



STELLA MARY'S COLLEGE OF ENGINEERING


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

SMCE/IQAC/2021-22/01

Date: 02-08-2021

CIRCULAR

The first Internal Quality Assurance Cell (IQAC) meeting of the academic year 2021-2022 is scheduled on 07th of August 2021, at 10.30 AM.


IQAC COORDINATOR
Dr. R. RESNA DAPHNE

Stella Mary's College of Engineering
Aruthenganvilai, Kallukatti Junction Azhikal Post
Kanyakumari District - 629 202


PRINCIPAL

Dr. R. Suresh Premil Kumar, M.E., Ph.D.,
Professor & Principal,
Stella Mary's College of Engineering,
Aruthenganvilai Azhikal Post - 629 202,
Kanyakumari District

Circulated to

1. All the members





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Tel. No. : 04652-239122 | Mob.: 7402707773

SMCE/IQAC/2021-22/01

Date: 09-08-2021

Convenor of the meeting	Dr.R.Reena Daphne IQAC Coordinator
Members present	Dr. R.Suresh Premil Kumar, Mr.P.Renjitham, Dr.R.K.Madhumathi, Dr.A.Albert Raj , Dr.M.Marsaline Beno , Mr.A.Jebresh Isaac , Mr.Siva Kumar ,Dr.J.Jenix Rino, Dr.F.R. Shiny Malar, Mr. N.Michael Franklin, Mr.Ravi Kumar, Dr.R.Reena Daphne, Ms.A.S.Aswini Kumari, Ms.J.Amsha, Mr.J.Anish
Date of meeting	07-08-2021
Time of meeting	10.30 AM
Venue	Board Room

Agenda:

1. Academic calendar for the academic year 2021-22(odd).
2. Submission of AQAR 2020-21
3. Progression of NBA work.
4. Detailed action plan of training and placement.
5. Status of journal publications.
6. Bridge course for the academic year 2021-22.
7. Academic audit.

Dr.R.Reena Daphne welcomed the gathering and briefed out the agenda to the committee members.

S.No	Points Discussed	Responsibility
1	Principal communicated to all HoDs, IQAC, Exam cell to provide the necessary information to prepare the academic calendar for the year 2021-22.	Principal
2	Discussed about the submission of AQAR 2020-21 in NAAC portal.	IQAC Coordinator
3	Discussed about the work progress towards NBA from all the faculty members and also suggested the changes to be done in the work.	IQAC Coordinator
4	External members insisted to prepare the action plan for the training and placement for the betterment of the students.	IQAC Coordinator
5	Discussed about the status of the journal publications by the departments and suggested to improve the number of publications in the reputed journals.	All HoDs
6	External members insisted to organize a bridge course for the first year students before entering into their respective departments.	Principal



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2021-22/01

7	Academic audit has to be done at regular basis and the analysis has to be submitted.	IQAC Coordinator
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Dr.R.Suresh Premil Kumar concluded the discussion and proposed the vote of thanks .

Attendance at the meeting:

Members	Designation	Signature
Dr. R.Suresh Premil Kumar	Chairperson	
Mr.P.Renjitham	Management Representative	
Dr.R.K.Madhumathi	Secretary	R.K.Madhu.
Dr.F.R. Shiny Malar	Administrative member	
Mr. N.Michael Franklin	Administrative member	
Dr. J Jenix Rino	Administrative member	
Mr.Ravi Kumar	Administrative member	
Dr.M.Marsaline Beno	Local Society	
Ms.A.S.Aswini Kumari	Alumni	Aswini
Dr.A.Albert Raj	Academician	
Mr.A.Jebresh Isaac	Industrialist	
Mr.Siva Kumar	Industrialist	
Mr.J.Anish	Student Member	
Ms.J. Amsha	Student Member	Amsha
Dr.R.Reena Daphne	Coordinator of IQAC	

IQAC Coordinator
Dr. R. Premil Kumar

Stella Mary's College of Engineering
Aruthenganvilai, Kallukatti Junction, Azhikal Post
Kanyakumari District - 629 202



Chair Person
Dr. R. Suresh Premil Kumar, M.E., Ph.D.
Professor & Principal,
Stella Mary's College of Engineering,
Aruthenganvilai, Azhikal Post - 629 202,
Kanyakumari District.

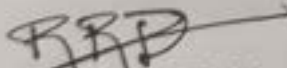
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ACTION TAKEN REPORT

Follow-up action and action taken report on the minutes of the last meeting held on 07-08-2021.

