

Internal Quality Assurance Cell(IQAC)
Minutes of the meeting held on 1st of August 2017

Time: 03.00 p.m.

Place : Principal's Office

Following are the members who attended the meeting:

1. Rev. Dr. A. Antony Pappuraj SJ, Secretary
2. Rev. Dr. C. Joe Arun SJ, Director, JIM
3. Rev. Dr. S. Aruldoss SJ, Vice Principal
4. Rev. Dr. S. Paul Pragash SJ, Director, SH Hostel
5. Rev. Sr. Theresa, JMJ, Director, St. Theresa Hostel
6. Dr. S. Joseph Selvaraj, Vice Principal
7. Dean, IQAC : Dr S Alfred Cecil Raj
8. Dean, School of Biological Sciences : Dr SR Senthilkumar
9. Dean, School of Computing Sciences : Dr L Arockiam
10. Dean, School of Languages & Culture : Dr G Beschi
11. Dean, School of Management Studies : Rev Dr K Arockiam SJ
12. Dean, School of Physical Sciences : Dr N Ravi
13. Office Superintendent : Mr N M Pushparaj
14. NCC Infantry : Dr M M Armstrong Arasu
15. NCC Airwing : Mr A Praveen
16. Navy : Dr V Bastin Jerome
17. NCC ArmouredSqn : Dr D Wilson
18. NSS Unit I : Dr M Suvakkin
19. NSS Unit II : Dr M Antony Jesuraja
20. NSS Unit III : Dr Y Justin Koilpillai
21. NSS Unit IV : Mr V Vairaperumal
22. NSS Unit V : Dr S ArockiaDhanaraj
23. NSS Unit VI : Ms S ThulasiBharathi

Special Invitees:

24. Dr. V. Alex Ramani
25. Dr. A. Simi
26. Dr. T. Francis Xavier

The meeting began with a silent prayer. The agenda was to plan for the visit of a team of officials for the purpose of Swachhta Ranking Institution. The members decided on the arrangements and professors-in charge for various committees to make this visit pleasant and comfortable for the team.

The members of IQAC planned to take necessary actions immediately. The meeting ended at 03.45pm.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal

Internal Quality Assurance Cell(IQAC)

Minutes of the meeting held on 3rd of August, 2017

Time: 3.00 p.m.

Place : Principal's Office

Following are the members who attended the meeting.

1. Rev Dr C Joe Arun SJ
2. Dr S Alfred Cecil Raj
3. Dr S R Senthilkumar
4. Dr L Arockiam
5. Dr G Beschi Rev
6. Dr K Arockiam SJ
7. Dr N Ravi
8. Dr G Irudayaraj
9. Dr J John Love Joy
10. Dr F Selvakumaran
11. Dr C Muthu

Special Invities:

12. Prof. K A Jayakumar
13. Dr A Paulraj
14. Dr G Melchias
15. Dr M Amaladasan
16. Mr A Charles

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone.

Following were the agenda and resolutions passed in the meeting after a through discussion.

1. Curriculum design development

The members suggested that the syllabus for eighteen PG programmes and thirteen MPhil programmes should be revised during the board of studies meeting. The changes should be passed during the academic council meeting for this year.

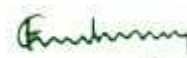
2. Extra Credit Course

The members expressed the value of extra credit course for employment. Since the aim of education at St.Joseph's College is to develop the students in various skills,the departments were encouraged to offer at least two skill-oriented extra credit courses.

The members of IQAC resolved to take necessary actions immediately. The meeting ended at 4.00 pm.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal

Internal Quality Assurance Cell(IQAC)

Minutes of the meeting held on 20th of September, 2017

Time: 10.30 a.m.

Place : Principal's Office

Following are the members who attended the meeting.

