

FINAL



MINUTES

18TH MEETING OF IQAC (CYCLE 03)



2017 December
Internal Quality Assurance Cell
University of Kerala

Minutes of the Eighteenth Meeting of IQAC

University of Kerala

Date & Time: 27.12.2017; 4.00 PM

Venue: Vice-Chancellor's Chamber

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Members Present:

1. Vice - Chancellor (**Chairman**)
2. Convener, Standing Committee of the Syndicate on Academics & Research, UoK.
3. Registrar, UoK.
4. Director, Computer Centre, UoK.
5. Chairman, Departments' Union, UoK.
6. Dr. Jayachandran R., Associate Professor & Head, Dept. of Hindi, UoK
7. Dr. S. Shifa, Associate Professor, Department of Malayalam, UoK
8. Dr. E. Shaji, Assistant Professor, Dept. of Geology, UoK
9. Dr. Mushtaq Ahammed, Assistant Professor, IDE(Commerce), UoK
10. Dr. Bushra Beegom R.K., Assistant Professor, Department of Sociology, UoK.
11. Dr. Divya C. Senan, Assistant Professor, Department of Education, UoK.
12. Dr. Achuthsankar S. Nair (**Director**)

Members Absent:

1. Pro Vice - Chancellor (Vice-Chairman)
2. Convener, Standing Committee of the Syndicate on Depts. & other Institutions, UoK.
3. Finance Officer, UoK.
4. Vice -Chairman, CSS, UoK
5. Shri. Anoop M. Ambika, CEO & M.D, Cognub-Decision Solutions, Technopark, Tvpm.
6. Dr. K.P. Jaikiran, Programme Director, FLAIR, Kerala State S&T Museum, Tvpm
7. Dr. M. Sarngadharan, UGC Emeritus Prof., UoK 'Saravana', Sreekaryam P.O, Tvpm
8. Dr. Joseph Antony, Associate Professor, Dept. of Political Science, UoK.

Item No. Q3.18.01: Confirmation of the Minutes of the Seventeenth IQAC meeting held on 18.09.2017: The minutes of the Seventeenth IQAC meeting held on 18.09.2017 as electronically circulated to the members may be confirmed.

Decision: Confirmed

Item No. Q3.18.02: Action Taken Report (ATR) on decisions of the previous meeting:

Decision	Action Taken
<p>Item No.Q3.17.02: Decisions on ATR of 16th Meeting: IQAC noted the ATR and resolved as follows:</p> <ol style="list-style-type: none"> 1. Proposals on utilization of solar energy and rain water harvesting (15.12). 2. A reminder to be sent to all faculty to complete the Innovation Portfolio (15.15) <p>Preparation for NIRF 2018 is done early. A committee consisting of Dr. Jayachandran R, Dr. Divya C. Senan and Director, Computer Centre to be set up to lead NIRF 2018 data compilation and uploading after analyzing the strength and weakness of the earlier years.</p>	<p>In view of Dr. R Jayachandran taking over as Registrar, the committee of last year has been requested to continue work this year also.</p>
<p>Item No.Q3.17.03: University of Kerala in World University Ranking: For the first time, University of Kerala has found a place in Times Higher Education Supplement (THES) World Ranking. Out of close to 20,000 Universities world-wide, Only 1000 have been ranked and University of Kerala appears in the 800-1000 band. It was resolved to recommended to HoDs to consider inviting foreign faculty for one semester teaching through schemes such as Erudite, GIAN etc. IQAC recommended that University make an application for newly announced Institutions of Eminence. It was also resolved that steps be taken to create awareness about revised NAAC Accreditation procedures</p>	<p>Circular on revised NAAC guidelines issued along with copies of NAAC booklet. The booklet will be tabled.</p>
<p>Item No.Q3.17.04: Setting up of University Archives in IQAC Office: It is proposed that a "University Archive" be set up with all documentation related to the University in the IQAC office. An almarih suited for the same is available. It</p>	<p>Archives established, speaking U.O issued. (U.O No. IQAC/35/2017 dt. 04.12.2017), U.O appended as Annexure A3.18.14.</p>

