



T.J.S. ENGINEERING COLLEGE

(Approved by AICTE, Affiliated to Anna University, Chennai & Accredited by NAAC)
An ISO 9001:2015 Certified Institution



Letter of IQAC Formation

Date: 05/07/2019

This is to inform you that as per the NAAC committee's suggestion, it has been decided to establish an Internal Quality Assurance Cell (IQAC) in our institution with effect from July 05 -2019. The IQAC committee will be headed by Prof. Dr. K. KAMALBABU HOD/Mech as the Convener and will consist of members as given in the attachment.

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

The establishment and functioning of the IQAC will be based on the guidelines given by National Assessment and Accreditation Council (NAAC). It is available in the website <http://www.naac.gov.in/guidelines.asp>. It is attached herewith for your information.

HODs and faculty members are the in-charges of the functional units. They are requested to go through the Guidelines of the IQAC. They are also requested to encourage all the teaching and non-teaching members in their departments to go through the guidelines.

The establishment of IQAC will enable the institution to assure quality in all academic and administrative activities and to facilitate continuous improvement. I request active support from all the faculty members and non-teaching staff to the IQAC committee and the IQAC activities.



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PRINCIPAL
T.J.S. ENGINEERING COLLEGE


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572019
DIRECTOR

T.J.S. ENGINEERING COLLEGE
PERUVOYAL, KAVARAI PETTAI,
GUMMIDIPOONDI TALUK
THIRUVALLUR DIST - 601 206

	T.J.S. ENGINEERING COLLEGE TJS Nagar, Kavaraipettai, Chennai 601206	
	INTERNAL QUALITY ASSURANCE CELL (IQAC)	
	IQAC COMMITTEE MEMBERS (AY 2019-20)	

S.No	IQAC Member	Representing
1.	Dr. T. Palani Principal	Head of the Institution
2.	E. K.T .Siva Kumar Professor Anna University Editor- Valarum Ariviyal Magazine	Member representing by the management
3.	Mr. S . Elumalai Administrative Officer	Senior Administrative Officer
4.	Prof. Dr. K. Kamal Babu HOD / MECH	IQAC Coordinator / Convener
5.	Dr. S. Velmurugan HOD/ECE	Senior Teaching Faculty Member
6.	Dr. A. Sairam HOD/CSE	Senior Teaching Faculty Member
7.	Dr. R Thenmozhi HOD/EEE	Senior Teaching Faculty Member
8.	Mr. S. Sivachandran HOD/ CIVIL	Senior Teaching Faculty Member
9.	Dr. L. Charitha HOD/ S&H	Senior Teaching Faculty Member
10.	Dr. Senthil Kumar Raju AP/ S&H	Senior Teaching Faculty Member
11.	Dr. R. Paneer Dhass Asso.Professor /MECH	Senior Teaching Faculty Member
12.	Dr. P. Ramanathan Professor /ECE	Senior Teaching Faculty Member
13.	Dr. K. Velmurugan AP/ CIVIL	Senior Teaching Faculty Member
14.	Mr. K. Baranitharan Head, Training/ Placement	Head of Training, Placement and corporate affairs
15.	Mr. P. Prabhu Chief librarian	In charge of library
16.	Mr. M. Vaideeshwaran II YEAR/ MECH/TJSEC	Student Nominee
17.	Mr. M. Surya	Alumni Nominee




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	T.J.S. ENGINEERING COLLEGE TJS Nagar, Kavaraipettai, Chennai 601206	
	INTERNAL QUALITY ASSURANCE CELL (IQAC)	
	IQAC COMMITTEE MEMBERS (AY 2019-20)	

	Alumni Association/ TJSEC	
18.	Dr.N. Subramani Managing Director, Malathi Engineering	Industrialist
19.	J.Dhanachezhian Member Lions Club	Local Society
20.	Mr. A. Vignesh	In charge of Transport

Subramani
5/7/2019

Director

DIRECTOR
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[Signature]

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Ph: 04427967600, +91 7373730006

Mail Id: tjsivanandam@gmail.com

Website: www.tjsec.in



08.07.2019

Internal Quality Assurance cell (IQAC)

Circular

The first internal quality assurance cell (IQAC) meeting for the academic year 2019–20 will be held at the conference hall on 9th July 2019. All the members of IQAC are requested to attend the meeting from 10 a.m. to 12.30 p.m.

