



# VIDYA ACADEMY OF SCIENCE & TECHNOLOGY

Thalakkottukara P.O, Thrissur  
INTERNAL QUALITY ASSURANCE CELL

## IQAC MEETING A.Y 2024-25

Date :15.07.2024

Time : 1.00 PM

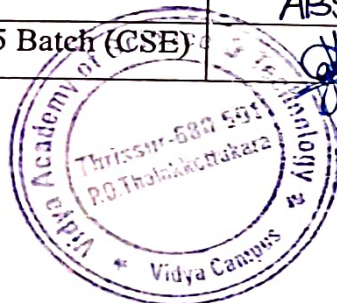
Venue: Board Room

Sl. No.	Name	Designation	Signature
1	Dr. Sunitha C	Principal, IQAC Chairperson, VAST	
2	Sri. Suresh Lal	EXECUTIVE DIRECTOR, VICT	
3	Er. Lakshminarayanan K	General Manager, MD.(Marketing Technical and machine unit), Metal Industries LTD Shornur, SIFL, Athani, Thrissur.	ABSENT
4	Mr. Boby Peter	Assistant Manager, VAST	ABSENT
5	Ms. Ponsy Paul	Assistant Professor (CE), Secretary- ISTE	
7	Dr. Sreedevi. A	Associate Professor (AS), IQAC Coordinator	
8	Dr. Mary P Varghese	HOD (EEE), NBA Coordinator	
9	Dr. Jeeva K A	HOD (AIML), NAAC Coordinator	
10	Dr. Sajay K R	Associate Professor (MCA), ISO Coordinator	
11	Dr. Anjali P Sasidharan	Assistant Professor (CE)	
12	Dr. Sooraj K Prabha	Associate Professor (ME)	
13	Mr. Sivadasan E T	Associate Professor (CSE)	ABSENT
14	Ms. Honeymol P K	Assistant Professor (ECE)	
15	Ms. Akhila R	Assistant Professor (EEE),	
16	Ms. Siji K B	Assistant Professor (MCA), Secretary	
17	Dr. Nisha A B	Associate Professor (AS)	ABSENT
18	Ms. Angel Joy	Student, 2021-2025 Batch (CSE)	

Principal

Vidya Academy of Science & Technology  
Thalakkottukara P.O., Thrissur-680 501

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Agenda:

- Commencement of semester
- Updates on the preparation for NBA/NAAC Accreditation
- Results
- Conduct of Remedial classes
- Placement
- Any other matter

The meeting was started at 1.00 pm. Coordinator welcomed IQAC members and briefed the agenda for the meeting.

Sl.No	Description and Decision	Responsibility	Target date and Action Taken
<i>Status of Decisions in Previous Meeting</i>			
1.	NAAC -SRR submitted	Dr. Jeeva K A & Criteria Coordinators	Info
2.	Internal academic audit conducted during 5/7/24 to 7/7/24	IQAC	closed
3.	Timetable received from all departments	Timetable committee	closed
<i>Points discussed during the current meeting</i>			
1.	Commencement of Odd semester classes for AY 2024-25: As per university academic calendar, Commencement of B.Tech S3/S5/S7 & S3 MCA will be on 17.07.2024 & 22.07.2024 respectively.	HoDs, All staff	Preparation for odd semester to be done
2.	NAAC: NAAC visit dates ( 1st probable date) will be given as Aug last week or Sept first week. Remaining slots will be given in interval of 2 week. Pre Mock & Mock visits will be schedule on last week of August.	NAAC coordinator and criteria coordinators	Preparations to be done
3.	University results were discussed	HoDs	Results analysis to be taken
4.	Remedial classes should be conducted effectively . Plan for conduct of the same need to be shared.	HoDs and Subject teachers	Planning to be submitted and monitor remedial classes
5.	Placement planning were discussed	Placement officer	Presented the planning

The meeting was adjourned at 2.00 p.m.

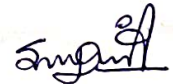
Distribution list:

-All Attendees

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Dr. Sunitha C  
Principal/IQAC Chair Person

Dr. Sreedevi. A  
IQAC Coordinator