

**St Joseph Engineering College
Mangaluru – 575 028**

Minutes of Meeting : Internal Quality Assurance Cell (IQAC)
Date : 29 December 2021 (Wednesday)
Venue : Board Room and Online (Zoom Platform)
Time : 3.30 PM to 5.00 PM

Members Present

Sl. No.	Name	Designation
1.	Rev. Fr Wilfred Prakash D'Souza	Director
2.	Rev. Fr Alwyn Richard D'Souza	Asst. Director
3.	Dr Rio D'Souza	Principal
4.	Mr Rakesh T. Lobo	HR Manager
5.	Mr Praveen Kumar Kalbhavi	MD & CEO, Novigo Solutions, Mangaluru
6.	Mr Praveen Kamath Kumbala	GM HR - Global Strategic Hiring & Redeployment, Wipro Lmt
7.	Dr Niranjana U C	Director Research and Training - Manipal Dot Net Labs
8.	Mr Robert Fernandes	Secretary, Mallur Gram Panchayat, Mangaluru
9.	Mr. Carlton M. A. Sequeira	Works Manager, Mahindra Karnataka Agencies, Mangaluru
10.	Mr Sourabh Jain	Team lead - 99Games
11.	Dr Shreeranga Bhat	Head - IQAC
12.	Dr Vincent Crasta	Dean – Academic Affairs
13.	Dr Sudheer M.	Dean – Research and Development
14.	Dr Ramananda H S	Dean – Student Welfare
15.	Prof Vamana Gudi	Controller of examination
16.	Dr Prakash Pinto	Dean-MBA
17.	Dr Yajneswaran B	HOD-Civil Engg.
18.	Dr Kavitha Mahesh	HOD representative-CS Engg.
19.	Dr Dayakshini	HOD-E&C Engg.
20.	Mr Satisha K	I/C HOD-E&E Engg.
21.	Dr Purushothama Chippar	HOD-Mech Engg.
22.	Ms Sumangala N	I/C HOD - MCA
23.	Dr Jagadeesha B	HOD-Mathematics
24.	Dr Felcy D'Souza	Librarian
25.	Mr Satyendra Bhat J.	Head – Placement and Training
26.	Ms Chaitra U R	Program Coordinator -ECE
27.	Ms Mayuri R	Program Coordinator -EEE
28.	Ms Gayana M N	Program Coordinator -CSE
29.	Dr Babitha R	Program Coordinator -MBA
30.	Mr Ravikantha Prabhu	Program Coordinator -Mech
31.	Mr Chitharanjan M	Program Coordinator -Civil
32.	Mr Gururaja S	Program Coordinator -MCA
33.	Ms Prathibha K N	Program Coordinator -Maths
34.	Ms Vinita N Monteiro	Program Coordinator -Phy
35.	Mr Vinoothan K	Alumni Coordinator
36.	Mr Yathish K	IIG Coordinator
37.	Mr Quenton Rebello	Student Representative - CSE
38.	Mr Elwin C D	Student Representative - ECE
39.	Mr Nihal P	Student Representative - EEE
40.	Ms Sharadhi	Student Representative - Mech
41.	Ms Rajanigandha P	Student Representative - MBA

Agenda of the meeting:

1. Review of Minutes of previous IQAC Meeting date: 21 November 2020.
2. Updates related to Accreditation and Autonomy.
3. Review of attainment and action items for continual improvement.
4. Any other matter with the permission of the chair.

Discussions held:

The Principal, Dr Rio D'Souza, welcomed all the members and started the meeting with a silent prayer. Dr Rio D'Souza appreciated the support of IQAC members to achieve NAAC A+ and Autonomous status to SJEC and mentioned the support of the esteem members to get NBA status for the Civil and MBA Department. Dr Shreeranga Bhat, Head-IQAC, put forth the meeting agenda with a presentation.

Agenda 1: Review of the previous meeting

Dr Shreeranga Bhat reviewed the minutes and action plan of the previous meeting and presented the progress for each action item.

Action Item No.	Action Item	Action taken
I/2020-21/1	Enhance Entrepreneurship culture and activities among students	27 Activities have been conducted
I/2020-21/2	Involvement of Alumni in course material preparation, delivery, and guest lecture	20 Activities have been conducted
I/2020-21/3	Including Life Skills and Social Responsibilities in the curriculum	9 Activities have been conducted
I/2020-21/4	Inclusion and discussion of Competitive Exam/GATE questions in the classroom	10 Activities have been conducted

Agenda 2: Updates related to Accreditation and Autonomy

Dr Shreeranga Bhat presented the major Initiatives taken towards Innovation, Incubation and Entrepreneurship at SJEC. He mentioned that SJEC emerges as one of the 49 colleges from across India and amongst only five colleges in Karnataka to be selected for setup of AICTE IDEA Lab with a total project outlay of Rs. 110 lakhs. The esteem members in the meeting appreciated the achievement and suggested working in the same direction. Further, he presented the achievements of Autonomy, NAAC, and NBA accreditation and major changes in the curriculum after getting the Autonomous status. In addition to this, he informed that SJEC is applying for fresh accreditation (NBA) for CSE, ECE, EEE, and Mech UG Programs and seeking esteem members' support.

