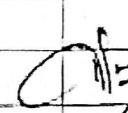
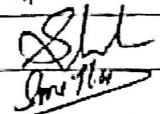
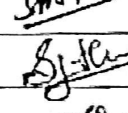
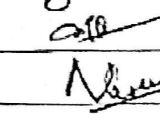
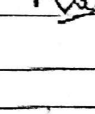
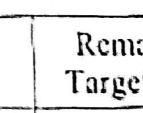


# KMEA ENGINEERING COLLEGE

## Minutes of the meeting

<i>Subject: Review of Annual Action Plan</i>	
<i>Date of Meeting: 1/9/20</i>	<i>Time: 11am</i>
<i>Venue: IQAC Office</i>	
<i>To: Principal</i>	
<i>CC: Coordinator &amp; Members</i>	
<i>Date of issue: 1/9/20</i>	
<i>Ref:</i>	<i>Pages: 1</i>


### 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 11am		
	<b>Agenda</b> 1. Review of action plan 2. Review of progress of activities for NAAC peer team visit		
	<b>Discussion</b> 1. Implementation of action plan was discussed and meeting expressed satisfaction in the progress & implementation of action plan 2. Steering committee for NAAC peer team visit was formed & role of committee was discussed in detail. 3. Progress of infrastructure committee was reviewed in detail. 4. Criteria wise preparations were discussed with NAAC core committee. 5. It was decided to conduct two visits by external experts for reviewing the preparation for NAAC visit.	IQAC Coordinator  Naac Coordinator	

	Conclusion All members decided to implement the decisions as per schedule.		

  
PRINCIPAL  
KMEA ENGINEERING COLLEGE  
EOATHALA-693551