IQAC Coordinator

Principal

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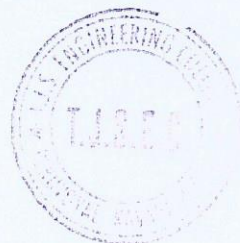
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Copy to

1. IQAC
2. All HOD's (to circulate among their staff members & students)
3. Library
4. Notice Board
5. File



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09.07.2019

Internal Quality Assurance cell (IQAC)

Circular

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Agenda

1. Welcome Address
2. Status of IQAR
3. CII-Survey
4. Placement Training
5. Funded Project
6. Coordinator roles
7. Counseling
8. Vote of thanks

Copy to

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(Meeting 1: 2019 - 2020)

HELD ON JULY 09, 2019

Venue: Placement Seminar Hall, TJSEC

Chair Person: Dr. T. Palani, Principal

Members Present: (As in the Annexure)

1. Agenda of the Meeting:

- a) IQAC Convener chaired the first meeting and welcomed all the participants of the meeting. He briefed on the agenda of the meeting:
 - Objective of establishing the IQAC.
 - Updates on the various quality initiatives.
 - New academic and administrative initiatives to be considered for implementation.
- b) The convener announced the formal establishment of IQAC on July 09, 2019 and welcomed the members to its first meeting. The frequency of the meetings would be once in six months and on issue based, if necessary.

2. Status of Quality Initiatives:

- a) Convener updated on the status of the preparation of AQAR, which included all activities of departments. He said that he has been continuously reviewing the AQAR reports of all departments.
- b) He has requested the other departments CIVIL and EEE to start the SSR preparation.
- c) Civil HOD updated the status of AICTE-CII Survey and informed the submission of the application. There will be an inspection by an AICTE-CII Expert team for which the department should be well prepared with all the files and evidences.
- d) Convener said that all the departments should contribute data for National Institutional Ranking Framework (NIRF) so that we get a high ranking in NIRF this year. He also said that in connection with AICTE-CII and NIRF, he has planned that all the data will be maintained in a common database so that the data can also be used for other surveys like Careers360, The Week, Outlook etc.

3. Discussion on new initiatives:

- a) Mr. K. Bharanitharan, Placement officer updated some key points on the feedback from industry and their expectations from the students for recruitment. In view of this, he said that he has proposed some key initiatives as follows:

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IQAC

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Phone : 044 27967600, 27967602, 27967604, 27967605, Fax : 044 2796 7606.

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- Training all students of all branches on Programming skills through the Train-the-Trainer Model. Faculty members from CSE can be trained in programming and get certified and then they can train all students. He said that this can be a part of TJS Engineering College initiative as EPS — Enhancing Programming Skill Program. He said that he has proposed this to The Director and The Principal
 - It is important that all HODs visit and interact with companies to discuss with them on their expectations from academic institutions. HODs can also visit other academic institutions of excellence and learn and adopt best practices. He said that this can be the TJS Engineering College initiative and he said that he will discuss with some companies and academic institutions and request for approval from Management.
 - He said the COEs which have been established are effective and companies consider this as a good initiative by the TJS Engineering College. He said that based on feedback by some companies, he is discussing with some companies in setting up COEs in the areas of Information Security, Embedded Systems and Automotive Electronics.
- b) Convener said that based on feedback from students and discussions during review meetings, it is proposed to take up the following:
- Encouraging innovation among students to apply for patents and start new start-up companies
 - Encourage faculty members to apply for funding for research projects to funding agencies like DST, AICTE etc.
 - Define clear roles and responsibilities for Year Coordinators
 - Define clear roles and responsibilities for Counselors so as to focus on effective counseling.
 - Define clear roles and responsibilities for IQAC Coordinators
4. Action Plan :
- a) The members of IQAC agreed for the above proposed new initiatives. Convener said that the above initiatives will be implemented immediately and the status will be reviewed in the next IQAC committee meeting.
- b) Convener said that the next IQAC meeting will be scheduled in the beginning of the next semester tentatively in December 2019.

