



Minutes of the Meeting of IQAC

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

Venue: MB Conference Room

Date and Time: 24/10/2019, 02:30 pm

Agenda

1. Approval of Action Taken Report on the previous IQAC Meeting
2. Result analysis of the previous semester (even semester 2018-2019)
3. Review of the activities of the training & placement cell
4. KTU External audit.

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. J David, Principal SJCET in his speech emphasized the active role to be played by IQAC in the context of outcome based teaching learning process. Prof. P V Varkey, convener, internal Audit cell explained the role of HoDs and faculty members in the preparation and presentation of documents for the internal and external audit of KTU.

The IQAC coordinator informed the participants that the external audit of SJCET is scheduled to be held on 4th & 5th November 2019. The participants were made aware of the documents to be presented to the external auditor.





1. Approval of Action Taken Report on the previous IQAC Meeting (held on 21/08/2019)

Decisions of the Previous Meeting	Actions Taken
Review of R&D Activities	Conducted Review meetings
Inhouse training programs for S7 B.Tech students	The training and placement cell conducted the training programs.

2. Result analysis of the previous semester (even semester 2018-2019)

A review of the academic results of the previous semester (even semester 2018-19) was done, it was decided to conduct remedial classes and extra coaching classes to improve the performance of students

3. Review of the activities of the training & placement cell

The placement officer presented a review of the activities of the training & placement cell. He informed the participants the need to motivate the students to take part in placement-related training programmes conducted in the college.

The librarian presented the present status of books, Journals and other periodicals in the library and suggested the requirement of more e-journals.

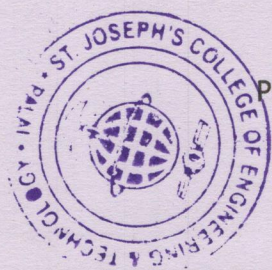
4. KTU External audit

It was decided to complete the preparation for the KTU external audit scheduled on 4th and 5th November 2019.

The meeting came to an end with the vote of thanks by IQAC coordinator

Sd /-

Sd /-



Principal

IQAC Coordinator


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