



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

Category : IQAC

Priority : Normal

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref No: EEC/IQAC/Meeting/23-24/17

Date: 24.05.2024

CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 28.05.2024 by IQAC Cell. All the Department coordinators of IQAC are requested to attend the meeting at 04.00 PM in the Board meeting room.

Agenda:

1. Discussion on AQAR- 2023-24 documents collection.
2. NAAC New Reforms.
3. Even Semester Activities Completion Status.
4. Status of Stakeholders Feedback
5. 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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Ref:EEC/IQAC/Meeting/2023-24/17	Date : 28.05.2024
Venue : Board Room, B1 Block	Time : 4.00 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	
4.	IQAC	Mrs. K.YASODHA	
5.	IQAC & SFE	Mr. N.PRITHIVIRAJ	
6.	AERO	Mr. K.VIJAY BABU	
7.	AGRI	Mr. V.BHARATH	
8.	AI & DS	Mrs.S. L.SWARNA	
9.	BME	Dr. SATEESH REDDY AVUTU	
10.	CIVIL		-
11.	CSE	Mr. E.DEEPAN KUMAR	
12.	ECE	Mr. S.SATHEESH KUMAR	
13.	MECH	Mr. V.KARTHIKEYAN	
14.	FT	Mr. S.P.RAJESH	
15.	IT	Mrs. S.MOUNA	
16.	S & H	Dr. S.MOHANKUMAR	
17.	EEE	Ms. K.S.NANTHINI	
18.	MBA	Mr. P.K.JAWAHAR KUMAR	
19.	MCA	Mr.M.K. NAGESHWARAN	
20.	CSBS	Mr. A.P.SARAVANAN	



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF IQAC meeting held on 28.05.2024 in Library at 04.00pm

The following points were discussed in the meeting:

Topic	Discussion	Responsibility	Target Date
Previous Meeting	Discussed about the progress of Previous meeting held on 07.05.24		
AQAR 2023-24	Fill AQAR 2023-24 XL data sheet criteria wise and extended profile on or before 30.07.2024. First fill ODD & EVEN Semester Activities in All Criteria Criteria 1 (Value Added course), Criteria 3 (IPR,EDC,R&D, Club, Extension ,NSS,NCC,YRC,etc) Criteria 5(Yoga, Sports, Health Events, Guest lectures, workshop, Tech fest, seminar, Higher studies coaching, Alumni Interaction) Criteria 6 (Faculty Development Program & Non Teaching Skill development Activities) Criteria 7 (Women's Empowerment ,Environmental Awareness , Code of conduct, Commemorative days, Festival, etc) Faculty & Students participations, publications, Awards, internship, industry projects, placement fill in respective criteria.	All faculty	(Data Sheet 30.07.2024) & (Documents) 30.08.2024
NAAC Reforms	Discussed about NAAC Reforms and New Binary and Maturity Based Graded Accreditation (MBGL)	IQAC Coordinators	-
Activities	Discussed about Even semester Activities planned and completed status. All department coordinators are insisted to complete 100% activities as per the plan.	All faculty	30.05.2024
Stake holders Feedback	Collect Syllabus review feedback from all stake holders (Students, Alumni, Faculty, Employer & Academic Peers) through online forms shared in college website https://excelinstitutions.com/excel_engg/feedback/	IQAC Coordinators	-

Head IQAC

Director-Academics

PRINCIPAL

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3. Director Administration	4. Director Academic
5. Director Technical	6. Executive Director / Principal
7. Vice Chairman / Chairman office	8. File