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KUPPAM ENGINEERING COLLEGE

(Approved by AICTE, Permanent Affiliated to JNTUA, Accredited by NAAC, NBA & ISO 9001 : 2008 Certified)

(Recognised by UGC(f) & 12(b))

KUPPAM - 517 425, Chittoor Dist., A.P. ☎: 08570 - 256966 (O), 256977 (F)

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KEC/IQAC/2019-20/

CIRCULAR

30th Jan 2020

A meeting with IQAC members is scheduled on 5th Feb 2020, 10:00 AM; the agenda of the meeting is as follows

Meeting Date : 5th Feb 2020
Time : 10:00 AM
Venue : IQAC Meeting Hall

Agenda:

- MOU signed and activities conducted under MOUs
- Faculty participated in FDP/STTP/Workshop/Seminar
- Schedule of Internal training
- Syllabus coverage report and events conducted
- Class committee meetings – analysis and action taken

**CO-ORDINATOR
IQAC**

**KUPPAM ENGINEERING COLLEGE
KUPPAM-517 425.**

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Principal

**Dr. S. Sudhakar Babu
Principal
Kuppam Engineering College
R.D. Natham, Kuppam - 517 425**

KUPPAM ENGINEERING COLLEGE, KUPPAM 517 425

Internal Quality Assurance Cell

MINUTES OF MEETING

NATURE OF MEETING	IQAC committee meeting		
Venue	IQAC meeting Hall	Date: 5-Feb-2020	Time: 10.00 am
<u>Members Present</u>	Dr.S. Sudhakar babu, Principal Mr. S. Baskaran, IQAC coordinator Mr. K. Logesh, HOD CSE Dr. Ramesh, HOD. of EEE Mr. C.G. Saravana, Librarian Mr. L. Ravi Kumar, Dept. of Civil	Dr. G. Kodandaramaiah, HOD ECE Mr. K. Ganesh, HOD ME Mr. J. Madhavan, HOD HAS Dr. Muneendara, HOD MBA Mr. Somasundaram, I/C Exam Section Dr. K. Rasadurai, Dept.of ECE	
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AGENDA DETAIL	DETAILS OF DISCUSSION & ACTION POINTS	RESPONSIBILITY	TARGET DATE
MOUs signed and activities conducted	Principal verified the MOUs signed and advised the HODs to conduct more events under each MOU	HODs / Section Heads	End of semester
Faculty participation in FDP/STTP	It is decided to invite officials of NITTR / premier institutes for the conduct of FDPs	HODs / CDO	End of year
Internal training to III and final year students	Career development officer proposed to conduct company oriented training programs and it was agreed by all the members. Placement officer is advised to identify the organizations to conduct the training program.	CDO	End of semester
Syllabus coverage and events conducted	Principal advised to conduct minimum one symposium, conference in each academic year.	HODs	End of semester
Class committee meeting analysis and action taken	Head of departments were presented the consolidated report and there is no major issues identified.	HODs	--


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