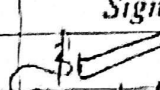
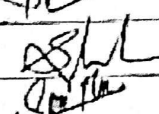
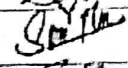
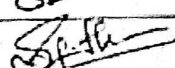

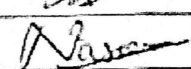


# KMEA ENGINEERING COLLEGE

## Minutes of the meeting

<b>Subject:</b> Annual Action Plan	
<b>Date of Meeting:</b> 1/6/20	<b>Time:</b> 10am
<b>Venue:</b> IQAC Office	
<b>To:</b> Principal	
<b>CC:</b> Coordinator & Members	
<b>Date of issue:</b> 1/6/20	
<b>Ref:</b>	<b>Pages:</b> 1

### Core Committee Members Present

Sl.no	Name & Designation	Signature
1	Dr. Bijesh Paul - Coordinator IQAC	
2	Prof Shaila C.K- Co-coordinator	
3	Prof Smitha K M-member	
4	Dr. Sangeetha C P-member	
5	Prof Veena K Vishwam- Member	
6	Prof Nazeema V A-Member	

Absentees with apology: Nil

Sl.no	Minutes	Action By	Remarks/ Target date
	Meeting started with a word of welcome by the coordinator at 10am		
	Agenda 1. Formulation of annual action plan		
	Discussion 1. Meeting reviewed the previous years action plan. 2. Annual action plan for the academic year 20-21 was formulated after continuous discussion & deliberation. 3. Progress of preparations for NAAC peer team visit was discussed. 4. Progress of SAR preparation for NBA was discussed.	IQAC Coordinator  Naac Coordinator NBA Coordinator	
	Conclusion All members decided to implement the decisions as per schedule		

