



EXCEL ENGINEERING COLLEGE (Autonomous)

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Accredited by NBA, NAAC with "A*" and Recognised by UGC (2f & 12B)
KOMARAPALAYAM - 637303

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref No: EEC/IQAC/Meeting/21-22/12

Date: 03.06.2022

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 07.06.2022 at IQAC Cell.
All the Department coordinators of IQAC are requested to attend the meeting at 1.30 PM.

Agenda:

- i) AQAR 2020-21 Document Submission
- ii) AQAR 2020-21 Data Submission
- iii) NBA File Submission
- iv) Activities Planned for Academic Year 2022-23


Head-IQAC


PRINCIPAL

Copy To:

1. IQAC Coordinators	2. All HoD's
3. Director Administration	4. Director Academic
5. Director Technical	6. Executive Director / Principal
7. Vice Chairman / Chairman office	



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Minutes of Meeting

Ref:EEC/IQAC/Meeting/2021-22/12	Date : 03.06.2022
Venue : IQAC Hall	Time : 1.30 Pm
Members Attended the Meeting	

S.No	Department	Name with Designation	Signature
1.	Director Academic & Head IQAC	Dr C.KARTHIKEYINI	
2.	IQAC	Dr A.KARTHIKEYAN	
3.	IQAC	Dr A.VASANTHARAJ	
4.	IQAC	Dr M.R. MOHANRAJ	
5.	Aero	Mr K.VIJAYA BABU	
6.	Agri	Mr V.BHARATH	
7.	AI & DS	Dr R.GEETHA	
8.	BME	Ms JINI THOMAS, DR. SATEESH REDDY. AVUTHI	
9.	Civil	Mr S.M.SAKTHIVEL	
10.	CSE	Mrs P.KUMARI	
11.	ECE	Mr S.SATHEESH KUMAR	
12.	MECH	Mr V.KARTHIKEYAN	
13.	FT	Dr M.P.MURUGESAN P. Nalla Samy	
14.	IT	Mrs S.MOUNA	
15.	SFE	Mr N.PRITHIVIRAJ	
16.	S & H	Dr S.MOHANKUMAR	
17.	EEE	Ms K.S.NANTHINI	
18.	PCT	Mr C.HARSAAVARDHAN	
19.	MBA/MCA	Ms S.LOGESWARI	



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of IQAC meeting held on 07.06.2022 in IQAC Hall at 1.30 PM

The following points are discussed in the meeting:

Topic	Discussion	Responsibility	Target Date
AQAR Document Submission 2020-21	<u>IQAC</u> Coordinators are instructed to ensure and verify the Data given for the AQAR and document are same, and submit to IQAC.	Department IQAC Coordinator	17.06.2022
AQAR Data Submission 2021- 22	IQAC Coordinators are requested to provide the Data for academic year 2021 - 22 as per the target.	Department IQAC Coordinator	21.06.2022
NBA File Submission	IQAC Coordinators are instructed to submit their respective department file, which was shown to the NBA in the last month.	Department IQAC Coordinator	20.06.2022
Activities Planned for Academic Year 2022-23	As previously informed to the IQAC Coordinators by discussing with their department hod and other coordinators, activities planned for the next academic year 2022-23 to be filled in the Google sheet, which will be share by the IQAC.	Department IQAC Coordinators	22.06.2022

Head- IQAC

PRINCIPAL

Copy To:

1. All Coordinators	2. All HoDs
3. All Directors	4. Principal
5. Executive Director	6. Vice Chairman

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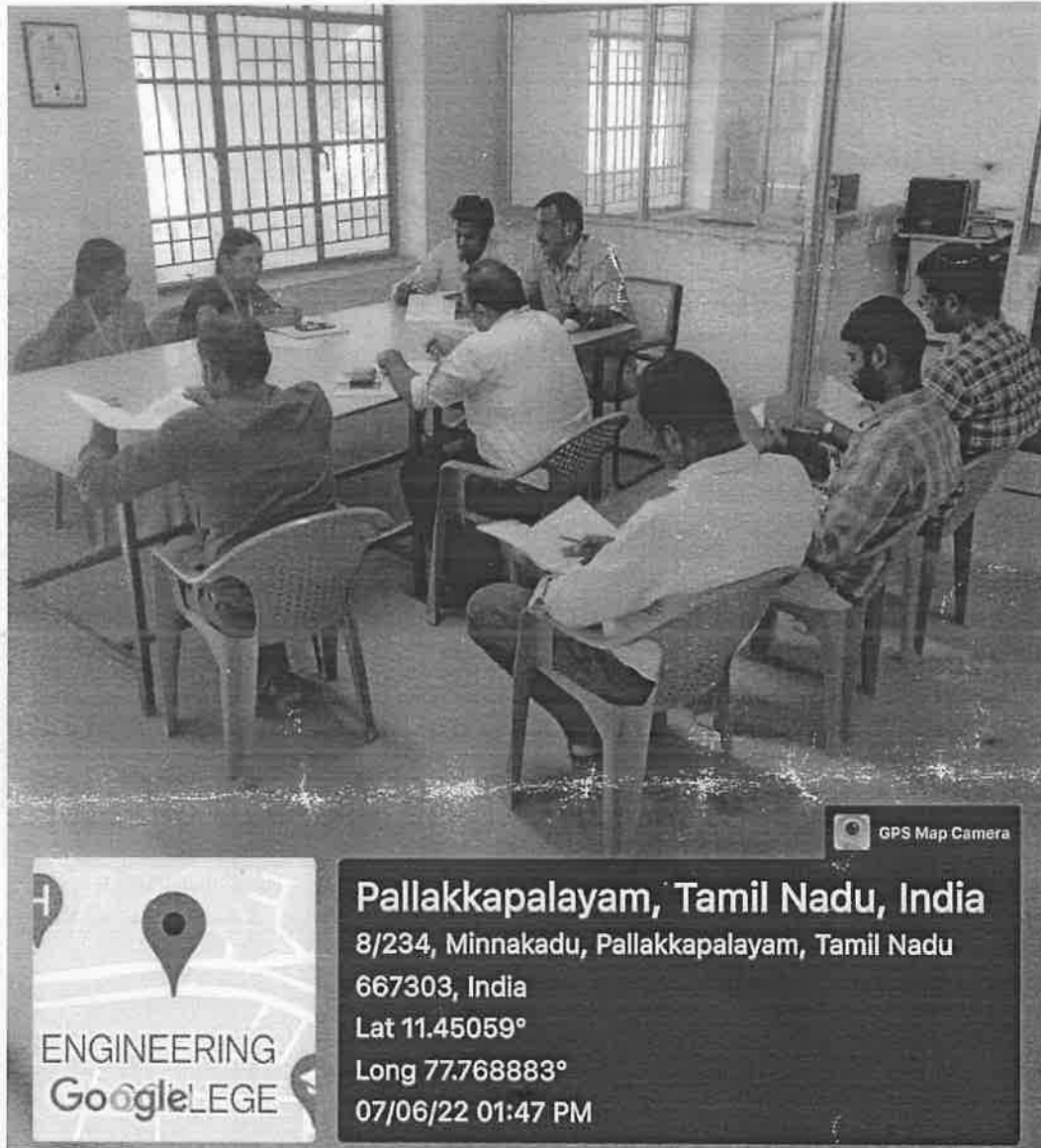
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8/234, Minnakadu, Pallakkapalayam, Tamil Nadu

667303, India

Lat 11.45059°

Long 77.768883°

07/06/22 01:47 PM