

# **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)

| Ref:EEC/IQAC/Meeting/2021-2022/07 | Date: 21.02.2022 |
|-----------------------------------|------------------|
| Venue : IQAC Hall                 | Time: 11.30 Am   |
| Members Attended the Meeting      |                  |

## **Minutes of Meeting**

| S.No Department |             | Name with Designation           | Signature   |  |  |
|-----------------|-------------|---------------------------------|-------------|--|--|
| 1.              | IQAC        | Dr C.KARTHIKEYINI               | (22/02/2    |  |  |
| 2.              | IQAC        | Dr A.VASANTHARAJ                | am          |  |  |
| 3.              | IQAC / MECH | Dr A.KARTHIKEYAN                |             |  |  |
| 4.              | MENTOR      | Dr G.VIJAYAKUMAR                | ABSENT      |  |  |
| 5.              | MENTOR      | Dr J.SIMON ARUN<br>BHARATHKUMAR | ABSENT      |  |  |
| 6.              | Aero        | Mr K .VIJAYABABU,               | 17m         |  |  |
| 7.              | Agri        | Mr V.BHARATH,                   | mat         |  |  |
| 8.              | AI & DS     | Dr R.GEETHA                     | Dhut        |  |  |
| 9.              | ВМЕ         | Ms JINI THOMAS,                 | i al        |  |  |
| 10.             | Civil       | Mr S.M. SAKTHIVEL,              | S. Eyh      |  |  |
| 11.             | CSE         | Mrs P.KUMARI                    | (A)         |  |  |
| 12.             | ECE         | Mr M.SATHEESHKUMAR              | great       |  |  |
| 13.             | FT          | Dr M.P.MURUGESAN,               | 10 February |  |  |
| 14.             | IT          | Mrs S.MOUNA                     | Sul         |  |  |
| 15.             | SFE         | Mr N.PRITHIVIRAJ                | 4 58006     |  |  |
| 16.             | S & H       | Dr S.MOHANKUMAR                 | Ant .       |  |  |
| 17.             | EEE         | Dr M.R.MOHANRAJ                 | Jan         |  |  |
| 18.             | РСТ         | Mr C.HARSHAVARDINi              | AB          |  |  |
| 19.             | MBA/MCA     | Ms S.LOGESWARI                  | clost       |  |  |

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Pring for Meeting Minutes of IQAC meeting held on 21.02.2022 in IQAC Hall at 11.30 AM

The following points are discussed in the meeting:

| Topic   | Discussion  | Responsibility                              | Target Date |
|---|---|---|-------------|
| AQAR Document Submission 2020-21                      | IQAC Coordinators are informed to collect supporting documents for AQAR 2020-21 along with the data from respective faculty members.  | Department IQAC Coordinator                 | 05.03.2022  |
| AQAR Data<br>Submission<br>2021-22                    | All Department IQAC Coordinators are instructed to plan the department activities in advance to achieve the target given in the board meeting.  Requested to inform club coordinators to conduct non academic events regularly.                             | All Department<br>Coordinator               | Continuous  |
| Private Ranking 2021- 22 ODD Semester Data Submission | All IQAC coordinators are informed to submit the details required for applying private ranking.   | Department<br>IQAC<br>Coordinators &<br>HoD | 28.02.2022  |
| Course File<br>(ODD<br>Semester<br>2021-22)           | IQAC Coordinators are asked to inform their department faculty members to submit their course file (2021- 22 ODD semesters) for verification.   | All faculty members                         | 05.03.2021  |
| RIIA Ranking<br>022 & AISHE<br>anking2022             | It is discussed that department Activity Coordinator and department Research Coordinators are responsible to provide the details to apply for the AISHE & ARIIA Ranking.  IQAC Coordinators are informed to kindly ensure the details provided are correct. | Department<br>IQAC<br>Coordinators          | 15.03.2022  |

Head-IQAC

PRINCIPAL

## Copy To:

| All Coordinators                     | 2. All HoDs      |
|--------------------------------------|------------------|
| 3. All Directors                     |                  |
|                                      | 4. Principal     |
| <ol><li>Executive Director</li></ol> |                  |
|                                      | 6. Vice Chairman |



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