is proposed to collect all master documents like Annual Reports, IQAC study reports, souvenirs plans, proposals, sketches, of University and Departments, New letters, Photos etc. Resolved that Director IQAC may put up proposal to issue a U.O in this regard.	
Item No. Q3.17.05: <u>Student Achievements: Cultural Awards won by students:</u> IQAC approved this proposal.	Certificates Issued.
Item No.Q3.17.06: <u>Masters Project Poster Contest</u> All master students may be asked to design and submit posters explaining their masters project work and certificate be issued for the best poster in each stream. IQAC approved the proposal for implementation.	To be done in 2018.
Item No.Q3.17.07: <u>Report of Lecturer FDP:</u> A 2-day FDP was successfully conducted and IQAC appreciated the effective implementation.	No action pending
Item No.Q3.17.08: <u>Report of Curriculum Fair:</u> The detailed report will be tabled and IQAC appreciated the activity and resolved that more effective intimation may be given next time.	No action pending
Item No.Q3.17.09: <u>Commencement of Energy Audit:</u> Due to efforts and continuous follow-up from Campus Administration, the matter has received sanction of the University. This will not only meet NAAC requirements, but also enable University to apply for central Govt. projects such as Solar Campus. IQAC noted the development in this matter.	No action pending
Item No.Q3.17.10: <u>Spoken Tutorial: Integration into Curriculum:</u> IIT Mumbai had put forward the proposal of inclusion of spoken tutorial courses in the UG/PG syllabi in computer science discipline. Innovative integration of technology enabled education into course work is brought to the notice of IQAC and IQAC noted the innovative step.	No action pending

<p>Item No. Q3.17.11: <u>Introducing Student Portfolios:</u> It was IQAC discussed and approved the proposal for creating personal and professional development portfolio (P.P.D.P). It was resolved that samples may be circulated. IQAC noted the system as innovative. It was also resolved that newly recruited faculty may also be asked to develop P.P.D.P.</p>	<p>Circular issued (appended as A2)</p>
<p>Item No. Q3.17.12: <u>Dhaishnik Paryavaran:</u> <i>Dhaishanik Paryavaran</i> is a mission to try and rebuild the Campus of higher education institutions as ecological niches of learning, in order to make learning effortless and natural. In this connection, a committee has been nominated to study the proposal and submit a report. IQAC noted the development and it was resolved to direct the committee concerned to submitted the report forthwith.</p>	<p>Committee consisting of: Dr. Kamarudeen Kunju (Convener), Dr. Sindhu Thulaseedharan, (Dept. of Law), Dr. E. Shaji (Dept. of Geology), Dr. Mini S. (Dept. of Biochemistry), Dr. Achuthsankar S. Nair (Director, IQAC) has submitted proposal and the same has been forwarded to KSHEC</p>
<p>Item No. Q3.17.13: <u>Innovation Portfolio of University:</u> It was tabled for approval of the IQAC. IQAC approved the Innovation Portfolio.</p>	<p>Uploaded in the IQAC website</p>
<p>Item No.Q3.17.14: <u>Academic Handbook for PG Students:</u> Academic Handbook has been compiled and issued to all newly admitted PG students. The same has been issued to all faculty members as well. Resolved that IQAC appreciated the introduction of Academic Handbook.</p>	<p>No action pending</p>
<p>Item No.Q3.17.15: <u>Research Handbook for Research Scholars and MPhils:</u> Committee to be constituted to compile Research Methodology Book</p>	<p>Committee formed as follows: Dr. G. Prasad, Dept. of Zoology (Convener), Dr. K. G. Gopchandran, Dept. of Optoelectronics, Dr. Satheesh Kumar, Dept. of Future Studies, Dr. Meena T. Pillai, Institute of English, Dr. Shaji. A (SDE). Draft being tabled for approval.</p>
<p>Item No.Q3.17.16: <u>2-tier Induction:</u> It was resolved that VC's office may call for status report in this regard.</p>	<p>Action Pending</p>
<p>Item No.Q3.17.17: <u>Regulations Hand-</u></p>	<p>Regulations and Rules related to</p>

book for Depts: It was resolved that rules and regulations Handbook be compiled and that J.R (Academic) may assist in this matter.	Ph.D and M.Phil have been compiled in the Research Scholar Handbook
Item No.Q3.17:18: Quality Enhancement of Deprived Students through UGC NET/JRF and CSIR-Net Training: IQAC approved the proposal and resolved to nominate Sri. V. Noushad as Co-ordinator and implement the proposal. It was resolved that a fee of Rs.300 be charged from General Categories and Rs.100/- from SC/ST/ or BPL students. The fees shall be remitted to the DDF of Department or Arabic and utilized as per DDF guidelines. The remuneration to Resource persons shall be met from the IQAC funds on actual basis.	The programme was successfully conducted from 7 th October 2017 to 30 th October with 93 students attending. Poster appended as A3
Item No. Q3.17.19: Proposal for ICT based academic activities: IQAC noted and approved the proposal.	Action Pending
Item No. Q3.17.20: Proposal for Skill Courses: IQAC recommended implementation of the schemes and the same may be put up for sanction.	U.O issued (U.O No. IQAC/1/2016/299 dated 26.10.2017). Poster appended as A4.
Item No. Q3.17.21: Start-up Report: The start-up scheme has been implemented since 2016 when 4 applications were processed and one company started in the campus. This year, 9 applications are being processed. Resolved that IQAC approved the report	No Action pending. Report uploaded to the IQAC Website.

