

MINUTES

6th MEETING OF IQAC
UNIVERSITY OF KERALA

On 10-01-2019



Minutes

6th Meeting of IQAC, University of Kerala

Date: 10-01-2019 Day: Thursday Time: 3.30 p.m. Venue: Syndicate Room

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Members: Present

1. Dr. V. P. Mahadevan Pillai, Vice Chancellor (**Chairman**)
2. Dr. Ajayakumar P.P, Pro -Vice Chancellor (Vice-Chairman)
3. Dr. S. Nazeeb, Convener, Standing Committee of the Syndicate on Academics & Research
4. Dr. P. Rajesh Kumar, Convener, Standing Committee of the Syndicate on Examinations
5. Dr. C. R. Prasad, Registrar(i/c)
6. Smt. Leju Bose, Finance Officer(i/c)
7. Dr. T. S. Anirudhan, Vice - Chairman, Credit and Semester System
8. Dr. Vinod Chandra S. S., Director, Computer Centre
9. Sri. Vishnu K. P.,Chairman, Researchers' Union
10. Dr. Bivesh U.C., RO & Nodal Officer, RUSA, State Office, Thiruvananthapuram
11. Dr. K.S. Chandrasekhar, Professor & Head, Institute of Management in Kerala
12. Dr. B. Hariharan, Professor, Institute of English
13. Dr. K.G. Gopchandran, Associate Professor & Head, Dept. of Optoelectronics
14. Dr. Joseph Antony, Associate Professor, Dept. of Political Science
15. Dr. S. Mini, Associate Professor & Head, Dept. of Biochemistry
16. Dr. E. Shaji, Assistant Professor, Dept. of Geology
17. Dr. S. R. Sheeja, Assistant Professor of Economics, School of Distance Education
18. Dr. S. Aji, Assistant Professor & Head, Dept. of Computer Science
19. Dr. Gabriel Simon Thattil, Director, IQAC

Members: Absent

1. Sri. Athul S., Chairman, Departments' Union
2. Sri. Anoop. M. Ambika, CEO & Managing Director, Cognub-Decision Solutions Pvt. Ltd, T4, 7th Floor, Thejaswini Building, Technopark, Thiruvananthapuram
3. Dr. A. K. Prasad, Associate Professor, Dept. of Economics

Items for Consideration

Item No. VI.01: Approval of the minutes of 5th IQAC meeting held on 27-11-2018:

The minutes of the meeting was circulated via email through IQAC office and the members have confirmed the same.

Item No.VI.02: Action Taken Report (ATR) on meeting held on 27-11-2018:

Decision	Action Taken
<p>Item No. V.03: IQAC Newsletter: A committee is to be constituted to publish the IQAC Newsletter.</p> <p><i>—IQAC Decision—: Resolved to constitute a committee with the following members:</i></p> <p><i>Dr. B. Hariharan, Professor, Institute of English (Convener), Dr. Harikumar M.S., Asst. Prof. Department of Communication and Journalism, Smt. Maggie J., Asst. Professor, Department of Communication and Journalism.</i></p>	<p>Intimated the committee members about the same. Work in progress.</p>
<p>Item No. V.04: Approval of NAAC Directorate: Proposal for NAAC Directorate placed with ten Committees with Deans as the convener and IQAC members as coordinator respectively.</p> <p><i>—IQAC Decision—: Resolved to constitute NAAC directorate with ten Committees having Deans as the convener and IQAC members as the coordinator. Each committee Convener and Coordinator to nominate faculty from assigned Departments to work as members and report on the same in two weeks time.</i></p>	<p>Constituted ten committees and intimated all conveners and coordinators concerned. Meeting of respective committees are in progress.</p>
<p>Item No. V.05: Meeting of Deans and Chairpersons of Board of Studies: A meeting of Deans and Chairpersons of Board of Studies is to be scheduled.</p> <p><i>—IQAC Decision—: Resolved that the Decision to schedule a meeting of Deans and Chairpersons of Board of Studies be deferred</i></p>	<p>No action required.</p>
<p>Item No. V.06: Approval for Interaction with Eminent Scholars: Proposal from Environmental Science Department for inviting Prof. Takashi Asaeda, Dept of Environmental Science, Saitama University, Saitama, Japan as part of Interaction with Eminent Scholars Programme. The proposal was forwarded for evaluation before the sub-committee constituted.</p> <p><i>—IQAC Decision—: Resolved to approve the proposal from Department of Environmental Science for inviting Prof. Takashi Asaeda, Dept of Environmental Science, Saitama University, Saitama, Japan as vetted by the Sub-committee.</i></p>	<p>IQAC decision intimated to Department of Environmental Science. The Interaction session is being scheduled</p>

