



## MEA ENGINEERING COLLEGE PERINTHALMANNA

MINUTES OF IQAC MEETING held on 20.01.2020, 11.30 am  
Venue: AD 016 - IQAC Room

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

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

Item No.	Agenda /Decision	Remarks
1	Address by the Principal: The Principal briefed the members about the present status of IQAC and its activities.	
2	Conduct of IQAC Audit - KTU: The Director (IQAC) informed the members that the internal Auditing as per the norms of KTU had been conducted earlier and external audit of the college has been conducted by the external auditor from KTU on 04.11.2019.	
3	NBA Expert Team Visit: Schedule of NBA Expert Team Visit on 31/01/2020, 01/02/2020 & 02/02/2020 has been discussed in detail in the meeting. It has been decided to conduct all staff meeting on 28/01/2020.	
4	Furnishing copy of minutes of various committees to IQAC :- It has been decided the Minutes, Action taken report and Outcome report of various committees may be send to director IQAC here after.	
5	Conclusion: Director of MEA Engineering College, also the member of IQAC as Professional and Governing Body member, in his concluding remarks exhorted the members to finetune the activities in connection with the NBA Expert Team Visit. The meeting concluded at 1.00 pm.	

*Haneesh Babu K T*  
20/01/2020  
Director (IQAC)