



St. PETER'S COLLEGE OF ENGINEERING & TECHNOLOGY :: CHENNAI

Affiliated to Anna University, Chennai & Approved by AICTE

Accredited by NAAC with 'A' Grade & ISO 9001:2015 Certified Institution

2017 - 2018

St.Peter's College of Engineering and Technology

Avadi, Chennai 600054

Lr.No.SPCET/PRI/IQAC/2017

Date : 25.10.2017

Notice for IQAC Meeting

A meeting of the Internal Quality Assurance Cell (IQAC) of St.Peter's College of Engineering and Technology will be convened at 2.30 pm on 31.10.2017 at the Conference Room. All the members are requested to attend the meeting.

AGENDA

1. AQAR Submitted
2. Presentation-IQAC
3. IQAC Audit Report Discussion
4. Proposal for conducting IQAC workshop
5. Addition / Deletion of IQAC Memembrs
6. Any other point with prior approval


Principal & Chairman (IQAC)

To

- | | | |
|----------------------------------|---|-----------------------|
| 1. Dr. S.Selvan | - | Chairman |
| 2. Dr.K.A.Chinnaraju | - | Management Member |
| 3. Dr.C.Velan | - | Industry Expert |
| 4. Ms. Angeline Rachel Premkumar | - | Employer of alumni |
| 5. Dr. R.Rani Hemamalini | - | Faculty Member |
| 6. Dr. S.Anbu | - | Faculty Member |
| 7. Dr. G.Gopalaramasubramanian | - | Faculty Member |
| 8. Dr. P.Priya Rachel | - | Faculty Member |
| 9. Dr. K.Balaji | - | Faculty Member |
| 10. Dr. B.Sankaran | - | Faculty Member |
| 11. Dr. Daliya Sinha | - | Faculty Member |
| 12. Mr. K.Kumar | - | Alumni Member |
| 13. Mr. Sabarish | - | Administrative Member |
| 14. Mr. R.Yogesh | - | Administrative Member |
| 15. Mr. Bharathkumar | - | Student Member |
| 16. Dr. P.Partheeban | - | Co-ordinator |





PRINCIPAL

St. Peter's College of Engineering & Technology
Avadi, Chennai-600 054.

St. Peter's College of Engineering and Technology

Avadi, Chennai 600054

SPCET/PRI/IQAC/Meeting/2017

October 31, 2017

MINUTES OF IQAC MEETING HELD ON 31.10.2017

Principal welcomed all the members for the meeting. Dr. P. Partheeban, Co-ordinator presented about the IQAC activities and future plans. The following points were discussed.

1. Annual Quality Assurance Report (AQAR) was submitted to NAAC on 18.9.17 for the year 2016-17 and acknowledgement was received.
2. It was decided to conduct IQAC meeting two times a year.
3. The Academic and general audit reports of various departments conducted during May 2017 were discussed.
4. IQAC of SPCET submitted a proposal for funding to NAAC to organise a Two days Seminar on Quality improvement in Higher Educational Institution using ICT and Mobile Technology for a budget of Rs 1.5 lakhs.
5. Two of the IQAC members are not in the institution, hence the following two members are replaced
 - a. Dr. K.Thirunadana Sikamani, HOD CSE will be the IQAC Co Coordinator for IQAC instead of Dr. K. Balaji and will take care of the database of IQAC activities.
 - b. Mr. D.Sandilyan of III year mechanical will be the student member for IQAC instead of Mr. Bharathkumar.
6. Meeting ended with a vote of thanks by Dr. P. Partheeban, Coordinator.


CO-ORDINATOR


PRINCIPAL

To:

Dean (A)
All members of IQAC
All HoDs

Copy to:
Dean(S),
Management Representative




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03/11/2017

ACTION TAKEN REPORT BASED ON MINUTES OF IQAC MEETING

The action taken report based the IQAC meeting held on October 31, 2017 given below.

Sl.No	Agenda/Discussion topic in the IQAC meetings	Action taken subsequently on the agenda points discussed in the IQAC meetings
1	Conduct IQAC meeting two times per Year	<ul style="list-style-type: none">Proposed to conduct meeting per semester.Suggested to conduct at the end of the semester to analyse the drawbacks from previous semester and to propose new changes in the upcoming semester.
2	Two days Seminar on Quality Improvement in Higher Educational institution using ICT	<ul style="list-style-type: none">A proposal was given to the management for the approval.
3	Replacement of IQAC Co Cordinator and student member	<ul style="list-style-type: none">It was informed to all HOD's to circulate the information to department staffs and students



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SPCET/PRI/IQAC/Meeting/2018

March 01,2018

Notice for IQAC Meeting

A meeting of the Internal Quality Assurance Cell (IQAC) of St. Peter's College of Engineering and Technology will be conducted at 2.30 PM on 09.03.2018 at the conference hall. All the members are requested to attend the meeting.

Agenda

1. Academic Performance
2. Research and Funds
3. Updation of AQAR regularly
4. Any other points with prior approval


CO-ORDINATOR


PRINCIPAL

To

Dean (A)
All HODs
File

Copy to:

Chairperson – For kind information
Trustees – For Kind information




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SPCET/PRI/IQAC/Meeting/2018

March 10, 2018

MINUTES OF IQAC MEETING HELD ON 9.3.2018

Principal welcomed all the members for the meeting Dr. P. Partheeban, Co-Ordinator, of the IQAC briefed about the activities and future plan. The following points were discussed.

1. To improve the academic performance, the committee suggested for conduct coaching classes for the academic poor performing students.
2. Formation of the Research Committee comprising of the HOD and 1 senior professors of each department has been suggested as the mandatory standard for progressive action.
3. It was informed about the conducting placement and training (Skill training and aptitude training) classes will be planed immediately reopening the college in the next semester.
4. Faculty members handling practical classes will conduct additional experiments apart from experiments as per Syllabus and complete all the experiments in time.
5. IQAC coordinator required to collect and maintain the department activities regularly and update the AQAR accordingly.
6. The principal and committee members suggested to improve R&D grants and revenue generation through consultancy, training and testing services etc.
7. IQACcoordinator proposed Vote of thanks.


CO-ORDINATOR


PRINCIPAL


To

Dean (A)
All HODs
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March 12, 2018

ACTION TAKEN REPORT BASED ON MINUTES OF IQAC MEETING

The action taken report based the IQAC meeting held on March 09, 2018 given below.

Sl.No	Agenda/Discussion topic in the IQAC meetings	Action taken subsequently on the agenda points discussed in the IQAC meetings
1	To improve the academic performance, the committee suggested for conduct coaching classes for the academic poor performing students.	<ul style="list-style-type: none">• Coaching classes were conducted from 4 to 5:30 pm for the poor students• About 30 to 50 % of students participated• Some of the high academic students also attend the coaching class and they also helped the poor performing students
2	Formation of the Research Committee comprising of the HOD and 1 senior professors of each department has been suggested as the mandatory standard for progressive action.	<ul style="list-style-type: none">• Research Committee formed to motivate faculty research activity
3	Faculty members handling practical classes will conduct additional experiments apart from experiments as per Syllabus and complete all the experiments in time.	<ul style="list-style-type: none">• All department conducted additional experiment in each laboratory
4.	The principal suggested to improve R&D grants and revenue generation through consultancy, training and testing services etc.	<ul style="list-style-type: none">• Proposals were made and it was advised that all department must involve in research activities.




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