Decision: Noted

Item No.Q3.18.03: Report on Massive Online Open Course (MOOC)

MOOC has silently entered our higher education sector. Many students of higher education sign up for courses offered through world-class Universities over platforms such as Coursera, Edx etc and some have even moved closer to receiving micro and nano degrees by accumulating credits from these. Courses of diverse variety are available online, starting from "Being Happy" to "Death". While students may sign up for subject related courses, laymen have wide variety to choose from including magic, soft skills, foreign languages, gardening and cooking. In India, the central Govt. has created a platform christened SWAYAM through which MOOC courses are offered and students can sign up for the courses and transfer the credit to their University programmes. The UGC regulations in this regard have been implemented in University of Kerala, though it is not known if any student has utilized the opportunity. Many successful courses in international

platforms are of short duration and not meant to be a part of academic certification. SWAYAM has a suite of courses, each of which caters to syllabi of Degree programmes and involve online listening of dozens of hours of lectures.

IQAC has successfully run a MOOC certificate course on "How to make a powerful multi-media presentation" involving six 6-minute lectures and 4 quizzes and 2 assignments. Out of the 568 registered students who took the course in the first go, 8 were from UAE, 3 each from Kuwait and Malaysia, 2 from USA and 1 from Madagascar, Canada, Sweden, Australia. Among registrants from India, about 90% are from Kerala. The rest includes Tamil Nadu, Andhra Pradesh, Orissa, Delhi, Maharashtra, Gujarat, Uttar Pradesh, Lakshadweep and Pondicherry. The first course ran from May 2nd 2017 to June 12th 2017. Nearly 82 students bagged course completion certificate. Dr. Achuthsankar S. Nair was the course lecturer. Dr. Biji C. L, project staff in the Department was the course assistant. The successful conduct of the first MOOC is reported to the IQAC. A detailed report of the same will be tabled.

Decision: IQAC appreciated the achievement and resolved to circulate the report to all Departments and to call up on all teachers to consider offering MOOCs either in the style of the pilot MOOC or through SWAYAM. Such digital initiatives are most required in current times.

Item No.Q3.18.04: Interim Report of Examination Reforms Committee (Questioning the Questions)

Examination reforms committee constituted by the IQAC has submitted its interim reports on scientific analysis of University examination question papers of the teaching Departments (in 3 volumes). The report gives a critical and scientific analysis of the examination instruments which provides a resource base for improvement of examinations. The reports will be tabled. It is proposed that the brief format report may be rephotographed and distributed to all teachers, as recommended by the committee.

Decision: IQAC discussed the report in detail and resolved to accept the report and noted that reforms on question papers have direct connection with quality of academics. It was resolved to circulate the report and also plan follow up activities to train teachers in scientific question paper setting and to monitor the transformation.

Item No.Q3.18.05: Handbook for Research Scholars

As per decision Q3.17.15, a research handbook has been compiled for distribution to all research scholars of the University. The same will be tabled for approval of the IQAC.

Decision: Resolved that 800 copies of the Research handbook be printed in Kerala University Press after seeking articles on research through the IQAC members.

Item No.Q3.18.06: Exceptional Achievement by Student of Opto-electronics

Dr. S. Sankararaman, Associate Professor, Dept. of Opto-electronics has vide letter dt.12.10.2017, reported the outstanding

performance of an M.Phil Student M. S. Swapna, Dept. of Opto-electronics doing dissertation under his guidance. During the M.Phil programme, she has published **Nine** research papers in international journals and communicated **Eleven** research article. She has **Six** national seminar papers and has co-authored in **Five** seminar papers. She is also the co-investigator of **one patent** application filed by Dr. Sankararaman. She has also passed the online examination of **IIT Madras – NPTEL-** in Biology. Dr. Sankararaman has remarked that as a teacher of twenty two years of service, he hasn't seen such a hardworking and outstanding student. The case of this outstanding student is brought to the notice of the IQAC.

Decision: Resolved that a letter of appreciation be issued to Ms. M.S. Swapna by the Vice-Chancellor.

ItemNo.Q3.18.07: Award for Innovation in Teaching.

As per scheme approved by IQAC vide decision No.Q3.14.10, applications were invited for Award for best Innovation in Teaching and 4 were received. Vice-chancellor nominated an expert committee to evaluate the applications. The committee evaluated the applications based on presentations and interview and has submitted its report. The same is placed as Appendix. IQAC may consider and decide further action.

Decision: Resolved to issue letters of appreciation to all applicants.

Item No.Q3.18.08: Suggestion from Alumni to improve Research

Dr. Jithu Unnikrishnan, an alumni of the University of Kerala currently working in IISc, Bangalore, has made certain suggestions to improve research in the University. IQAC may note and decide action on the proposals.

Decision: Resolved that the suggestions be acknowledged through a letter from the Vice-Chancellor and proposals be put up in achievable ways before next IQAC.

