



GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY

Approved by A.I.C.T.E. New Delhi & Affiliated to Anna University, Chennai

NAAC Accredited Institution | An ISO 9001:2015 Certified Institution

Recognized by UGC u/s 2(f) & 12(B) of the UGC Act

Academic Year 2021-2022

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting for the academic year 2021-2022 was held on Jan 06, 2022 in the IQAC Cell at 11.30 a.m.

Agenda of the Meeting.

1. Outcomes of action plan of the previous Meeting for ODD semester.
 - I. Accreditation activities
 - II. Academic activities (2021-2022).
 - III. Co-curricular activities.
 - IV. Training Programme and Placement activities.
 - V. R&D
 - VI. NSS
 - VII. Sports/Club activities
 - VIII. Initiative work.
2. Discussion of the action plan for Even semester.

The following members were present:

S. No	Committee	Members
1.	Chairperson: Head of the Institution	Dr. Selvakumar C
2.	Senior administrative officers (Librarian, Computer Centre, Student Affairs, Academic Affairs, Exam Cell, Accounts officer)	Student Affairs: Mr. Ramadhurai R /Asst Prof /ECE Academic Affairs: Dr. Arunsankar G /Asso Prof /EEE Placement Cell: Dr. Chembian W T//Asso Prof /CSE Accounts officer: Mr. Dwarakanath Senior administrative officers Mr. Robinson M Asst Prof /S&H Mr. Prabu K /Asst Prof /ECE Mr. Silvester M Asst Prof /S&H Exam Cell: Mr. Kalidass R Asst Prof /AERO Librarian: Dr. Jayaraj J, Mrs. Gandhimathi S

80 Feet Road, Edapalayam, Redhills, Chennai - 600 052.

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3.	Three to eight teachers	Mr. Thandial Selvam T/Asst Prof /AERO Mr. Sathish K /Asst Prof /CSE Mr. Nandha Kumar K /Asst Prof /ECE Mr. Maniyarasan S /Asst Prof /EEE Mr. Ranjith G /Asst Prof /MECH Mr. Suresh C /Asst Prof /IT Mr. Sudhakar M Asst Prof /S&H Mrs. Mercy S Asst Prof /MBA
4.	One member from the Management	Mr. Viswanathan N
5.	One/two nominees from local society, Students and Alumni	Student: Paul Raj P II Year CSE, Veeraragavan S II Year AERO Alumni: Mr. Shyam Prasad ECE, Mr. Joseph MECH
6.	One/two nominees from Employers /Industrialists/stakeholders	Industrialists: Mr. P Ravikumar S2S HR Forum Stakeholders: Mr. Umachandran K S, Mrs. Sumathi P
7.	One of the senior teachers as the coordinator/Director of the IQAC	Mr. Suresh Raj L Asst Prof /AERO

The Minutes of the meeting are as follows:

The meeting commenced with the opening remarks of the principal about the importance of Internal Quality Assurance Cell and its functions.

1. The IQAC coordinator welcomed all the members for the Internal Quality Assurance Cell meeting.
2. All the IQAC members introduced themselves to others.
3. Discussed about the outcomes of action plan of the previous meeting of Odd semester 2021-2022.

S. No	Subject/Issue	Outcomes of the Discussion	Responsibility
I	Accreditation activities	<ul style="list-style-type: none"> • NAAC Accredited by B Grade • ISO 9001:2015 	Principal, Vice Principal Director Student affairs IQAC Co-Ordinator. and NAAC Co-Ordinator.
II	Academic activities 2021-2022	<ul style="list-style-type: none"> • Department of Aeronautical students secured University Rank – Mohan Raj J 12th rank & Sakthivel A 23rd rank in April/May 2021 University Exam. • Online Teaching due to COVID-19 as per Anna University guidelines • Time table was framed and GCR was used for Online teaching. 	Principal, Vice Principal Director Student affairs Head of the Departments and Faculty Members.

