KMEA ENGINEERING COLLEGE

EDATHALA PO , ERNAKULAM

Subject : Minutes of the meeting held on 10/12/2021 Regarding

Date : 10/12/2021 Venue : Board Room

Time : 2:30 PM

Agenda:

Silent Prayer

1. Confirmation of the minutes of the previous meeting held on 16/07/2021.
2. Review the action taken on the previous meeting held on 16/07/2021.
3. Suggestions to University on academic matters
4. Approval of the report from the IQAC for the even semester of the academic year 2021-2022.
    a) Teaching requirements
    b) Academic matters
    c) Conduct of exams
5. Other items admitted by the Chair.

The Academic Council was held under the Chairmanship of Dr. Amar Nishad T.M, Director of KMEA Engineering College. The following members were present.

Members present:

Sl.No	Name	Designation	Signature
1	Dr. Amar Nishad. T. M	Director/ Principal	
2	Dr. Rekha Lakshmanan	Vice Principal & HOD, CS	
3	Dr. Chitra	HOD, CE	
4	Dr. Reena Sebastian	HOD, EE	

5	Ms. Smitha K M	HOD, EC	
6	Dr. Bijesh Paul	HOD ME	
7	Ms.Shaila C K	HOD EI	
8	Ms. Babitha M S	Senior Faculty, EC	
9	Ms. Sheena Kurian	Senior Faculty, CS	
10	Ms. Farceeda A Kareem	Senior Faculty, EE	
11	Ms. Bindu Sebastian	Senior Faculty, CE	
12	Ms. Rashida Hameed	Senior Faculty, EI	
13	Mr. PremKrishnan	Senior Faculty, ME	

Minutes:

Dr. Amar Nishad T.M, Chairman, extended a warm welcome to the members of the Academic Council. After this, the agenda was taken up for discussion. The Academic council has considered it item-wise and deliberated as highlighted below.

Item No. AC 12. 1 **Conformation of the minutes of the previous meeting**

The Chairman presented the minutes of the previous meeting held on 16/07/2021 and the action taken thereon.

Dr. Rekha Lakshmanan proposed to approve the minutes and Dr. Bijesh Paul supported it. As the members had no objection, the Academic Council unanimously resolved to confirm the minutes of the previous meeting of the Academic Council held on 16/07/2021.

Item No. AC 12. 2 Review the action taken on the minutes of the previous meeting

The Chairman presented the actions taken on the suggestions made during the 11th Meeting of the Academic Council. The Council resolved to ratify the actions taken as presented and accepted the time requested for implementation of few suggestions.

Item No. AC 12. 3 Approval of recommendation and suggestions on academic matters by IQAC

The Chairman invited Dr. Bijesh Paul, IQAC coordinator to present the report on academic matters

Dr. Bijesh Paul presented the report of IQAC for discussion and approval.

As the odd semester classes are still continuing due to delay occurred during covid, the assessment reports are not finalised by the departments. In this context coordinator suggested to conduct another academic council meeting by the end of the ODD semester.

The Chairman noted the suggestions and agreed to conduct another academic council meeting in February before the commencement of even semester.

The meeting ended at 12.30 PM with a vote of thanks.

Signature
Convenor

Signature
Chairman

Subject : Action taken for the meeting held on 10/12/2021 - Regarding

1. Instructed HoD to monitor the effectiveness of academics

Signature
Convenor

Signature
Chairman