Meeting dated 15-01-2021

Members Present

1. M.c. Mayin Haji 2. About Hameed Marks 3. Prof. K. K. Abid Hussain Thengal Gr. Rames L. A. Dr. Haji C. K. Zubais. Mr. 6. Port. Hansesh Baby KT 7. Rat Souroms 8. Dr. Hema Nalini q. Dr. Mubarak 10. Dr. Kanjish V Rayi M. Dr. Febina Been' 12. Rof. Shansudheen VP 13. Dr. Sadog Mi A. 14. Post Jouhar G 15. Prof. Baijn B S. 16. Port Mohammed Shameen



MEA ENGINEERING COLLEGE PERINTHALMANNA

MINUTES OF IQAC ONLINE MEETING held on 15.01.2021, 3 pm Google meet platform

The meeting was chaired by Director (IQAC), Mr. Haneesh Babu K T

Members present (As per attendance recorded in the Minutes Book)

Agenda / Decision	Rema
Address by the Principal: The Principal briefed the members about the present status and IQAC and its activities	
Review of decisions taken in earlier meeting: The decisions taken in the earlier meeting were reviewed by the Committee	d .
Conduct of contact classes: As per the Circular received from the University, Dean (Academics) is instructed to the prepare a special timetable for the contact classes	**
Website updation: It is decided to update the website with the latest	
Academic Audit: It is decided to conduct the E-audit as per the directions from the KTU. Accordingly it is decided to depute the Department Auditor for providing the requisite details.	
	Address by the Principal: The Principal briefed the members about the present status and IQAC and its activities. Review of decisions taken in earlier meeting: The decisions taken in the earlier meeting were reviewed by the Committee Conduct of contact classes: As per the Circular received from the University, Dean (Academics) is instructed to the prepare a special timetable for the contact classes. Website updation: It is decided to update the website with the latest programmes conducted in offline and online modes. Academic Audit: It is decided to conduct the E-audit as per the directions from the KTU. Accordingly it is decided to depute the Depart.

Principal College
MEA Engineering Anna
Perinthalmanna

Director (IQA



MEA ENGINEERING COLLEGE PERINTHALMANNA

Action Taken Report OF IQAC MEETING held on 15-01-2021

Item No.	Agenda /Decision	File
1	Conduct of contact classes: Dean academic prepared special timetable for contact classes and was completed successfully	IQAC General file
2	Website updation: Website was updated by system analyst	Website file
3	Academic Audit: Academic audit was completed as per K T U scheduled	IQAC Internal/ External audit report

Principal College
MEA Engineering Perinthalmanna

Director (IQAC)