



## Minutes of the Meeting of IQAC

St Joseph's College of Engineering and Technology, Palai, Kottayam – 686579

Venue: MB Conference Room

Date and Time: 15/01/2020, 02:00 pm

### Agenda

1. Approval of Action Taken Report on the previous IQAC Meeting
2. Analysis of observations by IQAC internal audit team.
3. Conduct of International Conference combined by ME and ECE departments.

### Members Present

1. Dr. J David
2. Dr. Madhukumar S
3. Fr.Thomas Njavallil
4. Dr.Ignatius Korah
5. Dr.V P Devassia
6. Prof. P V Varkey
7. Prof.Ance Mathew
8. Dr.Rajesh Baby
9. Dr.Joby P P
10. Dr.George Tom Varghese
11. Dr.Ajith Thomas
12. Prof.Jainendrakumar T D
13. Dr. Binoy Baby
14. Rev.Fr.Joseph Purayidathil
15. Dr.Saji Abraham
16. Mr.V C Antony
17. Mr.K M Thomas
18. Mr.Suresh George
19. Mr.Justine Thomas
20. Mr.Harikumar P S

Dr, Madhukumar S, IQAC coordinator welcomed the participants. The minutes of the previous meeting was presented and approved.

The principal Dr. J David present a review regarding the functions of IQAC in the Academic year. The committee reviewed the observations of the internal audit team and it was decided to implement the suggestions of the team.





**1. Approval of Action Taken Report on the previous IQAC Meeting (held on 24/10/2019)**

Decisions of the Previous Meeting	Actions Taken
Adopt necessary actions to improve the academic performance of students based on the result analysis of the previous semester (even semester 2018-2019)	Directed all the departments to conduct remedial and extra coaching classes.
Review of the activities of the training & placement cell during the academic year	Decided to conduct one motivational session by the department placement coordinators.

**2. Analysis of observations by the IQAC audit team.**

The various activities in connection with R&D were discussed and it was decided to make necessary improvements for the betterment of research activities.

Based on the observations of IQAC Audit team, it was decided to provide incentives to faculty members for participating in reputed National/International seminars and for publication in reputed journals.

**3. Decision to conduct International Conference jointly by ME and ECE departments.**

It was decided to promote interaction among research scholars by conducting an international conference. The departments of ME and ECE volunteered to conduct the conference.

4. The preparation of documents in connection with NBA accreditation of Civil and Computer Science Engineering departments were assessed and the committee expressed satisfaction in this matter.
5. It was decided to improve the Solar Energy harvesting capacity.
6. It was decided to institute more scholarships for Meritorious students and financially backward students.

The IQAC Coordinator proposed vote of thanks.

The meeting ended at 3.00 pm



Sd /-

Principal

PRINCIPAL  
ST. JOSEPH'S COLLEGE OF  
ENGG. & TECHNOLOGY, PALAI

Sd /-

IQAC Coordinator