1. Rev. Dr. F. Andrew SJ, Principal
2. Rev. Dr A Antony Pappuraj SJ, Secretary
3. Dr.S.Alfred Cecil Raj, IQAC - Dean
4. Prof. K A Jayakumar
5. Rev. Fr T Francis SJ
6. Rev. Dr C Joe Arun SJ
7. Dr S Albert Rabara
8. Dr M Amaladasan
9. Dr.G. Melchias
10. Dr.D. Ravindran
11. Dr F.R. Alexander Pravin Durai
12. Rev. Fr S Paul Pragash SJ
13. Dr N Maheswari
14. Dr.N.Lawrence
15. Mr.V.Jude Nirmal
16. Mr George Gabriel Richards Roy
17. Mr. F.R.P. Arockiasamy
18. Mr. M. James Amirtha Raju

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone.

Following were the agenda and resolutions passed in the meeting after a discussion.

Presentation of AQAR

The dean presented the AQAR before the committee highlighting the various objectives accomplished by the college and carried out the suggestions given by the members of IQAC. The members of IQAC listened to the modified presentation and approved the AQAR. The meeting ended at 12 pm.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal

Internal Quality Assurance Cell(IQAC)

Minutes of the meeting held on 26th of September, 2017

Time: 3.00 pm

Place : Principal's Office

Following are the members who attended the meeting.

1. Rev Dr C Joe Arun SJ
2. Dr S Alfred Cecil Raj
3. Dr S R Senthilkumar
4. Dr L Arockiam
5. Dr G Beschi
6. Rev Dr K Arockiam SJ
7. Dr N Ravi
8. Dr G Irudayaraj
9. Dr J John Love Joy
10. Dr F Selvakumaran
11. Dr C Muthu

The meeting began with a silent prayer and the principal welcomed everyone.

Following were the agenda and resolutions passed in the meeting through a discussion.

Revision of M.Phil & PG Syllabus

As the members suggested that the syllabus for eighteen PG programmes and thirteen MPhil programmes should be revised during the board of studies meeting, they discussed on the changes made. The revised syllabus was approved to be passed during the academic council meeting for this year.

The members of IQAC resolved to take necessary actions immediately. The meeting ended at 4.00 pm.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal

Internal Quality Assurance Cell(IQAC)

Minutes of the meeting held on 5th December, 2017

Time: 3.00pm

Place : Principal's Office

Following are the members who attended the meeting.

1. Secretary : Rev. Dr. A Antony Pappuraj,S.J.
2. Vice-Principal (Shift I) : Rev. Dr. S Aruldoss, S.J.
3. Vice-Principal (Shift I) : Dr. S Albert Rabara
4. Vice-Principal (Shift I) : Dr. S. Joseph Selvaraj
5. Deputy Principal (Shift II) : Prof. K A Jayakumar
6. Vice-Principal (Shift II) : Dr. J Vincent Xavier
7. Vice-Principal (Shift II) : Dr. N Maheswari
8. Vice-Principal (Finance) : Rev. Dr. SMariadoss,S.J.
9. Director, JIM : Rev. Dr. C Joe Arun S.J.
10. Dean, IQAC : Dr. S Alfred Cecil Raj
11. Dean, School of Bio-Sci. : Dr. S R Senthilkumar
12. Dean, School of Comp. : Dr. L Arockiam
13. Dean, School of Lang. : Dr. G Beschi
14. Dean, School of Mgt.Stu. : Rev. Dr. K Arockiam,S.J
15. Dean, School of Phyl. Sci. : Dr. N Ravi
16. Controller of Examinations : Dr. A Paulraj
17. Office Superintendent : Mr. N M Pushparaj
18. Placement Officer : Mr. M Mahendran
19. Bursar Office : Mr. S A Johnpaul

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone.

Following were the agenda and resolutions passed in the meeting after a through discussion.

1. Details to be approved for NIRF- 2018

The members of IQAC checked the details that are to be sent for NIRF ranking 2018. The dean informed the format and method of data presentation to others. The members gave a few suggestions in carrying out the process successfully.

