



ST JOSEPH ENGINEERING COLLEGE

An Autonomous Institution

Mangaluru - 575028

Affiliated to VTU, Belagavi, Approved by AICTE, New Delhi,

Accredited by NBA (BE – CSE, ECE, EEE, ME, CV) and MBA, NAAC with A+

Minutes of the Internal Quality Assurance Cell (IQAC) Meeting 2023 - I

Date: 12 August 2023

Time: 3.30 PM

Venue: Board Room

IQAC MEETING NO.: I1/2023

AGENDA

Agenda Item No.	Description
I1/2023/01	Review of Minutes of previous IQAC Meeting dated 25 February 2023.
I1/2023/02	Updates related to activities conducted for continual improvement.
I1/2023/03	Review on status of Institutional Development plan (IDP).
I1/2023/04	Any other matter with the permission of the chair.

IQAC MEETING NO.: I1/2023

ATTENDANCE

Members Present Offline:

Sl. No.	Name	Designation
1.	Rev. Fr Wilfred Prakash D'Souza	Director
2.	Rev. Fr Kenneth Rayner Crasta	Asst. Director
3.	Dr Rio D'Souza	Principal
4.	Mr Rakesh T. Lobo	HR Manager
5.	Ms Mevis Audy Rego	Officer, Bank of Baroda - Parent Representative
6.	Dr Sudheer M	Dean – Academic Affairs
7.	Dr Ramananda H S	Dean – Student Welfare
8.	Dr Rohan Pinto	Controller of Examinations
9.	Dr Sridevi Saralaya	HOD - Computer Science and Engg.
10.	Dr Yajnheswaran B	HOD – Civil Engg.
11.	Dr Shreeranga Bhat	HOD - Mechanical Engg.
12.	Dr Binu K G	Head - Strategy & Planning
13.	Mr Sathyendra Bhat	Head - Placements & Training
14.	Dr Felcy D'Souza	Librarian
15.	Dr Babitha Rohit	Assoc. Prof., MBA – Faculty Representative
16.	Ms Preetha D'Souza	Asst. Prof., ECE – Faculty Representative
17.	Mr Maxim D'Souza	Foreman, – Staff Representative
18.	Mr Sudhir Pinto	Stores In Charge – Staff Representative
19.	Mr Dhyan S Rao	II Year – ECE – Student Representative
20.	Dr Pavana Kumara B	Head – IQAC

Members Present Online:

Sl. No.	Name	Designation
21.	Dr Ravikumar C P	Director, Texas Instruments, Bengaluru
22.	Mr. V. S. Nandakumar	Former Director General, CPRI, Bengaluru

Members on Leave of Absence:

Sl. No.	Name	Designation
23.	Dr Purushothama Chippar	Vice Principal & Dean R&D
24.	Dr. Arul Jayachandran S	Professor, Dept. of Civil Engg., IIT Madras, Chennai
25.	Mr Pranav	2020 Batch ECE graduate
26.	Ms Jahnvi U Mulki	2020 Batch Civil graduate
27.	Mr Alexander Joel Pereira	Composer, Parent of Ms Kate Angela Jeanne Pereira
28.	Dr Hareesh B.	Assoc. Prof., Dept. of Computer Applications
29.	Ms Shalet Saldanha	Office Superintendent
30.	Ms Annapurna	III Year – CSE

IQAC MEETING NO.: I1/2023

Minutes of the Meeting

Dr Rio D'Souza, Principal, welcomed the Director, Assistant Director, Esteemed members – Dr Ravi Kumar C P, Director, Texas Instruments, Bengaluru, and Mr. V. S. Nandkumar, Former Director General, CPRI, to the meeting. He also welcomed the Deans, HODs, HR manager, faculty and staff members and student for the meeting.

Principal requested the Dr Pavana Kumara B- Head-IQAC to start the proceedings. Dr Pavana Kumara B put forth the agenda of the meeting with a presentation.

Agenda I1/2023/01	Review of Minutes of previous IQAC Meeting dated 25 February 2023
	<p>Dr Pavana Kumara B presented status of resolutions adopted at the previous meeting, as below:</p> <ol style="list-style-type: none">1. Providing training to faculty to upgrade their domain knowledge – FDP and workshops were organized on different topics and also faculty are supported to complete online courses. Based on this faculty development programs organised and faculty achievements are presented.2. Provide training to students to build domain knowledge which will help them towards the placements, in this regard Dr Pavana Kumara B said that workshops, expert talks, awareness program, outreach program are conducted. Head-IQAC showed the statistical data indicating the improvement in placement. He also said few activities were conducted to the students to impart certain skills and impact analysis was done for the same which showed a positive response.3. To collaborate with local industries in carrying out projects, in this regard MOUs, industry interaction, internships were carried out. Dr Pavana Kumara B presented details of collaborative projects carried out by the students with local industries. He also presented the details of MOUs, industry interactions, industrial visits and internship details. <p>Dr Ravikumar suggested that the need for training given to faculty through FDPs should be justified and the feedback, as well as impact of the FDPs should be documented.</p> <p>Dr Ravikumar suggested that the faculty should be guided on online courses that they should be taking, based on topics that are slated to be introduced newly into the curriculum and emerging trends in technology.</p> <p>Dr Ravikumar suggested that the impact of introducing electives in First Year BE should be studied systematically.</p> <p>Dr Ravikumar also suggested that the connection between training given to staff and students and their achievements/outcomes due to the training should be established so that there was justification for the efforts being put.</p> <p>Dr Ravikumar suggested having every department present one slide highlighting their outcomes in the last six months, so that departmental efforts could be tracked.</p> <p>Mr. Nandkumar enquired about the status of suggestion on collaboration with TLC of IIT Madras for faculty reskilling.</p>

