

Ref: JCTCET/IQAC/Meeting/2019-2020/02

Date: 30/09/2019

**CIRCULAR****Sub: IQAC Meeting-Intimation to the Members of IQAC**

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An Internal Quality Assurance Cell (IQAC) meeting is arranged on 11/10/2019 at Boardroom.  
All the Faculty Members of IQAC are requested to attend the meeting at 11.00 am.

**AGENDA**

The points to be discussed in the meeting are as follows:

1. Action taken of the previous meeting minutes
2. NAAC- SSR Preparation Processes
3. AQAR submission as per the new format
4. R&D Activities
5. Analysis of Academic Results
6. Any other matters

V. S. Arun  
30/9/19  
IQAC Coordinator

  
Principal

PRINCIPAL  
JCT College of Engineering & Technology  
Pichanur, Coimbatore - 641 105.



Pichanur, Coimbatore – 641 105

## Internal Quality Assurance Cell

### Members Present

S.No.	Composition Criteria Specified by NAAC	No of Members	Members	Designation
1.	One member from the Management	1	Shri.R.Durgashankar	Secretary
2.	Chair Person – Head of the Institution	1	Dr.G.Ramesh	Principal
3.	A few senior Administrative Officers	2	Dr.K.Geetha	Dean (Academics and Research)
			Mr.A.Chandrasan	Administrative Officer
4.	One of the senior teachers as the coordinator / Director of the IQAC	1	Dr.V.J.Arulkarthick	Vice Principal
5.	Teachers to represent all level (Three to Eight)	3	Dr.V.VijayaGopal	Professor & Head/FT
			Dr.Isaac Prem Kumar	ASP/ Mechanical
			Mr.S.Renswick	AP/ECE
6.	One/Two Nominees from Alumni/Local Society/Student	3	Mr.M.Romeo Antony	<b>Alumni:</b> 2009-2013 Batch, Mech Door No:38 , Upper Attadi, Coonoor ,Nilgiris
			Mr.R.Thangam	<b>Local Society:</b> Ex-President, Pichanur Village
			Mr.Joshin Thomas	Student: IV Year- Civil
7.	One/Two Nominees from Employers/Industrialists/Stake Holders	3	Mrs.K.Srigowri	<b>Employer:</b> Manager (HR), Genn Controls India Ltd, Coimbatore
			Dr.S.Charles	<b>Industry:</b> Senior Manager, Maxeye Technologies Ltd, Bangalore
			Mr.O.Peethamparan	<b>Parent:</b> F/O,O.P.Abijith- IV ECE, Orottil Krishna Kripa House,Pudussery, Thekkethara,Kanjikode west, Palakkad



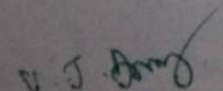
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## Internal Quality Assurance Cell

Minutes of IQAC Meeting held on 11/10/2019 at Board Room at 11 AM

## The Following Points were discussed

S.No.	Points Discussed	Action Plan	Target Date	Responsibility
1.	Introduction Meeting	IQAC Coordinator welcomed each and every IQAC member for the IQAC Meeting	-	-
2.	NAAC- SSR Preparation Processes	The Criterion wise Inputs are collected. To be Reviewed and Finalized to consolidate and upload the NAAC SSR.	Routine Work	NAAC Criterion wise Coordinator and All Faculty Members
3.	AQAR submission as per the new format	IQAC Coordinator explained the preparation of AQAR Submission for Academic year 2018-2019	16 <sup>th</sup> November 2019	IQAC Coordinator
4.	R&D Activities	Dr.K.Geetha, Dean - Academics and Research explained the faculty members to improve Journal publications and apply for patents and project grants.	Routine Work	All HoDs and Faculty members
5.	Analysis of Academic Results	It was suggested that Principal and all HoDs to analyse the academic results and find the areas for Improvement	-	Principal, IQAC Coordinators and All HoDs
6.	Any Other Matter	All the HoDs are Instructed to take Initiatives to conduct National Level Symposium, National conference and International Conference.	Routine Work	All HoDs and Senior Faculty Members
10.	Vote of Thanks	IQAC Coordinator Proposed the Vote of Thanks and the meeting come to an end.	-	-

  
 IQAC Coordinator

  
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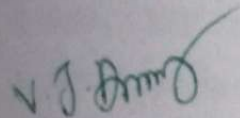
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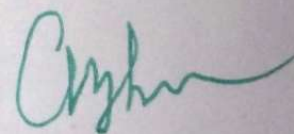
**Internal Quality Assurance Cell**

**ACTION TAKEN REPORT** for the Minutes of Meeting of IQAC Meeting held on 11/10/2019

S.No.	Points Discussed	Action Taken
1.	NAAC- SSR Preparation Processes	JCT CET- Self Study Report is Revised and Finalized
2.	AQAR submission as per the new format	Finalising Criterion wise Input for AQAR is in process
3.	R&D Activities	AICTE- MODROBS Proposal sent by PCE and FT Departments. Project Proposals sent to TNSSTC for Grant.
4.	Analysis of Academic Results	Academic Results were analysed. Question Banks with Answer and Lecture Materials (Short Notes) should be given to students to improve the result.
5.	Any Other Matter	National Level Technical symposium planned to conduct in the month of February 2020.



**IQAC Coordinator**



**PRINCIPAL**

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