2. Performance Appraisal for the staff members

The members agreed to an online mode of updating the contribution of individual staff members in this academic year. The deadline was fixed to complete the process of uploading data.

The members of IQAC resolved to take necessary actions immediately. The meeting ended at 4.00 pm.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal

Internal Quality Assurance Cell(IQAC)

Minutes of the meeting held on 23rd January 2018

Time: 11.45am

Place : Principal's Office

Following are the members who attended the meeting.

1. Dean, IQAC : Dr S Alfred Cecil Raj
2. Dean, School of Biological Sciences : Dr S R Senthilkumar
3. Dean, School of Computing Sciences : Dr L Arockiam
4. Dean, School of Languages & Culture : Dr G Beschi
5. Dean, School of Management Studies : Rev Dr K Arockiam SJ
6. Dean, School of Physical Sciences : Dr N Ravi
7. Office Superintendent : Mr N M Pushparaj

Heads of the Departments

8. Botany : Dr J John
9. Chemistry : Dr K Joseph Santhanaraj
10. Commerce : Dr LJ Chaarlas
11. Computer Science : Dr D P Jeyapalan
12. Economics : Dr P Stanly Joseph Michaelraj
13. English : Dr S Joseph Arul Jayraj
14. Foundation Course : Rev Dr Fernando Leonard,SJ
15. History : Rev Dr S Aruldoss SJ
16. Human Resource Mgt : Rev Dr K Arockiam,SJ
17. Mathematics : Dr L Benedict Michaelraj
18. Physics : Dr I Arul Rayappan
19. Statistics : Dr.CMuthu
20. Tamil : Dr.FSelvakumaran

Shift II

21. Biochemistry : Dr R Jeyachandran
22. Biotechnology : Dr A Edward
23. Business Administration : Dr B Augustine Arockiaraj
24. Commerce CA : Dr D John Prabakaran
25. IT/BCA/CS/PGDCSA : Dr T Lucia Agnes Beena
26. Electronics : Dr V Manickam

Coordinators

27. Chemistry : Dr N Xavier
28. Commerce : Mr S Kirubakaran
29. Computer Science : Mr J Rex
30. English : Dr V Francis
31. Mathematics : Dr P Lawrence Roszrio Raj
32. Physics : Dr B Kanickairaj
33. Tamil : Dr A Kolandaisamy
34. B.Voc. Viscom Tech : Dr I Arul Rayappan
35. B.Voc. SD & SA : Mr V Jude Nirmal

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Following were the agenda and resolutions passed in the meeting after a through discussion.

1. India Today Ranking

The members discussed on the format and the method for uploading data to apply for India Today ranking. A committee was assigned for data collection.

2. NAAC entry- in SSR portal

The members were informed that it was time to upload the necessary data in SSR portal for accreditation. The dean explained the entire process of data submission and proposed a committee to work for it. The members agreed and volunteered to complete the process.

The members of IQAC resolved to take necessary actions immediately. The meeting came to a close at 12.45pm.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal

Internal Quality Assurance Cell(IQAC)

Minutes of the meeting held on 1st March 2018

Time: 12.30pm

Place : Principal's Office

Following are the members who attended the meeting.

1. Dean, IQAC : Dr S Alfred Cecil Raj
2. Dean, School of Biological Sciences : Dr S R Senthilkumar
3. Dean, School of Computing Sciences : Dr L Arockiam
4. Dean, School of Languages & Culture : Dr G Beschi
5. Dean, School of Management Studies : Rev Dr K Arockiam SJ
6. Dean, School of Physical Sciences : Dr N Ravi
7. Office Superintendent : Mr N M Pushparaj

Heads of the Departments

8. Botany : Dr J John
9. Chemistry : Dr K Joseph Santhanaraj
10. Commerce : Dr LJ Chaarlas
11. Computer Science : Dr D P Jeyapalan
12. Economics : Dr P Stanly Joseph Michaelraj
13. English : Dr S Joseph Arul Jayraj
14. Foundation Course : Rev Dr Fernando Leonard,SJ
15. History : Rev Dr S Aruldoss SJ
16. Human Resource Mgt : Rev Dr K Arockiam,SJ
17. Mathematics : Dr L Benedict Michaelraj
18. Physics : Dr I Arul Rayappan
19. Statistics : Dr.CMuthu
20. Tamil : Dr.FSelvakumaran

