

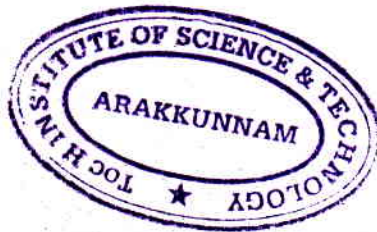
Toc H INSTITUTE OF SCIENCE & TECHNOLOGY
Arakkunnam

13th Meeting of IQAC to be held on 28/09/2020

AGENDA

- 13.01. Confirmation of the minutes of the 12th meeting held on 31.01.2020
- 13.02. Ratification of the Appointment of Dr.Georgina Benoy Joseph as IQAC Co Ordinator
- 13.03.AQAR 2018-19 Approval
- 13.04. Covid -19 Activities
- 13.05.Online facilities
- 13.06. International Collaboration and Establishment of TIST Innovation and Incubation Center
- 13.07 Any other Matter with the Permission of the Chair

Gina B. Joseph



TOC H INSTITUTE OF SCIENCE & TECHNOLOGY

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MINUTES OF THE 13th IQAC MEETING HELD ON 28th September 2020 AT 11AM
IN ONLINE MODE

MEMBERS PRESENT

1. Prof. Dr. Preethi Thekkath (Principal, TIST), Chairperson
2. Dr. Alex Mathew (President, Toc H Public School Society)
3. Dr. Georgina Binoy Joseph ((Dean Academics UG incharge,, IQAC coordinator)
4. Mr. Unni Ramachandra Warriar (Sr. Manager, Grundfos Pumps India Pvt.Ltd. ISHRAE students Chapter President)
5. Prof. Dr. Peumal Sankar (Dean Academics PG, TIST)
6. Dr. P I Paulose, (Professor, S & H)
7. Dr. K J John (Professor, S & H)
8. Prof. Lathi Karthi (H O D, CE)
9. Dr. Sreela Sreedhar (H O D, CS)
10. Dr. Deepa Elizabeth George (H O D, EC)
11. Dr. Rasmi P S (H O D, IT)
12. Mr. Thomas Vettath (H O D, S & F)
13. Asst. Prof. Rajesh Kocheril (H O D incharge, ME)
14. Dr. George C Mathew (H O D incharge, MBA)
15. Dr. Sreeja Subhash (H.O.D, Basic Sciences & Humanities)
16. Ms. Mangala K T (HOD, EEE)
17. Asst. Prof. Kiran Christopher (Dept. of ME)
18. Mr. C J George, (Assistant Engineer)
19. Mr. Pramod Chandran (Project Manager, IBS Technologies, Alumni)
20. Nandakishore Sunil Varma (S7 ME, Student Representative)

13.01. **Confirmation of the minutes of the 12th meeting held on 31.01.2020**

Matters Arising:

12.01(a) MoU with Foreign Universities

Odessa State Academy of Civil Engineering and Architecture with Civil Engineering Department, TIST set to be signed in December 2020

12.02 New Courses & Intake Rearrangements

New Courses

B.Tech in Robotics and Automation started under ECE Department

B.Tech. Program in Electrical & Computer Engineering under EEE Department and M. Tech Program in Data Sciences under CSE Department, all received approval from AICTE & KTU.

Intake rearrangements proposed by the Institute accepted by KTU



12.03 Academic Audit

(i) MOOC Course Enhancement

EEE and ME departments have conformed to KTU requirement

(ii) Interdisciplinary Projects

Identified a couple of interdisciplinary projects.

12.05 Accreditations

i) NBA (Re accreditation)- CE,CSE,ECE & ME

External Experts Visited the institute on 29/02/2020 and granted extension for CSE,CE,ECE&ME upto June 2023

ii) NAAC-AQAR Submission for the Academic Year 2018-19 is ready for submission

13.02 Ratification of the Appointment of Dr.Georgina Benoy Joseph, Dean Academics (in-charge)

Ratified the appointment of Dr.Georgina Benoy Joseph, Dean Academics (in-charge) as IQAC Coordinator.

