

Minutes of Governing Body Meeting held on 10<sup>th</sup> April 2018

Venue: Ashoka Hall Time: 9:30 am

**Agenda**

1. Introduction of all Committee Members
2. Welcome by President, TIST
3. Report by Principal
5. Discussion on future plans of the Institute
6. Any other matter of interest permitted by the Chairman

**Minutes**

1. The Meeting started with a silent prayer and self-introduction by the members present.
2. Toc H Public School Society, President, Dr. Alex Mathew, welcomed the gathering.
3. The Principal, presented a report on the activities of the college during the academic year 2017-18. She highlighted various achievements of the institution.
  - a. Out of the 268 eligible students, we could generate 266 placement offers from various prestigious Companies
  - b. The ECE Department, Department of Civil Engineering, Mechanical Engineering department and CS Department are privileged to get accredited by National Board of Accreditation for three years from 2017-2018 to 2019-2020, whose evaluations are in line with international practices and oriented to assess the outcomes of the programmes.
  - c. The ECE Department received a funded project worth 7 Lakhs from Ajaco Software Pvt Ltd, Nagercoil, Madurai titled "Image analysis based system for automatic detection and classification of the microfilaria of lymphatic filarial nematodes from the peripheral blood from stained thin smear digital images".

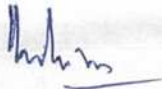
- d. ECE department will organize an IEEE International Conference on "Emerging Trends and Innovations in Engineering & Technology" from July 11th to 13th 2018.
- e. Dr. Rasmi P S, Asso. Prof., CSE was awarded as 'Outstanding Woman in Engineering' as a part of Venus International Women Awards-VIWA 2018 for her initiatives and developments in the field of Computer Science and Engineering.
- f. Mr. Yadev Jayachandran (2016-'20 batch, CSE) was selected as Google DSC Lead (Developer Student Clubs Lead) from Kerala and he took part in the DSC summit from 22<sup>nd</sup> to 25<sup>th</sup> February 2018, at Goa. He was one among the 174 student Leads representing 170 colleges and 90+ cities in India.
- g. The IT department developed a software for Mulanthuruthy Grama Panchayath.
- h. The following MoUs were signed by the Mechanical Engineering Department.
  - i. MoU with HMT, Kalamassery: To improve the employability of our students, we collaborated with the HMT Machine Tools, Kalamassery. As part of the collaboration an MoU was signed with both parties on 22/09/17. The objective of this MoU is to provide training for the selected students in their training centre.
  - ii. MoU with CADD Centre, Piravom: To improve the employability of our mechanical engineering students we collaborated with CADD Centre, Piravom. As part of the collaboration an MoU was signed with both parties on 22/09/17. The objective of this MoU is to provide training for our selected students in their training centre
- i. International Student Exchange Programme: Under the aegis of the MoU signed between The University of Kelaniya (UoK) Sri Lanka and Department of Management Studies, TIST in 2014, the International Student Exchange program was organised for the 5th consecutive year. A delegation of 19 headed by Prof. P J Joseph attended the 8th International Conference on Business and Information (ICBI 2017) organized by the Faculty of Commerce and Management Studies, UoK on 17<sup>th</sup> November 2017.



4. Discussion on future plans of the institute

- a. Students should be encouraged to do projects that would attract funding from different agencies which would also serve as a motivation for other students to come up with similar projects, thereby improving the research quality of the institute.
- b. The institution should look for tie-ups with core organizations to help in skill enhancement of students.
- c. The departments of the college should look forward to sign Memorandum of Understanding with Universities in the West which would give the members of our institution a chance to collaborate for research and would give an opportunity for our students to interact with students of a different culture.
- d. Advertisements on admission should be made through social media which would help to target the right age group.
- e. Inter- collegiate programs and professional body activities should be given importance for the all-round development of the students.
- f. The entrepreneurship development cell should conduct activities that promote the startup culture among students.
- g. Students should be encouraged to participate in intercollegiate competitions to enhance exposure.

Prepared by

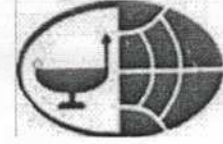


Prof.(Dr.) Babu John



Approved by

Prof. (Dr.) Preethi Thekkath



**Toc H Institute of Science & Technology, Arakkunnam**

**Governing Body Meeting held on 10 April 2018**

Sl. No	Member	Signature
1	Dr. Alex Mathew, President, Toc H Public School Society	
2	Dr. K. Varghese, Founder Director and Manager, Toc H Public School Society	
3	Er. C.S. Varghese, Secretary, Toc H Public School Society	
4	Mr. M.X. Paul Vincent, Treasurer, Toc H Public School Society	
5	Prof. (Dr.) Preethi Thekkath, Principal, TIST	
6	Prof.(Dr.) R. Ravindran Nair, Dean Academic and Student Affairs, TIST	
7	Prof. (Dr.) Babu John, Vice Principal, TIST	
8	Dr. Babu T. Jose, Former Director, SOE, CUSAT	
9	Mr. George Thomas, Chief Manager, BPCL	
10	Dr. George Sleeba, Executive Director, K. Chittilappilly Foundation, Former CMD, FACT Ltd.	



