



# Vidya Academy of Science & Technology Technical Campus

Kilimanoor, Thiruvananthapuram

Accredited by NAAC with 'B++' Grade

## Minutes of IQAC Meeting held on 23.11.2022

Date & Time: 23.11.2022, 12.00 PM

Venue: Boardroom, VASTTC

Members Attended:

Sl. No.	Position	Name and Designation	Attendance Status
1	Chair Person	Dr.T.Mathavaraj Ravikumar, Principal	
2	Advisor	Prof.K.Vijayakumar, HOD, CE	
3	Convener	Dr.K.Sargunan, ASP, CE	
4	IQAC Members	Ms.Anjana.N, HoD i/c, ECE	
		Mr.Bijeesh, HoD i/c, ME	
		Dr.Praveen Rose. T, HoD, EEE	
		Dr.C.Brijilal Ruban, HoD, CSE	
		Dr.Jayanthi L.S, HoD, AS	
		Mr.Sajith Krishnan. R, Assistant Professor, ME	
		Ms.Vigitha Vidyadhar, Assistant Professor, AS	
		Mr.Arun. K L, Assistant Professor, ME	
5	KTU IQAC Coordinator	Ms. Divya M K, Assistant Professor, CSE	

- Agenda:
1. Approval of agenda
  2. AQAR 2021-2022 Submission
  3. NBA Accreditation work

Sl.No.	Description	Discussion/Decision	Action By	Action Date/duration	Remarks/Status Implementation
1	Approval of agenda	Approved			
2	Action taken report of previous IQAC meeting	Item 19. KTU external and internal audit completed for ODD Semester A.Y 2022-2023 Item 4. AQAR submission and preparation for A. Y. 2021-2022 was in progress Item 8. Academic schedule preparation for the ongoing semester completed			
3	Actions taken by IQAC	The IQAC Coordinator presented the actions taken given by the members during the previous meeting	IQAC Convenor	Completed	
4	AQAR submission	Discussions were made about AQAR submission and preparation for A. Y. 2021-2022.	IQAC Convenor and Coordinators	22/12/2022	
5	CO-PO and CO-PSO mapping	It has been mandated that all department coordinators should accelerate the mapping of course outcomes (CO) in relation to programme outcomes (PO) and program-specific outcomes (PSO) for the current academic session.	All Department Coordinators	Continuous	
6	CO-PO attainment calculation	It has been insisted to speedup the process of CO-PO attainment calculation for the previous semester A. Y. 2021-2022 and the observations on targeted and achieved levels should be reported to IQAC.	All Department Coordinators	Continuous	
7	NBA Accreditation work	For the upcoming NBA accreditation process, discussions were held about the creation of department-specific criteria incharges. The strategic plan that will be used to progress the NBA work process was also discussed.	HoD's and IQAC Coordinators	Continuous	

Dr. K.Sargunan, ASP/CIVIL

IQAC Convenor

Copy to:

All HoDs

PD and AFD – For information



IQAC Convener <iqacconvener.vasttc@vidyatcklmr.ac.in>

## NBA Progress Meeting

IQAC Convener <iqacconvener.vasttc@vidyatcklmr.ac.in>

Tue, Nov 22, 2022 at 3:25 PM

To: "HODs.VASTTC" <hods.vasttc@vidyatcklmr.ac.in>, IQAC Coordinator <iqacconvener.vasttc@vidyatcklmr.ac.in>, Sajith Krishnan R <sajith@vidyatcklmr.ac.in>, Vigitha Vidyadhar <vigitha.v@vidyatcklmr.ac.in>, "Arun K.L" <arun.kl@vidyatcklmr.ac.in>

Cc: Principal Vidya TC Kilimanoor <principal@vidyatcklmr.ac.in>, PA to Principal VASTTC <pa.vasttc@vidyatcklmr.ac.in>

Dear Sir/Madam,

As directed by the principal, a meeting was planned on 23.11.2022 at 12:00 PM in the boardroom to discuss the NBA work progress and allocations. I request all to attend without fail.

Regards

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*Thanks and regards*



**Dr.K.Sargunan**

Associate Professor

Department of Civil Engineering

Vidya Academy of Science and Technology Technical Campus.

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