



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: 2023-2024-Odd Semester)

CIRCULAR

The fourth Internal Quality Assurance Cell (IQAC) meeting for the Odd semester of the Academic Year 2023-2024 will be held on 23.08.2023 at 9.30 am in the Conference Hall. All IQAC members are requested to attend the meeting.

Agenda:

1. Review of third IQAC meeting Minutes
2. Revised IQAC members
3. Accreditation Process, Outcome Based Education
4. Teaching and Learning Process
5. Research and Development Activities
6. Class Committee and Course Committee Meeting
7. Value added courses
8. NPTEL online courses
9. Training and Placement Activities
10. Induction Program for UG and PG Students
11. Institute Industry Interaction
12. IPR Cell 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.,
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Date : 24.08.2023

INTERNAL QUALITY ASSURANCE CELL(IQAC)

(Academic Year & Semester: 2023-2024-Odd Semester)

MINUTES OF MEETING OF IQAC

The fourth Internal Quality Assurance Cell (IQAC) meeting for the Odd Semester of the academic year 2023-2024 was held on 23.08.2023 at 9.30 am in the Conference Hall, with the following agenda.

Agenda:

1. Review of third IQAC meeting Minutes
2. Accreditation Process, Outcome Based Education
3. Teaching and Learning Process
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Points Discussed:

- The Chairperson reviewed the third IQAC Meeting minutes. Also he reviewed the Academic activities of the year 2022-2023 and directed the HoD to train the students as per the industry need. He suggested to have more number of Alumni interaction this semester.
- The revised composition of IQAC members were introduced in the meeting.
- The Chairperson instructed the R& D coordinator to initiate the industry expert interaction among the students.
- The IQAC Coordinator suggested the Alumni interaction can be done for the departments so that the industry need will be attained by the students.

- The committee suggested to conduct Fresher's Day and the Student Induction Program for the UG and PG students
- The Committee also suggested to conduct the course committee meetings and class committee meetings for all the departments .It is suggested in the meeting that industrial visit has to be arranged for the students
- The committee suggested the Training and Placement cell to take necessary steps to increase on campus placement drive with reputed companies
- The HODs were instructed to promote their respective faculties to engage in various Faculty Development Programs by the committee
- The committee has insisted to Parents Teacher Meeting at least twice in a year.
- The committee insisted on holding motivational classes for class academic toppers, raising understanding of current industrial needs, and identifying slow learner'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.
- It is suggested to make the students to do NPTEL online courses.
- The committee insisted the IPR cell to conduct more activities in the current academic year.

The meeting ended with the words of gratitude by the IQAC Coordinator.

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