Resolution I1/2023/01	<p>It was resolved to:</p> <ol style="list-style-type: none"> a. Perform training need analysis before planning training activities. b. Collect and analyze feedback after all training events. c. Perform impact analysis of all training programs. d. Formally advise faculty on online courses that they should be taking. e. Study the impact of electives on the current batch of FY students. f. Document connection between training given and outcomes realized. g. Include one slide per dept in the future meetings. h. Take forward interaction with the TLC of IIT Madras.
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Agenda I1/2023/02	<p>Updates related to activities conducted for continual improvement.</p> <p>Dr Pavana Kumara presented the details courses offered in the college currently, the details of teaching and non-teaching staff, as well as details about the research centres existing in the institution.</p> <p>Dr Pavana Kumara presented the details of the certification courses offered by the MBA, CSE and Mechanical departments and also mentioned the facility of online courses from Coursera. He also presented various activities conducted from the departments for continual improvements with clear mention of objectives, description and impact of the program. He also presented details of innovative activities and SWOC analysis done earlier.</p> <p>Dr Ravi Kumar suggested collecting feedback for each activity and analysing the same to study the effectiveness of such activities as a whole.</p> <p>Dr Ravi Kumar suggested planning training on emerging technologies such as R Programming for faculty of all departments.</p> <p>Dr Ravikumar suggested selecting a few project groups amongst those who participated in activities like InnoVenture and encouraging them to publish in outside conferences so that they can showcase their achievements.</p> <p>Dr Ravikumar suggested presenting statistics on access to online journals at the next meeting.</p> <p>Dr Ravikumar suggested limiting the SWOC analysis to a few points per department, so that is was manageable.</p>
Resolution I1/2023/02	<p>It was resolved to:</p> <ol style="list-style-type: none"> a. Collect and analyze feedback after all activities conducted. b. Plan training of faculty on emerging technologies. c. Identify and encourage a few project groups to publish their work. d. Present statistics on access to online journals in the next meeting. e. Review the SWOC analysis, department-wise.

Agenda I1/2023/03	<p>Review on status of Institutional Development plan (IDP).</p> <p>Dr Pavana Kumara informed that as suggested in IQAC meeting held in June 2022, departments had prioritized few action items from the Institutional Development Plan. Those selected action items were presented and the details of the activities conducted by the departments under various action items were also presented.</p>
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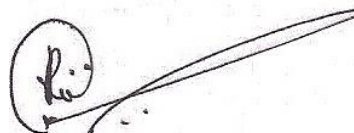
	Dr Ravikumar suggested presenting more details of activities along with action items, challenges and weaknesses identified. Dr Ravikumar suggested reviewing the need for PhD as a mandatory qualification for faculty of the MBA dept.
Resolution I1/2023/03	It was resolved to: a. Present more details of activities, including challenges identified. b. Review the need for PhD among faculty of the MBA dept.

Agenda I1/2023/04	Any other matter with the permission of the chair. Dr Ravi Kumar suggested presenting the activities such that repetition was minimised. Dr Ravi Kumar suggested that each department should do self-evaluation on the activities conducted to review whether the goal was achieved and also to align the activities with the SWOC analysis. Mr. Nandakumar suggested having adequate facilities for counselling and mentoring of students.
Resolution I1/2023/04	It was resolved to: a. Present activities in a more holistic manner so as to avoid repetition. b. Perform self-evaluation of activities at the department-level. c. Reviewing the counselling and mentoring facilities in the college.

The meeting ended with the Principal thanking all the esteemed members of the IQAC.



Dr Pavana Kumara B
Head-IQAC



Dr Rio D'Souza
Principal

Copy to: Director, Asst. Director, HRM, Principal, Vice Principal
Mr. V. S. Nandakumar; Dr Ravikumar C P; Prof. Arul Jayachandran S (through e-mail)
Mr Alexander Joel Pereira; Ms Mevis Audy Rego (through e-mail)
Mr Pranav; Ms Jahnavi U Mulki (through e-mail)
Dean – AA/ R&D/ SW;
HODs-ECE/EEE/Mechanical/CSE/Civil/CSBS/AIML/MBA/MCA/Physics/Chemistry/Maths;
Head – SP; Head – TPC; COE; Librarian
Dr Babitha Rohit; Dr Hareesh B; Ms Preetha D'Souza
Ms Shalet Saldanha; Mr Maxim D'Souza, Mr Sudhir Pinto
Mr Dhyan S Rao; Ms Annapurna,
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