

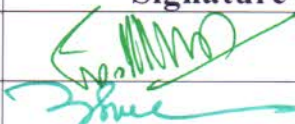

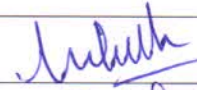
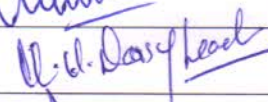
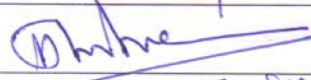

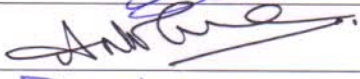


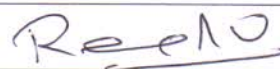

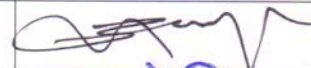


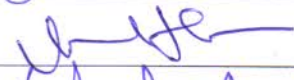


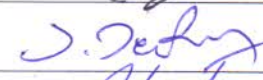


**St. Xavier's Catholic College of Engineering**  
**Internal Quality Assurance Cell (IQAC)**  
**IQAC Meeting**

Date: 09-10-2017

Time: 2:00 p.m. to 4:00 P.m.

Venue: Board Room

## Members Present

Sl. No.	Name	Signature
1	Rev. Dr. M. Maria William	
2	Dr. S. Joseph Sekhar	
3	Rev. Fr. P. Benziger	
7	Mrs. A. Subitha	
8	Dr. M. Mary Helta Daisy	
9	Dr. M. Marsaline Beno	
10	Dr. S. Carmel Jawahar	
11	Dr. R.P. Anto Kumar	
12	Dr. V. Christus Jeyasingh	
13	Dr. S. Edwin Gladson	
14	Mr. R. Bright Reginold Raja	
15	Dr. F. Ramesh Dhanaseelan	
16	Dr. R.S. Shaji	
17	Mr. P.T. Justin Thiraviam	
18	Dr. M.M. Janeela Theresa	
19	Mr. L.G.X. Agnel Livingston	
20	Dr. G. Antony Miraculas	
21	Mr. G. Sahaya Stalin Jose	
22	Dr. J. Jerlin Regin	
23	Mr. Almond D'Souza	
24	Dr. A. Milton	

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

The meeting of IQAC Members was held on 09-10-2017 in the board room. The following were the members present in the meeting.

1. Rev. Dr. M. Maria William, Correspondent
2. Dr. S. Joseph Sekhar, Principal
3. Dr. S.L. Rayar
4. Mr. M. Prince Paul Raj
5. Dr. A. Subitha, HoD/CSE
6. Dr. M. Mary Helta Daisy, HoD/ECE
7. Dr. M. Marsaline Beno, HoD/EEE
8. Dr. S. Carmel Jawahar, HoD/CE
9. Dr. R.P. Anto Kumar, HoD/IT
10. Dr. V. Christus Jeyasingh, HoD/ME
11. Dr. S. Edwin Gladson, HoD/H&S
12. Mr. R. Bright Reginold Raja, HoD/MBA
13. Dr. F. Ramesh Dhanaseelan, HoD/MCA
14. Mr. P.T. Justin Thiraviam, Office Superintendent
15. Dr. R.S. Shaji, Professor
16. Dr. M.M. Janeela Theresa, Associate Professor
17. Mr. L.G.X. Agnel Livingston, Assistant Professor
18. Dr. G. Antony Miraculas, Associate Professor
19. Mr. G. Sahaya Stalin Jose, Assistant Professor
20. Dr. J. Jerlin Regin, Associate Professor
21. Mr. Almond D'Souza, Assistant Professor
22. Dr. A. Milton, Professor

The meeting started at 4.15 p.m. with the welcome address of the IQAC coordinator. Correspondent briefly narrated to the external IQAC members about the discussions put forwarded in the meeting of HoDs and Internal IQAC members. The committed service provided by Dr. S.L. Rayar in the NAAC accreditation process was remembered with gratitude.

The Peer Team Report was presented by the coordinator and the followings were the discussions/decisions

IQAC has to set bench mark for projects, skill developments programs, expert lectures and in-plant training.

IQAC has to analyze feedback on curriculum and admission report.

In the entry level test, IQ Test can also be made a part.

When the students move from the first year to second year, the first year mentor shall submit all the details about the students to the next mentor.

Research committee has to set research benchmarks and send its report to IQAC.

Research committee shall do the needful for research proposal, endowments, department-wise consultancy and fix expertise for consultancy.

Departments shall prepare proposals for center of excellence and also department brochure.

Auditorium usage register can be maintained.

Library has to take initiative to network with other libraries and add recent editions books.

IQAC has to meet students.

Work diary can be created in the college automation software.

Departments can motivate the students for GATE and conduct model examination.

Departments can motivate the students to be thankful to the college.

IQAC has to set Benchmarks, assessment methods and the same can be brought up to the IQAC meeting in the month of May.

Departments have to prepare for the NBA accreditation and self-evaluate and submit the possible NBA score.

Points in the Peer Team Report which need to be discussed by the management were noted by the correspondent and decided to discuss in the concerned management committee.

The meeting came to an end at 8:00 p.m. with vote of thanks by the IQAC coordinator.

**Dr. A. Milton**  
Coordinator

**Dr. S. Joseph Sekhar**  
Chairperson

**Rev. Dr. M. Maria William**  
Correspondent