



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/23-24/03

Date: 08.07.2023

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 11.07.2023 at IQAC Cell. All the Department coordinators of IQAC and NBA are requested to attend the meeting at 3.00 PM in the Board meeting room.

Agenda:

1. Submission of AQAR 2022-23.
2. Submission of Action Plan activities for Odd Semester 2023-24.
3. Submission of NBA files 2022-23.
4. 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	



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Minutes of Meeting

Ref:EEC/IQAC/Meeting/2023-24/03	Date : 11.07.2023
Venue : Board Room, B1 Block	Time : 3.00 pm
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 & PCT	Mr. C.P.SURESH KUMAR	C.P.Suresh 11/7/23
4.	IQAC	Mrs. D.PRIYADHARSINI	D.Priya 11/7/23
5.	IQAC& SFE	Mr. N.PRITHIVIRAJ	N.Prithiviraj 11/7/23
6.	AERO	Mr. K.VIJAY BABU	K.Vijay Babu 11/7/23
7.	AGRI	Mr. V.BHARATH	V.Bharath 11/7/23
8.	AI & DS	Mrs.SL.SWARNA	S.Swarna 11/7
9.	BME	Dr. SATEESH REDDY.AVUTU	A.S.Reddy 11/7/23
10.	CIVIL	Mr. S.M.SAKTHIVEL	S.M.Sakthivel
11.	CSE	Mr. E.DEEPAN KUMAR	E.Deepan Kumar
12.	ECE	Mr. S.SATHEESH KUMAR	S.Satheesh Kumar
13.	MECH	Mr. V.KARTHIKEYAN	V.Karthikeyan
14.	FT	Mr. S.P.RAJESH	S.P.Rajesh
15.	IT	Mrs. S.MOUNA	S.Mouna
16.	S & H	Dr. S.MOHANKUMAR	
17.	EEE	Ms. K.S.NANTHINI	K.S.Nanthini
18.	MBA	Mr. P.K.JAWAHAR KUMAR	
19.	MCA	Mr. NAGESHWARAN	



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20.	AERO	Mr. S.BALASUNDARAM	
21.	BME	Ms. R.SANTHIYA	for A.S.
22.	CIVIL	Dr. P.LOGANATHAN	
23.	CSE	Dr. P.KUMARI	Dr. P.K.
24.	ECE	Mr. N.RAJAGOPALA KRISHNAN	
25.	IT	Dr. N. SUNDARARAJULU	
26.	MECH	Mr. M.SAMBATH KUMAR for	
27.	FT. ✓	Mr. RAJA	Mr. Raja
28.	S&H	Dr. S.KARUPPUSAMY	for



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF IQAC meeting held on 11.07.2023 in Board Room (B1 Block) at 04.00pm

The following points were discussed in the meeting:

Topic	Discussion	Responsibility	Target Date
Submission of SSS	At least 90% of all UG & PG students should complete the Students Satisfaction Survey and should be submitted on or before 14.07.2023.	Dept. IQAC Coordinators	22.07.2023
Submission of NBA files	NBA files (AY 2022-23) should be submitted. The department of AERO, CSE, MECH files are not submitted.	NBA Coordinators	22.07.2023
AQAR 2022-23	<ol style="list-style-type: none">1. Organizing & Participation documents can be copied from the consolidated board meeting data which will be circulated to all the departments from IQAC.2. AQAR 2022-23 files should be submitted at the end of July.3. Criteria- 4 in-charges should complete the work for AQAR 2022-23.4. AQAR 2022-23 file work should be started immediately and finish before October 2023.	Dept. IQAC Coordinators	Continuous
Academics	<ol style="list-style-type: none">1. AAA file report should be uploaded in AQAR 2021-22.2. Revised Course file index has been educated with examples and circulated for the upcoming semester 2023-24.3. All faculty members are informed to register in Google Scholar.4. Journal Publications should be uploaded with all the details in Google form for Board meeting data.5. A Four day awareness program for Video Lecturing should be attended by all the faculty members.	Dept. IQAC Coordinators	Continuous
Board Meeting	Board meeting target should be completed in June for the period of Jan-June 2023 as per the plan.	Dept. IQAC Coordinators	30.06.2023

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

Snapshot:



GPS Map Camera

Pallakkapalayam, Tamil Nadu, India
CQW9+FMR, Pallakkapalayam, Tamil Nadu 638008, India
Lat 11.447141°
Long 77.769404°
11/07/23 04:12 PM GMT +05:30

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