



**ST. JOSEPH'S COLLEGE OF ENGINEERING AND TECHNOLOGY**

**Elupatti, Thanjavur – 613 403**

(Approved by AICTE- New Delhi || Affiliated to Anna University, Chennai)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

(Academic Year & Semester: 2021-2022 & Even Semester)

**CIRCULAR**

The first Internal Quality Assurance Cell (IQAC) meeting for the Even semester of the academic year 2021-2022 will be held on 11.10.2021 at 10.30 am in the Conference Hall. All IQAC members are thus requested to attend the meeting.

**Agenda:**

1. IQAC Composition
2. Roles and Responsibility of IQAC
3. Academic Council Meeting
4. Accreditation Process, ISO Process
5. Project work-Final Year
6. Teaching and Learning Process
7. Faculty Activities and Achievement
8. Research and Development Activities
9. Class Committee and Course Committee Meeting
10. Value added courses
11. NPTEL online courses
12. Training and Placement Activities

**IQAC Coordinator**

**IQAC Coordinator**  
St. Joseph's College of  
Engineering and Technology  
Thanjavur - 613 403

**PRINCIPAL**

**Prof. Dr. D. SHANMUGASUNDARAM, M.E., Ph.D.,**  
**PRINCIPAL**  
St. Joseph's College of Engineering & Technology,  
A.S. NAGAR, ELUPATTI,  
RAWASAPATTI (Po), THANJAVUR - 613 403.



**ST.JOSEPH'S COLLEGE OF ENGINEERING AND TECHNOLOGY**

**Elupatti, Thanjavur – 613 403**

(Approved by AICTE- New Delhi Affiliated to Anna University, Chennai.)

**Composition of Internal Quality Assurance Cell (IQAC)**

Academic Year 2021-2022-Even Semester

<b>S.No</b>	<b>Name</b>	<b>Designation</b>
1.	Dr.D.Shanmugasundaram, Principal	Chairman IQAC
2.	Rev.Sr.J.Arockia Johnci Rani, Administrator	Management Nominee IQAC
3.	Ms.N.Srividhya, AP / ECE	IQAC Coordinator
4.	Mr.M.Suresh Kumar, AP / Mech	IQAC Co-Coordinator
5.	Dr.A.Antony Joseph, Administrative Coordinator	Senior Administrative Officer, IQAC
6.	Mr.P.Sathis Kumar, Training & Placement Officer	Senior Administrative Officer, IQAC
7.	Dr.S.Mangaiarkarasi, HoD / CSE	Member, IQAC
8.	Dr.A.Saravanan, HoD / Mech	Member, IQAC
9.	Dr.D.Mercy, HoD / EEE	Member, IQAC
10.	Ms.S.Sudha, HoD / ECE	Member, IQAC
11.	Ms.R.Malarkodi, HoD / S&H	Member, IQAC
12.	Mr.A.Manikandan, HoD / MBA	Member, IQAC
13.	Mr.R.Fiedel Castro , II year EEE	Student Nominee
14.	Mr.M.Jeyakumar, Chairman & Managing Director, nRoot Group of Companies, Thanjavur	Nominee from Local Society
15.	Dr.Ravikumar Ramadoss, Director & Co-founder, Pix Monks Solutions Pvt.Ltd, Thanjavur	Nominee from Employer
16.	Ms.J.Shrilatha, Director Operations, E-Square Energy Equipments Private Ltd.Trichy	Nominee from Industry
17.	Mr.S.Kannan,F/O Ms.K.L.Durgapriyadharshini,II year CSE	Nominee from Stakeholder
18.	Ms.P.Nancy, Analyst, HCL Technologies 2020 passed out ECE	Nominee from Alumni

**PRINCIPAL**



# ST. JOSEPH'S COLLEGE OF ENGINEERING AND TECHNOLOGY

Elupatti, Thanjavur – 613 403

(Approved by AICTE- New Delhi Affiliated to Anna University, Chennai.)

Date :12.10.2021

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year & Semester: 2021-2022-Even Semester)

### MINUTES OF MEETING OF IQAC

The first Internal Quality Assurance Cell (IQAC) meeting for the Even semester of the academic year 2021-2022 was held on 11.10.2021 at 10.30 am in the Conference Hall, with the following agenda items being discussed.

#### **Agenda:**

1. IQAC Composition
2. Roles and Responsibility of IQAC
3. Academic Council Meeting
4. Accreditation Process, ISO Process
5. Project work-Final Year
6. Teaching and Learning Process
7. Faculty Activities and Achievement
8. Research and Development Activities
9. Class Committee and Course Committee Meeting
10. Value added courses
11. NPTEL online courses
12. Training and Placement Activities

#### **Points Discussed:**

- The Chairperson introduced the composition members of IQAC and explained in brief about the roles and responsibilities of IQAC
- The Principal insist to take more attention on Academic Council Meeting for this current Even Semester
- The committee instructed the HOD'S to encourage their department students to complete innovation project work
- All HOD's have been instructed to begin the ISO, NAAC accreditation process and work toward it.
- Senior faculty members are asked to conduct more workshops, seminars to the students
- The committee insisted on holding a class committee meeting for students in accordance with university norms in order to obtain feedback for future improvements.

- The committee has instructed that faculty has to adopt new teaching approaches when delivering their courses in order to improve student's learning capacities.
- The committee has urged the departments to concentrate more on value added courses and skill training programs
- The HODs were instructed to promote their respective faculties to engage in various Faculty Development Programs
- The committee has insisted to conduct regular Parents Teacher Meeting.
- The committee observed the NSS to perform more rural social welfare operations and awareness projects.
- The experts in the industry extended their support to Research and Development activities.
- According to University circulars and regulations, the IQAC coordinator insisted on conducting all tests and exams according to the academic calendar and updating all web portal data inputs on time.
- The IQAC Coordinator insisted that the training and placement cell has to increase the number of on-campus placement drives by bringing in more reputable industries
- The committee insisted on holding motivational classes for class academic toppers, raising understanding of current industrial needs, and identifying slow learners's strength's and weakness, as well as providing more coaching classes to help them enhance their academic performance.
- The members of the committee demand that all stakeholders keep all documentation for the academic and administrative audits that IQAC will conduct.
- The committee emphasized on making well-defined long-term plans and deployment strategies.
- The committee insisted to make well defined perspective plans and the deployment plan of the respective departments also.

The meeting ended with vote of thanks by the IQAC Coordinator.

**IQAC Coordinator**  
 IQAC Coordinator  
 St. Joseph's College of  
 Engineering and Technology  
 Thanjavur - 613 403

**PRINCIPAL**  
 Prof. Dr. D. SHANMUGASUNDARAM, M.E., Ph.D.,  
 PRINCIPAL  
 St. Joseph's College of Engineering & Technology,  
 A.S. NAGAR, ELUPATTI,  
 RAWASAPATTI (Po), THANJAVUR - 613 403.