

TOC H INSTITUTE OF SCIENCE & TECHNOLOGY

Arakkunnam

MINUTES OF THE 10th IOAC MEETING HELD ON 29TH MAY 2019 AT 10.AM IN ASOKA HALL

MEMBERS PRESENT

- 1 Prof. Dr.Preethi Thekkath (Principal,TIST), Chairperson
- 2 Dr. Alex Mathew (President, Toc H Public School Society)
- 3 Dr. Babu John (Dean Academics UG,TIST)
- 4 Prof.Dr.Peumal Sankar (Dean Academics PG, TIST)
- 5 Dr. P I Paulose, (Professor, S & H)
- 6 Dr. K J John (Professor, S & H)
- 7 Prof. Lathi Karthi (H O D, CE)
- 8 Dr. Sreela Sreedhar (H O D, CS)
- 9 Dr. Deepa Elizabeth George (H O D, EC)
- 10 Dr. Rasmi P S (H O D, IT)
- 11 Mr.Thomas Vettath (H O D, S & F)
- 12 Mr. Shajan K Thomas (i/c H O D, ME)
- 13 Dr.Arunchand C H (i/c, HOD , MBA)
- 14 Ms. Annai Raina T A (i/c HOD, EEE)
- 15 Mr. K J Saju (PTA Representative)
- 16 Ms. Sangeetha S (IQAC Coordinator)
- 17 Mr.Varghese Scaria (Placement Officer)
- 18 Mr. C J George, (Assistant Engineer)
- 19 Mr. Ajeesh G Krishnan (Alumni Representative)
- 20 Ms.Bhavana P Rajeev (S8-EC, Student Representative)

APOLOGIES

- 1 Dr. Georgina Binoy Joseph (NBA Coordinator)
- 2 Dr. George C Mathew(Assistant IQAC Coordinator)
- 3 Ms. Sheeja Subi (Member , Mulathuruthi Panchayat)
- 4 Dr. Sreeja Subhash (H.O.D, Basic Sciences & Humanities)

10.1.19, *Confirmation of the minutes of the 9th meeting held on 29.10.2018*

Matters Arising

- 9.2(a) NAAC Accreditation process completed; awarded B+ grade
 - 9.2.(b) Disposal of plastic waste - the work is carried out as per agreement between Mulanthuruthi Gramapanchat and TIST
 - 9.3 (b) Graduate apprenticeships: departments directed to keep proper records
 - 9.3 (c) Placement in core braches:-Satisfactory placement in core branches
 - 9.4 (b) KTU funded FDP sanctioned for Civil and Mechanical Engineering branches
 - 9.5.(b) Computer Science & Engineering department conducted International conference in December 2018.
- After detailed discussions, the minutes were confirmed

- 10.2.19: NAAC accreditation result analysis
The coordinator highlighted institutional strengths pinpointed by NAAC Peer Team viz.
- i) Visionary management and dedicated staff
 - ii) TIFFERs scholarship scheme for economically underprivileged students
 - iii) Recognition as Scientific and Industrial Organisation (SIRO) by DSIR, Govt. of India
 - iv) KTU approved research centre with supercomputing facility
 - v) DAIKIN industrial lab, the first in Kerala
 - vi) Partner in Infosys campus connects.
- 10.2(a) Research Activities

R & D Coordinator presented the progress report:

- i) Renewed recognition as SIRO for 3 years by DSIR, Ministry of Science & Technology, Govt. of India
- ii) KTU funded minor projects in CS and EC departments.
- iii) TIST is a recognised research centre for approved research guides and 7 research scholars are doing PhD programmes under them.
- iv) 5 faculty members awarded Ph.D degrees
- v) Submitted 14 technology development proposals to UBA.
- vi) Technical collaboration with English Indian Clays Limited
- vii) 5 funded projects applied for

Resolved to enhance research activities by

- a. Increase the number of external funded projects
- b. Formation of a working committee to boost the research activities
- c. Creating a whatsapp group of research committee for proper flow of information
- d. Increase the number of paper publications in UGC approved Journals
- e. Thesis publication of all PhD holders