Item No.Q3.18.09: New Patents Filed-Reporting

1. Dr. V. P Mahadevan Pillai: Dept. of Opto-electronics: 'Methods for Performance Enhancement in Excitonic Solar Cells' by Plasmonic Blocking Layer', Patent filing number: 20174103295.
2. Juna Beegum (Ph.D student): Dept. of Botany: "Ayurvedic product for Anti-HCV activity of Boerhavia diffusa L.", Patent Filing No. 201741043507)
3. Dr.S.M.A Shibili and Ms Archana S.R "*Composite inco-operated Highly efficient and Boi Foulaing resistive Sacrificial Anode.*" Patent Filing No. 201741037131A

Decision: IQAC noted the continuing growth in patent filing and resolved that more patent awareness events be held including scientists/experts from NIIST and KSCSTE.

Item No.Q3.18.10: Patentability and Legal procedures- Awareness Programme:

An awareness programme has been organised by Department of law in collaboration with IQAC titled 'Patentability and Legal Procedures' on the same and the same is reported to the IQAC.

Decision: Noted.

Item No.Q3.18.11: ASAP Orientation for Post Graduate Students

Student orientation for Additional Skill Acquisition Programme, was organized at Karyavattom Campus, on 15/9/2017, PG students of different departments were informed through posters and circulars. Poster appended as A3.18.11.



An enthusiastic crowd of 77 students participated in the event and the orientation proved to be very fruitful. The introductory part was handled by Dr. Achuthsankar S Nair, followed by a power point presentation by the ASAP team of Programme Managers. The team explained the structure of skill education system in India, and also elucidated the ASAP University Integration mode. A bouquet of selected skill courses were explained in detail to the gathering. Towards the end, a survey was conducted among students for selecting their choice of course. From a list of 17 courses presented, 3 courses were selected: a) Organic Grower – Agricultural Sector. b) Diet Assistant – Health Care Sector. c) Junior Software Developer (Android) - IT & ES Sector. As of now, minimum registration has been obtained only for the Android Course and steps are on to offer them. The matter is reported to IQAC.

Decision: Noted.

ItemNo.Q3.18.12: Award for Faculty Webpages

An application for the best faculty web page was received from Dept. of Journalism and it was decided to issue certificate of appreciation to the concerned Dept., vide item No.Q3.14.09. Now, an application been received from Dr. Madhu S. Nair. The earlier application has been for Dept., while the later has been submitted for individual faculty webpage. Therefore, it is now proposed the IQAC may approve issuing letters of appreciation as follows: 1) Best Dept. Webpage: Journalism & Communication Dept. 2) Best Faculty Webpage: Dr. Madhu S. Nair, Dept. of Computer science.

Decision: Resolved to issue letters of appreciations to both applicants.

ItemNo.Q3.18.13: Annual Students Survey

For the third year in a row, the Annual Student Survey, has been successfully conducted. The report will be tabled.

Decision: Noted.

ItemNo.Q3.18.14: Institution of Eminence

University of Kerala successfully submitted Application for Institution of Eminence Status to UGC/MHRD. A committee consisting of the following faculty member was nominated by the Vice- Chancellor vide U.O No. IQAC/31/2017 dt. 14/11/2017.

1. Dr. Achuthsankar S. Nair., Dept. of Computational Biology & Bioinformatics (Chairperson)
2. Dr. R. B. Binojkumar, Dept. of Geology(Convener)
3. Dr. L. Darwin, Dept. of Linguistics
4. Dr. M. Sameerbabu, Dept. of Education
5. Dr. R. Rajalakshmi, Dept. of Botany
6. Dr. E.G. Jayasree, Dept. of Chemistry

The Syndicate had earlier approved payment of ₹ 1 Crore as application fee. The matter is reported to IQAC.

Decision: The Vice-Chancellor expressed his special appreciations of the enormous effort in compiling a mega-proposal for Institution of Eminence. He congratulated the committee which worked towards this and opined that their works ~~need~~ to be recorded in golden letters in the annals of the University history. He mentioned that the vision and development plans created in the report will remain useful to the academic community, irrespective of the outcome of the 'Institution of Eminence Application'. IQAC concurred with the Vice-Chancellor placed on record its appreciation for the exceptional effort by the team.

ItemNo.Q3.18.15: University Fact Sheet 2017

The IQAC successfully updated the University Factsheet incorporating fact and figures corresponding to the year 2016-17. The updated fact sheet will be tabled. IQAC may approve.

Decision: Noted.

ItemNo.Q3.18.16: NIRF participation in 2017

Application for ranking under NIRF has been made on time. Same committee as in last year has successfully completed the on-line uploading of the date. The matter is reported to IQAC.

Decision: Noted.