Convener thanked all the members of the IQAC committee for their participation and active involvement in the discussions.

TJSEC



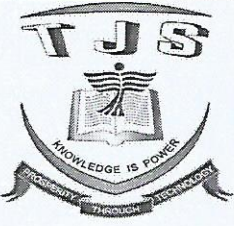
IQAC Coordinator

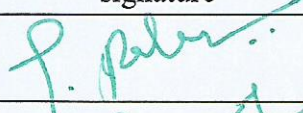
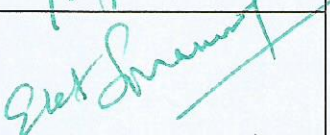
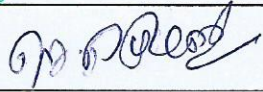
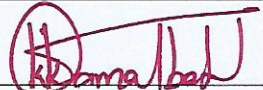
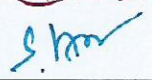
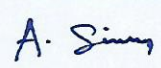
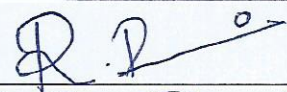
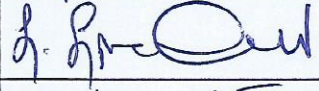
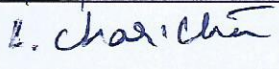
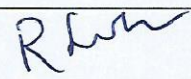

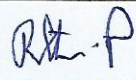
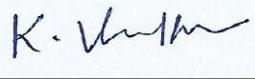
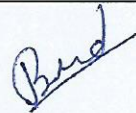
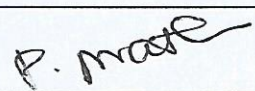
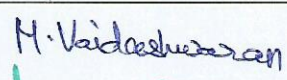
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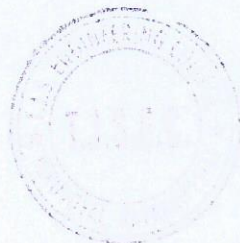
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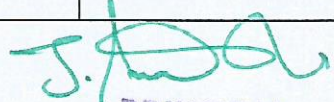
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E-mail : tjsivanandam@gmail.com, tjsivanandam@ymail.com Website : www.tjsec.in

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	INTERNAL QUALITY ASSURANCE CELL (IQAC)	
	IQAC COMMITTEE MEMBERS & ATTENDANCE (AY 2019-2020)	

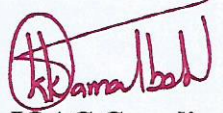
S.No	IQAC Member	Representing	signature
1.	Dr. T. Palani Principal	Head Of The Intuition	
2.	E. K.T .Siva Kumar Advisor – T.J.S. Engineering College Editor- Valarum Ariviyal Magazine	Member representing by the Management	
3.	Mr. S . Elumalai Administrative Officer	Senior Administrative Officer	
4.	Prof. Dr. K. Kamal Babu HOD / MECH	IQAC Coordinator / Convener	
5.	Dr. S. Velmurugan HOD/ECE	Senior Teaching Faculty Member	
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15.	Mr. P. Prabhu Chief librarian	In charge of library	
16.	Mr. M. Vaideeshwaran II YEAR/ MECH/TJSEC	Student Nominee	





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17.	Mr. M.Surya Alumni Association/ TJSEC	Alumni Nominee	<i>M. Surya</i>
18.	Dr.N. Subramani Managing Director, Malathi Engineering	Industrialist	<i>d. t. v. s. s. s. s.</i>
19.	J.Dhanachezhian Member Lions Club	Local Society	<i>J. Dhanachezhian</i>
20.	Mr. A. Vignesh	In charge of Transport	<i>A. Vignesh</i>


