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आवक सं./Inward No.....

भारतीय अंतरिक्ष विज्ञान एवं प्रौद्योगिकी संस्थान
Indian Institute of Space Science & Technology

आंतरिक गुणता आश्वासन प्रकोष्ठ / Internal Quality Assurance Cell

IQAC/M/2025-04

स्थान: परिषद कक्ष, प्रशासनिक ब्लॉक
Venue: Council Hall, Administrative Block

अगस्त/August 14, 2025
समय / Time: 14:30 Hrs

बैठक के कार्यवृत्त / Minutes of the Meeting

Agenda

1. Focal points for each criterion to coordinate AQAR submission.
2. Initiation of subcommittee-level meetings for systematic data collection and review

Chairperson: Dr. Nirmala Rachel James

Members Present

1. Dr. P. Chakravarthy
2. Dr. Chris Prema
3. Dr. Gomathi N.
4. Dr. Harsha Simha M. S.
5. Dr. N. Selvaganesan
6. Dr. Sam Noble
7. Dr. V. Sennaraj
8. Shri. Abdunnasar
9. Smt. Bindya K. R.

The following points were discussed.

Criteria-Wise Focal Points

It was decided that focal points shall be identified for each criterion to coordinate the AQAR submission, data collection, and review process.

The focal points suggested are as follows:

Criterion 1 – Curricular Aspects

- Dr. N. Selvaganesan
- Dr. Chakravarthy

Criterion 2 – Teaching-Learning and Evaluation

- Dr. Deepak T. G.
- Dr. Jobin Cyriac

Criterion 3 – Research, Innovation, and Extension

- Dr. Deepu M.
- Dr. Ramiya A.M.

Criterion 4 – Infrastructure and Learning Resources

- Dr. Prathap C.
- Shri. Abdunnasar

Criterion 5 – Student Support and Progression

- Dr. Lekshmi V. Nair

- Dr. V. S. Sooraj

Criterion 6 – Governance, Leadership, and Management

- Dr. Gomathi N.
- Dr. Gigy J. Alex

Criterion 7 – Institutional Values and Best Practices

- Dr. Anand Narayanan
- Dr. Harsha Simha M.S.

Extended Profile & IQAC

Dr. Nirmala Rachel James

Responsibilities

The Committee suggested that each subcommittee for the seven criteria shall begin work without delay, coordinating data collection, verification, and review for the AQAR. Data for Annual report 2024-25 has already been compiled. Sub-committees may contact Dr. Sam Noble for data relevant to the specific criterion.

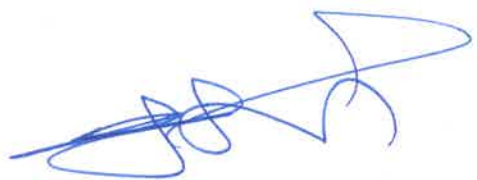
Audits

The Committee stressed the need to complete the **Gender Audit, Green Audit, and Energy Audit** at the earliest. Equal priority shall be given to the **Academic Audit and Administrative Audit** under Criterion 6. It was agreed that the audit committees should be constituted with internal and external members to ensure the timely completion and credibility of the process.

Dr. Nirmala Rachel James and Dr. Sheeba Rani are entrusted to discuss this matter with the Coordinator, IQAC.

The meeting ended with a consensus on initiating committee-level work immediately and completing all audits in time. A review meeting will be held on **September 01, 2025** to assess the progress in data collection and to address any gaps.


Prepared by
Committee Chairperson


Verified by

Coordinator (IQAC) Kuruvilla Joseph
समन्वयक/Coordinator
आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ (आई क्यू ए सी)
Internal Quality Assurance Cell (IQAC)
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Indian Institute of Space Science and Technology (IIST)


Approved by
Chairman (IQAC)

02 SEP 2025
प्रोफ. दिपांकर बनर्जी
Prof. Dipankar Banerjee
कुलपति, आईआईएसटी
Vice Chancellor, IIST