



SMCE/IQAC/MGMS-04
2018-2019 EVEN

STELLA MARY'S COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai)
Aruthengannilai, Kallukatti Junction Azhikal Post, Kanyakumari District-629202, Tamil Nadu.

Date: 07/05/2019

MINUTES OF THE MEETING

The fourth Internal Quality Assurance Cell (IQAC) meeting of the academic year 2018-2019 is scheduled on 7th of May 2019 in the IQAC.

The following members were the attendees of the meeting.

S.No.	Name and Address	Member
1.	Dr. R.Suresh Premil Kumar	Chairperson
2.	Mr.P.Renjitham	Management Representative
3.	Mrs.R.K.Madhumathi	Secretary
4.	Mr.S.A.Edward Dhas	Administrative Member
5.	Dr.N.Vallal Perumal	Administrative Member
6.	Dr.F.R. Shiny Malar	Administrative Member
7.	Mr. N.Michael Franklin	Administrative Member
8.	Mr.M.R.Saravanan	Administrative Member
9.	Dr.M.Freeda	Administrative Member
10.	Dr.M.Marsaline Beno	Local Society
11.	Ms.A.S.Asmini Kumar	Alumni
12.	Dr.A.Albert Raj	Academician
13.	Mr.A.Jebresh Isaac	Industrialist
14.	Mr.Siva Kumar	Industrialist
15.	Mr.Jyothish Kumar	Student Member
16.	Ms.S.Santhiya	Student Member
17.	Dr.R.Reena Daphne	Coordinator of IQAC

Dr. Suresh Premil Kumar, the Chairperson of the IQAC welcomed the constitutional members for the meeting. The agenda was recalled and the meeting started.

4.01 CONFIRMATION OF THE MINUTES OF THE IQAC MEET HELD ON 19-12-2018

The Chairperson asked the coordinator to appraise the IQAC report of the corrective actions taken with respect to the earlier meeting's agenda. The IQAC coordinator confirmed the minutes and the action taken.

The members suggested that

1. Insist to enroll in professional bodies.

In response to this it was appraised that the institution has an IEEE student chapter and that IEEE Photonics society has been established in the same. All the faculty members were also asked to be enrolled in professional bodies and the response from every department was found to be positive.

Also EnSav club (Energy Saving Club) was started to promote social awareness on the saving of electrical energy.

The members appreciated the initiatives taken and insisted the outcomes to be shown from all these in the forthcoming semesters.

4.02 A REVIEW ON THE CONSOLIDATION OF THE ACTION PLAN EXECUTED

The consolidated Action Taken Report (Annexure 1) was presented by the IQAC coordinator to the attendees and the heads were asked to express the reason if non-conformities were found. It was assured from the heads' end that the non-conformities would be ratified by the year end without fail.

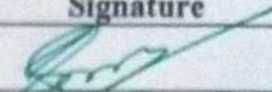
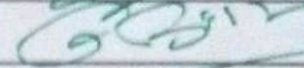
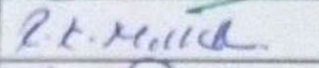
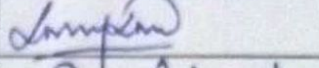
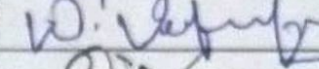

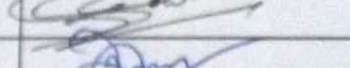
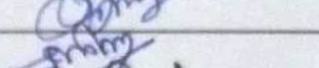
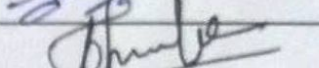
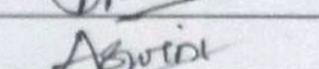
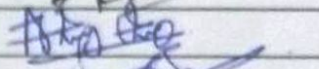
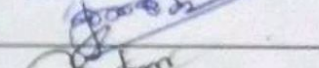
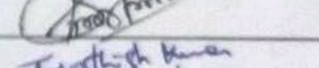
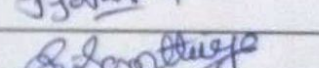
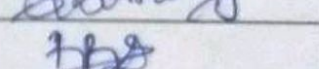
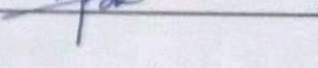

4.03 DISCUSSION ON THE DEVIATIONS IDENTIFIED

. The deviations found were asked to be ratified and was told that all department should try to adhere to the action plan and carry out the same without much deviation. The members accepted the same and assured to do their best in this.

The academic expert commented that the non- conformities must be avoided to the maximum. He also insisted on the LMS to be made available for the students on the website itself so that it is accessible at any moment and from any location. The other members appreciated this suggestion.

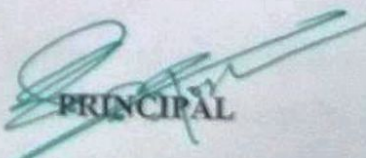
The meeting ended with a vote of thanks delivered by Mr.M.R.Saravanan /HoD-EEE.

