

KMEA ENGINEERING COLLEGE

Minutes of the meeting

Subject: Steering Committee for NAAC Peer Team Visit

Date of Meeting: 13/2/2021

Time: 11am

Venue: IQAC Office

To: Principal

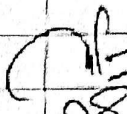
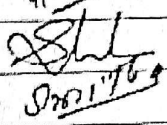
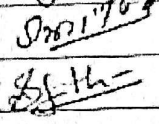
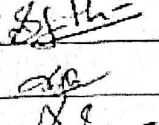
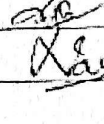

CC: Coordinator & Members

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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		
	Agenda 1. <i>Steering Committee for NAAC Peer Team Visit</i>		
	Discussion & Decisions taken. 1. Steering Committee was formed for NAAC peer team visit 2. Sub committees were formed under steering committee & role of each subcommittee was explained in detail. 3. Action plan for each subcommittee was formed.	NAAC Coordinator	
	Conclusion All members decided to implement the decisions as per schedule		