S.No	Plan of action	Steps taken
1.	Academic calendar	In adherence to Anna University's tentative schedule, the academic calendar has been outlined, integrating all IQAC activities
2.	Submission of AQAR	The submission of AQAR has to be done on or before 15 th of December 2021.
3.	Progression of NBA work	a. Student centric methods and ICT enabled tools should be used for the better performance. b. Direct and Indirect assessments should be done. c. Many FDPs, Workshops, Seminars should be attended by the faculty.
4.	Action plan of training and placement	Principal instructed the placement coordinator to frame a detailed action plan for this academic year.
5.	Status of journal publications	Faculty members were instructed to publish atleast 2 papers per year in the reputed journals.
6.	Bridge course	Since the first year students were new to the departments, it is planned to organize a bridge course on their course to create interest and to learn the basic concepts for their betterment.
7.	Academic audit	Academic audit has been planned at the end of the semester by the IQAC coordinator


IQAC COORDINATOR

Dr. R. RESNA DAPHNE

Stella Mary's College of Engineering
Aruthenganvilal, Kallukatti Junction Azhikal Post
Kanyakumari District - 629 202




PRINCIPAL

Dr. R. Suresh Premil Kumar, M.E., Ph.D.
Professor & Principal,
Stella Mary's College of Engineering
Aruthenganvilal, Kallukatti Junction Azhikal Post - 629 202,
Kanyakumari District

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Date: 25-01-2022

SMCE/IQAC/2021-22/02

CIRCULAR

The second Internal Quality Assurance Cell (IQAC) meeting of the academic year 2021-2022 is scheduled on the 28th of January 2022, at 02.30 PM.


IQAC COORDINATOR
Dr. N. REENA DAPHNE

Stella Mary's College of Engineering
Aruthenganvilal, Kallukatti Junction Azhikal Post
Kanyakumari District - 629 202


PRINCIPAL

Dr. R. Suresh Premil Kumar, M.E., Ph.D.,
Professor & Principal,
Stella Mary's College of Engineering,
Aruthenganvilal, Azhikal Post - 629 202,
Kanyakumari District

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1. All the members





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SMCE/IQAC/2021-22/02

Date: 31-01-2022

Convenor of the meeting	Dr.R.Reena Daphne IQAC Coordinator
Members present	Dr. R.Suresh Premil Kumar, Mr.P.Renjitham, Dr.R.K.Madhumathi, Dr.A.Albert Raj , Dr.M.Marsaline Beno , Mr.A.Jebresh Isaac , Mr.Siva Kumar ,Dr.J.Jenix Rino, Dr.F.R. Shiny Malar, Mr. N.Michael Franklin, Mr.Ravi Kumar, Dr.R.Reena Daphne, Ms.A.S.Aswini Kumari, Ms.J.Amsha, Mr.J.Anish
Date of meeting	28-01-2022
Time of meeting	02.30 PM
Venue	Board Room

Agenda:

1. Verification on submission of central files
2. Outcome based education
3. Community based projects
4. Centre for Innovation
5. Internships

Dr.R.Reena Daphne welcomed the gathering and briefed out the agenda to the committee members.

External members appreciated the entire team of Stella Mary's College of Engineering for the successful completion of NBA visit.

S.No	Points Discussed	Responsibility
1	Central files prepared for NBA should be submitted in IQAC for further updation.	IQAC coordinator
2	As per NBA, outcome based education is very important. It should be upgraded continuously in the upcoming days.	Principal
3	External members suggested to encourage and guide the students to focus on community based projects since there are more needs in the community due to the pandemic.	All HoDs
4	External members insisted to focus more on centre for innovation to enlighten the creativity of the students.	Principal
5	Motivate the students to attend more internships and inplant training in the reputed organizations.	All HoDs

Dr.R.Suresh Premil Kumar concluded the discussion and proposed the vote of thanks .



