

St.Teresa's College (Autonomous), Ernakulam

Coming together is a beginning

Staying together is progress and

Working together is success."

(Henry Ford and Edward Everett Hale)

Parent Teacher Association

The Parent Teacher Association (PTA) of St. Teresa's College (Autonomous), Ernakulam is a formal organization composed of parents and teachers, intended to facilitate parental participation in our institution. The Association works towards the welfare of the students, provides support for enhancing the quality of teaching and learning process and supports improvement in the infrastructural facilities.

Class -wise PTA group was formulated for the academic year 2021-22 and from each class office bearers were elected to the post of president, secretary and treasurer. For the effective communication between the parents and teachers whats app group was started for each class.

Executive Committee of the PTA of St. Teresa's College (Autonomous) for the academic year 2021-22 was constituted during the meeting of the Elected Office Bearers held on December 16th 2021, at Platinum Jubilee Auditorium of the Arts block. The following members were elected to the PTA Executive Committee for the academic year 2021-22.

Governing Body

1. Patron- Dr. Sr.Vinitha CSST, Manager, St.Teresa's College, Ernakulam
2. President - Dr. Lizzy Mathew, Principal, St.Teresa's College, Ernakulam
3. Vice President - Mr. P.K. Mohandas (Mobile No. 81290 53179)
4. Secretary - Dr. Betty Rani Isaac, Associate Prof., St. Teresa's College, Ernakulam
5. Joint Secretary - Mr. P.K. Venugopal (Mobile No. 9447 709429)
6. Treasurer - Dr. Helvin Vincent, Assistant Prof., St. Teresa's College, Ernakulam
7. Member - Ms.Maya P., Assistant Professor, St.Teresa's College, Ernakulam
8. Member- Ms.Vinitha Paulose, Assistant Prof., St.Teresa's College, Ernakulam

9. Member - Mr. Manoj Kaiveli
10. Member - Mr. Nishad A.K.
11. Member - Ms. Saritha Sanil
12. Member - Ms. Salilamoney K.S.

To provide advice and support to the PTA Executive Committee, a ten member Supporting Committee was also selected from the parents, which includes two Ex-officio members.

Members elected to the Supporting Committee are:

1. Mr. Chandrasekharan P. - Ex Officio
2. Mr. Dan Paul Thomas - Ex Officio
3. Mr. Vineeth R.
4. Ms. Divya Unnikrishnan
5. Mr. P. Jayaprasad
6. Ms. Bindu Sani
7. Mr. Zakariya K.
8. Ms. Henilda Priya Lobo
9. Mr. Suresh Kumar
10. Mr. C.J. Thomas

Report of the meetings held in the year

MINUTES OF THE PTA EXECUTIVE MEETING HELD ON
4.11.2021

The first PTA Executive meeting of the academic year 2021-22 was conducted on November 4th, 2021, Thursday at 2.00 pm on the online platform through Google meet.

The agenda for the meeting include

1. Selection of the parent representatives as President, Secretary and Treasurer from all UG and PG classes.
2. Formulation of new executive Committee of PTA for 2021-22.
3. Any other matter with the permission of the chair.

The following members attended the meeting.

1. Dr. Lizzy Mathew, Principal & PTA President
2. Dr. Sajimol Augustine M., Senior Administrator & Former Principal
3. Sri. Chandrasekharan P., PTA Vice President
4. Dr. Betty Rani Isaac, PTA Secretary
5. Sri. S. Hariharasubramani, PTA Parent Secretary
6. Smt. Aji Pradeep, Executive Committee member
7. Dr. P. Jayachandran, Executive Committee member
8. Smt. Neena Unnikrishnan, Executive Committee member
9. Sri. P. K. Mohandas, Executive Committee member
10. Sri. Jose Antony, Executive Committee member
11. Mrs. Vinitha Paulose, Executive Committee member
12. Mrs. Maya P., Executive Committee member
13. Dr. Helvin Vincent, Executive Committee member

The meeting commenced with a silent prayer. The meeting was coordinated by Dr. Betty Rani Isaac, PTA Secretary for the academic year 2021-22. She welcomed the members to the meeting and also introduced to the parents teachers-in-charge of PTA for the academic year, Dr. Helvin Vincent Assistant Professor Dept. of Zoology, Mrs. Vinitha Paulose, Assistant Professor and Head, Dept. of Fashion Designing and Mrs. Maya P. Assistant Professor, Department of Commerce.

Dr. Lizzy Mathew, Principal in her Presidential address, highlighted last year's activities including conduct of online classes, examinations and parents' contributions towards Sumanasu project intended to help needy students of our College. She also mentioned about the need for an offline meeting of the new parent members. Dr. Sajimol Augustine, former Principal expressed her gratitude towards all the activities of PTA during the last academic year. Sri. Chandrasekharan P., PTA Vice President mentioned the need for conducting classwise PTA meetings and electing office bearers of all classes for the new academic year. The meeting then proceeded towards discussing the various agenda.