IQAC Coordinator




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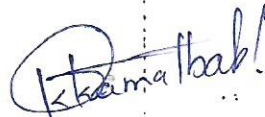


Internal Quality Assurance cell (IQAC)

Action taken report

(1st Meeting 2019-2020)
HELD ON 09th July 2019

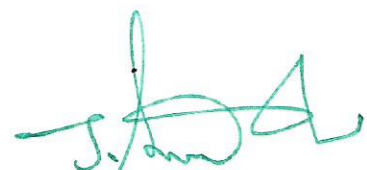
Plan of Action	Action taken
The IQAC convenor insists on all HOD starting to prepare AQAR work for the academic year 2018-19.	All Department HODs are assigning AQAR work to faculty members for the academic year 2018-19.
The principal insisted that the placement and training cell strengthen the number of placements by enriching the knowledge of the students.	AMCAT Training given to students
Mentor	All faculty members mentoring the students Effectively.


IQAC Coordinator


Principal

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13.02.2020

Internal Quality Assurance cell (IQAC)

Circular

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IQAC Coordinator

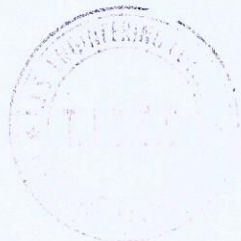
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13.02.2020

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Agenda

1. Welcome Address
2. Initiation of MHRD/MOE'S IIC
3. NIRF, AIIRA
4. Entrepreneurship development Cell\
5. NBA Accrediation
6. IIC
7. Vote of Thanks

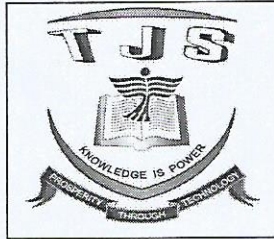
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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF IQAC MEETING AY 2019-2020



(Meeting 2: 2019 - 2020)

HELD ON February 14, 2020

Venue: Placement Seminar Hall, TJSEC

Chair Person: Dr. T. Palani, Principal

Members Present: (As in the Annexure)

1. Agenda of the Meeting:

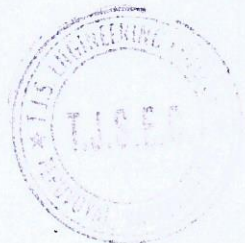
Principal and IQAC Convener chaired the meeting and welcomed all the participants of the meeting. Principal briefed the agenda of the meeting:

- As part of continuous improvement the accreditation of individual departments shall be initiated.
- Initiation of MHRD/MOE's Institution's Innovation of Council for a complete development in thrust areas such as Innovation, Entrepreneurship, Internship, Social media Incubation centre and IPR.
- In near future the college shall participate in NIRF, AIIRA and CII survey and other quality ranking systems for HEI's.
- Expansion of activities of existing Entrepreneurship Development Cell.
- Establishment of MSME incubation centre.

2. Updates on the various quality initiatives

- NBA Accreditation and NAAC-AQAR activities are to be initiated under the IQAC coordinator of the institution and a senior most well qualified faculty shall undertake NBA initiation in the institution.
- Institution's Innovation Council (IIC) - An initiative of central governments ministry of education shall be established in our college with one of the senior most faculty in the institution as President of the IIC and to register our institution in the IIC web portal.
- Already initiated MSME incubation centre in the college shall be subjected to the central governments audit and inspection; also sequentially the approval shall be obtained.
- A senior faculty or a department head shall be appointed as a coordinator for AICTE-Confederation of Indian Industry survey and related activities.
- In collaboration with IIC and CII teams of the institution the already existing

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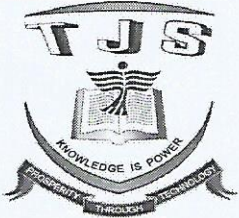



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	INTERNAL QUALITY ASSURANCE CELL	
	MINUTES OF IQAC MEETING AY 2019-2020	

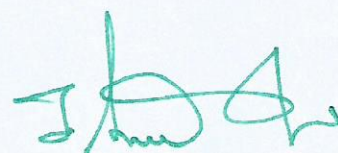
Entrepreneurship Development Cell must enhance the activities.