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Attendance at the meeting:

Members	Designation	Signature
Dr. R.Suresh Premil Kumar	Chairperson	
Mr.P.Renjitham	Management Representative	
Dr.R.K.Madhumathi	Secretary	R.K. Secy.
Dr.F.R. Shiny Malar	Administrative member	
Mr. N.Michael Franklin	Administrative member	
Dr. J Jenix Rino	Administrative member	
Mr.Ravi Kumar	Administrative member	
Dr.M.Marsaline Beno	Local Society	
Ms.A.S.Aswini Kumari	Alumni	Aswini
Dr.A.Albert Raj	Academician	
Mr.A.Jebresh Isaac	Industrialist	
Mr.Siva Kumar	Industrialist	
Mr.J.Anish	Student Member	J Anish
Ms.J. Amsha	Student Member	Amsha
Dr.R.Reena Daphne	Coordinator of IQAC	

IQAC Coordinator

Dr. R. REENA DAPHNE
Co-ordinator

Stella Mary's College of Engineering
Aruthenganvilai, Kallukatti Junction,
Azhikal Post, Kanyakumari District, Tamil Nadu - 629 202



Chair Person
Dr. R. Suresh Premil Kumar, M.F. M.B.A.
Professor & Principal
Stella Mary's College of Engineering
Aruthenganvilai, Azhikal Post - 629 202
Kanyakumari District.



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ACTION TAKEN REPORT

Follow-up action and action taken report on the minutes of the last meeting held on 28-01-2022.

S.No	Plan of action	Steps taken
1.	Submission of central files	Central files should be submitted in IQAC by the respective faculty incharge on Feb 1,2022
2.	Outcome based education	Student centric methods and ICT enabled tools should be used for the better performance. More number of co-curricular and extra-curricular activities should be organized for the students
3.	Community based projects	HoDs informed the faculty to focus on community based needs while guiding their students on final year projects.
4.	Centre for Innovation	Principal instructed to prepare an action plan for the centre for innovation club focusing on the student exposure.
5.	Internships	Faculties are advised to instruct the students to attend internships/inplant training during this semester holidays in well reputed organizations.


IQAC COORDINATOR
Dr. R. REENA DAPHNE

Stella Mary's College of Engineering
Aruthenganvilal, Kallukatti Junction Azhikal Post
Kanyakumari District - 629 202


PRINCIPAL

Dr. R. Suresh Premil Kumar, M.E., Ph.D.
Professor & Principal,
Stella Mary's College of Engineering,
Aruthenganvilal, Azhikal Post - 629 202
Kanyakumari District





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SMCE/IQAC/2021-22/03

Date: 24-02-2022

CIRCULAR

The third Internal Quality Assurance Cell (IQAC) meeting of the academic year 2021-2022 is scheduled on 28th of February 2022, at 10.00 AM.

IQAC COORDINATOR

Dr. R. REFINA DAPHNE

Stella Mary's College of Engineering
Aruthenganvilai, Kallukatti Junction Azhikal Post,
Kanyakumari District - 629 202

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PRINCIPAL

Dr. R. Suresh Premil Kumar, M.E., Ph.D.,
Professor & Principal,
Stella Mary's College of Engineering,
Aruthenganvilai, Azhikal Post - 629 202,
Kanyakumari District.



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SMCE/IQAC/2021-22/03

Date: 28-02-2022

Convenor of the meeting	Dr.R.Reena Daphne IQAC Coordinator
Members present	Dr. R.Suresh Premil Kumar, Mr.P.Renjitham, Dr.R.K.Madhumathi, Dr.A.Albert Raj , Dr.M.Marsaline Beno , Mr.A.Jebresh Isaac , Mr.Siva Kumar ,Dr.J.Jenix Rino, Dr.F.R. Shiny Malar, Mr. N.Michael Franklin, Mr.Ravi Kumar, Dr.R.Reena Daphne, Ms.A.S.Aswini Kumari, Ms.J.Amsha, Mr.J.Anish
Date of meeting	28-02-2022
Time of meeting	2.00 PM
Venue	Board Room

Agenda:

1. Academic calendar for the academic year 2021-22(even).
2. Feedback from Alumni.
3. Reform in teaching learning process based on OBE.
4. Initiatives towards research and innovation.
5. Progress of valued added courses.
6. Stock verification in all the departments.
7. Active participation of all cells and committees.

Dr.R.Reena Daphne , IQAC Coordinator welcomed the gathering and briefed out the agenda to the committee members.

S.No	Points Discussed	Responsibility
1	Principal communicated to all HoDs, IQAC, Exam cell to provide the necessary information to prepare the academic calendar for the year 2021-22.	Principal
2	Advised to collect the feedback on curriculum and syllabus from Alumni	All HoDs
3	Reform in teaching learning process has to be done for the improvement of student performance based on OBE.	Principal
4	Initiatives should be taken towards the improvement and upgradation of research and innovation activities.	Principal
5	Advised to track the progress of value added/online courses for the better outcome of the students by using proper monitoring mechanism.	All HoDs
6	Stock verification to be scheduled in each department at the end of each academic year	Principal



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7	All the committees and cells should be actively engaged in the respective activities for the betterment of the students..	Principal
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Dr.R.Suresh Premil Kumar concluded the discussion and proposed the vote of thanks .