ItemNo.Q3.18.17: Chancellor Award

The results for the Chancellor's Award for 2017 have been announced and University of Kerala is ranked 3rd along with University of Calicut. We presented our performance in the best possible way and it can only be inferred that according to the evaluation rubric, other Universities have done better. The matter is reported to IQAC.

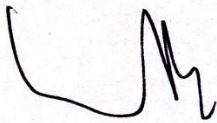
Decision: Noted.

18. Newsletter: The draft newsletter of IQAC covering activities in 2017 was tabled.

Decision: It was resolved that the newsletter be circulated to members and after receiving feedback and addressing the same, 600 copies may be printed in the K.U.P in the same quality as done in last year. It was also resolved that extracts from the news letters be included in the University Annual Report.

19. Display of IQAC Reports: Director, IQAC reported the display of reports arranged by IQAC on 27.12.2017 from 2PM to 4PM.

Decision: It was resolved that the reports be displayed again in first week of January, both in Palayam and Kariyavattom.



Director, IQAC


27/12/17
VICE-CHANCELLOR

Appendix A1
Continuous Attempt to Scale Heights of Quality
Congratulatory Poster



Appendix A2

Circular Introducing Student Portfolios



UNIVERSITY OF KERALA

No.IQAC/39/2017

Thiruvananthapuram, dated 11.12.2017

CIRCULAR

Sub: Introducing Student Portfolios

Read: IQAC decision vide item No. Q3.17.11

The IQAC met on 18/09/2017 has recommended that all Departments may consider drawing up and presenting student Development Portfolios by the newly admitted PG students. A student Development Portfolio is a statement by each student, listing the following aspects.

- | | |
|--|------------------------------|
| 1) Current areas of strength | (both personal and academic) |
| 2) Current areas requiring improvement | (" ") |
| 3) Resolutions for daily actions | (" ") |
| 4) Resolutions for coming one year | (" ") |
| 5) Resolutions for long-term | (" ") |

Students may be asked to consider the following aspects while preparing the plans:

- Improvement of communication skills in English
- Acquiring of additional skills
- Enhancing vocabulary
- Taking up classic and contemporary reading
- Doing MOOC courses
- Contributing to Wikipedia
- Writing articles in periodicals
- Taking up socially relevant tasks

A sample of Personal Development Plan prepared by a student is enclosed.

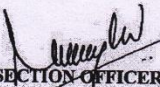
All HoDs are requested to give due consideration to the above proposal and hold a meeting in which students briefly present their portfolios. Copies of portfolios may be forwarded to IQAC for documentation.

Sd/-
Registrar

To

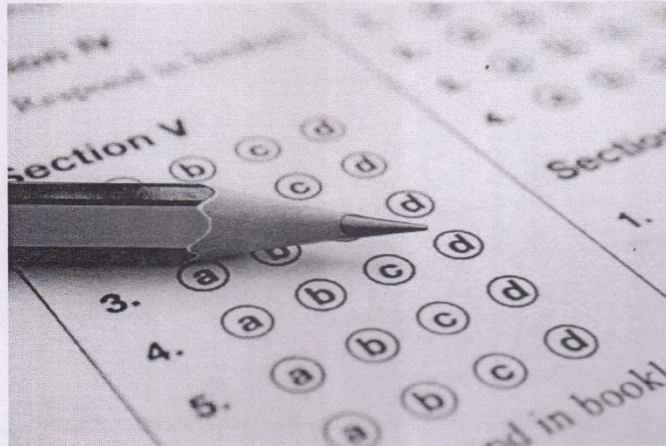
1. All HoDs/School Directors
2. PS to VC/PA to Registrar/FO/CE
3. Joint Registrar, Campus Admn., Kariavattom
4. Notice Boards in all Departments
5. File/SF

Approved for Issue


SECTION OFFICER

Appendix A3.18.02

**Enhancing Student Performance in
UGC/CSIR-NET/JRF**



**An initiative of
IQAC, UNIVERSITY OF KERALA
For providing Quality training for
GENERAL PAPER (UGC/ CSIR-NET/JRF)**

Nominal Fee with substantial reduction for students from Disadvantaged backgrounds

**Pls register by sending mail to
team.iqac@gmail.com
mentioning Dept and category**

Appendix A4 ASAP Integration U.O.

UNIVERSITY OF KERALA

No.IQAC/1/2016/299

Thiruvananthapuram, dt.26/10/2017

CIRCULAR

Sub: Implementation of ASAP in the University-reg.

Ref: 1. G.O (Rf) No. 1045/2016/H.Edu Dt.10/04/2016

2. G.O (Rf) No.1034/2017/H.Edu. Dt 13/9/2017

3. U.O. No.Ac.AII/1/2016 dt 22/03/2016

4. Minutes of the Expert Committee on ASAP held on 6/10/2017

Additional Skill Acquisition Programme (ASAP) has been implemented in the Universities in Kerala vide G.Os cited 1&2 above. It is a joint initiative of the Dept. of Higher Education and General Education, Govt. of Kerala. It offers skill training to the students of Higher Secondary Schools, Colleges and University Departments for addressing the existing unemployment issue in the state of Kerala.