		<ul style="list-style-type: none"> • Off line classes were also conducted on alternate days as per Anna University guidelines • Regulation 2021 introduced as per Anna University Guidelines • Regulation 2021 Internal assessment • Internal assessment test was conducted through online mode and off line mode as per Anna University guidelines 	
III	Co-curricular activities: Symposium, Guest Lecture, Workshop, industrial visit and Conference.	<ul style="list-style-type: none"> • Online guest lecture, webinar and workshops were conducted • Workshop On “DRONE DESIGN & PILOT TRAINING” From 27-08-2021 To 29-08-2021 And 16-09-2021 To 18-09-2021 Organized By Aeronautical Department • PILOT TRAINING Programme For Students Conducted By Regus Aviation From 01-11-2021 • Student Of Civil Department Manoj Kumar Completed Skill Development Course On CO2, Basic Computer Skills & Effective Internet Use Conducted By Yavarum Kelir Skill Development Association • Student Of Civil Department Dillibabu.L Logeswaran.C Vijaysharama.R Attended Industrial Training 05-07-2021 To 04-08-2021 In Raaje Planners Engineers And Builders • Guest Lecture Conducted By Mrs.SUGHAASINY.S Software Engineer From VALEO PRIVATE LIMITED CHENNAI Iiyar CSE Department Students,(45 Students) In The Topic Of “Full Stack Development” Dated On 09.10.2021. • Guest Lecture Conducted By MR.M.AVINASH HR Manager From BIGUS12 TECHNOLOGY CHENNAI Ivyear CSE Department Students,(56 Students) In The Topic Of “Kick Start Pyhthon” Dated On 01.11.2021. 	Principal, Vice Principal Director Student affairs Head of the Departments and Co- ordinator’s.

		<ul style="list-style-type: none"> • Mrs. R M SENTHIL PRIYA Delivered A GUEST LECTURE Recent Trends In Flexible Antennas And HFSS Siddartha Institute Science Of Technology, Puttur, Andhra Pradesh • Kumari S Ranjitha S Srimathi M Sumathi G Swetha G Yogalakshmi C Under Gone A Short Term Course In Hardware And Networking Course During Oct 2021 To Dec 2021 • Guest Lecture Conducted By Ms. Aysvaryaand, Team Leader – Quality From “Colgate – Palmolive India Pvt. Ltd ”For IV Year Mechanical Department Students,(81 Students) In The Topic Of “Significance Of Food Processing And Preservation In Current World” Dated On 27th SEP-2021. • MBA I year, II year and staff members attended the webinar on the topic of “HUMAN RIGHTS IMPACT OF THE DIGITAL WELFARE STATE “on 7 th Dec 2021 • MBA I year II year students attended Guest Lecture on the topic of “A BOON FOR HR PROFESSIONALS” dated on 24 th NOV 2021 • MBA II year students undergone Internship training • Faculty attended Online ATAL, NITTTR FDP and other FDP conducted through Online mode • GOJAN’S 2022 Guide for Overall Productivity 07-12-2021 by Mr Ramadhurai R - Director Students Affairs 3 Weeks Training Program 	
IV	Training Programme and Placement activities	<ul style="list-style-type: none"> • Placement activities conducted for the final year students through online mode • Soft Skills Classes Date: 04-09-2021 Resource Person: Mr. Bhagath Gopinath, Senior Software Engineer, HTC Global Services Pvt Ltd, Chennai. • Career Guidance Pogramme” Date: 18-09-2021 	Principal, Placement Director Head of the Departments and Placement Coordinator’s.

		<p>Resource Person: Ms. Sheeja Thomas, Manager Operations, Hewlett-Packard Enterprise, Chennai.</p> <ul style="list-style-type: none"> • Mechanical Discussion Forum Date: 25-09-2021 Resource Person: Mr. Kumar P MNC, Chennai. • Career Guidance Pogramme On Bridge the Gap Between Engineering And Your Dream Job Date: 09-10-2021 Resource Person: Mr. Arun Kumar SN, Lead Firmware Engineer, Logitech Company, Chennai. • Softskills Through Gaming Activities” Date: 11-10-2021 Resource Person: Ms. B.S. Chitra, Masters in Professional Engineering, University of Wollongong, Australia. • Career Guidance Pogramme – Discussing Covid Mask Manufacturing & Modern Key Chain Maker” Date: 18-09-2021 Resource Person: Mr. Chinmay Rathi Entrepreneur, Chennai. • Soft Skills Class On Software Testing and Automation” Date: 30-10-2021 Resource Person: Mr. Premraj Duraivelu, Ms Software Systems, Bits, Pilani. • Opportunities Guidance for Higher Studies Abroad” Date: 20-11-2021 Resource Person: Mr. Suresh Malli, Founder and Director, Global Campus Connect. • Motivational Programme Date: 10-12-2021 Resource Person: Ms. Kamala Thamizhvanan, Motivational Speaker, Chennai. • Soft skill Training was conducted for MBA I year students by Mrs.S. Anitha Assistant Professor in English Department @ GSBT 	
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		<ul style="list-style-type: none"> • Personality Development Training was conducted by Mrs.P.Yogalakshmi Assistant Professor in MBA for MBA I year students under the topic “ INDIAN ETHOS” 	
V	R&D	<ul style="list-style-type: none"> • Own designed 600W MOSFET Hi-fi Power Auditorium Amplifier • Implementation of Automatic Street Light Timer Control in our whole college campus • Erection and Commissioning of 1KW Off-Grid Solar system in our college campus • Director office amplifier modified recent technology • Implementation of Car Amplifier In Our College Bus 	
VI	NSS	<ul style="list-style-type: none"> • Awareness Programme conducted by Mr. R. INDRAJAN, Motivator, Community Resource Person for II year students in the topic of (SWACHH BHARAT AWARENESS PROGRAM) dated on 22nd OCTOBER-2021. • Meditation Program for the second year students was organized by NSS The program was conducted by Mr. Subramanian, Centre teacher of Dhamma Sethu, Chennai, • National Service Scheme (NSS) Organized Herbal Plantation Drive on (25-09-2021) • COVID Vaccination Mega Camp on (18-09-2021 to 19-09-2021) • COVID Vaccination Mega Camp on (26-09-2021) • National Service Scheme (NSS) Organized Palm Plantation Drive on (01-10-2021) • COVID Vaccination Mega Camp on (17-10-2021) 	