1. Selection of the parent representatives as President, Secretary and Treasurer from all UG and PG classes.

It was suggested to conduct class-wise PTA meetings and to elect 3 office bearers as President, Secretary and Treasurer from all classes before November 10th, 2021.

2. Formulation of new Executive Committee of PTA for 2021-22.

It was decided that the current Executive committee will have a meeting on Nov 15th, at 2pm in the College Campus. The list of newly elected office bearers may be presented in that meeting and approved. Afterwards an online meeting of the office bearers may be conducted in which the new Executive Committee may also be elected.

All the parents and teachers were actively involved in the discussions. The meeting concluded by 3.30pm.

MINUTES OF THE PTA EXECUTIVE MEETING HELD ON 15.11.2021

The second PTA Executive meeting of the academic year 2021-22 was conducted on 15.11.2021, Monday at 2.00 pm at Seminar Hall of Arts Block.

The following members attended the meeting.

1. Rev. Sr. Dr. Vinitha, Manager
2. Dr. Lizzy Mathew, Principal & PTA President
3. Sri. Chandrasekharan P., PTA Vice President
4. Dr. Betty Rani Isaac, PTA Secretary
5. Sri. P. K. Mohandas, Executive Committee member
6. Smt. Neena Unnikrishnan, Executive Committee member
7. Sri. Girish Kumar Menon, Executive Committee member
8. Mrs. Vinitha Paulose, Executive Committee member
9. Mrs. Maya P., Executive Committee member
10. Dr. Helvin Vincent, Executive Committee member

The agenda for the meeting include

1. Presentation of the list of PTA Office Bearers elected from various classes.
2. Conduct of the Office Bearer's meeting and formulation of New Executive Committee of PTA for 2021-22.
3. Conduct of next PTA general body meeting.

The meeting commenced with a silent prayer. Dr. Betty Rani Isaac, PTA Secretary welcomed the members to the meeting. Dr. Helvin Vincent, Assistant Professor, Dept. of

Zoology presented the minutes of previous meeting. Dr. Lizzy Mathew, Principal delivered the Presidential address, and highlighted the activities and cooperation of PTA during the last academic year. She also informed that the selection of office bearers of all classes were carried out and 381 representatives were selected from 127 different classes from 23 departments of the college. Rev. Sr. Dr. Vinitha, Manager recollected the active involvement of PTA in college activities since 2015. She also mentioned about the College Centenary celebrations which will be commencing soon and requested the support and encouragement of PTA with innovative ideas and initiatives. Sri. Chandrasekaran P., PTA Vice President assured the cooperation from PTA for all the future College activities.

The meeting then proceeded towards discussing the various agenda.

1.Presentation of the list of PTA Office Bearers from various classes.

The elected list of 381 office bearers from 127 different classes from 23 departments of the college was presented in the meeting.

2.Conduct of the Office Bearer's meeting and formulation of New Executive Committee of PTA for 2021-22.

It was suggested to conduct an offline meeting of the elected office bearers of all classes on December 16, 2021 and to elect the new PTA Executive Committee.

3. Conduct of next PTA general body meeting.

It was decided to conduct the General Body meeting and open house of I UG of Arts and Science departments on 25th and 26th November, 2021 respectively.

The meeting concluded by 3.00pm and the members dispersed after light refreshments.





Minutes of the meeting held on 16.12.2021

Meeting of the office bearers of PTA was held on 16th of December 2021, 2.00 pm at the Platinum Jubilee Auditorium. The meeting was attended by 217 members including parent representatives elected from UG and PG classes and the present executive committee members of the PTA .

The meeting started with a prayer by Dr. Sruthy Melbin

Principal of the college and President of PTA Dr. Lizzy Mathew welcomed the gathering and gave a brief summary of college activities to the members present at the meeting.

Dr. Sruthy Melbin presented the report of the PTA activities from the academic year 2018 to 2021.

Dr. Sr. Vinitha Provincial superior and Manager of the college and Patron of PTA gave the presidential address.

Mr Chandrasekharan P, Vice President of PTA addressed the gathering and enlightened on the duties and responsibilities of PTA executive committee members.

Felicitations were given by Dr. Sajimol Augustine M., Senior Administrator and Former Principal of the college, and Mr Dan Paul Thomas ex-officio of the PTA .

During the meeting grievances from the parents were discussed and addressed at the meeting regarding

1. Proper conduct of Add on courses
2. Attestation of the documents from college after the course completion
3. Providing specific study time for hostellers
4. Possibility of conduct of classes in offline mode for all batches
5. Possibility of providing hostel accommodation for science students in science block itself.