Attendance at the meeting:

Members	Designation	Signature
Dr. R.Suresh Premil Kumar	Chairperson	
Mr.P.Renjitham	Management Representative	
Dr.R.K.Madhumathi	Secretary	R.K.Madhumathi
Dr.F.R. Shiny Malar	Administrative member	
Mr. N.Michael Franklin	Administrative member	
Dr. J Jenix Rino	Administrative member	
Mr.Ravi Kumar	Administrative member	
Dr.M.Marsaline Beno	Local Society	
Ms.A.S.Aswini Kumari	Alumni	Aswini
Dr.A.Albert Raj	Academician	
Mr.A.Jebresh Isaac	Industrialist	
Mr.Siva Kumar	Industrialist	
Mr.J.Anish	Student Member	Anish
Ms.J. Amsha	Student Member	Amsha
Dr.R.Reena Daphne	Coordinator of IQAC	

IQAC Coordinator
Dr. K. EZHIL VIGNESH
Co-ordinator IQAC
Stella Mary's College of Engineering
Aruthenganvilal, Azhikal Post
Kanyakumari District - 629 202



Chair Person
Dr. R. Suresh Premil Kumar, M.E., Ph.D.
Professor & Principal,
Stella Mary's College of Engineering,
Aruthenganvilal, Azhikal Post, Kanyakumari District - 629 202.



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ACTION TAKEN REPORT

Follow-up action and action taken report on the minutes of the last meeting held on 28-02-2022.

S.No	Plan of action	Steps taken
1.	Academic calendar	In adherence to Anna University's tentative schedule, the academic calendar has been outlined, integrating all IQAC activities.
2.	Feedback from Alumni	Principal insisted the departments to allot a faculty to collect the alumni feedback on curriculum and syllabus.
3.	Teaching learning process	a. Student centric methods and ICT enabled tools should be used for the better performance. b. Internal assessment should be transparent and robust.
4.	Research and Innovation	a. NPTEL courses have to be registered by all the faculty and also by the students. Motivated the faculty to register and pursue PhD. b. Many FDPs, Workshops, Seminars were attended by the faculty and initiatives were taken to publish papers in the reputed journals.
5.	Progress of value added courses	Faculty members are nominated to monitor the value added courses in their respective departments and the progress should be presented in their DRM and DAC meeting periodically.
6.	Stock verification	The stock verification has been scheduled by all the at the end of this semester and report has to be submitted to the principal.
7.	Active participation of cells and committees	a. Principal insisted the committee heads to prepare an action plan for this academic year. b. Class Incharges and mentors are advised to motivate and encourage the students to participate in the activities of various cells and committees functioning in the institution.

IQAC COORDINATOR

Dr. R. REENA DAPHNE

Stella Mary's College of Engineering
Kuthengavilal, Kothakott - 619001
Kanyakumari District - 619001
Tamil Nadu



PRINCIPAL

Dr. R. Suresh Premil Kumar, M.E., Ph.D.

Professor & Principal

Stella Mary's College of Engineering

Kuthengavilal, Kothakott Post - 619001

Kanyakumari District



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SMCE/IQAC/2021-22/04

Date: 24-06-2022

CIRCULAR

The fourth Internal Quality Assurance Cell (IQAC) meeting of the academic year 2021-2022 is scheduled on 29th of June 2022, at 10.00 AM.

IQAC COORDINATOR

Dr. R. RETHNA DAPHNE

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

PRINCIPAL

Dr. R. Suresh Premil Kumar
Professor & Prin
Stella Mary's College of E
Aruthengavilal, Azhikal P
Kanyakumari District



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1. All the members



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SMCE/IQAC/2021-22/04

Date: 30-06-2022

Convenor of the meeting	Dr.R.Reena Daphne IQAC Coordinator
Members present	Dr. R.Suresh Premil Kumar, Mr.P.Renjitham, Dr.R.K.Madhumathi, Dr.A.Albert Raj , Dr.M.Marsaline Beno , Mr.A.Jebresh Isaac , Mr.Siva Kumar ,Dr.J.Jenix Rino, Dr.F.R. Shiny Malar, Mr. N.Michael Franklin, Mr.Ravi Kumar, Dr.R.Reena Daphne, Ms.A.S.Aswini Kumari, Ms.J.Amsha, Mr.J.Anish
Date of meeting	29-06-2022
Time of meeting	10 00 AM
Venue	Board Room

Agenda:

1. Library utilization.
2. Class Committee meetings
3. GATE coaching/TNPSC coaching programme.
4. Upgradation of research and developmental activities.
5. Faculty Development programmes.
6. Collaborative quality initiatives
7. Internships
8. Multi-disciplinary projects.