Principal thanked all the members of the IQAC committee for their participation and active involvement in the discussions.



IQAC Coordinator

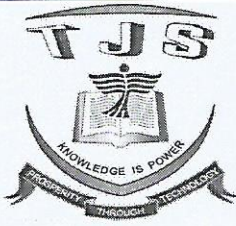
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 Thiruvallur Dist - 601 206.

IQAC

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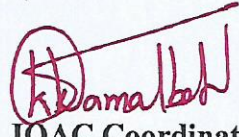
INTERNAL QUALITY ASSURANCE CELL (IQAC)**IQAC COMMITTEE MEMBERS
& ATTENDANCE (AY 2019-2020)**

S.No	IQAC Member	Representing	signature
1.	Dr. T. Palani Principal	Head Of The Intuition	
2.	E. K.T .Siva Kumar Advisor – T.J.S. Engineering College Editor- Valarum Ariviyal Magazine	Member representing by the Management	
3.	Mr. S . Elumalai Administrative Officer	Senior Administrative Officer	
4.	Prof. Dr. K. Kamal Babu HOD / MECH	IQAC Coordinator / Convener	
5.	Dr. S. Velmurugan HOD/ECE	Senior Teaching Faculty Member	
6.	Dr. A. Sairam HOD/CSE	Senior Teaching Faculty Member	
7.	Dr. R Thenmozhi HOD/EEE	Senior Teaching Faculty Member	
8.	Mr. S. Sivachandran HOD/ CIVIL	Senior Teaching Faculty Member	
9.	Dr. L. Charitha HOD/ S&H	Senior Teaching Faculty Member	
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	IQAC COMMITTEE MEMBERS & ATTENDANCE (AY 2019-2020)	

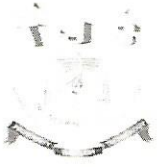
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18.	Dr.N. Subramani Managing Director, Malathi Engineering	Industrialist	d.n.s
19.	J.Dhanachezhian Member Lions Club	Local Society	J. Dhan
20.	Mr. A. Vignesh	In charge of Transport	A. Vignesh


IQAC Coordinator





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Ph: 04427967600, +91 7373730006

Mail Id: tjsivanandam@gmail.com

Website: www.tjsec.in



Internal Quality Assurance cell (IQAC)

Action taken report

(2nd Meeting 2019-2020)

Held on 14th February 2020

Plan of Action	Action taken
NBA and NAAC AQAR Work for the Academic year 2018-19	IQAC coordinator initiated the AQAR work
MSME Incubation incubation centre shall be initiated	MSME Incubation Cell initiated
Institute Innovation Council shall be established	IIC Registered in Institute Innovation Council Portal
Entrepreneurship development cell enhance the Activities	Various programs were conducted by Entrepreneurship Cell.


IQAC Coordinator


Principal

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19.04.2020

Internal Quality Assurance cell (IQAC)

Circular

The Third internal quality assurance cell (IQAC) meeting for the academic year 2019-20 will be held at the conference hall on 20th April 2020. All the members of IQAC are requested to attend the meeting from 10 a.m. to 12.30 p.m.

IQAC Coordinator

Principal

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Copy to

1. IQAC
2. All HOD's (to circulate among their staff members & students)
3. Library
4. Notice Board
5. File



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19.04.2020

Internal Quality Assurance cell (IQAC)

The Third internal quality assurance cell (IQAC) meeting for the academic year 2019-20 will be held at the conference hall on 20th April 2020. All the members of IQAC are requested to attend the meeting from 10 a.m. to 12.30 p.m. with the following Agenda items being discussed.

