

29.5.23



EXCEL ENGINEERING COLLEGE (Autonomous)

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

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref No: EEC/IQAC/Meeting/22-23/16

Date: 06.05.2023


An Internal Quality Assurance Cell (IQAC) meeting is arranged on ~~09~~²³.05.2023 at IQAC Cell. All the Department coordinators of IQAC and NBA are requested to attend the meeting at 03.30 PM in the Board meeting room.

Agenda:

1. Submission of Organizing and Participation documents for AQAR 2022-23.
2. Discussion on Board meeting documents for April and Submission of Board meeting documents for May.
3. Submission of NBA files 2022-23.
4. Submission of Placement files- 2023.
5. Submission of Academic Peer review.
6. Discussion of Syllabus Review feedback and Students Satisfaction Survey.
7. Discussion on Action Plan activities for May.
8. General Discussions.

All Coordinators must attend the meeting without fail.

Head-IQAC 

Director - Academics 

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	8. File


Noted
26/05/23



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/2022-23/16	Date: 23.05.2023
Venue: IQAC Hall	Time: 11.30 am
Members Attended the Meeting	

S.No	Department	Name with Designation	Signature
1.	Director Academic	Dr. C.KARTHIKEYINI	
2.	HEAD IQAC	Dr. A.KARTHIKEYAN	
3.	IQAC	Dr. A.VASANTHARAJ	
4.	IQAC	Dr. M.R. MOHANRAJ	Leave.
5.	IQAC	Mr.C.P.SURESH KUMAR	
6.	IQAC	Mrs.D.PRIYADHARSINI	
7.	AERO	Mr. K.VIJAYA BABU	
8.	AGRI	Mr. V.BHARATH	
9.	AI & DS	Mrs.V.RAMYA	
10.	BME	Dr. SATEESH REDDY.AVUTU	
11.	CIVIL	Mr. S.M.SAKTHIVEL	
12.	CSE	Mr. E.DEEPAN KUMAR	
13.	ECE	Mr. S.SATHEESH KUMAR	
14.	MECH	Mr. V.KARTHIKEYAN	
15.	FT	Mr.S.P.RAJESH	
16.	IT	Mrs.S.MOUNA	
17.	SFE	Mr. N.PRITHIVIRAJ	
18.	S & H	Dr. S.MOHANKUMAR	
19.	EEE	Ms. K.S.NANTHINI	
20.	PCT	Mr. C.HARSAAVARDHAN	
21.	MBA/MCA	Mr.P.KJAWAHAR KUMAR	



EXCEL ENGINEERING COLLEGE (Autonomous)

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

21.	AERO	Mr.S.BALASUNDARAM	<i>[Signature]</i> 23/5/23
22.	BME	Ms.R.SANTHIYA	<i>[Signature]</i> 23/5/23
23.	CIVIL	Dr.P.LOGANATHAN	Absent
24.	CSE	Dr.P.KUMARI	<i>[Signature]</i> 24/5/23
25.	ECE	Dr.G.JAGAJOTHI	Absent
26.	IT	Dr.N. SUNDARARAJULU	Absent 23/5/23
27.	S&H	Dr.NAGASHANMUGAM	Absent.
28.	MECH	Mr.M.SAMBATHKUMAR	Leave.

29. FT m. Raja m. Raja



EXCEL ENGINEERING COLLEGE (Autonomous)

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Accredited by NBA (AERO, CSE, ECE, MECH), NAAC with "A+" and Recognised by UGC (2f & 12B)
KOMARAPALAYAM – 637303

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF IQAC meeting held on 23.05.2023 in Board Room (B1 Block) at 11.00am

The following points were discussed in the meeting:

Topic	Discussion	Responsibility	Target Date
Submission of SSS & Syllabus review feedback (Students & Academic Peers)	Students Satisfaction survey (2022-23) and Syllabus review feedback should be collected from all the students (online Google form) and submitted on or before 31.05.2023 II, III, IV year -UG & PG students' responses are poor. It is informed to improve the responses and should be uploaded on or before 31.05.2023. I year – 30.06.2023 (UG & PG)	Dept. IQAC Coordinators	31.05.2023 & 30.06.2023
NBA Tier I Google form	All NBA Tier- 1 (AY 2022-23) files should be submitted with faculty and students name list by AERO, AGRI, BME, CSE, CIVIL, ECE, IT, FT, MECH and S&H on or before 30.05.2023.	Dept. NBA Coordinators	31.05.2023
AQAR 2022-223	Organizing & Participation event details & documents from Sep 22-April 23 should be updated and the soft copy (Xl file) should be sent to IQAC mail. The pending activities also to be completed as per AQAR 22-23 target as given in the Organizing & Participation list.	Dept. IQAC Coordinators	Continuous
5 th Board Meeting (April 2023)	Board meeting details and documents of May, 2023 should be uploaded in the respective activity column in the Google form on or before 05.06.2023. The count will be taken directly by IQAC after verifying documents (Soft Copy & Hard Copy). Faculty Participation and Journal Publication should be completed as per the given target.	Dept. IQAC Coordinators	05.06.2023
Placement Files	Placement files (2022-23) should be submitted by all the departments except EEE, PCT, AI&DS, SFE and CSBS on or before 30.05.2023.	Dept. IQAC Coordinators	31.05.2023

