INTERNAL QUALITY ASSURANCE CELL
ST. JOSEPH'S COLLEGE (AUTONOMOUS), TIRUCHIRAPPALLI-2

Action Taken Report on the IQAC Meeting Held on 24.08.2022

Learning Management System (LMS)- UG Self-Paced Courses: To conduct UG Self-Paced Courses through the LMS of the college the following workshop and Faculty Development Programmes were conducted

1. Two workshops for faculty members on **importing quizzes and course navigation on JosTEL** were conducted on 29th September 2022 and 17th October 2022.
2. A **Faculty Development Programme** on **Course Design Matrix** was conducted on 25th January 2023.
3. The **CDM review sessions** were conducted from 8th February 2023 to 10th February 2023.
4. A **Faculty Development Programme** on **E-Content Development** for Online Courses was conducted on 21st March 2023.

   Staff members from all the UG departments have prepared modules for the self-paced courses, which will be offered from the coming academic year.

Certificate Course:

18 Certificate Courses were offered by various departments of the college, benefitting 847 students.

External & Internal Audit:

Internal Annual Academic Audit was conducted during April 2023. It was decided to conduct External Academic Audit during August 2023. Energy Audit and Green Audit were conducted.

Start-up:

As part of Start-up activities, a windmill producing 1000 watts of electricity per hour was established in the college campus. Incubation Centres were set up in the Start up centre, and 20 students, five members of the faculty and one incubate from outside have started using the Incubation Centres.

Google Certified Course:

341 students of various departments of the college have completed Google-certified online course on Coursera. This was accomplished through an MoU with DEED, a NGO in Pondicherry. 1500 students have completed a 15-hour -certified online course on Coursera under the same.

Consultancy and Corporate Training:

The team lead by Fr. M. Arockiasamy Xavier, Pricipal and Dr M Mahendran visited ten companies in Chennai and Coimbatore and based on the discussions it was decided to have MoUs with few companies. The following departments were requested to work out the possibilities for consultancy and corporate training: Computer science, Data Science, Information Technology, English and Joseph Academy of Soft Skills.

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Action Taken Report on the IQAC Meeting Held on 04.01.2023

Based on the suggestions given by the members the collected data for NIRF 2023 was verified. More data were collected from the departments for student's progression and publications. After proper verification it was submitted to NIRF.

The data collected for India Today Best Colleges Ranking 2023 were given to departments for corrections and addition of data. The filled in questionnaire was checked by IQAC team and submitted to India Today Best Colleges Ranking.

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Action Taken Report on the IQAC Meeting Held on 05.04.2023

The annual report presented by Dr A Rose Venis Dean IQAC was accepted by the members.

Few departments were asked to study the feasibility of starting new job oriented UG programmes.

A committee for Space Management with Mr A Charles Head, Department of Computer Science as the coordinator was formed. The committee was requested to submit the report by 15.05.2023 to Rev. Fr. Secretary.

IQAC and Alumni Association is on the process of establishing Skill Development Centre with Alumni Collaboration.

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ACTION TAKEN REPORT ON THE MEETING OF THE MICRO QUALITY

CIRCLE MEMBERS MEETING HELD ON 30.08.2022

Based on the input given during the micro quality circle members meeting, members presented the department data collected by them for NIRF 2023 and India Today Best Colleges 2023 rankings. Rev Fr Principal and IQAC Deans suggested few corrections. The departments were ask to collect more details about students progression. The data submitted by the departments were summarised and submitted to NIRF 2023 and India Today Best colleges 2023 rankings.

For department documentation staff members were requested to submit their details through staff ERP.

Annual Academic Audit was conducted during the month of April 2023, in which accomplished year plans were discussed.

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ACTION TAKEN REPORT ON THE MEETING OF THE MICRO QUALITY CIRCLE MEMBERS MEETING HELD ON 16.12.2022

The collected data for NIRF 2023 and India Today Best Colleges 2023 Ranking were compiled and finalised by IQAC. The completed data were presented in IQAC meeting and accepted after few corrections and suggestions. The corrected data were uploaded to NIRF and India Today Rankings.

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ACTION TAKEN REPORT ON THE MEETING OF THE MICRO QUALITY CIRCLE MEMBERS MEETING HELD ON 08.03.2023

The new Annual Academic Audit templates were given to all the departments, clubs, service units and committees. They were requested to submit the filled in templates with proper evidence two weeks before Academic Audit dates. The Annual Academic Audit was conducted during the month of April 2023.

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