Agenda

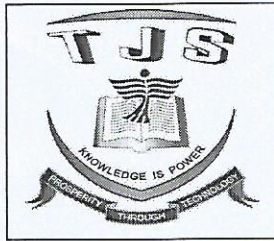
1. Welcome Address
2. MSME
3. NBA Accreditation
4. CII, IIC
5. IQAC
6. Vote of thanks

Copy to

1. IQAC Members
2. All HOD'S (to circulate among their staff members & students)
3. Library
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5. File



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF IQAC MEETING AY 2019-2020



(Meeting 3: 2019 - 2020)

HELD ON April 20, 2020

Venue: Placement Seminar Hall, TJSEC

Chair Person: Dr. T. Palani, Principal

Members Present: (As in the Annexure)

1. Agenda of the Meeting:

Principal and IQAC Convener chaired the meeting and welcomed all the participants of the meeting. Principal briefed the agenda of the meeting:

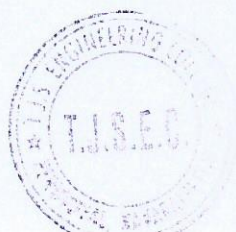
- All department heads need to present their Individual department improvement activities and future plan.
- Discussion on Overall improvement of all IQAC activities.

2. Updates on the various quality initiatives

- Principal informed that our institution has been ranked as MSME Business Incubator by MSME, Government of India. He thanked and congratulated all the HODs and faculty members for the achievement.
- Principal said to raise a plan to apply for NBA accreditation for the individual departments. In view of this, he asked Prof. Dr. K.Kamal Babu, the IQAC convener to study the NBA guidelines documents and set a framework for individual departments and to implement the necessary changes in the existing IQAC.
- In view of this, Principal requested the IQAC members to suggest some names of people who can be invited to become additional members of the IQAC in the next academic year.
- If the process of inviting them is initiated, we can plan for the induction into the IQAC committee and participation in the next IQAC meeting.
- Also principal insisted the heads of CIVIL and ECE to register and get the ranking in CII, IIC.

Principal thanked all the members of the IQAC committee for their participation and active involvement in the discussions.

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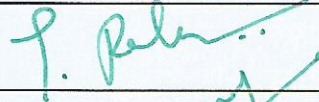
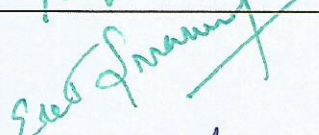
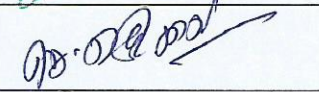
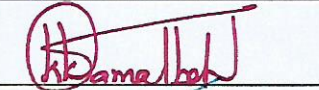
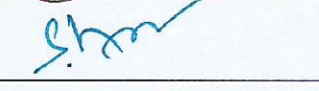
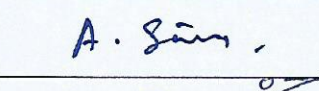

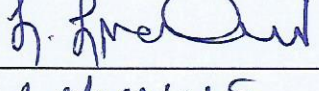
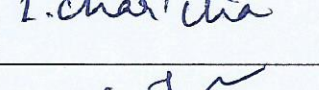
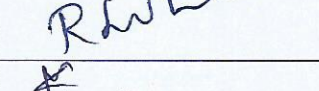
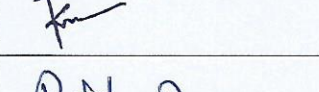
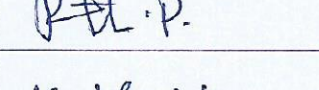
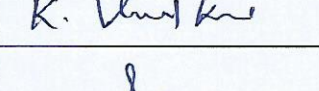
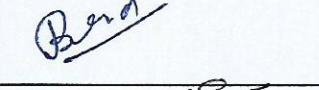
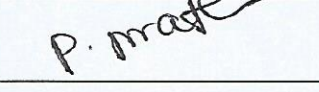
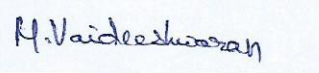
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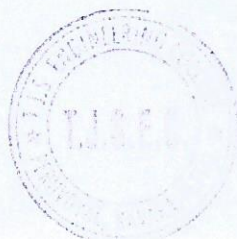
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IQAC Coordinator

