



# 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

July 6, 2021

Academic Year 2021-2022

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting for the academic year 2020-2021 was held on July 6, 2021 in the Board Room at 11.30 a.m.

## Agenda of the Meeting.

1. Outcomes of action plan of the previous Meeting for ODD and EVEN semester.
  - I. Accreditation activities
  - II. Academic activities (2020-2021).
  - III. Co-curricular activities.
  - IV. Training Programme and Placement activities.
  - V. Initiative work.
2. Discussion of the action plan for Odd semester.

The following members were present:

S. No.	Name	Position	IQAC Designation
1.	Dr. Selvakumar C	Head of the Institution//Principal	Chairperson
2.	Mr. Suresh Raj L	Assistant Professor	IQAC Coordinator
3	Mr. Arunsankar G	Management Faculty	Member
4.	Dr. Ravisankar K	Administrative Officer	Member
5.	Mrs. Jayanthi Ravisankar	Administrative Officer	Member
6.	Mr. Joseph (MECH)	Alumni	Member
7.	Mr. Harish Karthick (ECE)	Alumni	Member
8.	Mr. Dwarakanath	Industrialist	Member
9	Mr. Ramadhurai R	Senior Faculty 1	Member
10	Mr. Anbuselvan K	Senior Faculty 2	Member
11	Mrs. Rekha S	Senior Faculty 3	Member



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

Phone : 044 - 2631 1045 / 1009 / 1001

Email : [gsbt@gojaneducation.com](mailto:gsbt@gojaneducation.com) Web : [www.gojaneducation.com](http://www.gojaneducation.com)



**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 and Even semester 2020-2021.

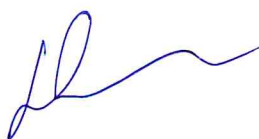
S. No	Subject/Issue	Outcomes of the Discussion	Responsibility
I	Accreditation activities	<ul style="list-style-type: none"> <li>• Submitted DVV on. 31-12-2020</li> <li>• Pre Qualifier approved for SSR</li> </ul>	Principal, IQAC Co-ordinator. and NAAC Co-ordinator.
II	Academic activities 2020-2021	<ul style="list-style-type: none"> <li>• Online Teaching due to COVID-19 as per Anna University guidelines</li> <li>• Time table was framed and GCR was used for Online teaching.</li> <li>• All internal assessment test was conducted through online mode as per Anna University guidelines</li> <li>• Online exam MCQ pattern for ODD sem University Exam</li> <li>• Online exam Open book test for Even sem University Exam</li> </ul>	Principal, 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"> <li>• Online guest lecture, webinar and workshops were conducted</li> <li>• Faculty attended Online ATAL, NITTTR FDP and other FDP conducted through Online mode</li> </ul>	Principal, Head of the Departments and Co-ordinator's.
IV	Training Programme and Placement activities	<ul style="list-style-type: none"> <li>• Placement activities conducted for the final year students through online mode</li> <li>• EDC cell conducted EDC awareness program through online mode</li> </ul>	Principal, Head of the Departments and Placement Coordinator's.
V	Initiative work.	<ul style="list-style-type: none"> <li>• Online alumni meet conducted during the month of September</li> <li>• DVV Submitted for NAAC Accreditation Cycle-2</li> <li>• Pre Qualifier approved for SSR and Peer Team Visit scheduled</li> <li>• Campus Infrastructure Development</li> </ul>	Principal, Director Student affairs, IQAC Co-ordinator.



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

- i) Due to COVID-19, all academic activities will be carried out in On-line Mode as per Anna University guidelines
- ii) Discussed the course allotment and preparation of time table for the forthcoming semester.
- iii) Discussed about Pre Qualifier results
- iv) Discussed about NAAC Peer Team Visit schedule
- v) Discussed about AQAR for 2020-2021
- vi) 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**

**PRINCIPAL**  
**GOJAN SCHOOL OF BUSINESS & TECHNOLOGY**  
**REDHILLS, CHENNAI-600 052.**