10.2(b) Optimum usage of facilities

- i) Resolved to maximize usage of lab and other infrastructure facilities
- ii) Increase the consultancy through direct contact with stakeholders

10.2 (c) Tracking of Student Progression

- i) Activate alumni association
- ii) Participation in Sports and Arts events at university, state, national and international levels

10.2 (d) Frequency of meetings & overall coordination of IQAC

- i) As per IQAC requirements, two meetings are mandatory in a semester. Resolved to hold two meetings per semester hereafter.
- ii) A log book for all events with attachments of brochure/ invitation card and other details should be maintained in the IQAC cell; the respective coordinators of the events should take the responsibility without fail.
- iii) The IQAC office will function from 9am to 12 noon on all working days
- iv) TST NAAC committee is authorized to prepare mandatory AQAR for submission to NAAC.

10.3.19 RUSA-III (Rashtriya Uchchatar Shiksha Abhiyan)

Submitted status report for RUSA under MHRD, Govt. of India

10.4.19 Status of KSHEC (Kerala State Higher Education Council) Survey

Survey information (SAAC Part A) submitted to KSHEC

10.4.19 2(f), 12 (b) status of UGC

Pro-forma for recognition under section 2(f) of UGC Act 1956 duly signed by Registrar KTU, Principal and Manager submitted to UGC, New Delhi.

10.5.19 MoUs with Foreign Universities

- 10.5.(a.)
- i) MoUs with all stake holders to be signed on stamp paper
 - ii) MoUs with Foreign University to be kept active by student & faculty exchanges/internships/linkages
 - iii) Department of Civil Engineering to sign an MoU withUkraine university

10.5.(b) Utilise MoUs with Foreign Universities for joined paper publications

10.6.19 Both new and re accreditations are under process

- 10.7.19
- i) A Public Address System is to be established connecting on all buildings spread over the campus for immediate connectivity
 - ii) Maintenance of Lightening Arrester installed on all tall buildings to be carried out
 - iii) Modernization of fire fighting facility

As there was no further business the meeting ended at 12.30 pm

Prepared by

Asst. Prof. Sangeetha S

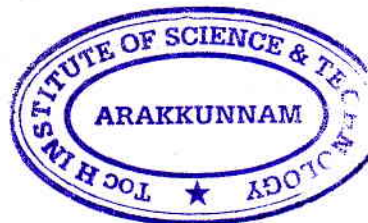
IQAC Asst. Coordinator

Dr. Babu John

IQAC Coordinator

Dr. Preethi Thekkath

IQAC Chairperson






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Action taken Report (ATR)
on the minutes of the 10th meeting held on 29th May 2019

Plan of Action	Achievements/Outcomes
10.2(a) Research Activities	a) Increased the number of external funded projects/student projects by submitting proposals to KSCSTE , KTU and other agencies. b) Constituted a working committee consisting of all HODs to boost research activities c) Created a WhatsApp group of research committee for proper flow of information
10.2(b) Optimum usage of facilities	ii) Initiated efforts to seek socially oriented consultancies with immediate neighbourhood through surveys, augmentation of drinking water facilities etc.
10.2 (c) Tracking of Student Progression	ii) Motivated university level players in Chess, Table Tennis and Badminton, Cricket etc.
10.2 (d) Overall coordination of IQAC	ii) Maintained a log book in the IQAC cell for recording all events with necessary attachments iv) AQAR for the period 2018-2019 is being readied for submission to NAAC
10.5 (a) MoUs with Foreign Universities	ii) George C Mathew, Associate Professor MBA is selected under faculty exchange programme for ERASMUS + International Teaching Week to be held at Veleuciliste U Pozegi, Croatia


Asst. Prof. Sangeetha S .
IQAC Asst. Coordinator


Dr. Babu John
IQAC Coordinator


Dr. Preethi Thekkath
IQAC Chairperson