		<ul style="list-style-type: none"> • COVID Vaccination Mega Camp on (23-10-2021) 	
VII	Sports Activity/Club Activity/Other Activity	<ul style="list-style-type: none"> • 75th Independence day celebrated • National Sports Day celebrated on 18.9.2021 • K. NARESH from MECH. IV year student was represented in the Boxing competition and secured Gold Medal in the category of 54-57kgs held at Paavai Engineering College, Namakkal on 06.12.2021 & 07.12.2021, and also he is selected to represent in All India Inter University Boxing Competition at Jalandhar, Punjab. • Akash. S ECE I Online Chess 06 Dec 2021 IVANCHUK Chess Tournament Third Prize • 73rd Republic Date celebrated • Pongal Celebration 	Director Student affairs Physical Education Teacher Club Incharge
VIII	Initiative work.	<ul style="list-style-type: none"> • Peer Team Visit completed • Cycle 2 Accreditation completed • NAAC Accreditation B Grade • Campus Infrastructure Development <ul style="list-style-type: none"> • Pedestrian pavement in the campus • Pavement road construction laid across the campus • Own designed 600W MOSFET Hi-fi Power Auditorium Amplifier • Implementation of Automatic Street Light Timer Control in our whole college campus • Erection and Commissioning of 1KW Off-Grid Solar system in our college campus • Director office amplifier modified recent technology • Implementation of Car Amplifier in Our College Bus • Computer System upgraded 	Principal, Vice Principal Director Student affairs, IQAC Co-ordinator.

4. Decisions made on the following for the forth coming Even semester
- i) Discussed the course allotment and preparation of time table for the forthcoming semester.
 - ii) Regulation 2021 Internal assessment
 - iii) Discussed about AQAR for 2020-2021
 - iv) AICTE approval and Anna University Affiliation
 - v) NIRF & AISHE data upload
 - vi) Placement Activity for outgoing students
 - vii) Experiential learning courses were discussed
 - viii) Students must attend internship
 - ix) Department activity for the even semester
 - x) Club activity initiatives
 - xi) Activity to be conducted based on MOUs signed
 - xii) New MOUs to be signed from each department
 - xiii) Campus Infrastructure Development
 - xiv) R&D on-going activity
 - xv) The outcome of these audits will be discussed in the next IQAC meeting for necessary remedial actions.

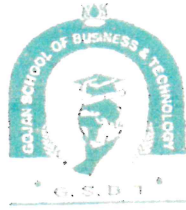
IQAC coordinator proposed the vote of thanks and the meeting came to an end.

IQAC Co-Ordinator

Chairperson

Dr. C. SELVAKUMAR
PRINCIPAL
GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY
EDAPALAYAM, REDHILLS, CHENNAI-600 052.





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4.	One member from the Management	Mr. Viswanathan N
5.	One/two nominees from local society, Students and Alumni	Student: Paul Raj P II Year CSE, Veeraragavan S II Year AERO Alumni: Mr Shyam Prasad ECE, Mr. Joseph MECH
6.	One/two nominees from Employers /Industrialists/stakeholders	Industrialists: P Ravikumar S2S HR Forum Stakeholders: Mr Umachandran K S, Mrs Sumathi P
7.	One of the senior teachers as the coordinator/Director of the IQAC	Mr. Suresh Raj L Asst Prof /AERO

The Minutes of the meeting are as follows:

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3. Discussed about the outcomes of action plan of the previous meeting of Even semester 2021-2022.