The Expert Committee on ASAP Constituted vide U.O cited 3 above has recommended to integrate the ASAP course with the Masters Programmes of the University and to offer the following courses (including their pre-requisites as per ASAP requirements) to the students of the University Departments and the Vice-Chancellor has approved the recommendations.

Details of Courses are

1. Organic Grower- in Agricultural Sector
2. Diet Assistant -in Health care Sector
3. Junior Software Developer (Android)- in IT & ES Sector

The Heads of Departments where students come forward to take these courses, may take necessary steps to integrate the courses of the ASAP (and their pre-requisites) as additional skill course as per provisions of section 4.4 of the current CSS Regulations for Post-Graduate Programmes.

The fee for the ASAP shall be as fixed by the Govt. of Kerala from time to time. The students belonging to SC/ST, physically challenged, BPL and SEBC categories are exempted from payment of fee. There will be a relaxation of fee by 25% in the case of students of the APL categories of students who successfully complete the course. All the provision of the University Rules and Regulation shall be applicable with regard to the earning of credits and grades.

The contents of the circular shall be brought to the notice of all students and members of the faculty of the Departments concerned.

To,

1. All Heads of Departments/School Directors
2. PSs to VC/PVC,
3. PAs to R/CE/FO
4. The Joint Registrar Campus Administration , Kariavattom
5. File/Stock file

Sd/-

Registrar

Approved for issue

Section Officer

Appendix A3:18.07
**Minutes of the Meeting of the Committee for the Award for the
best Innovation in Teaching**

Venue: Office of the Internal Quality Assurance Cell
4:30P.M

Date & Time: 20.09.2017,

Members Present:

Dr. P.R Sudhakaran
Dr. Jameela Beegum. A
Dr. K.P. Jaikiren

1. The Committee had a brief discussion on the criteria to be followed during evaluation and decided the following points are to be considered giving marks ranging from 1-5 for each factor, thus making the total out of 40. The points of consideration were
 - Innovation
 - Originality
 - Student Motivation
 - Feed Back
 - Sustainability
 - Impact
 - Replicability
 - Presentation
2. After the initial discussions the applicants were called one by one for a brief presentation and discussion. The following faculty members appeared before the committee and explained the details of the Innovative methods of teaching they have adopted:
 1. Dr. Sreejith Parameshwara Panicker
 2. Dr. Madhu S. Nair
 3. Dr. Shifa S.
 4. Dr. Anitha. V
3. The committee places on record its appreciation of the IQAC to identify Best Teaching Innovative practices of the Faculty of the University of Kerala. However, based on the four presentations and the records furnished, the committee is of the unanimous opinion that there was hardly any striking innovative practice used by these faculty members. They have been able to introduce different teaching methods in their class rooms and have taken extra efforts to involve and motivate the students. The committee has ranked the four faculty members who made presentations based on different criteria (as per score sheet attached) as follows:
 1. Dr. Sreejith Parameshwara Panicker
 2. Dr. Madhu S. Nair
 3. Dr. Shifa S.
 4. Dr. Anitha.V

The IQAC may consider issuing a letter of appreciation.

Dr. P.R Sudhakaran

Dr. Jameela Beegum. A

Dr. K.P. Jaikiren

Score Sheet

Criterion	Name of the Candidate			
	Dr. Sreejith Panicker	Dr. Anitha. V	Dr. S. Shifa	Dr. Madhu S. Nair
Innovation (5)	3	1	1	1
Originality (5)	2	1	1	2
Student Motivation(5)	3	1	3	2
Feed Back (5)	3	1	1	2
Sustainability (5)	2	1	3	3
Replicability (5)	3	1	2	2
Impact (5)	2	1	1	3
Presentation (5)	2	1	3	3
Total (Max 40)	20	8	15	18

Dr. P.R Sudhakaran

Dr. Jameela Beegum. A

Dr. K.P. Jaikiren

Appendix A3:18.08
Suggestion to improve research platform on Alumni's

The Vice-Chancellor
University of Kerala
Thiruvananthapuram

From
Dr. Jithu Unni Krishnan
Division of Biological Sciences
Indian Institute of Science
Bangalore

Subject: Suggestions to improve research platform

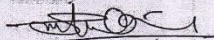
Sir,

I gained my Ph.D. from University of Kerala in this year. The heritage, discipline and the ethics hold by the university definitely demand appreciation. As alumni now, who went through the graduation procedures from UG to Ph.D., makes me comfortable to humbly suggest the following for your kind consideration.

