



**Constitution of Building Committee for the Academic Year 2025-26**

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

Name of the Committee	<b>Building Committee 2025-26</b>
Date of Constitution	<b>07-07-2025</b>
Responsibility of the members	It shall be the duty of the building committee to monitor the requirement or needs of the building and the building related issues (Repair, Alteration, New Construction, Maintenance etc.)
Higher Authority/Management	The Committee will report to the Director.


Designation in Committee	Name	Designation
Chairman	Dr. Arun Korath	Director, Vedavyasa Trust
Member	Dr. Sangheetha S.	Principal, VVIT
Member	Ms. Divya K.K.	HoD, CE
Member	Mr. Narayanan T.	Administrative Officer
Member	Mr. Padmanabhan	Supervisor

**Responsibility of the Cell**

- To Set the overall budget, identify funding sources, allocate funds, and manage financial aspects of the project.
- To establish the project schedule, define construction methods, and determine contract types for design and construction.
- To prepare detailed estimates for building costs, including capital works, maintenance, and minor repair projects.
- To facilitate clear communication between committee members and with the broader organization or board.
- To identify and prioritize repair and maintenance work for existing buildings.
- To oversee the selection and execution of repair work to ensure it is done efficiently and effectively.

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



  
**Approved by**  
**Principal**  
Principal, VVIT  
Near VVIT, Kakkove, Malappuram District, PIN. 673 632



# VEDAVYASA INSTITUTE OF TECHNOLOGY

Approved by AICTE New Delhi .Govt of Kerala  
and Affiliated to APJ KTU .Calicut University

## CIRCULAR

11-07-2025

It is proposed to conduct the building committee meeting for the academic year 2025-26 on 25<sup>th</sup> July at 10.30 a.m. in director's office. All the members are requested to attend the meeting.

### AGENDA

- To confirm and approve the minutes of the previous meeting of the Building Committee
- To discuss about the construction of lift and other construction and maintenance work required
- To discuss about the procurement of furniture and other building amenities if any during the academic year 2025-26
- To discuss about the working and procurement of electrical fixtures, testing of water quality, checking the working of fire extinguishers etc.





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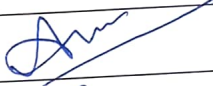

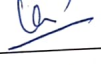
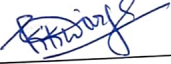

## MINUTES OF BUILDING COMMITTEE

The building committee meeting of Vedavyasa Institute of Technology is held on 25.07.2025 at 10.30 a.m. in director's office.

Sl. No.	Name of the Members	Designation	Designation in FC
1	Dr. Arun Korath	Director, VVIT	Chairman
2	Dr. Sangheetha S.	Principal, VVIT	Member
3	Mr. Narayanan T.	Administrative Officer	Member
4	Er. Divya K.K.	HoD, CE	Member
5	Mr. Padmanabhan	Supervisor	Member

Points Discussed	Resolution
1) Welcome by the Chairman	Dr. Arun Korath, Chairman welcomed the members of the meeting. The Chairman ascertained the importance of building committee and the roles and responsibilities of the committee.
2) To confirm and approve the minutes of the previous meeting of the Building Committee	Read and ratified
3) To discuss about the construction of parking facility and other construction and maintenance work required	Mr. Padmanabhan detailed the construction and completion stage of the parking facility. He also briefed about the maintenance work required for hostels and the college building.
4) To discuss about the procurement of	The budget allotted for procurement of furniture and

furniture and other building amenities if any during the academic year 2025-26	other building amenities were discussed and confirmed.
5) To discuss about the working and procurement of electrical fixtures, testing of water quality, checking the working of fire extinguishers etc.	Discussed and rectified

Sl. No.	Name of the Members	Signature
1	Dr. Arun Korath	
2	Dr. Sangheetha S.	
3	Mr. Narayanan T.	
4	Er. Divya K.K.	
5	Mr. Padmanabhan	

Approved by,



Chairman