S. No	Subject/Issue	Outcomes of the Discussion	Responsibility
I	Accreditation activities	<ul style="list-style-type: none"> • AICTE approval and Anna University Affiliation • New Program Approved Artificial Intelligence & Machine Learning Cyber Security Mechanical and Automation Engineering Medical Electronics Engineering 	Principal, Vice Principal Director Student affairs Director Academic affairs IQAC Co-ordinator. and NAAC Co-ordinator.
II	Academic activities 2021-2022	<ul style="list-style-type: none"> • Time table was framed for off line classes • Regulation 2021 introduced as per Anna University Guidelines 	Principal, Vice Principal Director Student affairs Director Academic affairs

		<ul style="list-style-type: none"> Regulation 2021 Internal assessment 	Head of the Departments and Faculty Members.
III	Co-curricular activities: Symposium, Guest Lecture, Workshop, industrial visit and Conference.	<ul style="list-style-type: none"> Organized a webinar titled "Guidance for Infosys company Interview Techniques" on January 22, 2022 for all final year students Organized a webinar titled "3P'S TO ACE THE EXAM" on January 27, 2022 for all II, III & IV year students Mr. Suresh assistant professor of IT participated and completed successfully AICTE training and learning (ATAL) academy online FDP on "industry 4.0" from Jan 31,2022 to Feb 04,2022. Mr. Suresh Raj HOD/ AERO, Dr. Vinoth AP/IT, Mrs. Karthika AP/CSE ,Dr. Sathya ASP/ECE, Ms. Meenakshi AP/ECE & Mrs. Mercy AP/MBA has participated In 2 days FDP on "educating the millennials " Organized by Saveetha teaching learning centre from Feb 17, 2022. Organized placement training program for Aeronautical students "Technical publication in aviation" on Feb 20,2022 Dr. Vinoth AP/IT, Ms. Yogalakshmi AP/MBA & Mr. Mercy AP/MBA attended S2S HR FROM SHOLAVARAM TO SRI CITY meeting on "quality circle -one of the key HR process on Feb 28-2022. GOJAN science club organized guest lecture titled "SCIENCE AND TECHNOLOGY DEVELOPMENT AND ITS ISSUES "On Feb 28, 2022 Mr. Senthil AP/IT, Mr. Arun Haydn Randeepkumar AP/CSE & Mr. Vinoth Kumar AP/ECE has participated in the "CCNA Instructor training programme" from March 4, 2022 to March 12, 2022 Department of IT organized a one-day workshop titled "CCNA Basics" on March 19, 2022 	Principal, Vice Principal Director Student affairs Director Academic affairs Head of the Departments and Co-ordinator's.

		<ul style="list-style-type: none"> • Department of Aeronautical Department of ECE organized a guest lecture titled "Introduction to orbital mechanics" on March 23, 2022 • Dr.Vinoth AP/IT has published a paper titled "An Anonymous Pre Authentication and Post Authentication Scheme Assisted by Cloud for Medical IoT Environments" in IEEE Transactions on Network Science and Engineering • Department of S&H organized guest lecture titled "Role of Physics on Technology" on 23 May 2022 • Guest lecture titled "Nano Materials for Electronics" on 10 May 2022 • Gojan School of Business and Technology organized the National Conference on Recent Trends in Engineering & Technology (NCRTE'22) on 28 May 2022 	
IV	Training Programme and Placement activities	<ul style="list-style-type: none"> • Organized a webinar titled "Guidance for Infosys company Interview Techniques" on January 22, 2022 for all final year students • Organized placement training program for Aeronautical students "Technical publication in aviation" on Feb 20,2022 • Placement & Training Cell Organized a Campus Recruitment Drive Emphatic Sense Solution, Chennai for all final year students on 19 May 2022 • Placement & Training Cell Organized a guest lecture titled "Entrepreneurship as a career" for all final year students on 10 May 2022 • GSBT Placement & Training Cell organized a GOJAN VISTA 2022 event for IV year students on 25.06.2022 	Principal, Placement Director Director Academic affairs Head of the Departments and Placement Coordinator's.
V	R&D	<ul style="list-style-type: none"> • LED Bulb launched by the R & D team on March 30, 2022 	R&D Team

