



EXCEL ENGINEERING COLLEGE (Autonomous)

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Accredited by NBA (AERO, AGRI, BME, CIVIL, 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/24-25/16

Date: 12.02.2025

CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 13.02.2025 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. AQAR 2024-25 Odd semester data Collection
2. Academic & Administrative Audit status.
3. Course file Phase II Audit.

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/2024-25/16	Date : 13.02.2025
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	OD-FOP
5.	IQAC & SFE	Mr. N.Prithiviraj	OD-FOP
6.	IQAC & EEE	Mr.K.Vinoth Bresnav	
7.	AERO	Mr. K.Vijay Babu	Absent
8.	AGRI	Mr. V.Bharath	Absent
9.	AI & DS	Dr.P.Selvaraj	
10.	BME	Dr. Sateesh Reddy Avutu	OD-FOP
11.	CIVIL	Mrs. Abinaya	Absent
12.	CSE	Mr. E.Deepan Kumar	OD-FOP
13.	ECE	Mr. S.Satheesh Kumar	
14.	MECH	Mr. M.Nandha kumar	
15.	FT	Mr. S.P.Rajesh	Absent
16.	IT	Mrs. S.Mouna	Absent
17.	S & H	Mr. N.Kathirvel	Leave.
18.	MBA	Mr.P.Mahendra Boopathi	
19.	MCA	Mr.M.K. Nageshwaran	Absent
20.	CSBS	Mr. A.P.Saravanan	
21.	M.Tech CSE	Mrs. C.Vaideki	

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INTERNAL QUALITY ASSURANCE CELL (IQAC)**MINUTES OF IQAC meeting held on 13.02.2025 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 21.01.2025		
AQAR 2024-25 (ODD SEM)	Submit AQAR 2024-25 ODD semester documents as per the action plan from February month onwards.	IQAC Coordinators	28.02.2025
Academic & Administrative Audit	Submit AAA audited documents for consolidation	IQAC Coordinators	24.02.2025
Course file ODD Semester (Phase II Audit)	Submit ODD Semester course files on or before 21.02.2025	All faculty	21.02.2025

Head-IQAC

Director-Academics

PRINCIPAL

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Priority : Normal

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref No: EEC/IQAC/Meeting/24-25/15

Date: 20.01.2025

CIRCULAR

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 21.01.2025 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. AQAR 2023-24 submission
2. AQAR 2024-25 Odd semester data Collection
3. Academic & Administrative Audit status.
4. Course file Phase II Audit.

All Coordinators must attend the meeting without fail.


Head-IQAC


Director - Academics


Principal

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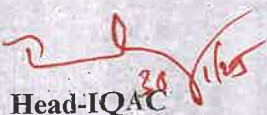
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INTERNAL QUALITY ASSURANCE CELL (IQAC)**MINUTES OF IQAC meeting held on 21.01.2025 in Library at 04.00pm****The following points were discussed in the meeting:**

Topic	Discussion	Responsibility	Target Date
Previous Meeting	Discussed about the progress of Previous meeting held on 07.01.2025		
AQAR 2023-24 Submission	AQAR 2023-24 Documents Successfully uploaded in NAAC portal on 21.01.2025.	IQAC Coordinators	21.01.2025.
AQAR 2024-25 (ODD SEM)	AQAR 2024-25 Current data status (XI sheet) to be update on or before 28.01.2025.	IQAC Coordinators	21.01.2025.
Academic & Administrative Audit	Complete Academic & Administrative on or before 31.01.2025	IQAC Coordinators	31.01.2025
Course file ODD Semester (Phase II Audit)	Submit ODD Semester course files on or before 01.02.2025	All faculty	01.02.2025


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Director-Academics


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