<p>Item No. V.07: Performance Audit: The IQAC Director presented the proposal for performance audit in the first meeting of reconstituted IQAC held on 24.04.2018. Members discussed various ways and means through which the performance audit is to be conducted. Resolved to form a committee of experts external to the University involving experienced and renowned members with teaching and administrative experience as well, to act as performance auditors. The audit is to be undertaken once in a year based on parameters created by NAAC.</p> <p><i>—IQAC Decision—: Resolved to conduct the performance audit after getting details on the academic audit proposed by Syndicate. A common audit system to be evolved..</i></p>	<p>No action required.</p>
<p>Item No. V.08: Chairs/Endowments established under the University-revival of-Reg.: Chairs/ Endowments which were established under the university are currently non-operational</p> <p><i>—IQAC Decision—: Resolved to revive the existing chairs/endowments and to initiate new endowments if any.</i></p>	<p>IQAC decision intimated to Departments.</p>
<p>Item No. V.09: Strengthening of Centres under the University- Ways and means-Reg.: Centres under the University need to be strengthened.</p> <p><i>—IQAC Decision—: Resolved to associate with University on Syndicate decision to study and strengthen centres under the university.</i></p>	<p>No action required.</p>
<p>Item No. V.10: Conduct of Green Audit 2018: A green audit is to be conducted.</p> <p><i>—IQAC Decision—: The proposal for waste management from Dr.E.Shaji, Department of Geology was discussed. Resolved to explore possibilities for waste disposal and waste management through Thiruvananthapuram Corporation intervention. Also resolved to authorize Dr.E.Shaji to work on the proposal submitted for waste management including management of Biological and Chemical waste. Green audit to be conducted after initiating the proposal. The proposal to observe water day was approved.</i></p>	<p>Work in progress.</p>
<p>Item No. V.11: Teachers Orientation on creation of E-Courses & E-Contents: Committee to report on action.</p> <p><i>—IQAC Decision—: Resolved to invite teachers to offer e-courses under the SWAYAM platform with well programmed e-content. The possibility of using the EMRC facility of Sankshrit College needs to be probed prior to the development of Video-conferencing facility at Karyavattom campus.</i></p>	<p>IQAC decision intimated to all faculty under teaching departments of our University, Two Faculty members have expressed interest</p>

<p>Item No. V.12: Submission of Annual Quality Assurance Report (AQAR): AQAR for the period January 2017 to June 2018 (January to June 2017 and July 2017 to June 2018) is to be submitted before Dec 31, 2018. Committee to report on action.</p> <p>—IQAC Decision—: <i>The committee constituted for this purpose had compiled data on AQAR. Dr. Sheeja S., convener of the committee presented the status of compilation. The need to equip IQAC with additional staff, computers and full time Administrative officer was discussed. The Hon’ble Vice-Chancellor directed that a request on the requirements of IQAC office to be placed immediately.</i></p>	<p>AQAR completed and submitted to NAAC on 29th Dec 2018.</p>
<p>Item No. V.13: Establishment of new teaching and research Department in Geography: The 4th meeting of IQAC resolved to forward the report submitted by the Chairman, BoS Geography to the Department of Geology to obtain remarks on the same. The Chairman of Department Council, Geology has submitted the remarks in this regard.</p> <p>—IQAC Decision—: <i>The Hon’ble Vice-Chancellor suggested that the decision may be deferred considering the need to fill up the faculty position in the existing departments.</i></p>	<p>No action required.</p>
<p>Item No. V.14: Student Feedback: Feedback from students on course evaluation from various departments to be completed by 24th November 2018.</p> <p>—IQAC Decision—: <i>IQAC is completing the collection of student feedback on teaching and learning on courses from various departments. Analysis and report submission would be completed by Dec 31, 2018. . The meeting resolved to accept the same.</i></p>	<p>Intimated IQAC members to complete the collection of feedback before the Dec 31, 2018. Collection complete, but for 4 Departments</p>

