St. Xavier's Catholic College of Engineering
(Autonomous)
Nagercoil
Faculty & Staff Development Committee

Minutes of the Meeting

Date: 27/11/2025 **Time:** 3:00 p.m. **Venue:** Board Room

Members attended: Enclosed

Agenda

1. To consider the Minutes of Previous Meeting & Action Taken
2. Training Programmes Organized and attended during the odd semester of 2025-2026
3. Plan for the training programmes in the even semester
4. Other matters

Discussion and Decision

The meeting started with the prayer and the principal welcomed the members and presented the agenda

1. To consider the Minutes of Previous Meeting & Action Taken

Discussion and Decisions	Action Taken
Agenda 01: To consider the Minutes of Previous Meeting & Action Taken	It was confirmed and approved
Agenda 02: Training programs organized and attended during the academic year 2024-2025 (EVEN SEM)	Reviewed and considered
Agenda 03: Discussions & Decisions ➢ Departments that have not conducted FDP programs are requested to organize them in the even sem ➢ Continue the Mentoring Orientation Program- the	All the departments were organized except HSc The Inner Path to Outer Success: A Journey of Professional Transformation

second phase in the month of March ➢ Plan programs related to the SDG 17 goals. ➢ Non-teaching training- Communication and soft skills can be conducted ➢ New faculty orientation and batch-wise orientation can be conducted	**திறன் வளர்ப்பும் திறமையான அணுகுமுறையும்-** Conducted in the month of July 2025 by Rev. Dr. Alwin Mathan Raj Faculty orientation was conducted by Dean Research Communication Skills training was conducted on 25-10-2025 by Dr. James Ligorius, Professor, Communication Skills Trainer 1. New faculty orientation – 8th & 9th of July 2025- Developing Next generation academic leaders (Deans, Principal, Correspondent) 2. Team work and Commitment towards Vision to Victory – (having 10 years to 15 years)- Rev. Fr. Kumar Raja

2. Training Programmes Organized and attended

- 105 NPTEL Online Courses have completed (SC-21, Elite-60, Silver-21, Gold-1, Topper-14, Mentor-2, Discipline star-2) [Design Thinking-A primer, Big Data Computing, Learning Analytical Tools, Privacy and Security]
- 295 Training programmes have been attended by the staff members (Conferences- 19, Workshop- 29, FDPs- 212, Seminar-35)
- 8 Faculty members acted as Resource Person and delivered guest lectures.
- CSE department hosted one week FDP on Android Basis with compose from 28-07-2025 to 01-08-2025
- ATAL FDP on Electrical vehicles and Hydrogen Fuel Cell Vehicles: technologies, Challenges and Future Prospects was conducted by EEE department from 21-07-2025 to 26-07-2025
- Innovative Sustainable Solutions for Environmental Problems was organized by the department of Civil department during 17-11-2025 to 22-11-2025
- AI & DS department conducted Digital Productivity with AI tools from 10-11-2025 to 17-11-2025

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- New faculty orientation on Developing Next generation academic leaders was conducted on 8th & 9th of July 2025 (Deans, Principal, Correspondent)
- 9 staff and faculty training programs were conducted (The Inner Path to Outer Success: A Journey of Professional Transformation, SDG goals, Revised CO Attainment Calculation, Question Paper setting as per OBE (Bloom's Taxonomy), , Reinventing Higher Education : NEP 2020 and the Transformative power of Academic Autonomy in Engineering Education , NBA Tier 1 – Accreditation Guidelines and Progress, Communication Skills, Team work and Commitment towards Vision to Victory, விட்டில் பூச்சி விழுந்து மடிவதேன், Demonstration on Effective Utilization of Smart Board.

3. To plan for the training programmes

- Special technical talks can be organized with the panel members from reputed institutes like IITs, NITs who are invited for the Phd viva voce.
- Each department can plan and organize fdps in the even semester.
- Plan for the second phase of communication training to the non-teaching staff.
- Video Creation and Editing workshop can be extended to the interested faculty members.
- NIRF strategy meet can be planned during the even semester

The principal thanked all the members and the meeting came to an end at 04:30 pm.

Rev. Fr. S. Godwin Selva Justus -

Dr. J. Maheswaran -

Rev. Fr. R. Xavier Raj -

Dr. V. Selvam -

Dr. V. Christus Jeya Singh -

Dr. M. Marsaline Beno -

Dr. A. Milton -

Dr. R.P Anto Kumar -

Dr. J. Annrose -

Mr. M. Anto Xavier Roche -

Attendance

St. Xavier's Catholic College of Engineering
Internal Quality Assurance Cell
Faculty and Staff Development Committee Meeting

Date: 27-11-2025
Time: 03:00 p.m. to 04.00 pm **Venue:** Board Room

Members Present

Sl. No.	Name	Signature
1.	Rev. Fr. S. Godwin Selva Justus, Correspondent	27/11/2025
2.	Dr. J. Maheswaran, Principal	27.11.25
3.	Dr. V. Christus Jeya Singh, Vice Principal & Dean-Student Affairs	27/11/25
4.	Dr. V. Selvam, Management Member	27/11/2025
5.	Dr. M. Marsaline Beno, Dean-Research	
6.	Dr. A. Milton, Controller of Examinations	
7.	Dr. R.P Anto Kumar, Dean - Academics	27/11/2025
8.	Dr. J. Annrose, Coordinator-IQAC	
9.	Mr. M. Anto Xavier Roche, Dean – Student Futuristic Services	27/11/25
10.	Rev Fr Xavier Raj, Financial Administrator	27/11/25.


St. XAVIER'S
CATHOLIC COLLEGE OF ENGINEERING
(Autonomous)

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(Autonomous)
NAGERCOIL - 629 003

SXCCE/CIR/PRL/G/123/2025 12.11.2025

CIRCULAR

Sub: SXCCE- Autonomous –Faculty & Staff Development committee - Review meeting - Reg.

This is to inform you that a meeting of the Faculty & Staff Development Committee has been scheduled on **20th November 2025, Thursday, at 3:00 PM**. The meeting will take place in the **Board Room**.

Agenda:

- To review the status of staff training programmes conducted and attended in 2025-2026(ODD Sem).
- To analyze and plan the training and empowerment programmes for the next semester
- Other matters

All Members are requested to attend the meeting.

PRINCIPAL

To

Fr. Correspondent
Fr. Bursar
Dr. V. Selvam- Management Member
Vice Principal
Dean/ Academics
Dean/ Research
Controller of Examination
Dean / Student Futuristic Services
IQAC Coordinator