IQAC

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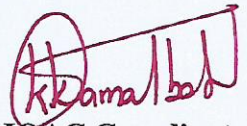
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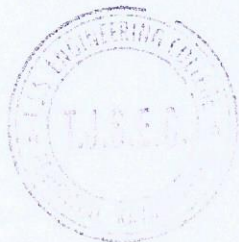


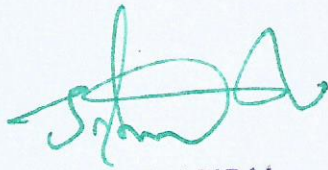

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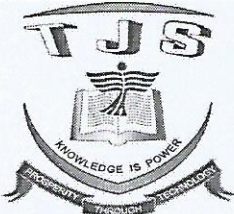

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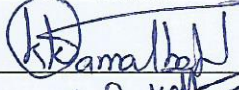
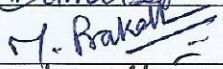
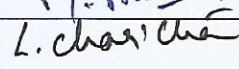
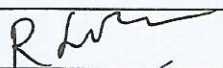
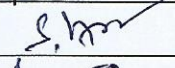

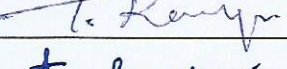
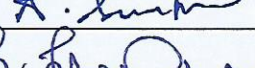

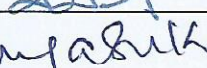
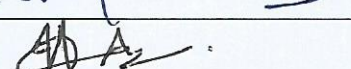
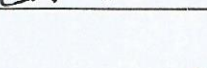

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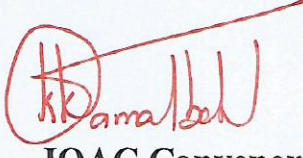
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	INTERNAL QUALITY ASSURANCE CELL	
	Academic Audit 2019-2020	

Feb 3rd 2020

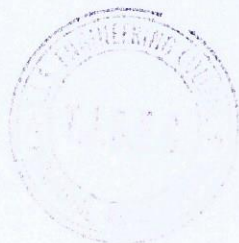
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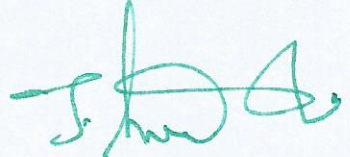
As per the IQAC requirements, the Academic Audit is conducted on 3rd of February 2020 and the findings are reported to the concern departments by the internal audit committee members.

ACADEMIC AUDIT DEPARTMENT	ACADEMIC AUDIT TEAM MEMBERS	SIGNATURE
Civil Engineering	Dr. K.Kamal Babu Professor, HOD/MECH	
	Mr. M. Prakash AP/MECH	
Computer Science & Engineering	Dr. L. Charitha, HOD / S&H	
	Dr. R. Senthil Kumar AP/ S&H	
Electrical & Electronics Engineering	Dr. S. Velmurugan HOD/ ECE	
	Mrs. C.Shalini AP/ECE	
Electronics & Communication Engineering	Mrs. T.Karpagam, AP/CSE	
	Mr. A.Selvakumar AP/CSE	
Mechanical Engineering	Mr. S. Sivachandran AP/CIVIL	
	Mr. K. Kaviarasan AP/CIVIL	
Science & Humanities	Mrs. M.Shanmuga Sankari Assoc. Professor/EEE	
	Mr. I.Aruldhoss Adaikalam AP/EEE	

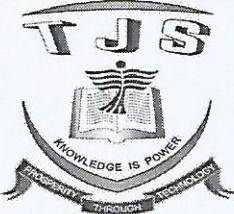


IQAC Convener

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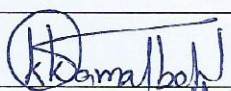
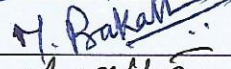
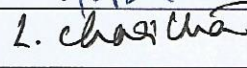
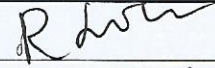
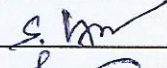
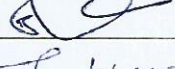
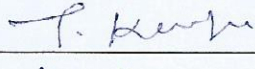
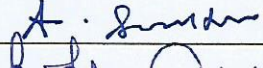