After the interaction session, election was conducted under the leadership of Mr.Chandrasekharan P, Vice president of PTA.

The following members were elected to the PTA Executive committee for the academic year 2021-22.

PATRON- MANAGER, DR.SR.VINITHA

PRESIDENT - PRINCIPAL ,DR.LIZZY MATHEW

VICE PRESIDENT - MR. P K MOHANDAS

SECRETARY-DR.BETTY RANI ISAAC

JOINT SECRETARY- MR. P K VENUGOPAL

TREASURER- DR.HELVIN VINCENT

COMMITTEE MEMBERS – PARENTS

- 1) MR. MANOJ KAIVELI
- 2) MR. NISHAD A K
- 3) MS. SARITHA SANIL
- 4) MS. SALILAMONEY K S

COMMITTEE MEMBERS – TEACHERS

- 1) MS.MAYA P.
- 2) MS.VINITHA PAULOSE

A supporting committee to the PTA consisting of 10 members was also selected from the parents which include 8 members from the parents and 2 ex officio members. This committee was formed to give advice and support to the executive committee.

Members elected to the supporting committee are:

MR VINEETH R

MS DIVYA UNNIKRISHNAN

MR. P JAYAPRASAD

MS.BINDU SANI

MR. ZAKARIYA K

MS.HENILDA PRIYA LOBO

MR.SURESH KUMAR

MR. C J THOMAS

MR CHANDRASEKHARAN P -EX OFFICIO

MR. DAN PAUL THOMAS -EX OFFICIO

Ms Neena Unnikrishnan, member of PTA proposed vote of thanks.

The official meeting came to a close at 4 pm.

After the tea break, a combined meeting of the newly elected executive members along with the extended committee, was held. Dr Lizzy Mathew presided over the meeting and welcomed the newly elected members. All the newly elected members gave a self-introduction. Dr Sr.Vinitha addressed the new committee and emphasised the need to focus on the 3 Ps – Project, Placement and Perception of the College.

It was decided that the handing over function and the installation of the new members can be held in the month of January 2022 followed by a General Body meeting.

The meeting adjourned with the vote of thanks by Dr. Sajimol Augustine M.



**Minutes of the Installation of PTA Executive Committee and Farewell of Outgoing
Committee held on 22.1.2022**

The meeting of the installation of PTA Executive Committee for the academic year 2021-22 and farewell function for the previous Executive Committee Members was held on 24 January 2022 at 2.30 pm on online platform Google meet.

The following members attended the meeting

1. Rev. Sr. Dr. Vinitha, Manager
2. Dr. Lizzy Mathew, Principal
3. Dr. Sajimol Augustine, Senior Administrator
4. Mr. P. K. Mohandas
5. Dr. Betty Rani Isaac
6. Mr. P. K. Venugopal
7. Dr. Helvin Vincent
8. Mrs. Vinitha Paulose
9. Mrs. Maya P.
10. Mr. Manoj Kaiveli
11. Mr. Nishad A. K.
12. Mrs. SalilaMoney K. S.
13. Mr. P Chandrasekharan
14. Mr. Hariharasubramani
15. Mrs. Renuka T. k.

16. Mr. Jose Antony

17. Mrs. Neena Unnikrishnan

18. Mrs. Aji Pradeep

19. Mr. GirishKumar Menon

The meeting commenced at 2.30pm. Dr. Lizzy Mathew, principal welcomed the members. She also mentioned about the importance of the role of PTA in the Centenary celebrations of the College. Dr. Betty Rani Isaac, PTA Secretary presented the report of previous meeting. The Manager, Rev. Sr. Dr. Vinitha, in her presidential address, felicitated the outgoing members for their cooperation and support during last years. She also installed the new Executive Committee which was followed by oath taking to the assigned responsibility by the Executive Committee members. The PTA Vice President Mr. P. K. Mohandas delivered the acceptance speech and assured all cooperation from PTA for all the upcoming activities. Dr. Sajimol Augustine, Senior Administrator felicitated the outgoing Executive Committee members. Sri. P. Chandrasekharan, Ex-PTA Vice President in his reply speech extended all support for the upcoming activities of the College. All members of the outgoing Executive Committee individually shared their memories during their tenure. Mr. P. K. Venugopal, PTA Joint Secretary extended the vote of thanks and the meeting came to an end by 4.00pm. The next meeting of all members of the supporting team as well as Executive Committee was fixed to be held on next Monday, 31st January at 2.30pm.

