms, laboratories, ICT facilities, and learning resources were discussed. Members suggested periodic assessment of infrastructure needs to support academic and administrative activities effectively.

7. Parent and Alumni Engagement

The importance of parent and alumni involvement in institutional development was discussed. Members suggested conducting parent meetings and alumni interactions regularly to receive feedback and strengthen institutional support systems.

8. Policy

Various institutional policies related to academics, research, and administration were reviewed. Members emphasized updating existing policies and ensuring effective implementation for smooth functioning and quality assurance.

9. Preparation of AQAR

The committee discussed the preparation and submission of the Annual Quality Assurance Report (AQAR). Members emphasized timely collection of data, proper documentation, and coordination among departments to ensure accurate submission as per NAAC guidelines.

The meeting concluded at 1:30p.m with a vote of thanks by the Chair Person.

Coordinator

Sr. Kaslin Juliet SAL

Chair Person

Dr. Sr. Prema Kumari



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Date: 12th February, 2025

NOTICE

IQAC MEETING

Date: 17th February, 2025

Time: 10:00a.m

Venue: IQAC Room

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that an IQAC Meeting will be held on Thursday, 17th February, 2025 at 10: 00a.m in the IQAC Room of St. Ann's College for Women, Visakhapatnam.

The meeting is convened to discuss important academic quality initiatives and institutional development matters. All members are requested to attend the meeting without fail.

Agenda:

1. Faculty and Staff Development
2. Add-on Courses and Employment Skills
3. Community Outreach (STAND)
4. National and International Webinars
5. Scientific Exhibition
6. Outreach Programmes
7. Feedback

Coordinator

Sr. Kaslin Juliet SAL

Chair Person

Dr. Sr. Prema Kumari



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MINUTES OF THE IQAC MEETING

Held on 17-02-2025

Time: 10:30 a.m

Venue: IQAC Office

Agenda:

1. Faculty and Staff Development
2. Add-on Courses and Employment Skills
3. Community Outreach (STAND)
4. National and International Webinars
5. Scientific Exhibition
6. Outreach Programmes
7. Feedback

Members Present for the Meeting:

Dr. Sr. Prema Kumar (Chairperson)

Sr. Kaslin (Coordinator)

Miss Shaik Valisha (Co-coordinator)

Ms. Y. Anasuya Devi, Faculty, Department of Political Science

Mrs. A. Adilakshmi, Head of the Hindi Department

Mr. B. P. Raju, Head of the Economics Department

Mrs. P. Lavanya, Head of the Commerce Department

Mrs. B. Santhi, Faculty, Department of Commerce

Mrs. Divya Jyothi, Faculty, Department of Commerce

Mrs. A. Shanti Rani, Head of the Computer Science Department

Mrs. G. Lalitha, Vice Principal, Head of the History

Dr. P. Jayasri, Academic Administrative, Department of Management

Mrs. Uma (University Representative)

Dr. Sr. Janice (Management Representative)

Ms. T. Sridevi (Industrial Representative)

Dr. Sombu Dutta (Local Society Nominee)



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Mrs. Bhatathi Natraj (Alumnae)

Mr. B. Narsing Rao (Community Representative)

Miss. D. Charmila (Student Representative)

Mrs. Chandrakala (Office Representative)

The meeting began with prayer

The minutes of the last meeting were read and passed after a brief discussion.

Agenda Points for Discussion:

1. Faculty and Staff Development

Discussed the organization of workshops and training sessions to enhance teaching skills, research aptitude, and administrative capabilities of faculty and staff. It was decided to encourage faculty to attend at least two development programs annually.

2. Add-on Courses and Employment Skills

Reviewed the ongoing and upcoming add-on courses aimed at improving employability skills of students, such as computer applications, communication skills, and vocational training. IQAC recommended collaboration with industry experts to update course content.

3. Community Outreach (STAND)

The committee highlighted the STAND program initiatives, which aim at social awareness and community development. It was resolved to extend participation to more students and engage in impactful activities like health camps, literacy drives, and environmental awareness programs.

4. National and International Webinars

IQAC emphasized the importance of webinars to expose students and faculty to current trends and research developments. Departments were instructed to organize at least one national and one international webinar during the academic year.

