

**TOC H INSTITUTE OF SCIENCE & TECHNOLOGY**  
Arakkunnam

**MINUTES OF THE 11<sup>th</sup> IQAC MEETING HELD ON 4<sup>th</sup> November 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, IQAC coordinator)
4. Dr.G Madhu (Professor, SOE, CUSAT)
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. Dr.Koil Raj ( H O D, ME)
14. Dr.Sreekumar ( HOD , MBA)
15. Dr. Sreeja Subhash (H.O.D, Basic Sciences & Humanities)
16. Ms. Mangala KT( HOD , EEE)
17. Mr. C J George, ( Assistant Engineer)
18. Mr. Pramod Chandran (Project Manager, IBS Technologies, Alumni)
19. Asst. Prof. Kiran Christopher(Dept. of ME)
20. Asst.Prof. Sangeetha S(NAAC Coördinator & IQAC Asst. Coordinator)

**APOLOGIES**


1. Dr. Georgina Binoy Joseph (NBA Coordinator)
2. Mr. Balakrishnan (Member, Mulanthuruthi Panchayat)

11.01.19	Confirmation of the minutes of the 10 <sup>th</sup> meeting held on 29.05.2019					
	<b>Matters Arising</b>					
	<b>10.2(a)</b> Research Activities –Engineering Department applied for CERD projects in KTU List is attached below <ol style="list-style-type: none"> <li>1. Robot Assisted Living For Elderly (RALFE)</li> <li>2. Hybric Locomotion Robot Mine Detection- ECE(Deepa Mary Varghese)</li> <li>3. Diabetic Detection Using Non Invasive Finger Nail Analysis</li> <li>4. Autobee Farm Copter -Computer Vision Based Precision Agriculture-HOD ECE</li> <li>5. Pollinator-ECE(Swathi Satheesh)</li> <li>6. Gyroglove - Hand Tremor Suppresor</li> </ol>					
	<b>10.2.(a.v)</b> 3 projects submitted for funding under UBA <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>• EMG Controlled Wheelchair</li> <li>• Real time Malayalam Notice Board Translation</li> <li>• Sign Language Recognition using DeeLearning</li> </ul> </td> <td style="width: 20%; text-align: center; vertical-align: middle;">           Unnath Bharat Abhiyan (UBA)         </td> <td style="width: 30%; vertical-align: middle;">           Dr. Rasmi P S, Mr. Anuraj C K         </td> </tr> </table>			<ul style="list-style-type: none"> <li>• EMG Controlled Wheelchair</li> <li>• Real time Malayalam Notice Board Translation</li> <li>• Sign Language Recognition using DeeLearning</li> </ul>	Unnath Bharat Abhiyan (UBA)	Dr. Rasmi P S, Mr. Anuraj C K
<ul style="list-style-type: none"> <li>• EMG Controlled Wheelchair</li> <li>• Real time Malayalam Notice Board Translation</li> <li>• Sign Language Recognition using DeeLearning</li> </ul>	Unnath Bharat Abhiyan (UBA)	Dr. Rasmi P S, Mr. Anuraj C K				
	<b>10.2(c ii)</b> Naveen Giri, selected for Chess in University Level Team.					
	<b>10.2 (d iv)</b> AQAR under preparation for submission to NAAC					
	<b>10.4.19</b> 3 faculty attended the workshop on SAAC survey information by KSHEC					
	<b>10.5 (a ii)</b> Process underway for availing faculty exchange program for ERASMUS + by MBA Dept.					
	<b>10.6.19:</b> NBA reaccreditation underway					
	<b>10.7.19 (ii)</b> Maintenance of Lightening Arrester carried out.					



11.02.19	<p>KTU Audit:</p> <p>(i) Implementation of KTU audit manual, adherence to the manual with respect to CO-PO mapping in all courses including non NBA departments also.</p> <p>(ii) Stake holders are instructed to be ready with their files complete in every respect for KTU audit</p>
11.03.19	<p>Social Out-reach Programme:</p> <p>(i) ECE -Awareness Program on“ Introduction to recent trends in Electronics &amp; Communication &amp; Future Of Technology”(in various 7 Schools)</p> <p>(ii) CSE- - Technical Social Outreach session at St. Paul Higher Secondary School Veliyanad - Career Orientation Session in Engineering” at St. Ephrem Seminary School - Technical Social Outreach Session On ‘Artificial Intelligence’</p> <p>(iii) EEE - Awareness talk for the Kudumbasree unit members about “Energy Conservation and need for renewing” as part of Unnath Bharat Abhiyaan. - On 27<sup>th</sup> September 2019 Asst. Prof. Liju Raj, Asst. Prof. Anjumol C.S. and Asst. Prof. Divya S made a visit to Holy Family Public School, Cherthala. This technical social outreach initiative aims to create awareness among school students about various innovations in technology for sustainable development and make them focused towards their future goals.</p> <p>(iv) Workshop on “ Mental Health Issues in Modern Society ”conducted by Department of Applied Psychology and Counseling on 11<sup>th</sup> May 2019 at Toc H Public school , Vytilla.</p>
11.04.19	<p>Any other matter with the permission of the Chair</p> <p>As there was no further business the meeting ended at 11.30 am</p>

Prepared by

  
Asst. Prof. Sangeetha S

IQAC Asst. Coordinator

  
Dr. Babu John

IQAC Coordinator

  
Dr. Preefhi Thekkath

IQAC Chairperson



# Toc H Institute of Science & Technology

## Action taken Report (ATR)

on The Minutes of the 11<sup>th</sup> Meeting held on 4<sup>th</sup> November 2019

Plan of Action	Achievements/Outcomes
11.01.19 Process underway for availing exchange program for ERASMUS + by MBA Dept.	Dr.George C Mathew, Associate Professor, MBA Dept. availed faculty exchange program for ERASMUS + International Teaching Week held at Veleuciliste U Pozegi, Croatia from Dec: 2 <sup>nd</sup> to Dec 6 <sup>th</sup> , 2019.  One faculty expected from Croatia during March 31 <sup>st</sup> to April 4th 2020  Two students from TIST MBA dept. will be sent to Croatia as part of ERASMUS + program for 3 months from June 2020
11.01.19 projects Submitted for funding under UBA  1. EMG Controlled Wheelchair 2. Real time Malayalam Notice Board Translation 3. Sign Language Recognition using DeeLearning	The 3 projects are waiting for approval
11.03.19 Implementation of KTU audit manual, adherence to the manual with respect to CO-PO mapping in all courses including non NBA departments also.	Completed Co Po Mapping in all courses including Non NBA Departments
11.01.19 AQAR under preparation for submission to NAAC	AQAR Preparation is in full swing at the NAAC Cell
11.04.19 Social Out-reach Programme:	Social visit to hill palace, visit to birth place of Adi Sankara Veliyanad for local area awareness for First year students

Asst. Prof. Sangeetha S  
IQAC Asst. Coordinator

Dr. Babu John  
IQAC Coordinator

Dr. Preethi Thekkath  
IQAC Chairperson

