



Vidya Academy of Science & Technology
"A Unit of Vidya International Charitable Trust"

2779/VAST/GB-2025-1

27.01.2025

MINUTES OF THE MEETING OF THE GOVERNING BODY (BOARD OF GOVERNORS)

Date : 27.01.2025
Time : 2.30 p.m
Venue : Board Room, Vidya Academy of Science and Technology, Thalakkottukara, Thrissur

Members Present:

Sl. No.	Name	Designation	Capacity	Attendance
1.	Sri Sabu Soumian	Chairman, Vidya International Charitable Trust (VICT)	Chairman	
2.	Er P.K Asokan,	Chief Patron, Vidya International Charitable Trust	Member	
3.	Dr Meera V.	Professor- Govt. Engineering College , Thrissur	Member, University nominee	
4.	Sri. Suresh lal	Executive Director- VICT	Member	
5.	Sri P N Ummirajan IPS (Retd)	Administrative Director- VICT	Member	
6.	Dr. B. Anil	Academic Director VICT	Member	

7.	Er. Lakshminarayanan K	Former General Manager, SIFL, Athani, Thrissur	Member. Industry Rep.	
8.	Dr. P. Pratapachandran Nair	Former Principal, and Professor Emeritus, VAST	Member	
9.	Dr. Sunitha C.	Principal, Vidya Academy of Science and Technology	Member Secretary	
10.	Dr. S. Swapnakumar	Professor & Head, ECE Department VAST.	Member	
11.	Ms. Divya Unni	Asst. Professor, VAST	Member	
12.				

Agenda:

1. Review of previous minutes and discussions.
2. Progress on Strategic frame work
3. Training to Staff & Students
4. NBA, NAAC
5. Industry Ready Programs
6. Budget
7. Research Promotion Policy
8. Revised Institutional Vision and Mission
9. Autonomy
10. Any other items as approved by the body

The meeting started at 02.30 pm, at the Board room with a silent prayer. Thereafter the principal welcomed all the members of the Governing Body.

1. The Principal gave an overview on the various activities that are going on.

a. General

1. A brief discussion about the scholarships offered to students.
2. Presenting the activities conducted by Vidya Social Empowerment Centre, VAST for students & staff
3. Appreciation for accruing NAAC B++ grade and how Vidya staff members with exemplary dedication unite to stand with NACC procedures.
4. Governing Body meeting should be held twice a year.

b. Academics

1. Continued to get 100% pass in all M.Tech results.
2. B.Tech results are continuously monitored for further improvement. The pass percentage in S7 B.Tech is 80.13%. The academic results in junior semester has to be improved. Principal conveyed that remedial measures have been taken to ensure improvement

c. Non Academics

- i. The students continued to grab good campus placements, with an average CTC package of 3.5 lakhs per annum. The institution continues its commendable track record.
 - ii. Many multidisciplinary and socially relevant projects developed by students received media attention. It is with much pride Jackson Joju P and Alvina Roy from the (SI, MCA) secured third prize at the student startup expo conducted by the Innovation and Entrepreneurship Development Cell (IEDC) at the tech fest of MA College of Engineering, Kothamangalam during 26-27 September 2024
 - iii. Got remarkable achievements in NSS. NSS volunteer selected as Regional Co-ordinator of Rudirasena (Thrissur Palakkad Region).
 - iv. Best student volunteer Award instituted by APJAKTU Directorate Level was received by Mr. Tarunkumar
 - v. In sports the institution Vidya Kho Kho teams the champions of the E Zone for third consecutive year.
 - vi. IEDC-Skill Centre is inculcating the culture of entrepreneurship among students.
 - vii. VAST plans to move forward with a Growth Oriented Strategic plan
3. Previous minutes were read and approved. In addition the following discussions as per the agenda were carried out and decisions are taken Accordingly

Item No	Agenda	Description	Points for Discussion	Responsibility	ATR
1.	Approval of minutes of the previous meeting	The minutes of the previous meeting were read and approved by the committee	The committee unanimously approved the minutes	BoG	Closed
2.	Progress on Growth Oriented Strategic Frame work (GoSF) implemented for VAST	GoSF for VAST was approved by the members in the previous meeting and implemented.	Detailed discussion was carried out about the progress after the implementation of Strategic Frame work implemented. The Chairman briefed about the importance of practical learning experience for students and briefed the improvement in all areas of development of students including paper presentation and enrolling into Add on courses. Members evaluated that improvement has been seen in the performance of staff after implementing the GoSF which in future will help the institution to grow further.	VICT, Principal	The Strategic Framework has been implemented across academic and administrative units. Department-level action plans were prepared and periodically reviewed. Student participation in paper presentations, add-on courses, internships, and skill development programmes has increased. Regular monitoring of institutional performance is being carried out.