Installation and Farewell meeting (ADIEU et BIENVENU) held on 17.02.2022

Members of the outgoing PTA and the newly elected members met on **17.02.2022 at the Seminar Hall of Arts Block.** The meeting commenced with a silent prayer. Dr. Betty Rani

Isaac, PTA Secretary welcomed the members to the meeting. Dr. Lizzy Mathew, Principal delivered the Presidential address, and thanked outgoing members of the PTA for their commitment towards our college and the invaluable service rendered during the central block construction, magic show, NAAC accreditation process and the co operation to the Sumanasu Project. She also welcomed the newly elected members. Rev. Sr. Dr.

Vinitha, Provincial Superior and manager thankfully remembered the sincere support received from the previous PTA in college activities since 2015. Mr. P.K.Mohandas, the Vice President 2021-22, Ex officio Mr.Chandrasekharan P. and other committee members expressed their happiness to have the opportunity to work for the College.

Dr.Sajimol Augustine M. felicitated the newly elected members and thanked the outgoing PTA for the excellent co operation and support offered to the college during their tenure.

Dr.Sr.Vinitha presented mementos to the outgoing PTA members and ID card to the newly elected members. Parent Secretary Mr. P.K. Venugopal proposed vote of thanks. Meeting followed by the tea party ended by 5.30pm



MINUTES OF THE PTA OFFICE BEARERS MEETING 18.02.2022

An online Zoom meeting of the office bearers of PTA was organised on 18th of February 2022, 2.30 pm .The main objective of the meeting was to create a common platform, where Office Bearers of the PTA and the members of the Governing Body come together to discuss the upcoming activities of the PTA, devise ways to enrich their learning experience and contribute valuable suggestions to improve the future prospects of the college. Meeting started at 2.30pm with a silent prayer

Principal of the college and President of PTA Dr. Lizzy Mathew welcomed the gathering and briefed the members about the conduct of classes during pandemic period and the plans to start offline classes as per the latest government order.

PTA Secretary Mr. P.K.Mohandas introduced the newly elected PTA Governing body to the gathering and explained the objectives of the PTA.

EX- Officio Mr.Chandrasekharan P. explained the importance of togetherness and active involvement of the PTA members for the progress of the college. He requested all the parents to dedicate their maximum participation in the PTA activities.

Motivational speaker Dr. Mary Metilda, the former Principal of Maharaja's College, Ernakulam and the prestigious alumni of our college addressed the parents. Dr. Mary

Metilda detailed the effective parenting in a different and beautiful way and explained how to create intimacy and good relationship among parents and children.

Mr.Nishad A.K., Executive Committee member, PTA 2021-22 proposed vote of thanks. During the interactive session parents gave their view points and suggestions to the management and teachers regarding the starting of offline classes as early as possible .The meeting came to an end at 4.30pm.This meeting was attended by 217 members including parent representatives elected from UG and PG classes and the present executive committee members of the PTA .

REPORT OF THE PTA GENERAL BODY MEETING- 21st to 24th 2022

PTA General Body class-wise meetings were organised from 21-02- 2022 to24-02-2022.Whilst this happens every year on an offline basis, with the current pandemic we took this to a digital platform through Zoom Meet.

It was arranged in the following manner;

21-02-2022 Monday for I DC (all parents of first year students of the College - all Programs).

22-02-2022 Tuesday for II DC (same as above).

23-02-2022 Wednesday for all parents of III DC

24-02-2022 Thursday for parents of all I and II PG.

On all days the meeting started at 2.30pm with a silent prayer. Dr. Lizzy Mathew , Principal welcomed the gathering and enlightened the parents about the present activities and future plans of our College, various opportunities provided to the students even during the pandemic period. Dr. Lizzy also highlighted the significance of parental

support for the betterment of our students. She also appreciated the parents for their valuable presence.

Mr.P.K.Mohandas , Vice President, PTA briefed about the formation of the new Governing Body of PTA 2021-22 and also introduced each member to the gathering.

Mr. Chandrasekaran P. Ex officio, PTA expressed the need for the whole hearted support of all the parents to the PTA and requested the dedicted service each one as an active member of the PTA.

Highlight of the programme was the excellent motivational speech by Dr.Mary Metilda.Madam explained how to lead our youthful period as wise investment for a peaceful life in future and the need to carefully look after our children during their most important educational period.She gave tips for effective effective parenting.This talk was well appreciated by the parents as there were lots of positive responses from the participants.

Vote of thanks was proposed by Ms.Saritha Sanil on 21st,Ms Salila Mony on 22nd, Mr.P.K.Venugopal on 23rd and Mr.VineethR. On 24th.

There were around 428 parents from 1st year UG, , 450 from 2nd year UG , 199 from 3rd year UG and 196 parents from PG classes. The GBM pave way for the parents to get to know the new executive committee members of the PTA and helped them to understand the need for the wise parenting during the most important days of our girl's educational period and to have the awareness that the progress and development of the students depend on the joint efforts of parents and teachers.

