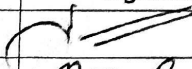

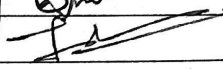




KMEA ENGINEERING COLLEGE
Minutes of the working core committee meeting

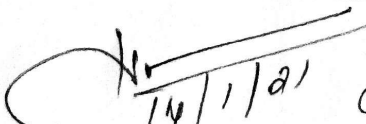
Subject: Review of IQAC Activity	
Date of Meeting: 14/1/21	Time: 3pm
Venue: IQAC Office	
To: Principal	
CC: Coordinator & Members	
Date of issue: 14/1/21	
Ref:	Pages: 1

Members Present

Sl.no	Name & Designation	Signature
1	Dr. Bijesh Paul, (Professor & HOD)- Coordinator	
2	Prof Sunitha Rani (Assoc Prof-CE)- Co: Coordinator IQAC	On leave.
3	Prof Shaila C.K (Asst Prof-EI)-Secretary	
4	Prof Fareeda Kareem (Assoc Prof -EE)-Academics & audit	
5	Prof Veena K Viswam (Asst Prof-CS)-Quality Benchmarking & Activities	
6	Prof Nazeema (Asst Prof-BSH)-Exam cell	

Absentees with apology: ~~Prof Sunitha Rani~~ (on leave).

Sl.no	Minutes	Action By	Remarks/ Target date
	Meeting started with a word of welcome by the coordinator at 3pm		
	Agenda 1. Discussion about peer team visit and formation of steering committee. 2. Participation in NIRF Ranking. 3. Discussion about offline classes 4. Discussion about University Results 5. Briefing about e Yantra Lab		
	Discussion 1. Steering committee and action plan for peer team was finalised. 2. Measures for participating in NIRF ranking was taken. 3. Offline classes started as per KTU norms and covid protocol. 4. Result analysis of university Exams was conducted. 5. E yantra lab was inaugurated and activities were conducted.	Dr. Bijesh Paul Prof Veena Prof Shyla Prof Fareeda Prof Veena	14/1/21, Finalised 5/2/21, Completed 14/1/21, started. 14/1/21, Conducted 5/3/21, Conducted
	Conclusion All members decided to implement the decisions as per schedule		


 14/1/21
 IQAC
 Co: coordinator