Agenda 3: Review of attainment and action items for continual improvement

Dr Shreeranga Bhat presented the Action Items for Continual Improvement of UG Engineering Programs, MBA and MCA programs. Dr Rio D'Souza suggested implementing the suggestions given during the DAB meeting.

Agenda 4: Any other matter with the permission of the chair

Dr Shreeranga Bhat presented revised Mission statements and PEOs of the MBA program for suggestions from IQAC, and the IQAC approved the same.

Modification in Mission and PEOs and introduction of PSOs of MBA program presented during the meeting:

Current Mission	Proposed Mission
3. Sensitizing the students towards the needs of society	3. Encouraging entrepreneurship and venture development
4. Inculcating diligence through extra-curricular activities	4. Sensitizing the students towards the needs of society
5. Encouraging entrepreneurial attitude through constant guidance	5. Inculcating diligence through extra-curricular activities

Current PEO	Proposed PEO
PEO 4: Graduates will be able to exhibit effective decision-making skills	PEO 4: Graduates will be able to cater to the needs of the society

Program Specific Outcomes (PSOs)
PSO 1: Foster soft skills to support industry requirements
PSO 2: Develop entrepreneurial capabilities for entrepreneurship and venture creation

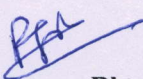
Suggestions given by esteemed committee members:

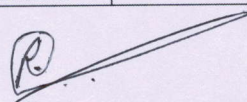
- Mr Praveen Kamath emphasized the importance of including skill-based and industry-oriented content in the curriculum. He also suggested creating a repository alumni database share with students for possible placements, internships, and projects. Mr Kamath also suggested introducing professional mentoring for MBA students from industry personnel.
- Mr Praveen Kumar Kalbhavi suggested creating a company-specific alumni group for student interaction. He also suggested validating the training programs in terms of their outcomes.
- Dr Niranjan U C suggested including the contents that enhance students' lifelong learning skills and also informed to organize the mini-project exhibitions across the department every year. Further, he emphasized the involvement of MBA students in incubation activities.
- Mr Sourabh Jain suggested giving more multidisciplinary projects, which enhance the holistic development of students. Also, suggested providing awareness on Personal Finance.
- Mr Carlton M. A. Sequeira informed to give more industry interaction for second and third-year students.

Students Representatives Mr Nihal and Ms Sharadhi requested an industry-oriented internship to fill the gap between Academy and industry. They also requested to have more Interdepartmental activities. The meeting ended with thanking all the members by Dr Rio D'Souza.

Actions Items for Continual Improvement

Action Item No.	Action Item	Person Responsible to Coordinate	Schedule for completion
I/2021-22/1	Involvement of Alumni in projects and internships	Alumni Coordinator HODs of respective departments	30 June 2022
I/2021-22/2	Including Lifelong learning skills in the autonomy curriculum	Dean-AA HODs of respective departments	
I/2021-22/3	Mini Project Exhibition	HODs of respective departments	
I/2021-22/4	Measuring the efficacy of aptitude and competitive training	Head -TPC	
I/2021-22/5	Professional Mentoring for MBA Students	Dean-MBA	
I/2021-22/6	Involvement of MBA students in incubation center activities	Dean-MBA	
I/2021-22/7	Establishing a company-specific alumni group	Alumni Coordinator	
I/2021-22/8	Interdisciplinary project	HODs of respective departments	


Dr Shreeranga Bhat
Head-IQAC


Dr Rio D'Souza
Principal

Copy to: Director/Asst Director/HRM
Mr Rajinikanth U., Mr Adrian D'Souza, Mr Praveen Kumar Kalbhavi, Mr Praveen Kamath Kumbala, Dr Niranjan U. C., Dr Lavina Noronha, Mr Robert Fernandes, Mr Nelson Castelino, Mr Carlton M. A. Sequeira, Ms Suma Krishna Addoor, Mr Anand Deepak D'Souza, Mr Sourabh Jain, Ms Madhura Bharadhwaj, Mr Preetham Winston D'souza (through e-mail)
Deans – SW/ AA /R&D/ MBA; HODs - ME/ ECC/ EEE/ CSE/ Civil/ MCA/ Chemistry/ Physics/ Math – with a request to share it with the program coordinators, staff and student representatives
Head – PT, SP - with a request to share it with the respective committees; Librarian, Harsha A J
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