5. Scientific Exhibition

Plans were discussed for a scientific exhibition showcasing students' projects, experiments, and research findings. The committee suggested forming an organizing team and setting clear evaluation criteria for participants.

6. Outreach Programmes

Additional outreach initiatives were proposed, including awareness campaigns, career guidance, and skill development workshops for school and



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college students in the community. Departments were requested to prepare a detailed action plan with timelines.

7. Feedback

Reviewed the student and stakeholder feedback collected on curriculum, teaching methods, and infrastructure. It was decided to analyze the feedback systematically and implement corrective measures wherever necessary.

The meeting concluded at 1:30p.m with a vote of thanks by the Chair Person.

Coordinator

Sr. Kaslin Juliet SAL

Chair Person

Dr. Sr. Prema Kumari



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Date: 10th June, 2025

NOTICE

IQAC MEETING

Date: 16th June, 2025

Time: 1:00p.m

Venue: IQAC Room

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that an IQAC Meeting will be held on Thursday, 16th June, 2025 at 1: 00a.m in the IQAC Room of St. Ann's College for Women, Visakhapatnam.

The meeting is convened to discuss important academic quality initiatives and institutional development matters. All members are requested to attend the meeting without fail.

Agenda:

1. Submission of AQAR
2. Introduction of B.Sc. (Artificial Intelligence) & B.Sc. (Agriculture) Honours Course
3. ISSN Number
4. NIRF Participation
5. AICTE Activities Submission

Coordinator

Sr. Kaslin Juliet SAL

Chair Person

Dr. Sr. Prema Kumari



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MINUTES OF THE IQAC MEETING

Held on 16-07-2025

Time: 1:30 p.m

Venue: IQAC Office

Agenda:

1. Submission of AQAR
2. Introduction of B.Sc. (Artificial Intelligence) & B.Sc. (Agriculture) Honours Course
3. ISSN Number
4. NIRF Participation
5. AICTE Activities Submission

Members Present for the Meeting:

Dr. Sr. Prema Kumar (Chairperson)

Sr. Kaslin (Coordinator)

Miss Shaik Valisha (Co-coordinator)

Ms. Y. Anasuya Devi, Faculty, Department of Political Science

Mrs. A. Adilakshmi, Head of the Hindi Department

Mr. B. P. Raju, Head of the Economics Department

Mrs. P. Lavanya, Head of the Commerce Department

Mrs. B. Santhi, Faculty, Department of Commerce

Mrs. Divya Jyothi, Faculty, Department of Commerce

Mrs. A. Shanti Rani, Head of the Computer Science Department

Mrs. G. Lalitha, Vice Principal, Head of the History

Dr. P. Jayasri, Academic Administrative, Department of Management

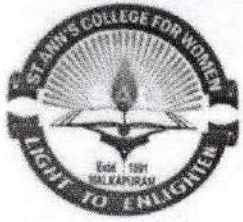
Mrs. Uma (University Representative)

Dr. Sr. Janice (Management Representative)

Ms. T. Sridevi (Industrial Representative)

Dr. Sombu Dutta (Local Society Nominee)

Mrs. Bhatathi Natraj (Alumnae)



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Mr.B.Narsing Rao(Community Representative)

Miss.D.Charmila (Student Representative)

Mrs. Chandrakala (Office Representative)

The meeting began with prayer

The minutes of the last meeting were read and passed after a brief discussion.

Agenda Points for Discussion:

1. Submission of AQAR Report

The committee discussed the status of AQAR submission for the previous academic year. Metric-wise data collection, documentation, and validation requirements were reviewed in detail.

2. Introduction of B.Sc. (Artificial Intelligence) & B.Sc. (Agriculture) Honours Course

The proposal to introduce B.Sc. (AI) Honours was discussed in view of emerging technologies, industry demand, and student employability. Faculty availability, curriculum framework, and infrastructure readiness were deliberated. The committee discussed the relevance of B.Sc. (Agriculture) Honours in addressing societal needs, rural development, and career opportunities in the agricultural sector.

3. ISSN Number

The need to obtain an ISSN number for the institutional journal and academic publications was discussed to enhance research visibility and credibility.