Attendance at the meeting:

S.No.	Name and Address	Member	Signature
1.	Dr. R.Suresh Premil Kumar	Chairperson	
2.	Mr.P.Renjitham	Management Representative	
3.	Mrs.R.K.Madhumathi	Secretary	
4.	Mr.S.A.Edward Dhas	Administrative Member	
5.	Dr.N.Vallal Perumal	Administrative Member	
6.	Dr.F.R. Shiny Malar	Administrative Member	
7.	Mr. N.Michael Franklin	Administrative Member	
8.	Mr.M.R.Saravanan	Administrative Member	
9.	Dr.M.Freeda	Administrative Member	
10.	Dr.M.Marsaline Beno	Local Society	
11.	Ms.A.S.Aswini Kumar	Alumni	
12.	Dr.A.Albert Raj	Academician	
13.	Mr.A.Jebresh Isaac	Industrialist	
14.	Mr.Siva Kumar	Industrialist	
15.	Mr.Jyothish Kumar	Student Member	
16.	Ms.S.Santhiya	Student Member	
17.	Dr.R.Reena Daphne	Coordinator of IQAC	


IQAC COORDINATOR
Dr. R. REENA DAPHNE
 Co-ordinator IQAC
 Stella Mary's College of Engineering
 Westhargondal, Kallukudi Jn, Arni Taluk Post

Attachment: Consolidated Execution Report – 2018-19 even


PRINCIPAL

Dr.R Suresh Premil Kumar B.E. Ph.D
 PRINCIPAL
 STELLA MARY'S COLLEGE OF ENGINEERING
 ARUTHUNJANVELA, ARHODU, WESTHARGONDAL
 KANNIYAKUMARI DISTRICT



SMCE/IQAC/SC/MGMS-04
2018-2019 EVEN

STELLA MARY'S COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai)
Aruthenganvilai, Kallukatti Junction Azhikal Post, Kanyakumari District-629202, Tamil Nadu.

Date: 23/04/2019

MINUTES OF THE MEETING

The fourth Internal Quality Assurance Cell (IQAC) Steering Committee meeting of the academic year 2018-2019 was held on 23rd April 2019, in the IQAC, at 12:40 PM.

The following were the attendees of the meeting.

1. Dr.R.Reena Daphne	IQAC Coordinator
2. Mrs. Darcy Gnana Jegha	Asso.Professor/EEE
3. Ms.Sworna Jancy Bai	Assistant Professor/Civil
4. Mrs.Mamitha	Assistant Professor/CSE
5. Mrs.A.B.Evanjalin	Assistant Professor/ECE
6. Mr.Starlin Deva Prince	Assistant Professor/Mechanical
7. Mrs.M.Mini Margret	Assistant Professor/S&H

Dr.R.Reena Daphne, the Coordinator of the IQAC welcomed its Steering Committee members and reiterated the agenda for the meeting.

4.01 APPRAISAL OF THE EXECUTION REPORT FOR THE SEMESTER

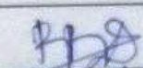
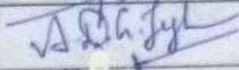


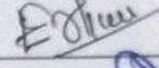
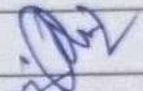
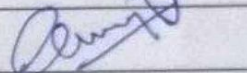
Dr. R. Reena Daphne, the Coordinator of IQAC, appreciated the efforts in carrying out their role for steering the targets in the Department. The individual reports that were sent from the Department Heads were reviewed.

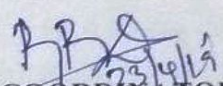
4.02 EXECUTION REPORT- CONSOLIDATION

The execution reports were consolidated and the non-conformities were noted by the steering members. After this review the deviation report was prepared and sent to the heads for their notice. Also the ratification report for the previous semester was reviewed for the fulfillment of the earlier semester's short comings.

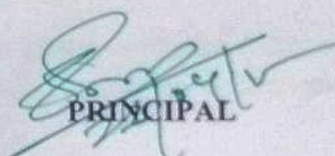
The coordinator thanked everyone and the meeting ended.