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21. Biochemistry : Dr R Jeyachandran
22. Biotechnology : Dr A Edward
23. Business Administration : Dr B Augustine Arockiaraj
24. Commerce CA : Dr D John Prabakaran
25. IT/BCA/CS/PGDCSA : Dr T Lucia Agnes Beena
26. Electronics : Dr V Manickam

Coordinators

27. Chemistry : Dr N Xavier
28. Commerce : Mr S Kirubakaran
29. Computer Science : Mr J Rex
30. English : Dr V Francis
31. Mathematics : Dr P Lawrence Roszrio Raj
32. Physics : Dr B Kanickairaj
33. Tamil : Dr A Kolandaisamy
34. B.Voc. Viscom Tech : Dr I Arul Rayappan
35. B.Voc. SD & SA : Mr V Jude Nirmal

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone.

Following were the agenda and resolutions passed in the meeting after a through discussion.

1. AAA

The members of IQAC decided on the dates for conducting the Annual Academic Audit for the academic year. The dean listed out the procedures to be followed for the presentation and interface-interaction.

2. Planning of the forthcoming functions

The members planned for the college day, association day, achiever's day and retirement function. The proposed certain changes in the schedule for the successful completion of the events.

The members of IQAC agreed to the decisions taken. The meeting ended at 1.30 pm.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal

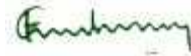
Internal Quality Assurance Cell (IQAC)

Minutes of the Annual Academic Audit held on 5th and 6th March, 2017

The Annual Academic Audit(AAA) for the academic year 2015-2016 was held on 5th and 6th March from 8.30am to 4.30pm. The motive of this AAA was to look back the achievements of the academic year and to collect suggestions to improve the college before facing the NAAC for IV cycle of Accreditation. The HODs of every department presented the detailed overview of their respective departments in the allotted time at Principal's office. Followed by, the interface- interaction took place where the heads, Micro Quality Circle members of each department were present.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal

Internal Quality Assurance Cell (IQAC)

Minutes of the ERP meeting held on 16th August , 2017

Time: 2.30pm

Place : Principal's Office

Following are the members who attended the meeting.

Dr I. Arul Rayappan
Dr. S. Alfred Cecil Raj
Dr. S. Britto Ramesh Kumar
Mr. V. Jude Nirmal
Dr. J. Ronald Martin
Mr. S. Xavier Rajan
Mr. N. M. Pushparaj
Dr. S. Arockiasamy
Mr. M. James Amirtha Raj
Mr. A. Anburaj
Mr. A. Joseph Amalraj
Mr. T. Thomas
Mr. S. A. John Paul
Mr. Y. KarningPrabhu
Mr. M. Karthikeyan
Mr. S. Joseph Sagayaraja
Mr. A. Leo
Mr. A. Rozario
Mr. A. Michaelraj
Mr. A. Maria Stephen

The meeting began with a silent prayer .The members analysed the problems and benefits of ERP and recommended ideas on how well ERP can be utilised in different sections of the college. The meeting came to a close at 3.15 pm.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal

Internal Quality Assurance Cell(IQAC)

Minutes of the Dean's meeting held on 28th of June, 2017


Time: 11:15 a.m

Place : Principal's Office

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. The deans discussed on the new initiatives to be taken this academic year. Some of the measures are: to introduce technology in every aspect of the college, provide awareness with regard to the usage of technology and production of e-learning materials. The deans and the members of IQAC welcomed the new initiatives. The meeting ended around 12.15pm.



Dr. S. Alfred Cecil Raj
Dean-IQAC



Rev. Dr. F. Andrew, SJ
Principal