

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

**ACTION TAKEN REPORT OF THE MEETING OF THE MEMBERS OF THE IQAC  
HELD ON 01.06.2018**

- The Orientation Programme was conducted on 15<sup>th</sup> and 16<sup>th</sup> June 2018, with  
Prof. M. Kanthababu, Director, CIPR, Anna University, Chennai, and  
Mr P. Ananthakumar, Founder and CTO of ExamSign and App-Angadi,  
Trichy as Resource Persons.
- The Programme was a great eye-opener for the faculty, providing a lot of  
insights on IPR.
- The Orientation struck the right note in beginning the academic year  
2018-19, a year that was devoted by the Management and the IQAC for  
the preparatory process for the 4<sup>th</sup> Cycle of Accreditation by NAAC.



Dr. A. Rose Venis  
Dean-IQAC

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DEAN-IQAC**

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Rev. Dr. M. Arockiasamy Xavier SJ  
Principal

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HELD ON 18. 06. 2018**

The Management and the members of the Administration were informed of the Budget for NAAC Accreditation, and the amount was allocated for the financial year 2018-19.



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HELD ON 04.07.2018**

- Different teams were formed to execute the NAAC work, and the Deans were assigned the responsibility of monitoring the work to be done.
- As per the directions given in the meeting, all the necessary work was done by the Deans, Heads and the MQC members of the departments.

  
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HELD ON 10. 07. 2018**

The Training Programme on **Bibliometrics of Publications** was conducted on 2<sup>nd</sup> August 2018. The Resource Person Dr M. Surulnathi, Assistant Professor, Bharathidasan University, Tiruchirappalli, gave valuable insights on **Bibliometrics of Publications** (International & National Databases Citation Index, SNIP, SJR, Impact Factor, h-index, *etc.*) that were much helpful in composing data for Criterion III of NAAC SSR.



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**ACTION TAKEN REPORT OF THE MEETING OF THE MEMBERS OF THE IQAC  
10.09.2018 to 15.09.2018**

- The 10 sessions provided much scope for discussion on the first draft of the Quality Indicator Frame Work (QIF) on the 7 criteria for Self Study Report (SSR) towards the Cycle-IV Assessment and Accreditation.
- Many suggestions to improve the pooling of data were spelt out by members. The grey areas were noted, and it was decided to appoint various members of the faculty to work on these areas and strengthen the data.
- It was also decided in the meeting to focus more on collection of evidence of all forms such as photographs, newspaper clippings, invitations, circulars, etc.

  
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- Various strategies were adapted by the members of the faculty who were assigned the above works, and the data for SSR was strengthened with supportive documents.
- The faculty-in-charge were in constant touch with the IQAC coordinator, and discussed the relevance of the documents and supporting documents collected by them.
- The faculty-in-charge analysed the demands of the various QIM and QnM, and organised many meetings, and explained the requirements to the departments and units, and extracted the necessary documents from them.

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