13.03 AQAR 2018-19 Approval

AQAR 2018-19 presented before IQAC committee and after discussion got due approval.

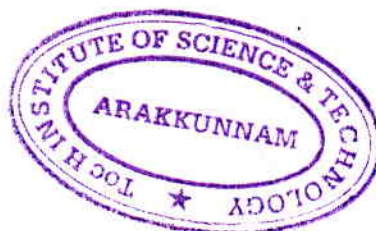
13.04 Covid -19 Activities

a) **Covid Cell:** As per KTU direction, "TIST Covid War Room" was constituted, led by a committee comprising the Principal, all HODs, representatives of non-teaching staff, health, Safety and Police. Prof. Thomas Vettath (H.O.D, Fire & Safety Dept.) appointed as coordinator, Covid Cell.

b) **Stress Management:** A webinar on "Stress Release Tips for Facing Entrance Exams Amidst COVID-19 Lockdown Blues" was delivered by Asst. Prof. Reena Madhu, TIST (Clinical Psychologist) organized by the Department of Computer Science and Engineering in association with the CSI TIST Student Branch on 4th July 2020. The pandemic created a stressful atmosphere for the plus two students and parents. Several tips to release their stress and anxiety, and how to come out as a successful and cheerful students was conveyed by the speaker. Overall, the session provided a positive impact on students

c) Tools Propagation

- i) A sanitizer with sensor installed at Mulamthuruthy Block Panchayat Office by the department of Mechanical Engineering, TIST.
- ii) Department of Computer Science, funded by IEDC & Toc H Management installed hand sanitizers with temperature sensors all around the college and Toc H Public school.



iii) Mobile Online Shopping- *Nattupedika*

A mobile App developed to aid online shopping during the lockdown was propagated by B.Tech Students under the guidance of Dr.Sreela Sreedhar and Asst. Prof. Eldhose P Sim. The app enlists the shops, timings and contact details etc. The app is currently uploaded in the google play store.

iv) FOOTAP

The students Civil Engineering Department, under the guidance of Prof. Lathi Karthi, Assistant Professors Anju Paul, SahimolEldhose and Vidya Jose installed a FOOTAP (Foot Operated Tap) in CollegeCanteen where there is an extensive chance of pandemic to flare-up. Though it was taken as a precautionary measure to break the spread of the infectious coronavirus, the Foot tap had also contributed to the reduction in wastage of water.

v) Pedal Activated Soap/Sanitizer Dispenser

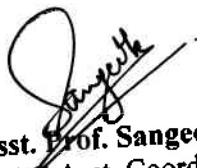
TIST Electrical and Electronics Engineering department of Toc H Institute of Science & Technology developed a Leg Activated Automatic Soap/Sanitizer Dispenser which can be used in public places, residential apartments, houses private buildings etc. A specimen is installed at the main entrance of the Institute.

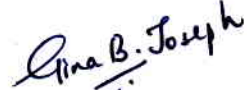
13.05 Online facilities

- a) Microsoft Teams Platform made available for conducting online classes
- b) Virtual Labs- Available Video shots/Virtual lab/Recorded videos by faculty are extensively used through Microsoft Teams

13.06 Any Matter with the Permission of the Chair

As there was no further business meeting ended at 12.10 pm


Asst. Prof. Sangeetha S
IQAC Asst. Coordinator


Dr. Georgina Binoy Joseph
IQAC Co-ordinator


19/10/20
Dr. Preethi Thekkath
IQAC Chairperson





**Toc H INSTITUTE OF SCIENCE & TECHNOLOGY
ARAKUNNAM**



**Action Taken Report (ATR) on the Minutes of the 13th Meeting
held on 28th September 2020**

Minutes No.	Plan of Action	Achievements/Outcomes
13.01.a.	MoU with Foreign Universities.	Odessa State Academy of Civil Engineering and Architecture with Civil Engineering Department, TIST signed in the month of December 2020
13.03	AQAR 2018-19 Approval	AQAR 2018-19 submitted and got approval by NAAC

Principal & Chairperson, IQAC

