



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

Minutes of Meeting

Ref:EEC/IQAC/Meeting/2021-2022/06	Date : 09.02.2022
Venue : IQAC Hall	Time : 2.30 Pm
Members Attended the Meeting	

S.No	Department	Name with Designation	Signature
1.	IQAC	Dr C.KARTHIKEYINI	
2.	IQAC	Dr A.VASANTHARAJ	
3.	IQAC / MECH	Dr A.KARTHIKEYAN	
4.	MENTOR	Dr G.VIJAYAKUMAR	
5.	MENTOR	Dr J.SIMON ARUN BHARATHKUMAR	
6.	Aero	Mr K .VIJAYABABU,	
7.	Agri	Mr V.BHARATH,	
8.	BME	Mr JINI THOMAS,	
9.	Civil	Mr S.M. SAKTHIVEL,	
10.	CSE	Mrs P.KUMARI	
11.	ECE	Mr S.SATHEESHKUMAR	
12.	FT	Dr M.P.MURUGESAN,	
13.	IT	Mrs S.MOUNA	
14.	S & F	Mr N.PRITHIVIRAJ	
15.	S & H	Dr S.MOHANKUMAR	
16.	EEE	Ms K.S.NANDHINI DY-M-R-MOHANRAJ	
17.	PCT	Mr C.HARSHAVARDHAN	
18.	MBA/MCA	Ms SRIDEVI	

19. AIDS Dr. R. Geetha



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of IQAC meeting held on 09.02.2022 in IQAC Hall at 2.30 PM

The following points are discussed in the meeting:

Topic	Discussion	Responsibility	Target Date
Previous Minutes of meeting	Review of previous IQAC meeting minutes, process and action taken.	All Department Coordinator	-
NBA Compliance Report	IQAC Coordinator thanked all NBA Coordinators for successful Preparation of updated compliance report with CAY 2021-22 All Coordinators are informed to incorporate correction to the compliance report and submit within the given date	All Department Coordinator	12.02.2022
Private Ranking 2020-21	Consolidated department private ranking data were discussed with all the coordinators. Faculty and students participations in academic and non academic activities to be improved. More concentration needed on Research grants, Patents, Awards, Books & Journal publications.	Department IQAC Coordinators & HoD	Continuous
AQAR 2020-21	All IQAC coordinators are informed to submit the AQAR 2020-21 details as per target given in the Google sheet. All the department IQAC coordinators are instructed to update their department activities in AQAR files as per target the given by IQAC.	Department IQAC Coordinators	14.02.2022
Course File (ODD Semester 2021-22)	All the Department IQAC Coordinators are asked to inform their department faculty members to submit the course file (2021- 22 ODD semester) without fail.	All faculty members	25.02.2021
Academic Audit (2021-22 ODD SEM)	Department IQAC coordinators are instructed to keep all the academic files to be ready for academic audit.	Department IQAC Coordinators	-

Head- IQAC

Director-Admin

PRINCIPAL

To:

1. All HODs	2. All Coordinators
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Copy to:

1. Vice Chairman	2. All Directors
3. Principal	



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