# TOC H INSTITUTE OF SCIENCE & TECHNOLOGY

**GOVERNING BODY MEETING, 10<sup>th</sup> APRIL 2018**

Sl.No	Discussion Made In Previous Minutes	Responsibility Assigned	Action Taken
1.	Funded student projects	HOD R&D , HODs	Student projects have received funding from APJKTU(CERD),IEDC
2.	Tie- ups with core organisations to help in skill enhancement of students	Principal, HODs	Launched BMW, Skill next initiative, Signed MOA with ASAP- Advanced Skill Development Centre, Govt. of Kerala
3	MOU with Universities in the West	Principal,HODs	Signed MOU with Polytechnic of Pozega, Croatia to launch Erasmus
4	Admission Advertisements on social media	Principal,HODs	Social Medial Platforms like Facebook, Twitter and Instagram are being used for this.
5	Intercollegiate programs and professional body activities	HODs,Coordinators of professional bodies and Events	Events conducted and participated <ul style="list-style-type: none"> <li>• Advay</li> <li>• Intercollege Techfests of various departments</li> <li>• IEEE Conferences and Events</li> <li>• CSI Awards</li> </ul>
6	Entrepreneurship Development Cell	IEDC Coordinator	Various events conducted and student participation in outside events of organisation like KSUM.Funding for projects given.

*Devil*  
4/2/19  
PRINCIPAL

04/02/2019



Ref.No:TIST/GB/47366/2018-19

05.03.2018

The Director of Technical Education  
Government of Kerala  
Padmavilasam Street, Fort P.O.  
Thiruvananthapuram-695 023./

Sir,

Sub : Nomination as Member, College Governing Body.

As per the AICTE Approval Process Hand Book 2018-19, (Appendix 18 – copy attached), we have to include one Nominee of the State Government in the College Governing Body.

We would therefore request you to kindly nominate an Official, to be included in the Governing Body of the College.

Thanking You,

Yours Sincerely,

*Preethi*  
5/3/18  
Prof. (Dr.) Preethi Thekkath  
Principal







Ref.No:TIST/GB/47365/2018-19

05.03.2018,

The Registrar  
APJ Abdul Kalam Technological University  
CET Campus  
Thiruvananthapuram.

Sir,

Sub : Nomination as Member, College Governing Body.

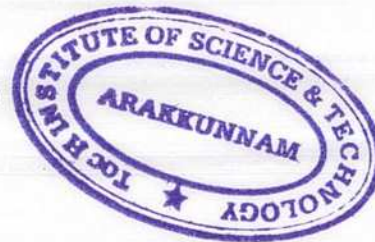
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Thanking You,

Yours Sincerely,

Prof. (Dr.) Preethi Thekkath  
Principal



"A meeting place of innovative minds"



Civil Engineering  
Computer Science & Engineering  
Electronics & Communication Engineering  
Mechanical Engineering

4 UG Programmes Accredited by NBA for 3 Years till June 30, 2020

A Higher Education Institution under Toc H Public School Society

Regd. Office: Toc H Public School Society, Vyttila, Kochi - 682 019

Tel: (0484) 2304468, 2306951, Fax: (0484) 2303686

Email: toch@vsnl.net, Website: www.tochschool.org



## Appendix 18

### 18.0 Recommended Composition of Board of Governors for AICTE approved Institutions

- a The Governing Body shall have at least eleven members including the Chairman and the Member Secretary. The Registered Trust/ Society/ Company shall nominate six members including the Chairman and the Member-Secretary, and the remaining five members shall be nominated as indicated below.
- b Chairman to be nominated by the Registered Trust/ Society/ Company. The Chairman of the Governing Body shall preferably be a technical person either entrepreneur of an industrialist or an educationist of repute who is interested in development of technical education and has demonstrated an interest in promotion of quality education.
- c Two to five Members to be nominated by the Registered Trust/ Society/ Company.
- d Nominee of the All India Council for Technical Education-Regional Officer (Ex-Officio).
- e An Industrialist/ technologist/ educationist from the Region to be nominated by the concerned Regional Committee as nominee of the Council, out of the panel approved by the Chairman of the Council.
- f Nominee of the Affiliating Body/ University/ State Board of Technical Education (Not applicable for PGDM Institutions).
- g Nominee of the State Government – Director of Technical Education (Ex-officio).
- h An Industrialist/ technologist/ educationist from the Region nominated by the State Government.
- i Principal/ Director of the concerned Technical Institution (as nominee of the Trust/ Society/ Company) - Member Secretary.
- j Two Faculty members to be nominated from amongst the Regular staff, one at the level of Professor and one at the level of Assistant Professor.
- k The number of members can be increased equally by adding nominees of the registered Society and by adding an equal number of educationists from the Region keeping in view the interest of the Technical Institution. The total number of members of a Governing Body shall, however, not exceed 21.