

VEDAVYASA INSTITUTE OF TECHNOLOGY

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Kakkove, Malappuram Dt, Kerala, 0483-2832157, Mob: 9446565077 Affiliated To AICTE, APJAbdul Kalam Kerala Technological University , And Govt. Of India

Constitution of Planning & Monitoring Committee for the year 2023-24

In compliance with the requirement of Academic Regulations of APJ Abdul Kalam Technological University, Kerala, and Approval Process handbook 2018-19 of AICTE, a Committee as detailed below has been reformed.

Name of the Committee Planning & Monitoring Committee 2023-24

04.09.2023

Date of Constitution

Responsibility of the members

It shall be the duty of the planning and monitoring committee to develop and update mentoring process and procedures, organise meetings as and when required.

Higher	Authofity	/ Management	
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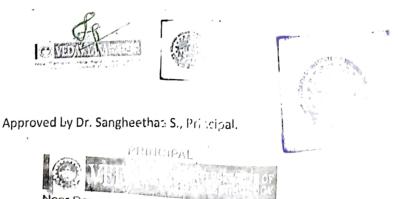
The Committee will report to the Principal

Designation in Committeee	Name	Designation
Chairman	Dr. Arun Korath	Director, Vedavyasa Trust
Convenor	Dr. Sangheethaa S.	Principal
Member	Mrs. Divya K.K.	HoD, CE
Member	Dr. Periasamy C.	HoD, ECE
Member	Dr. Lijin George	HoD, ME
Member	Ms. Anjusha R.	Asst. Prof., CE
Member	Mr. Binoy P.	Assoc. Prof., ME

Responsibility of the Cell

- To implement steps for helping high performing employees develop their leadership abilities and teaching new workers about the company and the expectations of management.
- To assist employees in meeting their career goals by honing new capabilities and to build productive relationships among co-workers.
- To Assess training needs, analyze gaps in knowledge, skill, or practice, Write SMART learning objectives, planning and implementing learning activities and evaluating outcomes.

The Constitution was adopted by the members to achieve the aims and execution of duties.



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VEDAVYASA INSTITUTE OF TECHNOLOGY

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07-199-2023

<u>Circular</u>

In compliance with the order of Dr S. Sangheethaa, Principal, Issuing from the requirement of Academic Regulations of APJ Abdul Kalam Technological University, Kerala, and Approval Process handbook AICTE, Planning and Monitoring Committee has been formed for the academic year 2023-24 with the following members.

Chairman : Dr. Arun Korath Director VVIT	re,C)	
Convenor : Dr Sangheethaa S Principal	2157 **!!!?*`	·17.2
Members : (Faculty) : Er. Divya K.K. HOD CE	- Maria -	می این این این این این این این این این ای
: Dr. Periasami C HOD ECE		3-2022
: Dr. Lijin George HOD ME		
: Mr. Binoy P AP ME		
: Ms. Anjusha R AP CE	.Rhg f	ofAcidemic
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For any sort of concern kindly contact the above people and email to vvit@vedavyasa.org

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Name	Designation	Mobile No.	Email Id
Dr. Arun Korath	Director, Vedavyasa Trust	9567593304	arunkorath@gmail.com
Dr. Sangheethaa S.	Principal	9446565077	sangheethaa@gmail.com
Mrs. Divya K.K.	HoD, CE	9400906939	hodce@vedavyasa.org
Dr. Periasamy C.	HoD, ECE	9445010909	hodece@vedavyasa.org
Dr. Lijin George	HoD, ME	8903955342	hodme@vedavyasa.org
Ms. Anjusha R.	Asst. Prof., CE	9497496486	anju.avani@gmail.com
Mr. Binoy P.	Assoc. Prof., ME	9446339929	binoypoyili.vedavyasa@gmail.com



	the the trace Comm	ittee Meeting		
Pla	anning and Monitoring Comm	Mode: Offline		
Date:07.09.2023	Time : 3-4 PM			
Meetig called by	Dr Sangheethaa S, Principal	Sangheethaa S, Principal		
Planning and Monitoring Committee Weeting				
	Dr Sangheethaa S, Principal	angheethaa S, Principal		
Chairperson	Mrs.Divya K. K-HoD CE			
Note-taker				
Evaluation Members	Dr.Lijin Georg	ge-HoD ME		
	 Dr.Periasamy 	 Dr.Periasamy-Hod CSE 		
Present:		• Mrs.Divya K. K-HoD CE		
	• Mr. Binoy –			
	• Ms.Anjusha			
Agenda	1.Welcome greetings by	Prof. Dr. Sangheethaa S to all the		
- Berrad	members.			
	2.Planning for the improve	ment for infrastructure of the institute,		
	modernization of the	laboratory and Institute Industry		
	Interaction.	, the second to		
		ing of various activities related to		
		nducting Symposium, Guest Lectures,		
		Workshop and National & International Conferences if any to be		
		proposed. 4.Monitoring the academic performance, training and placement		
	of the students.			
		ng for faculty development.		
Discussion		nformed regarding the facilities feedback		
		ated within 7 days from the date of start.		
	2.All members agreed ar	2.All members agreed and submitted their new requirements as		
	per semester course plan	per semester course plan and IIC academic chapter schedule.		
	3.Academic calendar to	3.Academic calendar to be organized as needed by the dept		
	programs.			
	4.The team accepted the			
	5. Mandatory scheme of	minimum 3 days FDP to be attended b		
	team of faculty and stud	ne can be utilized as FDP at VVIT for othe		
Resolution	Facilities feedback specia			
Resolution	Placement officer to ta	ake more efforts since offline intervie		
	opportunities are more.	and more enorts since offline intervie		
		Professional body activities for workshops to be done have to be		
	assigned to each staff.	to be done have to b		
Signatures:				
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