

VIDYA ACADEMY OF SCIENCE AND TECHNOLOGY TECHNICAL CAMPUS

Kilimanoor

Accredited by NAAC with 'B++' Grade

"A Unit of Vidya International Charitable Trust"

Planning and Monitoring Committee

Order No. VAST TC /GEN/ORD/19/2026

Dt:- 15.07.2026

ORDER

Planning and Monitoring Committee is constituted for the planning of academic/co- curricular/extra-curricular activities for the forthcoming semester/academic year. As well, to review the activities of the previous semester/year and make recommendations to the Principal/Management for further improvement. It also aims to overview the financial viability of the college in each financial year and make suggestions /recommendations to the Principal/Management about further facilities/amenities/laboratories to be included in the forthcoming semester/year. This committee overview the Research and Development activities of the college in each year and make suggestions for further improvements.

Planning and Monitoring Committee for the academic year 2026-27 is constituted with the following members.

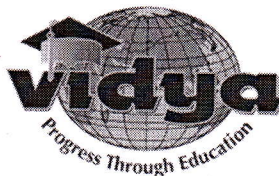
Sl. No	Name	Designation	Position	Email	Phone No.
1	Dr.Ansamma John	Principal	Convenor	principal@vidyacklmr.ac.in	9447453101
2	Brig.K.S.Shaji	Director	Member	Director.vasttc@vidyacklmr.ac.in	8921256170
3	Dr. Jayarenjini N	Professor & HoD - ECE	Member	jayarenjini.n@vidyacklmr.ac.in	9846530372
4	Dr. Pravin Rose T	Professor & HoD - AS	Member	pravin.rose@vidyacklmr.ac.in	9745057329
5	Mr. Chandu E.S.	Assistant Professor & HoD i/c- ME	Member	chandu.521@vidyacklmr.ac.in	8891014842
6	Dr.C.Brijilal Ruban	Professor & HoD - CSE	Member	brijilal.ruban@vidyacklmr.ac.in	9159401700
7	Dr. K.Sargunan	Professor & HoD - CE	Member	k.sargunan@vidyacklmr.ac.in	8526883613
8	Mr. Ajish K C	Assistant Manager- Admin	Member	ajish.kc@vidyacklmr.ac.in	9633069512


PRINCIPAL

Copy to

1. Members
2. All HODs
3. All staff members (through e-mail)





VIDYA ACADEMY OF SCIENCE AND TECHNOLOGY TECHNICAL CAMPUS
Kilimanoor

Accredited by NAAC with 'B++' Grade

"A Unit of Vidya International Charitable Trust"

Planning and Monitoring Committee

Objectives

The Planning and Monitoring Committee serves as the institutional body responsible for strategic planning, effective implementation, periodic monitoring, and performance evaluation of academic and administrative activities. The Committee ensures that all institutional initiatives are aligned with the Vision, Mission, Strategic Plan, and quality objectives of the institution.

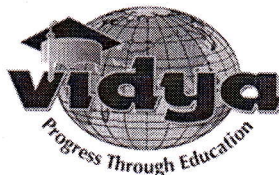
The objectives of the Committee are to:

1. Formulate short-term and long-term institutional plans to achieve academic excellence and sustainable growth.
2. Coordinate the preparation and implementation of annual and semester-wise academic and administrative action plans.
3. Monitor the progress of academic, research, administrative, co-curricular, and extension activities across all departments.
4. Review institutional performance using measurable indicators and recommend strategies for continuous improvement.
5. Ensure optimum utilization of financial, physical, and human resources for institutional development.
6. Strengthen research, innovation, entrepreneurship, industry collaboration, and community engagement.
7. Support compliance with the quality requirements of AICTE, KTU, NBA, NAAC, and other statutory and regulatory bodies.

Roles and Responsibilities

Institutional Planning

- Prepare the institutional strategic plan and annual operational plan.
- Develop the academic calendar and institutional activity schedule in consultation with departments and various committees.
- Ensure that departmental plans are aligned with institutional goals and regulatory requirements.



**VIDYA ACADEMY OF SCIENCE AND TECHNOLOGY TECHNICAL CAMPUS
Kilimanoor**

Accredited by NAAC with 'B++' Grade

"A Unit of Vidya International Charitable Trust"

Monitoring of Academic Activities

- Review the progress of curriculum delivery, laboratory sessions, project work, internships, industrial training, and mentoring activities.
- Monitor student attendance, academic performance, examination results, progression, placements, and higher education.
- Recommend measures to improve teaching-learning processes and academic quality.

Monitoring of Institutional Performance

- Monitor institutional Key Performance Indicators (KPIs) and their achievement.
- Evaluate departmental performance through periodic review meetings.
- Analyse institutional data and identify strengths, weaknesses, opportunities, and areas requiring improvement.

Review of Quality Initiatives

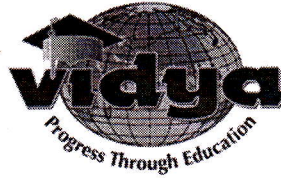
- Monitor the implementation of quality assurance initiatives undertaken by IQAC and other institutional committees.
- Review the status of accreditation, ranking, academic audits, and quality certifications.
- Ensure implementation of Action Taken Reports arising from various review mechanisms.

Resource Planning and Financial Monitoring

- Review budget proposals and resource requirements submitted by departments.
- Monitor the effective utilization of financial allocations for academic development, infrastructure, research, and student support.
- Recommend priorities for infrastructure expansion, laboratory modernization, and digital transformation.

Research and Innovation

- Monitor research publications, funded projects, patents, consultancy, innovation activities, incubation, and entrepreneurship initiatives.
- Recommend measures to strengthen the research ecosystem through collaborations, funding opportunities, and faculty development.



VIDYA ACADEMY OF SCIENCE AND TECHNOLOGY TECHNICAL CAMPUS

Kilimanoor

Accredited by NAAC with 'B++' Grade

"A Unit of Vidya International Charitable Trust"

Student Development

- Monitor the implementation of student development programmes, including technical events, professional society activities, cultural programmes, sports, NSS, NCC, innovation challenges, and outreach activities.
- Review student feedback and recommend initiatives for improving student satisfaction and holistic development.

Review and Reporting

- Conduct periodic review meetings to assess progress against approved plans.
- Prepare institutional monitoring reports and present recommendations to the Principal.
- Maintain records of planning documents, review reports, and Action Taken Reports for future reference and accreditation purposes.