



Minutes of the IQAC Meeting

Date: 05.01.2026

Time: 2:00 PM – 3:00 PM

Venue: Board Room

AY 2025–26

No: VAST/IQAC/2025-26/3

Members

SL.No	Name	Designation / Role	Attendees (Yes/No)
1	Dr. Sunitha C	Principal / IQAC Chairperson	Yes
2	Mr. Suresh Lal	Executive Director, VICT	Yes
3	Adv. P N Unnirajan	Director – Administration, VICT	Yes
4	Er. Lakshminarayanan K	Industry Representative	Yes
5	Dr. Pratapachandran Nair	Member – ISTE, Professional Body Rep.	Yes
6	Dr. Shalij P R	Director – Academics	Yes
7	Dr. Jeeva K A	Professor & HOD – AIML, NAAC Coordinator	Yes
8	Dr. Sanaj M.S.	Professor – CSE, IQAC Coordinator	Yes
9	Dr. Latha Dinesh	Professor – EEE, IQAC Co-Coordinator	No
10	Dr. Mary P Varghese	Professor & Head – EEE, NBA Advisor	Yes
11	Dr. Joycy K Antony	Assoc. Professor – CSE, NBA Coordinator	Yes
12	Dr. Reji C Joy	Professor & HOD – MCA, CCE Coordinator	Yes
13	Dr. Nisha A B	Professor & HOD – AS & HUM, Admission Convenor	Yes
14	Dr. Rakesh Hari	Professor & HOD – ME, Autonomy Coordinator	Yes
15	Dr. Abhilasha P S	Professor & HOD – CE, ISO Coordinator	Yes
16	Dr. Sajay K R	Professor & HOD – CSE	Yes
17	Dr. Swapnakumar S	Professor & HOD – ECE	Yes
18	Mr. Paul Chakola	Placement Director	Yes
19	Ms. Nisha Varghese	Asst. Professor – CE, Chief Supt. of Exams	Yes
20	Ms. Remya K R	Asst. Professor – CSE, Department Rep.	Yes
21	Dr. Renjish Vijay	Assoc. Professor – ME, Department Rep.	Yes

Sl.No	Name	Designation / Role	Attendees (Yes/No)
22	Ms. O Varadha Vijay Menon	S7 AIML, Student Representative	Yes
23	Mr. Ajin Aravind	Alumni Representative	No
24	Mr. Shoby T R	Velur Grama Panchayath President, Local Body Rep.	Yes
25	Adv. Pulari Rajeev	PTA Vice President, PTA Representative	Yes

Agenda

1. Confirmation of the minutes of the previous IQAC meeting.
2. Action taken report on decisions from the previous meeting.
3. Review of Odd Semester 2025–26 result analysis.
4. Preparedness review for commencement of Even Semester 2025–26 classes.
5. NBA accreditation preparedness update.
6. NAAC accreditation cycle preparedness update.
7. Action taken report on decisions of the Governing Body (GB) meeting dated 22.12.2025.
8. Other related matters.

The meeting commenced at 2:00 PM. The Coordinator welcomed the IQAC members and briefed the agenda for the meeting.

Discussions and Decisions

Sl.No	Discussions and Decisions	Responsibility	Target Date
1	Confirmation of the minutes of the previous IQAC meeting (Meeting No. VAST/IQAC/2025-26/2, dated 01.10.2025).	IQAC	05.01.2026
2	Action taken report on decisions from the previous meeting was presented and noted.	IQAC	05.01.2026
3	Branch-wise result analysis of Odd Semester 2025–26 examinations was reviewed. Pass percentages: Departments were directed to initiate corrective measures where required.	KTU Dept. Coordinators / Faculty members	12.01.2026
4	Preparedness review for commencement of Even Semester 2025–26 classes was carried out.	KTU Dept. Coordinators / Faculty members	12.01.2026
5	Status update on NBA accreditation preparedness, ahead of the evaluation visit scheduled for August 7–9, 2026.	NBA Coordinator / Dept. HODs	20.01.2026
6	Status update on NAAC accreditation cycle preparedness and documentation requirements.	NAAC Coordinator / Dept. HODs	22.01.2026
7	IQAC noted the decisions of the Governing Body meeting held on 22.12.2025 and reviewed the action taken thereon, including: Annual Action Plans and KPIs across academics, research, placements, consultancy, innovation, and extension activities; the revised Vision and Mission	IQAC	05.01.2026

Sl.No	Discussions and Decisions	Responsibility	Target Date
	approved for AY 2026–27; administrative and financial support approved for NBA accreditation preparation; institutional autonomy readiness measures; the Research Promotion Policy for publications, patents, consultancy, and Ph.D. enrolments; expansion of industry-ready academic programmes; and the approved institutional budget allocation. GB approval of Vision & Mission of Institute is well received and subsequent changes required in the institute has been discussed. All academic departments are requested to note the changes in Vision & Mission statements of Institute. Accordingly all departments are requested to review their own Vision & Mission and incorporate appropriate changes required		

The meeting was adjourned at 3:00 PM.

Minutes of the meeting prepared by IQAC Coordinator

Principal		
		IQAC Coordinator