4. NIRF Participation

The importance of participating in NIRF ranking for national benchmarking and institutional visibility was discussed. Data requirements under various parameters were reviewed.

5. AICTE Activities Submission

The committee discussed the submission of AICTE-related activity reports and compliance documentation through the AICTE portal.

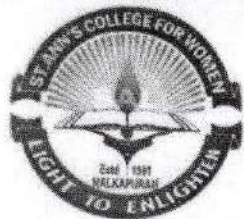
The meeting concluded at 4:30p.m with a vote of thanks by the Chair Person.

Coordinator

Sr. Kaslin Juliet SAL

Chair Person

Dr. Sr. Prema Kumari



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Date: 5th November, 2025

NOTICE

IQAC MEETING

Date: 11th November, 2025

Time: 1:00p.m

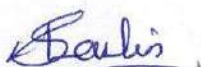
Venue: IQAC Room

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that an IQAC Meeting will be held on Thursday, 11th November, 2025 at 1: 00p.m in the IQAC Room of St. Ann's College for Women, Visakhapatnam.

The meeting is convened to discuss important academic quality initiatives and institutional development matters. All members are requested to attend the meeting without fail.

Agenda:

1. Sustainability Development Growth Participation and Outstanding Award
2. APSCHE Participation
3. Preparation of AQAR
4. Golden Jubilee Inauguration
5. MoUs Activities
6. Online Certificate SWAYAM Courses for Students & Linways Uploading of Documents


Coordinator

Sr. Kaslin Juliet SAL


Chair Person

Dr. Sr. Prema Kumari



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MINUTES OF THE IQAC MEETING

Held on 11-11-2025

Time: 1:30 p.m

Venue: IQAC Office

Agenda:

1. Sustainability Development Growth Participation and Outstanding Award
2. APSCHE Participation
3. Preparation of AQAR
4. Golden Jubilee Inauguration
5. MoUs Activities
6. Online Certificate SWAYAM Courses for Students & Linways Uploading of Documents

Members Present for the Meeting:

- Dr. Sr. Prema Kumar (Chairperson)
Sr. Kaslin (Coordinator)
Miss Shaik Valisha (Co-coordinator)
Ms. Y. Anasuya Devi, Faculty, Department of Political Science
Mrs. A. Adilakshmi, Head of the Hindi Department
Mr. B. P. Raju, Head of the Economics Department
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Mrs. A. Shanti Rani, Head of the Computer Science Department
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Dr. P. Jayasri, Academic Administrative, Department of Management
Mrs. Uma (University Representative)
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Mr.B.Narsing Rao(Community Representative)

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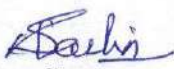
The meeting began with prayer

The minutes of the last meeting were read and passed after a brief discussion.

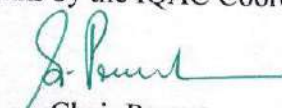
Agenda Points for Discussion:

- 1. Sustainability Development Growth Participation and Outstanding Award**
 - Reviewed college participation in sustainability and green initiatives.
 - Discussed strategies to maintain high standards and achieve recognition through awards.
- 2. APSCHE Participation**
 - Discussed the college's active involvement in APSCHE activities and compliance with their academic guidelines.
 - Departments instructed to submit reports and data promptly.
- 3. Preparation of AQAR**
 - Emphasized timely preparation of AQAR report for NAAC submission.
 - Departments requested to provide updated data, documentation, and supporting evidence.
- 4. Golden Jubilee Inauguration**
 - Planned the schedule and organization of events for the Golden Jubilee celebration.
 - Responsibilities assigned to faculty and student committees for smooth execution.
- 5. MoUs Activities**
 - Reviewed existing MoUs with various institutions and industries.
 - Encouraged departments to actively engage students in collaborative programs and report outcomes.
- 6. Online Certificate SWAYAM Courses for Students & Linways Uploading of Documents**
 - Promoted enrollment of students in SWAYAM online courses to enhance skills and knowledge.
 - Linways platform to be updated regularly with all academic documents and course records.

The meeting concluded at 4:30p.m with a vote of thanks by the IQAC Coordinator.


Coordinator

Sr. Kaslin Juliet SAL


Chair Person

Dr. Sr. Prema Kumari