



St. Johns College of Engineering & Technology

Approved by AICTE, New Delhi, Recognized by UGC under 2(f) & 12(B) & Affiliated to JNTUA, Ananthapuramu

(Accredited by NAAC)

Estd : 2001

Ref: SJCET/IQAC/CIR-1/2021-22

Dated: 26/06/2021

CIRCULAR

All the staff and students are hereby informed that the Internal Quality Assurance Cell (IQAC) committee is re-constituted for the academic year 2021-22 and as follows.

S.No	Name	Designation	Designation in committee
1	Dr.V.Veeranna	Principal	Chairperson
2	Dr. K.Sudhakar	HOD-ECE	IQAC Coordinator
3	Dr. P.Veeresh	HOD-CSE	Member
4	M. Mujahid Ahmed	HOD-CE	Member
5	Dr.K.Chithambaraiah Setty	HOD-EEE	Member
6	M.Ravi Sankara Vara Prasad	HOD-ME	Member
7	Dr.A.G.Mallikarjuna	HOD-H&S	Member
8	Dr.S.Aneel Amrutha Raju	HOD-MBA	Member
9	S. Veera Reddy	OIE	Member
10	S.Ramanna	Accounts Officer	Member
11	J.Lakshmikanthareddy	Librarian	Member
12	U.Saleem Basha	Training & Placement Officer	Member
13	B.Harshavardhanreddy	Alumni	Member
14	B. Parasuramudu	Student	Member
15	A. Venkata Ramana	Parent	Member
16	B.Narasimhulu	Physical Director	Member

PRINCIPAL
PRINCIPAL

St. Johns College of Engineering & Techno
Yerrakota, YEMMIGANUR (M) Kurnool (Dt.)

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Estd : 2001

Ref: SJCET/IQAC/CIR-2/2021-22

Date:30/06/2021

CIRCULAR

All the IQAC members are hereby informed that a meeting is scheduled on 01-07-2021 at 11:00 AM in the IQAC chamber. All the members are requested to attend the meeting without fail.

Agenda:

1. Action taken report on minutes of meeting held on 16/02/2021
2. About the final year Academic Projects
3. Plan to initiate Online webinars for staff and students through online modes.
4. Review on preparation of SSR.


IQAC COORDINATOR
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Ref: SJCET/IQAC/MOM-1/2021-22

Date:03/07/2021

MINUTES OF THE MEETING

The IQAC review meeting was held on 01/07/2021 at 11:00 AM in IQAC Chamber. The members discussed the agenda points and resolved the following:

1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. The Committee reviewed the project reports collection status and suggested to conduct viva through online mode.
3. The Committee suggested the departments to conduct online webinars on latest trends and technologies for Students & staff.
4. The Committee suggested to review on SSR to follow up the NAAC related pending works and assigned targets to all the staff members.

The meeting was concluded at 11:50 AM with thanks to the chair and members participated.


IQAC COORDINATOR

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Estd : 2001

DATE: 28-07-2021

INTERNAL QUALITY ASSURANCE CELL

Action taken report for the meeting conducted on 01-07-2021

S.No	Plan of Action	Action taken
1	Final year Academics Projects.	Taken care of the academic projects from the beginning of the 8th semester onwards, and mini projects.
2	Plan to initiate online webinars for staff and students through online modes.	Conducted the online webinar for both students and staff from internal and external source.
3	Review on preparation of SSR	Twice a day conducted a review on SSR status update.


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Estd : 2001

Ref: SJCET/IQAC/CIR-3/2021-22

Date:04/10/2021

CIRCULAR

All the IQAC members are hereby informed that a meeting is scheduled on 05-10-2021 at 11:00 AM in the IQAC chamber. All the members are requested to attend the meeting without fail.

Agenda:

1. Action taken report on minutes of meeting held on 01/07/2021
2. Lecture notes to be submitted in the library.
3. About slow learners.
4. Syllabus coverage.
5. About grand test.
6. About discipline.
7. Any other point with permission of chair.


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Ref: SJCET/IQAC/MOM-2/2021-22

Date:06/10/2021

MINUTES OF THE MEETING

The IQAC review meeting was held on 05/10/2021 at 11:00 AM in IQAC Chamber. The members discussed the agenda points and resolved the following:

1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. All the HODs were instructed to inform their respective staff members to submit the hard copy of lecture notes in the central library. This material can be utilized by the students to improve their pass percentage.
3. The committee directed the HODs to identify the slow learners in each year. The committee also advised the HODs to conduct special classes to the slow learners to improve their academic performance.
4. All the HODs were instructed to monitor the syllabus coverage as on date and allot extra classes to the faculty members who are lagging in syllabus coverage.
5. The committee discussed and decided to conduct the grand test just one week before the last working day to improve the pass percentage.
6. The committee instructed the HODs to maintain the strict discipline among the students.