Dr.R.Suresh Premil Kumar welcomed the gathering and briefed out the agenda to the committee members.

S.No	Points Discussed	Responsibility
1	External members insisted that the utilization of library should be improvised for the betterment of the students since they have been under online session for two years.	Principal
2	Advised to pay attention on conducting class committee meetings for the students so that the feedback received would be useful for their betterment.	All HoDs
3	Insisted to plan for the competitive exams coaching in the campus for the interested students which would help them to achieve their goals.	Principal
4	Advised all the faculty members to upgrade in the research as well as innovation activities for their growth.	Principal
5	All the HoDs were instructed to promote their faculties to attend more faculty development programmes to enhance and enlighten their technical knowledge.	All HoDs
6	External members suggested to make a plan for the collaborative quality initiatives so that the students can get exposed the industrial expectations and skills	Principal



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7	Encourage the students to attend more internships in the reputed organisations.	All HoDs
8	Students should be encouraged to do the multi-disciplinary projects.	All HoDs

Dr.R.Reena Daphne concluded the discussion and proposed the vote of thanks .

Attendance at the meeting:

Members	Designation	Signature
Dr. R.Suresh Premil Kumar	Chairperson	
Mr.P.Renjitham	Management Representative	
Dr.R.K.Madhumathi	Secretary	
Dr.F.R. Shiny Malar	Administrative member	
Mr. N.Michael Franklin	Administrative member	
Dr. J Jenix Rino	Administrative member	
Mr.Ravi Kumar	Administrative member	
Dr.M.Marsaline Beno	Local Society	
Ms.A.S.Aswini Kumari	Alumni	
Dr.A.Albert Raj	Academician	
Mr.A.Jebresh Isaac	Industrialist	
Mr.Siva Kumar	Industrialist	
Mr.J.Anish	Student Member	
Ms.J. Amsha	Student Member	
Dr.R.Reena Daphne	Coordinator of IQAC	



Dr. R. REENA DAPHNE

IQAC Coordinator

Dr. R. SURESH PREMIL KUMAR

Chair Person



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Aruthengavilal, Kallukatti Junction Azhikal Post, Kanyakumari District-629202, Tamil Nadu

ACTION TAKEN REPORT

Follow-up action and action taken report on the minutes of the last meeting held on 29-06-2022.

S.No	Plan of action	Steps taken
1.	Library utilization	Library hours are allotted for the students in the timetable to improve the library utilization.
2.	Class committee meetings	All the HoDs instructed the class incharges to conduct the class committee meeting at regular intervals and to analyse the feedback received from the students.
3.	GATE/TNPSC coaching programme	It is planned to conduct coaching classes for the interested students who are appearing for competitive examinations like GATE ,TNPSC ,etc...and allotted a faculty to collect the list of students interested.
4.	Research and Innovation	a.NPTEL courses have to be registered by all the faculty and also by the students. Motivated the faculty to register and pursue PhD. b.Many FDPs, Workshops, Seminars were attended by the faculty and initiatives were taken to publish papers in the reputed journals.
5.	Faculty Development Programmes	Faculty members from all the departments participated in various FDPs through online /offline mode.
6.	Collaborative quality initiatives	External industry members (IQAC Member) extended their support for the initiation of industrial collaboration and HoDs from few departments planned for the same.
7.	Internships	Students were instructed to attend internships in reputed organizations during this semester holidays.
8.	Multi-disciplinary projects	HoDs insisted the faculty members to guide their students to do multi-disciplinary projects.

IQAC COORDINATOR
Dr. R. RIFINA DAPHNE

Stella Mary's College of Engineering
Aruthengavilal, Kallukatti Junction
Kanyakumari District - 629 202



PRINCIPAL

Dr. R. Suresh Premil Kumar, M.E., Ph.D.

Stella Mary's College of Engineering
Aruthengavilal, Kallukatti Junction
Kanyakumari District - 629 202