Attendance at the meeting:

Members	Designation	Signature
1. Dr.R.Reena Daphne	IQAC Coordinator	
2. Mrs. Darcy Gnana Jegha,	Asso.Professor/EEE	
3. Ms.Sworna Jancy Bai	Assistant Professor/Civil	
4. Mrs.Mamitha	Assistant Professor/CSE	
5. Mrs.A.B.Evanjalin	Assistant Professor/ECE	
6. Mr.Starlin Deva Prince	Assistant Professor/Mechanical	
7. Ms.M.Mini Margret	Assistant Professor/S&H	


IQAC COORDINATOR

Dr. R. REENA DAPHNE
Co-ordinator IQAC
Stella Mary's College of Engineering
Aruthenganvilai, Kallukatti Jn, Azhikal Post
Kanyakumari District - 629 202


PRINCIPAL

Dr.R.Suresh Premil Kumar M.E M.Phil
PRINCIPAL
STELLA MARY'S COLLEGE OF ENGINEERING
ARUTHENGANVILAI AZHICKAL POST-629 202
KANYAKUMARI DISTRICT



SMCE/IQAC/SC/MGMS-03
2018-2019 EVEN

STELLA MARY'S COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai)
Aruthenganvilai, Kallukatti Junction Azhikal Post, Kanyakumari District-629202, Tamil Nadu.

Date: 04/01/2019

MINUTES OF THE MEETING

The third Internal Quality Assurance Cell (IQAC) Steering Committee meeting of the academic year 2018-2019 was held on 4th January 2019, at 12.40 PM, in the IQAC.

The following steering members attended the meeting.

- | | |
|---------------------------|--------------------------------|
| 1. Dr.R.Reena Daphne | IQAC Coordinator |
| 2. Mrs. Darcy Gnana Jegha | Asso.Professor/EEE |
| 3. Ms.Sworna Jancy Bai | Assistant Professor/Civil |
| 4. Mrs.Mamitha | Assistant Professor/CSE |
| 5. Mr.Selva Kumar | Assistant Professor/ECE |
| 6. Mr.Starlin Deva Prince | Assistant Professor/Mechanical |
| 7. Mrs.M.Mini Margret | Assistant Professor/S&H |

Dr.R.Reena Daphne, the IQAC coordinator welcomed the members for the meeting and recalled the agenda. It was also told that to the action plan in this semester, research focus inputs have been added.

3.01 ACTION PLAN FOR THE SEMESTER-APPRAISAL

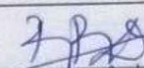
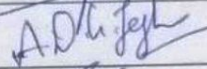


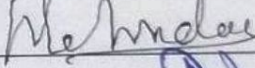

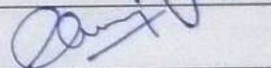
Dr. R. Reena Daphne, the Coordinator of IQAC, delivered the action plan framed. It was insisted to make the research related activities active in the Department and steer the follow up of research related parameters with much efforts. It was told about the introduction of initiatives to enrich the research related activities in the institution. Also the suggestions given by the experts were appraised. The final action plan for the semester was delivered to the steering committee (Annexure 1). It was told that it would be forwarded to the Heads for further follow up.

3.02 STEERING THE DEPARTMENTAL TARGETS-DISCUSSION REGARDING


The coordinator also insisted the committee to remind the targets to be achieved as done last semester and that the plan has to be carried out with utmost effort. Instructions were given to submit the ratification reports on time without fail by the semester end, and that the non-conformities in the last semester must be ratified.

The coordinator thanked everyone for their efforts and support till now and the meeting came to an end.

Attendance at the meeting:

Members	Designation	Signature
1. Dr.R.Reena Daphne	IQAC Coordinator	
2. Mrs. Darcy Gnana Jegha,	Asso.Professor/EEE	
3. Ms.Sworna Jancy Bai	Assistant Professor/Civil	
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6. Mr.Starlin Deva Prince	Assistant Professor/Mechanical	
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Co-ordinator IQAC
Stella Mary's College of Engineering
Arothengavilai, Kallukatti Jn, Azhikal Post
Kanyakumari District - 629 208
Attachment: Action plan 2018-19 even


PRINCIPAL
Dr.R.Suresh Premil Kumar M.E. Ph.D.
PRINCIPAL
STELLA MARY'S COLLEGE OF ENGINEERING
AROTHENGAVILAI, KALLUKATTI JN, AZHIKAL POST
KANYAKUMARI DISTRICT

ANNEXURE-I

S.No.	Plan of Action (2018- 2019 Even)
1.	Pass percentage for University examinations (CSE , ECE) > 75; (EEE,CIVIL,MECHANICAL) >70 .
2.	Inspiration towards projects through labs/ field study
3.	Adherence to Department calendar
4.	Analysis of results for slow and fast learners with check over the implementation of their respective action plans
5.	Implementation of Innovative Teaching/Learning Methodologies
6.	Student achievements/prizes won in Co-curricular/ Extra –curricular activities
7.	Inplant training/Internship
8.	Implementation of Department Activity Action plan by Class Incharges
9.	Faculty participation in student industrial Visit
10.	Faculty participation in Community based Projects
11.	Participation in seminar/workshops by faculty
12.	Participation in FDP
13.	Organisation of Guest Lectures
14.	Participation in International/National Conferences by faculty
15.	Organization of Training /Certification courses
16.	Journal Publications
17.	Conferences
18.	Major / Minor Research Projects
19.	Extension Activities
20.	Registration for Ph.D by faculty
21.	Enrolment in Professional Bodies


IQAC COORDINATOR

Dr. R. REENA DAPHNE

Co-ordinator IQAC

Stella Mary's College of Engineering
Aruthengavilal, Kalukatti Jn, Arakkal Post
Kanyakumari District - 629 202



SMCE/IQAC/MGMS-03
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Date: 19/12/2018

MINUTES OF THE MEETING

The third Internal Quality Assurance Cell (IQAC) meeting of the academic year 2018-2019 was held, on the 19th of December 2018, at 10.30 AM in the IQAC.