The meeting was concluded at 11:40 AM with thanks to the chair and members participated.


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Estd : 2001

DATE: 27-10-2021

INTERNAL QUALITY ASSURANCE CELL

Action taken report for the meeting conducted on 05-10-2021

S.No	Plan of Action	Action taken
1	Lecture notes to be submitted in the library	All the staff submitted the lecture notes to the library.
2	Syllabus coverage.	Maximum coverage syllabus covered in all subjects.
3	Grand test.	Conducted the grand test in regular intervals.
4	Discipline.	Discipline is followed strictly in the college campus entirely.


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Estd : 2001

Ref: SJCET/IQAC/CIR-4/2021-22

Date:22/12/2021

CIRCULAR

All the IQAC members are hereby informed that a meeting is scheduled on 23-12-2021 at 10:30 AM in the IQAC chamber. All the members are requested to attend the meeting without fail.

Agenda:

1. Action taken report on minutes of meeting held on 04/10/2021
2. Paper presentations by the departments.
3. About sports events to be organized for the sports meet.
4. Any other point with permission of chair.


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Ref: SJCET/IQAC/MOM-3/2021-22

Date:27/12/2021

MINUTES OF THE MEETING

The IQAC review meeting was held on 23/12/2021 at 10:30 AM in IQAC Chamber. The members discussed the agenda points and resolved the following:

1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. All the HODs were suggested to organize the student paper presentation at department level by inviting the students of other colleges.
3. Discussed and decided to organize the sports meet in the II-Semester. The HODs were advised to identify the list of sports and games to be conducted for the sports meet.
4. The HODs were instructed to monitor the dress code of students regularly.

The meeting was concluded at 11:20 AM with thanks to the chair and members participated.


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Estd : 2001

DATE: 27-01-2022

INTERNAL QUALITY ASSURANCE CELL

Action taken report for the meeting conducted on 23-12-2021

S.No	Plan of Action	Action taken
1	Action taken report on minutes of meeting held on 5/10/2021.	Action taken subsequently on the points discussed in the IQAC Meeting Immediate action was taken on meeting agenda.
2	Paper presentation by departments	Every semester the mode of paper presentations will take place from all departments
3	About sports events to be organized for the sports meet	Regularly sports and Quiz will occur during the semester.
4	Discipline.	Discipline is followed strictly in the college campus entirely.


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Estd : 2001

Ref: SJCET/IQAC/CIR-5/2021-22

Date:24/03/2022

CIRCULAR

All the IQAC members are hereby informed that a meeting is scheduled on 25-03-2022 at 10:30 AM in the IQAC chamber. All the members are requested to attend the meeting without fail.

Agenda:

1. Action taken report on minutes of meeting held on 23/12/2022
2. Attendance particulars of the students
3. Study hours for hostel students.
4. About university results of I-Semester.
5. Farewell celebrations.
6. Review on preparation of SSR.
7. Any other point with permission of chair.


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Ref: SJCET/IQAC/MOM-4/2021-22

Date:28/03/2022

MINUTES OF THE MEETING

The IQAC review meeting was held on 25/03/2022 at 10:30 AM in IQAC Chamber. The members discussed the agenda points and resolved the following:

1. The resolutions made in the previous meeting have been unanimously ratified by all the members.
2. The HODs were informed to submit the February month students attendance within two days.
3. The committee discussed and decided to organize the study hours for hostel students from the second week of March onwards.
4. The committee gone through the results of I-Semester and the committee opinioned that the results are not up to the mark. The committee instructed the HODs to take necessary steps to improve the pass percentage of II-semester.
5. It is resolved to organize the farewell celebrations to the IV-Year students after completion of their theory external examinations.
6. The Committee suggested to review on SSR to follow up the NAAC related pending works and assigned targets to all the staff members.

The meeting was concluded at 11:30 AM with thanks to the chair and members participated.


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Estd : 2001

DATE: 20-04- 2022

INTERNAL QUALITY ASSURANCE CELL

Action taken report for the meeting conducted on 25-03-2022

S.No	Plan of Action	Action taken
1	Final year Academics Projects.	Will take care of the academic projects from the beginning of the semester onwards, and mini projects.
2	Online webinars for staff and students through online modes.	Beginning of the semester planned to conduct the online webinar for both students and staff from internal and external source.
3	Review on preparation of SSR	Twice a week conducted a review on SSR status update.