		<ul style="list-style-type: none"> • LED Tube launched by the R & D team on March 30, 2022 	
VI	NSS	<ul style="list-style-type: none"> • Gojan Green Club organised an activity called, "seed sow " on January 22 & 29, 2022 Gojan • Sports Club organized a" Gojan Republic Day Sports Quiz 2022" for all students through online mode on January 26, 2022 • Gojan Mindfulness Club organized a meditation program for all students through online mode on January 22, 2022 • Gojan Green Club Organized Mass Cleaning Campaign on 03.06.2022 • Fish aquarium inaugurated at our college campus on Feb 13,2022 	NSS officer
VII	Sports Activity/Club Activity/Other Activity	<ul style="list-style-type: none"> • Gojan Staff Club organized Pongal Celebration at our college campus on January 11, 2022. Various Events Organized and Prizes Distributed • Gojan Fine Arts Club organized a reel making competition for all students through online mode on January 16, 2022 • Gojan Science Club organized a Quiz competition on Science & Technology for all students through online mode on January 30, 2022 • Gojan English Club organized a webinar on "Communication Skill" for all students on January 07, 2022 • Gojan Tamil Peravai organized a speech competition for all students through online mode on January 26, 2022 • Gojan Green Club organised an activity called, "seed sow " on January 22 & 29, 2022 • Gojan Sports Club organized a" Gojan Republic Day Sports Quiz 2022" for all students through online mode on January 26, 2022 	Director Student affairs Director Academic affairs Physical Education Teacher Club Incharge

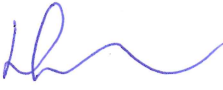
		<ul style="list-style-type: none"> • Gojan Mindfulness Club organized a meditation program for all students through online mode on January 22, 2022 • GOJAN science club organized guest lecture titled “SCIENCE AND TECHNOLOGY DEVELOPMENT AND ITS ISSUES” On Feb 28, 2022 • Gojan English club organized speech and essay writing contest on Feb 26, 2022 • Gojan tamil peravai organized essay writing contest through online mode on Feb 24, 2022 • Gojan sports club organized cricket & throw ball tournament on Feb 26, 2022 • International Women's Day was celebrated by Gojan Staff club on March 8, 2022 • Gojan English Club organized a webinar on "Softskill" for all students on March 07, 2022 • International Women's Day was celebrated by Gojan Staff Club on March 8, 2022 • Rangoli, Cook without Fire & Elocution events were organized by Gojan Fine Arts Club on March 8, 2022 • Gojan Sports Club organized Throw Ball Tournament on March 26, 2022 • Gojan English Club organized a webinar on "Soft skill" for all students on March 07, • Gojan Fine Arts Club organized Gojan Gaana Kuyil event on 14 May 2022 • Gojan Tamil Peravai organized vinadi vina event for II & III year students on 28 May 2022 • Gojan Sports Club organized Basketball Tournament for II & III year students on 28 May 2022 	
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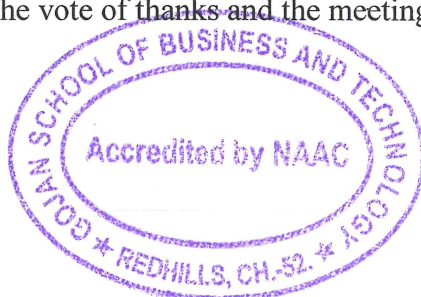
		<ul style="list-style-type: none"> Gojan English Club Organized Essay Writing Contest on 26.06.2022 International Yoga day celebrated on 21.06.2022 at GOJAN AUDITORIUM Gojan Green Club Organized Mass Cleaning Campaign on 03.06.2022 	
VIII	Initiative work.	<ul style="list-style-type: none"> New Program Introduction Artificial Intelligence & Machine Learning Cyber Security Medical Electronics Mechanical and Automation AICTE approval and Anna University Affiliation 	Principal, Vice Principal Director Student affairs, Director Academic affairs IQAC Co-ordinator.


4. Decisions made on the following for the forth coming Odd semester 2022-2023

- i) Discussed the course allotment and preparation of time table for the forthcoming semester.
- ii) New Program Introduction Artificial Intelligence & Machine Learning Cyber Security Medical Electronics Mechanical and Automation
- iii) Regulation 2021 Internal assessment
- iv) Discussed about AQAR for 2020-2021 submission
- v) AICTE approval and Anna University Affiliation
- vi) NIRF & AISHE data upload
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- xvi) The outcome of these audits will be discussed in the next IQAC meeting for necessary remedial actions.

IQAC coordinator proposed the vote of thanks and the meeting came to an end.


IQAC Co-Ordinator




Dr. C. SELVARAMAN
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