

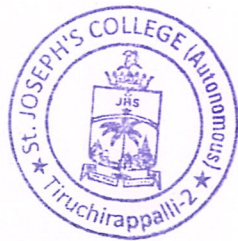
**INTERNAL QUALITY ASSURANCE CELL
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Action Taken Report on the MQC Meeting Held on 26.04.2022

The new template prepared by the IQAC based on the AQAR manual of NAAC was used by the departments to prepare the detailed report for Annual Academic Audit 2022. The reports submitted by the departments were verified and accepted by IQAC for Annual academic Audit presentation.

Dr. A. ROSE VENIS
DEAN-IQAC
St. Joseph's College (Autonomous)
Tiruchirappalli-620 002

PRINCIPAL
St. JOSEPH'S COLLEGE
(AUTONOMOUS)
TIRUCHIRAPPALLI 620 002



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Action Taken Report on the IQAC Meeting Held on 22.03.2022

IQAC constituted a team to verify and finalize, the overall category wise student strength in Criteria II, to verify the H index and citation index of publications and to add more photos for infrastructure. The team prepared the modified details and was presented to IQAC for final verification. The details were accepted and was submitted to NAAC.



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DEAN-IQAC
St. Joseph's College (Autonomous)
Tiruchirappalli-620 002



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TIRUCHIRAPPALLI 620 002



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Action Taken Report on the IQAC Meeting Held on 23.03.2022

Based on the suggestion given by the members, the NEP and QIM answers were modified, proper evidences were attached and submitted to NAAC.

**Dr. A. ROSE VENIS
DEAN-IQAC**

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Action Taken Report on the IQAC Meeting Held on 25.01.2022

Based on the suggestions given by the IQAC members IQAC team verified and modified the collected documents for AQAR-2020-21 and NIRF 2022 reports and was submitted to NAAC and NIRF.



**Dr. A. ROSE VENIS
DEAN-IQAC
St. Joseph's College (Autonomous),
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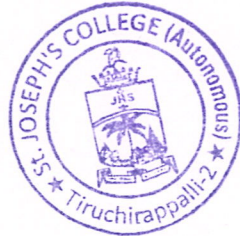
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Action Taken Report on the IQAC Meeting Held on 06.01.2022

- All the departments were asked to recheck the data given to IQAC for NIRF 2022 ranking. The final data was submitted to IQAC which was verified by IQAC team and was submitted to NIRF.

Dr. A. ROSE VENIS
DEAN-IQAC
St. Joseph's College (Autonomous)
Tiruchirappalli-620 002

PRINCIPAL
St. JOSEPH'S COLLEGE
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Action Taken Report on the MQC Members Meeting Held on 26.10.2021

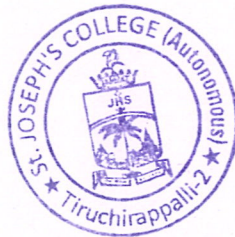
- Based on the methodology proposed by IQAC for collecting data for student progression all the departments contacted each students, collected their progression details and submitted it to IQAC office for NIRF 2022 and India Today Best Colleges Ranking 2022
- All the departments submitted the details for NIRF 2022 and India Today Best Colleges Ranking 2022
- All the departments submitted their department data for Annual Academic Audit 2022 and AQAR 2020-2021 to IQAC within the stipulated time.



**Dr. A. ROSE VENIS
DEAN-IQAC
St. Joseph's College (Autonomous)
Tiruchirappalli-620 002**



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Action Taken Report on the IQAC Meeting Held on 21.09.2021

Agenda:

1. IQAC Year Plan: The following year plans were carried out
 - i) Nine meetings for IQAC and Micro Quality Circle members were conducted during the year.
 - ii) Applied for NIRF 2022 and secured 26th position in all India Level
 - iii) AQAR reports for the academic years 2018-19 and 2019-20 were submitted to NAAC
 - iv) India Today Best Colleges Ranking 2022: Applied for four streams and the departments were placed at following Ranks: Arts- 62, Science- 53, BBA -75 and BCA - 41
 - v) Performance appraisal of all the teaching staff was conducted on 08.09.2021
 - vi) Staff Evaluation was conducted on the following dates: 09.11.2021 and 10.11.2021 & 01 to 03.06.2022
 - vii) Annual Academic Audit was conducted from 07 to 11.06.2022
 - viii) Infrastructure & Green Audits were conducted on 15.06.2022
 - ix) Parent- Teachers Meet was conducted on 04.06.2022
2. Learning Management System (LMS): LMS for the campus "JosTEL" was inaugurated on 28.04.2022
3. Attainment of LOCF: Model Attainment calculation was done for internal and external examinations for the core courses of I UG and I PG programmes
4. External & Internal Audits (Academic, Administrative, Infrastructure & Green Audits)
5. Constitution & Active Functioning of Committee for Start-ups: New committee was constituted with Rev Fr. M. Berchmans as Director.
Joseph Start-up Centre was inaugurated on 15.03.2022
6. Process for Establishment of Documentation Centre is going on, preliminary work for writing suitable program is done with the help of MCA students.
7. SJC - NPTEL/SWAYAM: NPTEL local Chapter was established on 04.10.2021 and Enrolment of Students of students to NPTEL Online Courses were done through the local chapter.
8. The following Training for Faculty, Staff and Students were conducted
 - i) Staff orientation on "Good Teaching for Better Learning" was conducted on 06.08.2021
 - ii) Health Awareness for Adults" was conducted on 23.10.2021

- iii) Two day Workshop on “Developing Online Courses in LMS” was conducted on 22nd and 23rd November 2021
- iv) Two day Workshop on “Uploading the Course Content on LMS” was conducted on 21st and 22nd April 2022
- v) talk on “LMS for Techno-Pedagogical Innovations” was conducted on 28.04.2022
- vi) Induction programme for I UG and I PG students was conducted on 01.12.2021
- vii) One day Workshop for Students on “Basic Video Editing” was conducted on 17.03.2022
- viii) Orientation Programme for I PG students on “Interacting with a Learning Management System” on 22.04.2022
- ix) A One Day Workshop for the Mentee Institutions on Preparation for NAAC Accreditation – A Participatory Process” on 29.09.2021
- x) Two mentee institutions were visited for providing Workshop on Criteria wise Data Verification

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Action Taken Report on the IQAC Meeting Held on 24.08.2021

Agenda: Submission of AQAR for 2018-19 and 2019-20

- The IQAC team carried out all the necessary corrections in the Quantitative Metrics of AQAR for the years 2018-2019 and 2019-2020 as suggested by IQAC members during the meeting held on 24.08.2021.
- After final verification by the core team of IQAC the data were uploaded in the NAAC portal during the month of August 2021.


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DEAN-IQAC
St. Joseph's College (Autonomous)
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