Head-IQAC

Director Academics

PRINCIPAL

Copy To:

1. IQAC Coordinators	2. All HoDs
3. Director Administration	4. Director Academic
5. Director Technical	6. Executive Director / Principal
7. Vice Chairman / Chairman office	8. File



EXCEL ENGINEERING COLLEGE

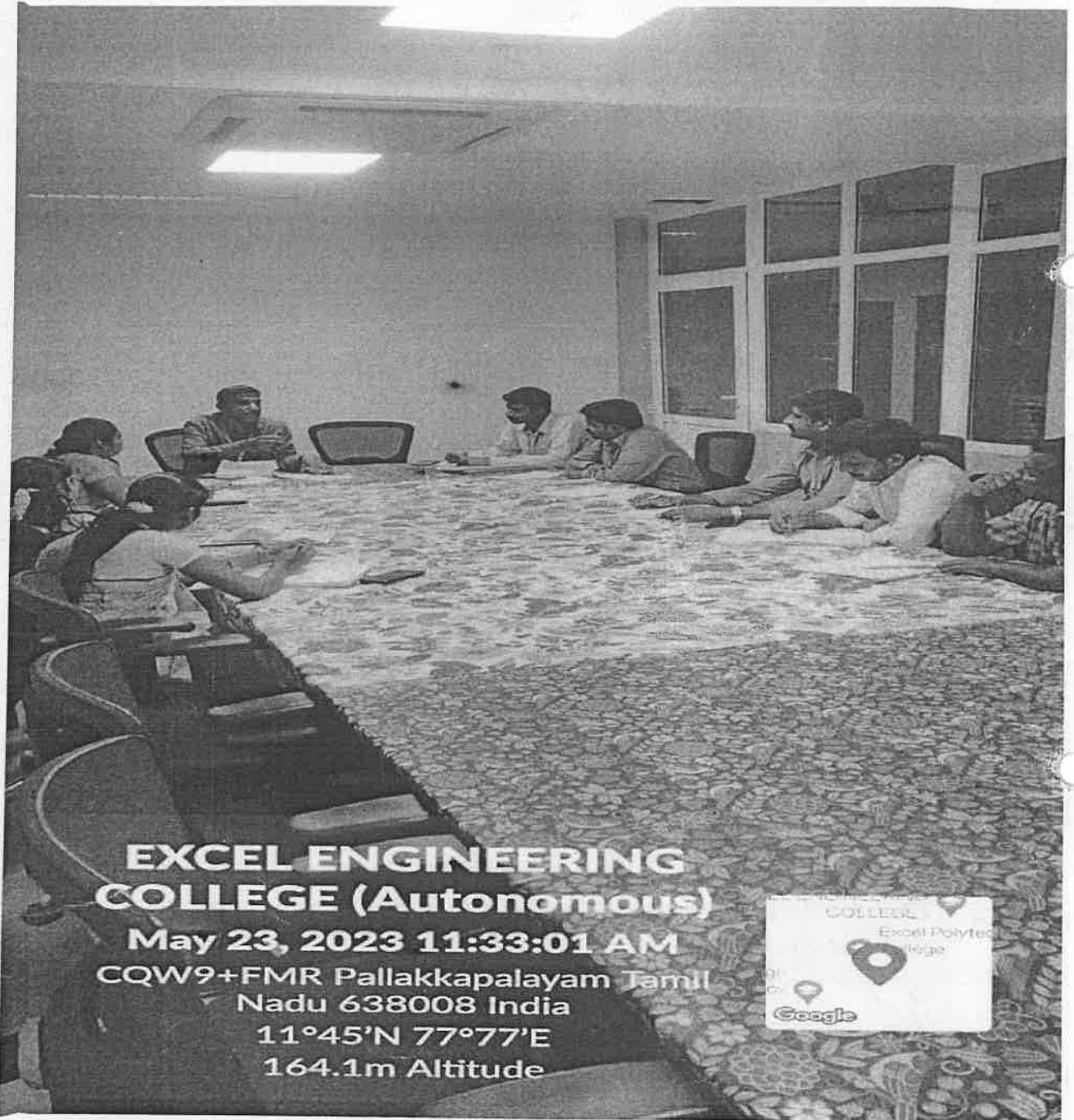
(Autonomous)

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

23.5.23

16

Snapshot:



EXCEL ENGINEERING COLLEGE (Autonomous)

May 23, 2023 11:33:01 AM

CQW9+FMR Pallakkapalayam Tamil

Nadu 638008 India

11°45'N 77°77'E

164.1m Altitude