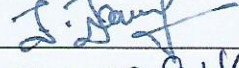
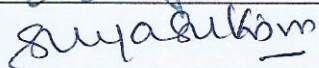
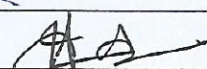
IQAC

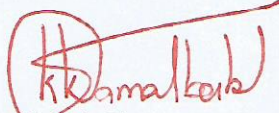
	T.J.S. ENGINEERING COLLEGE TJS Nagar, Kavaraipettai, Chennai 601206	
	INTERNAL QUALITY ASSURANCE CELL	
	IQAC LABORATORY AUDIT 2019 – 20	

Feb 7TH 2020

IQAC CELL

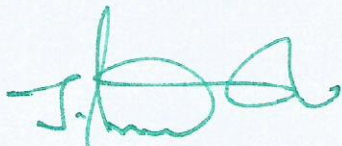
As per the IQAC requirements, the Laboratory Audit is conducted on 7th of February 2020 and the findings are reported to the concern departments by the internal audit committee members.

ACADEMIC AUDIT DEPARTMENT	ACADEMIC AUDIT TEAM MEMBER	SIGNATURE
Civil Engineering	Dr. K.Kamal Babu Professor, HOD/MECH	
	Mr. M. Prakash AP/MECH	
Computer Science & Engineering	Dr. L. Charitha, HOD / S&H	
	Dr. R. Senthil Kumar AP/ S&H	
Electrical & Electronics Engineering	Dr. S. Velmurugan HOD/ ECE	
	Mrs. C.Shalini AP/ECE	
Electronics & Communication Engineering	Mrs. T.Karpagam, AP/CSE	
	Mr. A.Selvakumar AP/CSE	
Mechanical Engineering	Mr. S. Sivachandran AP/CIVIL	
	Mr. K. Kaviarasan AP/CIVIL	
Science & Humanities	Mrs. M. Shanmuga Sankari Assoc. Professor/EEE	
	Mr. I.Aruldhoss Adaikalam AP/EEE	


IQAC Convener

TJSEC




PRINCIPAL
T.J.S. ENGINEERING COLLEGE
Paravogal, Kavaraipettai,
Gummidipoondi Taluk,
Thiruvallur Dist - 601 206.

IQAC



T.J.S ENGINEERING COLLEGE

Approved by AICTE, New Delhi & Affiliated with Anna University, Chennai.
Accredited by NAAC/ISO9001:2015 Certified Institution
TJS Nagar, Peruvoyal, Near Kavaraipettai, Gummidipoondi Taluk, Thiruvallur District -601206

Ph: 04427967600, +91 7373730006

Mail Id: tjsivanandam@gmail.com

Website: www.tjsec.in



Internal Quality Assurance cell (IQAC)

Action taken report

(3rd Meeting 2019-2020)

Held on 20th April 2020

Plan of Action	Action taken
Principal insisted all HOD to submit individual department activities and future plan	All department submitted their activities and Action plan
MSME Business Incubator	Principal informed that our institution has been ranked as MSME Business Incubator and also he congratulated to all HOD
NBA Accreditation	Prof Dr.K.Kamalbabu , the IQAC Convener studied the NBA Guidelines and Submitted to Principal
CII & IIC	Principal insist to registered CII and IIC by CIVIL and ECE HOD Respectively

IQAC Coordinator

Principal

PRINCIPAL
T.J.S. ENGINEERING COLLEGE
Peruvoyal, Kavaraipettai,
Gummidipoondi Taluk,
Thiruvallur Dist - 601 206.



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Peruvoyal, Kavaraipettai,
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