1. A month **class on Research methodology** by experts is elementary for a newly accommodated scholar and this will aid the candidates approach on research.
2. University must create a higher body '**subject specific squad team**' to scrutinise the research facility offered by the research department/ centre/ institute affiliated.
 - The committee should confer the power to grade the department/ centre/ institute accordingly with the facility and environment.
 - Those department/ centre/ institute with outstanding quality should be recognised.
 - Those department/ centre/ institute not maintaining the status should be degraded by blocking new Ph.D. accommodations.
3. I recommend for an **annual meet** at the concerned departments of all the PhD scholars of that department to discuss within. This will definitely support group research possibilities.
4. It was also important to do a **close-door meeting for scholars** with university selected free-body representatives (including a psychologist) to assure minimum stress during this long term course (excluding guide).
5. Along with/ Rather than considering a publication, due respect is demanded for scholars who filed a patent/ write a book under a leading publisher, for Ph.D. approval.
6. Provide an **opportunity for final year Ph.D. students to evaluate his/her guide** in close cover. This should be kept in secret and continuous positive remarks can be awarded while continuous negative remark by more than five of his/her students should definitely lead to the cancellation of guide-ship.
7. A **proud award conferring ceremony** in an annual basis is what most students expect after all.
8. To the best of my knowledge there is no **symbol for PhD award holders**. University of Kerala can consider this to make and familiarise one. (Similar to 'Rod of Asclepius- medical practitioners', 'Caduceus- commerce professionals' and 'White collar band- Law advocates')

Though I am not individually benefitting from any of the aforesaid points, I hope a consideration may extend regarding,

Faithfully



Jithu Unni Krishnan,
Ph. 9846410071, e Mail: jithuukrishnan@gmail.com

D, 10.
12/10/17
VICE-CHANCELLOR
UNIVERSITY OF KERALA

13 OCT 2017

No. 14119

Appendix A3:18.09

Patent Application Published in journal

(12) PATENT APPLICATION PUBLICATION

(21) Application No.201741037131 A

(19) INDIA

(22) Date of filing of Application :19/10/2017

(43) Publication Date : 27/10/2017

(54) Title of the invention : NANO CEO2-TIO2 COMPOSITE INCORPORATED AI-ZN ALLOY SACRIFICIAL ANODE RESISTANT TO BIOFOULING



(51) International classification	:C23F13/00	(71)Name of Applicant :
(31) Priority Document No	:NA	1)University of Kerala
(32) Priority Date	:NA	Address of Applicant :Senate House Campus, Palayam,
(33) Name of priority country	:NA	Thiruvananthapuram, Kerala, India - 695 034. Kerala India
(86) International Application No	:NA	(72)Name of Inventor :
Filing Date	:NA	1)Dr. S.M.A. Shibli
(87) International Publication No	:NA	2)Dr. Archana. S.R
(61) Patent of Addition to Application Number	:NA	
Filing Date	:NA	
(62) Divisional to Application Number	:NA	
Filing Date	:NA	

(57) Abstract :

Title: Nano CeO₂-TiO₂ Composite Incorporated Al-Zn Alloy Sacrificial Anode Resistant To Biofouling A nano CeO₂-TiO₂ composite incorporated sacrificial anode that is non-toxic, has high current carrying capacity, is resistant to biofouling and possesses uniform corrosion morphology, and the process of manufacture is disclosed herein. Said sacrificial anode comprises of nano CeO₂-TiO₂ composite in the range of 0.080 - 0.120% by weight, 5% zinc by weight, and rest aluminium by weight, wherein the nano CeO₂-TiO₂ composite is homogeneously mixed in the Al-Zn alloy. FIG.3

No. of Pages : 27 No. of Claims : 8

Appendix A3:18.10
Patentability and Legal procedures



DEPARTMENT OF LAW
&
INTERNAL QUALITY ASSURANCE CELL
UNIVERSITY OF KERALA

**AWARENESS PROGRAMME ON
PATENTABILITY AND LEGAL PROCEDURES**

Resource: *Puthran and Associates*
Intellectual Property Attorneys
Headquartered in Chennai
branches in Bangalore and Trivandrum
(<http://www.puthrans.com>)




**22
November
2017**

10.30 AM.
Seminar Hall
Department of Law

Faculty Members
Department Of Law

Appendix A3:18.11

ASAP Orientation for Post-graduate Students

Additional Skill Acquisition Programme

A joint initiative of General and Higher Education Departments of Govt. of Kerala

INTEGRATION OF ASAP SKILL COURSES FOR STUDENTS OF UNIVERSITY DEPARTMENTS :-

Assemble @ 10 .30 AM on 15-09-2017 at Botany Seminar Hall


Enhance your Employability by acquiring an additional skill

- Classes during Evening and Saturdays
- No course fee for SC/ST/BPL/SEBC (Non-creamy layer) / Differently Abled


