



# 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/2023-003

Date:03.01.2023

## CIRCULAR

Internal Quality Assurance Cell (IQAC) meeting is scheduled on 06.01.23 at 3.p.m. 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.Extention activities.
4. Preparedness for the NAAC files.
- 5.Strategic plan for the college.

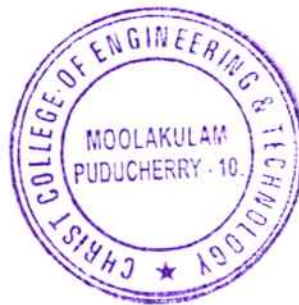


Principal

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 3<sup>rd</sup> IQAC Meeting

Ref:CCET/IQAC/2022-003

06.01.2023

To

All the members of IQAC,

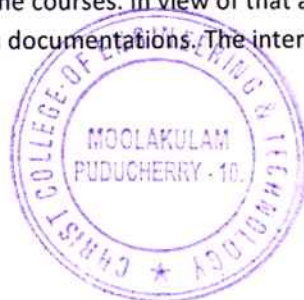
CHRIST College of Engineering and Technology,

Moolakulam, Pondicherry- 605010.

The Meeting commenced with 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.

- Principal informed that our chairman has decided to apply for NAAC accreditation in the academic year 2023-24. Hence the IQAC cell has arranged an orientation program on "NAAC accreditation documentation". All the staff members were informed thereby to keep the records and files according to SSR - Manual.
- Principal discussed the parameters to increase the overall pass percentage of the institution in the end semester university examinations with all the IQAC members. For that, it was decided to conduct special coaching classes for the slow learners between 4.25 pm and 5.15 pm in the week days.
- NSS coordinators were instructed to do more outreach activities as college is going for NAAC accreditation.
- All the extension activity coordinators were informed to complete the report of their activities with geotag photos and get approval from the principal within a week of activity completion. Principal instructed the HODs to encourage their faculty members to publish papers in UGC care list as per NAAC requirements
- Principal informed that the department of mechanical engineering has initiated the funded project work. Also, he asked the remaining departments to initiate the same.
- 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



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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.

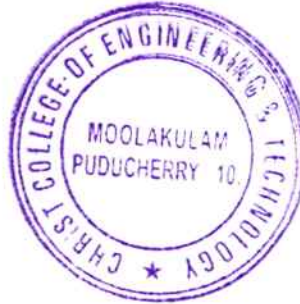
  
IQAC COORDINATOR

  
PRINCIPAL

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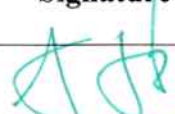
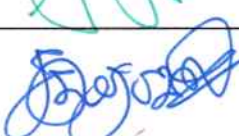

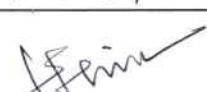



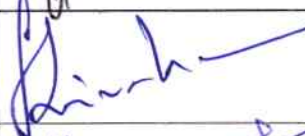

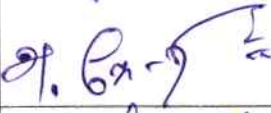
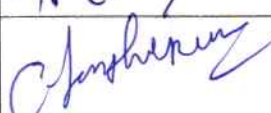
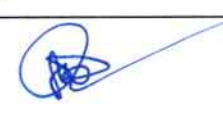

Date: 06.01.2022

Time: 03.00 pm

Venue: Conference Hall




Minutes of the IQAC meeting held on 06.01.2023

**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	

  
Dr. A. SIVAKUMAR, M.E PH.D. M.I.S.T.E.,  
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Puducherry - 10



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	

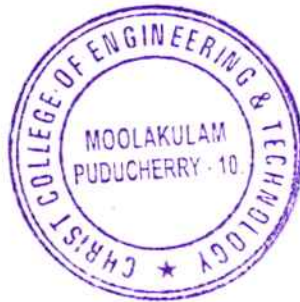
  
Coordinator-IQAC

  
Principal

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## ACTION TAKEN REPORT

06.01.2023

- The orientation program on "NAAC accreditation documentation" has been conducted on 08.11-2022. NAAC documentation for SSR submission begins from June 2023.
- NSS Coordinators have submitted the tentative outreach programs to be conducted in this academic year.
- All the extension activity coordinators are completing the activity reports along with the geotag photos within one week of the activity completion as per the point discussed in the previous IQAC meeting
- All the faculty members have been advised in the department meeting to publish papers in the UGC care list journals. In all the departments, faculty members started to submit the papers in the UGC care list journals

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Coordinator-IQAC

Principal

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