3.	Training to Staff & Students	The Board reviewed the various training and skill development initiatives undertaken by the institution to enhance the professional competencies of faculty members and the employability skills of students	The Principal informed the Board that the institution has been continuously organizing faculty Development Programmes, workshops, seminars, certification programmes, and technical training in collaboration with reputed industries, professional bodies, and academic institutions. Faculty members are encouraged to participate in research-oriented programmes, industry internships, AI tools, emerging technologies, and pedagogical improvement programmes to enhance teaching effectiveness and research capability. Strategic collaborations through various Memoranda of Understanding with industry partners have significantly strengthened the institution's capacity to provide industry-relevant training and experiential learning opportunities.	Principal	Faculty Development Programmes, workshops, AI and emerging technology training, Outcome-Based Education programmes, and technical certification programmes were organized. Students received placement training, aptitude and soft-skill training, coding programmes, internships, and industry-oriented certification courses through various Centres of Excellence and MoUs.
4.	Performance of staff against their KPIs	Executive Director evaluated the performance of staff against their set of KPIs	A brief overview of the staff member's overall performance, indicating whether they met, exceeded, or fell short of their KPIs. The areas of improvement were identified and suggestions were made to improve overall performance of staff members	VICT, Principal	Annual KPI review was conducted for all faculty members. Individual feedback was provided, and improvement plans were communicated. Department Heads continue to monitor faculty performance periodically.
5.	Performance Appraisal, Research Activities, Training for staff		Detailed discussion about the performance appraisal of staff members was conducted. Suggestion that staff members must be given more training by enrolling them to NPTEL courses.	Principal, HoDs	Faculty members were encouraged to enrol in NPTEL/SWAYAM courses, attend FDPs,

			Newly joined faculty members must also be given proper training. The need for applying for funded projects and improving research activities among faculty were also discussed.		publish in indexed journals, undertake consultancy projects, and submit proposals for externally funded research projects. Research monitoring meetings are being conducted regularly.
6.	Academic Director	To appoint an Academic Director	Suggestions were made from members to appoint a full time Academic Director so that an overall evaluation of staff can be done by Academic Director	VICT, Principal	An Academic Director has been appointed to oversee academic planning, monitoring, quality assurance, faculty performance evaluation, and implementation of institutional strategic initiatives.
7.	NBA	To accelerate steps targeting NBA	Suggestions were made to accelerate steps targeting for NBA	VICT, Principal	Department-level NBA committees were strengthened. Gap analysis, documentation, OBE implementation, attainment calculations, laboratory improvements, and faculty training were undertaken. Departments have intensified preparations for NBA accreditation.
8.	Research Promotion Policy	Building on this foundation, the faculty incentive plan offers additional financial rewards	To encourage faculty members to publish their research in reputable, high-impact journals. Incentives will be awarded based on the	VICT, Principal	Several MoUs were signed with industries and academic

		for specific academic and professional achievements. These incentives are carefully structured to promote a culture of research, innovation, and professional excellence while advancing the institution's benchmarks and academic reputation.	journal's quality, ranking, and impact factor, reinforcing the institution's commitment to promoting excellence in research.		institutions. Industry Ready Programmes, internships, expert lectures, alumni interactions, certification courses, and Centre of Excellence activities were enhanced. Laboratory modernization initiatives have commenced, and consultancy activities are being promoted to strengthen industry engagement.
9.	Preparing the students for Industry readiness	To accelerate steps for overall improvement of students	1. To increase MoU's not only within the state but outside. 2. To identify the gaps in curriculum and nullify the gaps through suitable add-on courses offered by IITs for students, time to time. 3. Encourage students to attend summer internships 4. Organise talks by industrial experts & Alumni in respective fields 5. Modernisation of Labs with latest equipment. 6. Promoting consultancies for more placement opportunities for students	VICT, Principal	The approved budget has been implemented. Budgetary allocations for academic development, infrastructure enhancement, laboratory modernization, computing facilities, research promotion, and student support activities are being utilized as per institutional priorities.
10	Approval of Institution Budget 2025-26	The budget approved by the Executive Committee, VICT was presented.	A detailed analysis of the Budget in light of the upcoming implementation of the Strategic Framework was done. The breakdown of key budgetary allocations (academic departments,	Principal	Scholarship schemes continued through the management, endowments, and external agencies.

			administrative costs, infrastructure, etc.) was analysed. A discussion was made of the capital expenditures for the upcoming financial year. The rationale behind the purchase of computers for AIML and CSE departments were discussed. The financial implications behind this was also discussed. - Long term plans for capital expenditure were also discussed. - Possibility of new sources of scholarships such as that from Alumni were also discussed. - Further, it was decided to approve and implement the Budget.		Efforts are underway to strengthen alumni-supported scholarships and student financial assistance.
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The meeting concluded at 4.00 pm .

Dr. Sunitha C
Principal

THIRUVARUR
20.08.2017