TQAC COORDINATOR
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Estd : 2001

Ref: SJCET/IQAC/CIR-1/2020-21

Dated: 05/06/2020

CIRCULAR

All the staff and students are hereby informed that the Internal Quality Assurance Cell (IQAC) committee is re-constituted for the academic year 2020-21 and as follows.

S.No	Name	Designation	Designation in committee
1	Dr.V.Veeranna	Principal	Chairperson
2	Dr.K.Sudhakar	HOD-ECE	IQAC Coordinator
3	Dr.P.Veeresh	HOD-CSE	Member
4	M.Jagadeesh	HOD-CE	Member
5	Dr.K.Chithambaraiah Setty	HOD-EEE	Member
6	M.Ravi Sankara Vara Prasad	HOD-ME	Member
7	Dr.A.G.Mallikarjuna	HOD-H&S	Member
8	Dr.S.Aneel Amrutha Raju	HOD-MBA	Member
9	M.Chennaiah	OIE	Member
10	S.Ramanna	Accounts Officer	Member
11	J.Lakshmikanthareddy	Librarian	Member
12	Dr.U.Saleem Basha	Training & Placement Officer	Member
13	A.Sharvani	Alumni	Member
14	B.Roopasri	Student	Member
15	A.Issac	Parent	Member
16	B.Narasimhulu	Physical Director	Member

PRINCIPAL
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Ref: SJCET/IQAC/CIR-2/2020-2021

Date:12/06/2020

CIRCULAR

All the IQAC members are hereby informed that the meeting of IQAC is scheduled on 15/06/2020 at 11.00 AM in IQAC chamber to discuss the following agenda.

Agenda:

1. About the final year Academic Projects.
2. Plan of Schedule for department meeting with HOD and Staff members.
3. Review about the Guest lecture on "Assessment and Accreditation for NAAC".
4. Plan to initiate Online webinars for staff and students through online modes.
5. Review on preparation of SSR.
6. Any other item with permission of chair.

All the members are requested to attend the meeting.


IQAC COORDINATOR
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Ref: SJCET/IQAC/MOM-1/2020-2021

Date: 15/06/2020

MINUTES OF THE MEETING

The IQAC review meeting was held on 15/06/2020 at 11.00 AM in IQAC Chamber.

Discussion on the agenda:

1. The Committee reviewed the project reports collection status and suggested to conduct viva through online mode.
2. The Committee decided to conduct HODs & staff meeting once in a week.
3. The committee reviewed the Guest lecture on "Assessment and Accreditation".
4. The Committee suggested the departments to conduct online webinars on latest trends and technologies for Students & staff.
5. The Committee suggested to review on SSR to follow up the NAAC related pending works and assigned targets to all the staff members.

At the end of the minutes, committee members resolved that the action plans, academic issues presented by IQAC were meticulous. Meeting was concluded with by proposing vote of thanks.


IQAC COORDINATOR
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Estd : 2001

DATE: 06-07-2020

INTERNAL QUALITY ASSURANCE CELL

Action taken report for the meeting conducted on 15-06-2020

S.No	Plan of Action	Action taken
1	Schedules for department meeting	Every week conducted meeting with HOD and Staff members
2	Review about the Guest lecture on "Assessment for NAAC"	Arranged the guest lecture on NAAC with all staff members who are involved in NAAC process.
3	Plan to initiate Online Webinars for staff and students through online modes.	From the beginning of the semester arranged online webinars for students and faculties from external and corporate sources.
4	Review on preparation of SSR	Conducted a review on SSR twice in a week.


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Estd : 2001

Ref: SJCET/IQAC/CIR-3/2020-2021

Date:17/08/2020

CIRCULAR

All the IQAC members are hereby informed that the thirteenth meeting of IQAC is scheduled on 18/08/2020 at 11.00 AM in IQAC chamber to discuss the following agenda.

Agenda:

1. Action taken report on minutes of meeting held on 15/06/2020
2. Review on conduction of final year project viva voce.
3. Review on conduction of workshops in the college department wise.
4. Review about the Training and placement cell.
5. Plan to provide awareness regarding the conduction of university examinations by following the SOP of Covid 19.
6. Review on follow up of NAAC criterion files.
7. Any other item with permission of chair.

All the members are requested to attend the meeting.


IQAC COORDINATOR
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