

St. Xavier's Catholic College of Engineering
Internal Quality Assurance Cell
IQAC Meeting



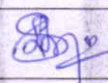
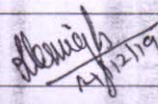
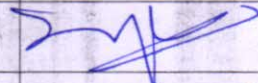

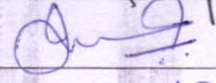

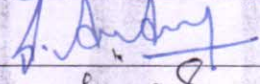
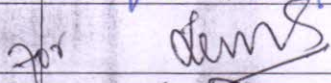
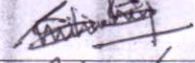
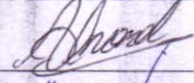
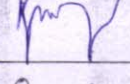
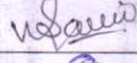

Date: 14-12-2019

Time: 2:00 p.m. to 6 P.m.

Venue: Board Room

Anil

Members Present

Sl. No.	Name	Signature
1.	Rev. Fr. Dr. M. Maria William, Correspondent	
2.	Dr. J. Maheshwaran, Principal	
3.	Rev. Fr. M. Francis Xavier, Bursar	-
4.	Dr. S.L. Rayar	
5.	Mr. M. Prince Paul Raj	-
6.	Mr. R. Leo Bright Singh	
7.	Dr. D. Anto Sahaya Dhas	-
8.	Dr. M. Marsaline Beno, Vice Principal	-
9.	Dr. V. Christus Jeya Singh, Dean-Student Affairs	
10.	Dr. R.S. Shaji, Dean-Research	
11.	Dr. M.M. Janeela Theresa	
12.	Mr. L.G.X. Agnel Livingston	
13.	Dr. G. Antony Miraculas	
14.	Dr. G. Sahaya Stalin Jose	
15.	Ms. D. Smiline Shiny	
16.	Mr. Almond D'Souza	
17.	Mr. K. Maria Vinu	
18.	Ms. V. Femila Savio	
19.	Ms. A. Maria Sheela	
20.	Mr. P.T. Justin Thiraviam	-
21.	Dr. A. Milton, Coordinator-IQAC	<i>Anil</i>

St. Xavier's Catholic College of Engineering
Internal Quality Assurance Cell
Minutes of the Meeting of IQAC Members

IQAC

8/10
23-10

The meeting of Members of IQAC was held on 14-12-2019 in the board room from 2:30 p.m. to 6:00 p.m. The following were the members present in the meeting.

1. Rev. Dr. M. Maria William, Correspondent
2. Dr. J. Maheshwaran, Principal and Chairperson
3. Dr. S.L. Rayar, External Member
4. Mr. R. Leo Bright Singh, External Member
5. Dr. V. Christus Jeya Singh, Dean Student Affairs
6. Dr. R.S. Shaji, Dean Research
7. Dr. M.M. Janeela Theresa, Associate Professor/MCA
8. Mr. L.G.X. Agnel Livingston, Assistant Professor/CSE
9. Dr. G. Antony Miraculas, Associate Professor/ME
10. Dr. G. Sahaya Stalin Jose, Assistant Professor/IT
11. Ms. D. Smiline Shiny, Assistant Professor/CE
12. Mr. Almond D'Souza, Assistant Professor/EEE
13. Mr. K. Maria Vinu, Assistant Professor/MBA
14. Ms. V. Femila Savio, Assistant Professor/ECE
15. Ms. A. Maria Sheela, Assistant Professor/H&S
16. Dr. A. Milton, Coordinator-IQAC

Chairperson of IQAC Dr. J. Maheswaran welcomed all the members. Coordinator-IQAC presented the minutes of the meeting held on 21-09-2019 and the action taken report.

Action Taken Report (till 14-12-2019)

- ✓ Number of faculty members completed online courses during 2019-2020 odd semester

Dept.	CE	CSE	EEE	ECE	IT	ME	MBA	MCA	H&S
OBE	8	5	10	9	7	10	5	1	5
Subject	2	2	3	12	4	1	3	1	6

- ✓ Number of students enrolled and registered for examination for the online courses

Dept.	CE	CSE	EEE	ECE	IT	ME	MBA	MCA	H&S
Enrolled	1	55	0	70	9	0	55	0	0
Exam	0	0	0	5	2	0	32	0	0

- ✓ Meeting of internal members of IQAC was held on 06-11-2019 and reviewed the actions taken with respect to Benchmarks 2019-2020.
- ✓ End-semester feedback questionnaires for theory, practical, project and mentors have been modified and used in 2019-2020 odd semester.
- ✓ Academic audit of laboratory courses of higher semester classes were conducted from 12-11-2019 to 15-11-2019 with the help of deans. HODs have been asked to submit a written response for the proposed activities to rectify the shortcomings found in the audit.
- ✓ Library audit was conducted on 11, 12 and 13-11-2019 with the help of library advisory board. Librarian has been asked to submit a written response for the findings in the audit.
- ✓ Application for NBA accreditation to CE, CSE and IT was filed on 05-11-2019. Pre Qualifier along with the 10% fee was submitted on 02-12-2019. All the three pre qualifiers were approved by NBA on 02-12-2019.
- ✓ Internal audit of CE, CSE, IT, H&S and central facilities with NBA guidelines was conducted on 04, 05 and 06-12-2019. The reports of observations have been submitted to the four departments and office for taking necessary actions.

- ✓ Number of students registered for GATE 2020

Dept.	CE	CSE	EEE	ECE	IT	ME
Registered	12	5	5	20	3	5

- ✓ NIRF data under engineering category was submitted on 04-12-2019. Data under overall category was submitted on 06-12-2019 with the coordination of Dean-Student Affairs.
- ✓ Committee with seven members for obtaining autonomous status has been formed by the Principal on 04-12-2019 and first meeting was conducted on 05-12-2019 towards obtaining autonomous status.
- ✓ Online AQAR 2018-2019 has been submitted to NAAC on 09-12-2019.
- ✓ Review meetings for the cell conveners were conducted from 19 to 28-11-2019 by Principal and Dean Student Affairs.

Discussions:

- External member suggested to create a mechanism
 - to closely follow the faculty and students' online course activities and also faculty members attending FDP.
 - to monitor the activities of the cells and auditing the cells' activities.
 - for the proper conduct of class committee meetings.
 - to monitor the activities of the college by the respective deans
 - to create account in social media for college and follow MHRD announcements and schemes

- Departments have to take effort so that at least 50% of the students participate in internship.
- IQAC can create a checklist
- User friendliness of the college website can be evaluated by external members.

Decisions:

- Decided to re assign cells to deans for proper follow up.
- Decided to assign deans to the relevant benchmarks to follow it up.

A. Milton
17/10/20

Dr. A. Milton

Coordinator

Dr. A. MILTON, B.E., M.Tech., Ph.D.
Co-ordinator of IQAC
St. Xavier's Catholic College of Engineering
Chunkankadai, Nagercoil - 629 003.

Rev. Dr. M. Maria William

Rev. Dr. M. Maria William
Correspondent

J. Maheswaran
13/10/20

Dr. J. Maheswaran

Chairperson

Dr. J. MAHESWARAN, M.E. Ph.D. FIE. MISTE.
PRINCIPAL
SLXAVIER'S CATHOLIC COLLEGE OF ENGINEERING
CHUNKANKADAI
NAGERCOIL - 629 003

