



CHRIST

COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi and Affiliated to Pondicherry University)

Pitchaveeranpet, Moolakulam, Pondicherry - 605010.

(A Unit of Sam Paul Educational Trust)

CCET/IQAC/2023-004

Date:03.04.2023

CIRCULAR

Internal Quality Assurance Cell (IQAC) meeting is scheduled on 06.04.23 at 3.pm. in the conference hall. All the IQAC Members are informed to attend the meeting without fail .

Agenda for the meeting...

- 1.NAAC accreditation plan for 2022-2023
- 2.Academic activities .
- 3.ISO certification renewal.
4. Preparedness for the NAAC files.
- 5.Strategic plan for the college.

Principal

Copy forward to:

1. The Honorable Chairman for kind information
2. All HODs
3. IQAC Committee members and file

Dr. A. SIVAKUMAR, M.E., Ph.D., M.I.S.T.E.,
PRINCIPAL
CHRIST COLLEGE OF ENGINEERING & TECHNOLOGY
Moolakulam, Oulgaret Municipality
Puducherry - 10.





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INTERNAL QUALITY ASSURANCE CELL- IQAC

Date of establishment: 07.07.2022

Minutes of 4th IQAC Meeting

Ref:CCET/IQAC/2022-004

06.04.2023

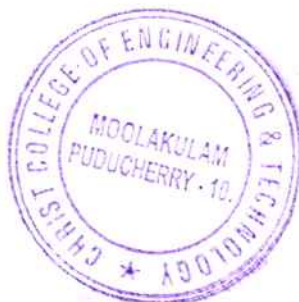
To

All the members of IQAC,
CHRIST College of Engineering and Technology,
Moolakulam, Pondicherry- 605010.

Dr. Thiagarajan, IQAC coordinator welcomed the members and listed the agenda of the IQAC meeting. The goals & functions of IQAC cell and roles and responsibilities of IQAC members are presented in the meeting.

- The following points have been discussed in the meeting.
- The staff has been instructed to organize and keep records and files as per the SSR manual requirements to support the NAAC accreditation process.
- The prepared academic calendar should be issued to the students and the faculty members before one week of the commencement of the semester or immediately after receiving the academic calendar from Pondicherry University, whichever is earlier.
- The coordinators of extension activities have been instructed to submit comprehensive reports, featuring geotagged photos, and receive the Principal's approval to complete each extension activity.
- Principal instructed the HODs to encourage their faculty members to publish papers in UGC care list as per NAAC requirements.
- The IQAC coordinator informed that it has been planned to arrange internal as well as external academic audits for all the courses. In view of that a checklist has been prepared based on the NAAC accreditation documentations. The internal academic audit has been planned in the month of May 2023, and the external audit has been planned in the month of June 2023.
- The IQAC coordinator briefed the strategic goals of the institution and motivated the IQAC members to align themselves to work towards achieving the goal.


IQAC COORDINATOR




PRINCIPAL

Dr. A. SIVAKUMAR, M.E. Ph.D. M.I.S.T.E.
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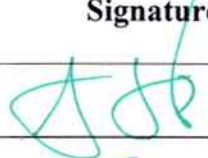
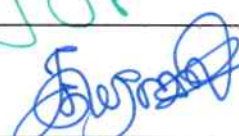
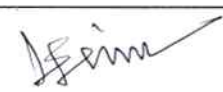

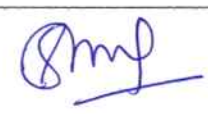
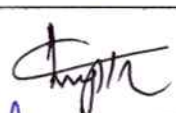
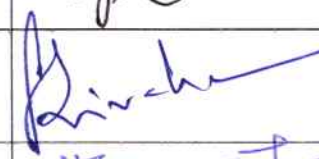
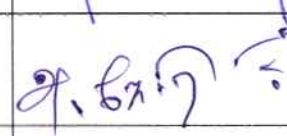
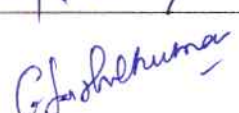

Date: 06.04.2023

Time: 03.00 pm


Venue: Conference Hall


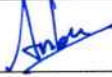

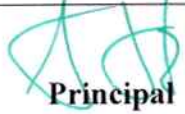
Minutes of the IQAC meeting held on 06.04.2023

Members present for the meeting:

Sl.no	Name	Category	Signature
1.	Dr. A. Sivakumar	Chair Person	
2.	Mr.C.Kumaravel	Management Representative	
2.	Dr.Y. Thiagarajan / HOD-EEE	IQAC Coordinator	
3.	Dr. P. Chandru Deva Kannan / HOD-S&H	Member Faculty	
4.	Dr.C. Subramanian / HOD - MECH	Member Faculty	
5.	Dr. S. Anandalatchoumy / HOD -ECE	Member Faculty	
6.	Dr.P. Kamaludeen / HOD - MBA	Member Faculty	
7.	Dr. M. Sivasankaran / HOD-CSE	Member Faculty	
8.	Mr. J. Mani / HOD-IT	Member Faculty	
9.	Mr. A. Jothi Lingam / HOD - CIVIL	Member Faculty	
10.	Mr.C. Senthil Kumaran / HOD-MCA	Member Faculty	
11	Mr.S.S. KARTHICK/ FACULTY- ECE	Member Faculty- Alumni	
12	Mr.D. Deivasigamani Deputy Director, Government of India Nehru Yuva Kendra- Puducherry	Member - External Member Youth Affairs	




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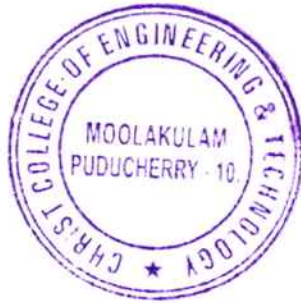
13	Mrs.Tamilselvi / HR Hindustan Unilever Pvt Ltd Puducherry	Member - Industrialist	
14	N.Anbu / CSE	Member – Student Member	
15	M. Velmurugan F/O B. Poovizhi/CSE	Member – Parent Member	 

Coordinator-IQAC

Copy forward to:

- 1.The honorable Chairman for kind information
- 2.All HoDs
- 3.IQAC Committee members & file.

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ACTION TAKEN REPORT

06.04.2023

- The NAAC documentation process for SSR submission has commenced, and staff members are making good process in their tasks.
- Staff members have been assigned to prepare our institution's academic calendar, which will be based on the academic calendar received from Pondicherry University.
- The coordinators are completing the activity reports along with the geotag photos of the activity completion as per the point discussed in the previous meeting.
- All the faculty members have been advised in the department meeting to publish papers in the UGC care list journals .

Y.P. A

Coordinator-IQAC

[Handwritten Signature]

Principal

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