The following members were present for the meeting.

S.No.	Name and Address	Member
1.	Dr. R.Suresh Premil Kumar	Chairperson
2.	Mr.P.Renjitham	Management Representative
3.	Mrs.R.K.Madhumathi	Secretary
4.	Mr.S.A.Edward Dhas	Administrative Member
5.	Dr.N.Vallal Perumal	Administrative Member
6.	Dr.F.R. Shiny Malar	Administrative Member
7.	Mr. N.Michael Franklin	Administrative Member
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15.	Mr.Jyothish Kumar	Student Member
16.	Ms.S.Santhiya	Student Member
17.	Dr.R.Reena Daphne	Coordinator of IQAC

The meeting started with the Principal's welcome to the IQAC members. The agenda of the meeting was recalled. Suggestions from the forum were welcomed. The Principal asked the coordinator to appraise the IQAC report of the corrective actions taken with respect to the earlier meeting's agenda.

3.01 CONFORMATION OF THE MINUTES OF THE IQAC MEET HELD ON 20-11-2018

The Principal asked the coordinator to appraise the IQAC report of the corrective actions taken with respect to the earlier meeting's agenda. The report was then presented.

The points brought out from the earlier meeting discussions were:

1. Insist to enroll in professional bodies.

It was told the points suggested were included in this semester's plan.

3.02 APPRAISAL OF THE ACTION PLAN FOR 2018-19- EVEN SEMESTER

The Coordinator of IQAC presented the framed IQAC action plan for the semester. The action plan for the previous semester was recalled with the execution of the same. It was told that the basic plan with the inclusion of the suggestions that would be put forth in the meeting would be implemented. The components added were

1. Major and minor research projects.

The members suggested that the promotion of activities through clubs have to be increased and that clubs have to promote societal oriented activities, to give more visibility to the institution.

The board collectively approved the action plan with a statement to take effective steps to focus on research promotion in the institution.

3.03 TO APPLY FOR ACCREDITATIONS LIKE NAAC, NBA, ETC


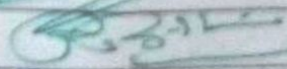
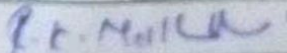
As OBE is being practiced the institution is eligible to go for accreditations. It was insisted that in the first phase NAAC can be gone and then NBA. The co coordinators to work for the seven criteria in NAAC were chosen and approved by the board.

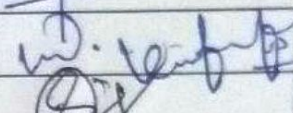
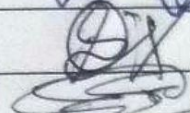
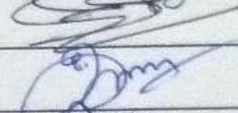
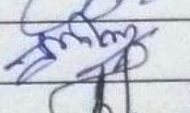
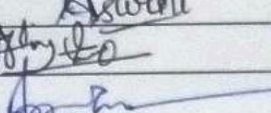
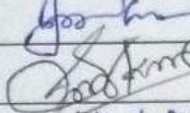
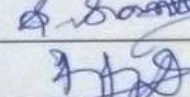

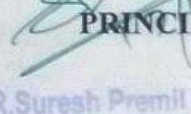
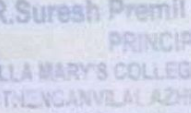
3.04 TO DISCUSS ON THE FEEDBACK ANALYSIS OF THE PREVIOUS SEMESTER

The feedback analysis on IQAC feedback taken from students on Teaching Learning process was presented. It was found that more than good response has been obtained for the teaching and learning process feedback. The members appreciated the response obtained.

The meeting came to an end with the Vote of Thanks by Dr.Shiny Malar , HoD/CSE.

Attendance at the meeting:

S.No.	Name and Address	Member	Signature
1.	Dr. R.Suresh Premil Kumar	Chairperson	
2.	Mr.P.Renjitham	Management Representative	
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17.	Dr.R.Reena Daphne	Coordinator of IQAC	


IQAC COORDINATOR

Dr. R. REENA DAPHNE
Co-ordinator IQAC
Stella Mary's College of Engineering
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