FOUNDATION COURSE : Fee Rs 3200 /-
(Classes will be held in Kariavattom Campus)

SPECIFIC SKILL COURSES (Rs 7500 - 12500)

EMERGENCY MEDICAL TECHNICIAN BASIC	JUNIOR SOFTWARE DEVELOPER - ANDROID	DIET ASSISTANT
ANIMATOR	EDITOR	CERTIFICATE COURSE IN PRESS
		JUNIOR CORRESPONDENCE COURSE
CERTIFICATE COURSE IN GST	TEST ENGINEER	MEETING CONFERENCE AND EVENT PLANNER
TRAVEL CONSULTANT	EQUITY DEALER	ACCOUNTS EXECUTIVE
		MICRO IRRIGATION TECHNICIAN



Joint
Certification by
University & SSCs



www.asapkerala.gov.in

Appendix A3.18.14 U.O on Academic Archives

UNIVERSITY OF KERALA

(Abstract)

Internal Quality Assurance Cell (IQAC) - Setting up of "Kerala University Archives" in IQAC Office- Sanctioned – Orders issued.

INTERNAL QUALITY ASSURANCE CELL

U.O No. IQAC/35/2017

Thiruvananthapuram dt. 04/12/2017

Read : 1. IQAC minutes dated:18-09-2017 (Item No.3-17.04)

ORDER

The University of Kerala is the oldest University in the State with a heritage of 80 years. Its history is scattered around in hundreds of documents available in various libraries and official collections. The need for a common University Archives is felt by researchers, media and the University community for a long time. Such an archive is also important for planning, quality studies, gauging progress, and evaluating inherent strengths and weaknesses.

The office of the IQAC has informally collected a number of valuable documents including Souvenirs, Magazines, Newsletters, Bulletins, Directories, Reports, Diaries, Manuals, Proposals, Plans, Budget, Calendars, Books, Photographs etc. Some of these have been contributed from the personal collections of Dr. Achuthsankar S. Nair, the present IQAC Director. The collection has achieved a critical mass and consequently need for securing it and prescribing terms of use has arisen.

The IQAC meeting on 18-09-2017 resolved to setup an Archive in the IQAC Office and sanction has been accorded by the Vice-Chancellor to set up the same with the following working instructions.

1. The Archive shall be named as "Kerala University Archives" and the Director, IQAC, shall be the custodian of the Archives.
2. The Records/documents now available in the IQAC shall be entered in a Stock Register to be maintained for the purpose and shelved with proper indexing.
3. These documents shall be made available to the interested Scholars who do research work in line area, for reference only, on written request.
4. No books/documents/records of the Archive shall be allowed to be taken out of the IQAC Office under any circumstances.
5. All the interested parties including teaching and non-teaching staff of the University are free to donate books and records of rare nature and importance related to the University. Current documents also are welcome, so that the Archive also grows forward. All Heads of Teaching Departments and Branch Heads may deposit copies of any document that may be of relevance in future for a student of history of the University. University Engineer may deposit copies of plan drawings of all buildings of the University. Estate Officer may deposit of copies of land deeds.
6. Donors of the documents shall be free to refer any of the documents in the Archive with the permission of the Director, IQAC. In the case of others, a nominal fee of Rs. 25/- (Rupees Twenty five Only) per day shall be charged for referring the archives. In the case of teachers and employees of the University of Kerala, there will be no fee for reference.

7. Copies of the documents shall be given on demand on Payment of Rs. 2/- (Rupees **Two Only**) per page. However, the donors shall be given copies free of cost in respect of documents donated by them (fee shall be charged for the other items as above).
8. The fee shall be collected against receipts and the amounts collected shall be deposited in a fund called 'IQAC Development Fund' operated by the Director, IQAC. The guidelines issued by the University on DDF shall *mutatis mutandis* be applicable to IQAC DDF.
9. The Administrative Officer, IQAC shall be responsible for the day-to-day activities such as issue of documents for reference, collection of fee, remittance of fee to DDF, upkeep of accounts etc.
10. The details of documents/records available in the IQAC Archive shall be published electronically every year, latest by 15th of January.

Affiliated Colleges of the University of Kerala are requested to contribute their 10th year/Silver Jubilee/Golden Jubilee/Centenary Souvenirs to the University Archives.

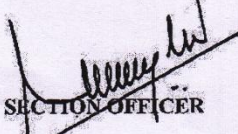
Orders are issued accordingly.

Sd/-
Registrar

To

1. PS to VC/PVC
2. PAs to Registrar/Controller of Examinations/Finance Officer
3. Head of Departments/School Directors
4. The PRO, to hoist in the University website and to give wide publicity.
5. IQAC website
6. All Teachers and Employees in the University. They have requested to donate valuable collections to the IQAC Archive.
7. File-S/F

Forwarded/By order


SECTION OFFICER