Item No.VI.03: Centre of Excellence:

The proposal was put forward by the Hon’ble Vice-Chancellor in the meeting of the Syndicate held on 02.11.2018(Item no. 06.39 and item no. 06.40).

In order to make our University a ‘Centre of Excellence’, an Expert committee has to be constituted to assess the academic quality of the University Departments, Centres and other institutions. It was resolved to refer the matter to the Standing Committee of the Syndicate on Academic and Research for submitting a detailed proposal and also to suggest retired eminent professors for being included in the expert committee.

As part of making our University a ‘Centre of Excellence, a University level advisory committee has to be constituted engaging the former Vice-Chancellors, Pr-Vice-Chancellors and retired eminent professors from the University to seek inputs and advice. resolved to authorize the Vice-Chancellor to identify former Vice-Chancellors and Pro-Vice-Chancellors seeking their consent for being included in the Advisory Committee.

—IQAC Decision—: Detailed discussions were held on the nature and composition of the advisory committee. Resolved to authorize the Vice-Chancellor to identify former Vice-Chancellors and Pro-Vice-Chancellors seeking their consent for being included in the Advisory Committee. The matter to be subsequently placed before the Syndicate for approval.

Item No.VI.04: Open Educational Resources (OER):

The Department of Higher Education, MHRD has pointed out that due to increasing access to the internet and emergence of the open courseware movement, there arose a strong need to have a policy in the usage of Open Educational Resources under teaching and learning materials which will be made available in the public domain or via an open license, in editable digital formats to all institutions of higher learning, offering a possible solution to improve access to quality educational resources and to provide cost-efficiency in the teaching-learning process. It has been requested to forward the views on academicians, in this regard, directly to Government, MHRD under intimation to Government of Kerala in order to facilitate the formulation of a draft policy.

The meeting of the Standing Committee of the Academic Council held on 05.11.2018 recommended to refer the matter on importance of OER to IQAC for detailed study and recommendations. **(Ac AII)**

—IQAC Decision—: Resolved to recommend the use of Open Educational Resources in the teaching departments wherever possible and to encourage the same.

Item No. VI.05: Interaction with Eminent Scholars – Proposal from Department of Education:

Department of Education plans to host DANIELS, Harry Richard John, The Professorship of Education, University of Oxford, under the scheme Interaction with Eminent Scholars. He is an eminent scholar of Education with Sociology of Education, Institutional Designs, the Offshoots of Marginalization in the environment of Education, and Vygotsky's Postulates and Implications in Education. The proposed dates are 19, 20, and 21, February, 2019. **(Appendix 1)**

—IQAC Decision—: The proposal from **Dr. Sameer Babu M**, Department of Education to host Daniels, Harry Richard John was presented by him (special invitee). Resolved to refer the matter to the subcommittee constituted for this purpose.

Discussions were held on the need to involve academicians of repute to interact with students, scholars and teachers of our university so as to expose our scholars and learners to better standards and improve upon our quality in teaching, learning, research and other innovative processes. The Hon'ble Vice Chancellor suggested that all teaching Departments to be directed to explore the possibilities for inviting Eminent Scholars from outside, The proposals under Erudite scheme and Brain gain of KSHEC to be examined and Department directed to submit proposals under the same for which directions may be issued. Resolved to accept the proposal and initiate action accordingly.

Item No. VI.06: NAAC directorate:

The plan of action of NAAC directorate is to be discussed.

—IQAC Decision—: The matter was discussed and resolved to take steps to strengthen the directorate.

Item No.VI.07: All India Survey on Higher Education (AISHE) 2018-19

The All India Survey on Higher Education (AISHE) for the year 201-19 has commenced from 3rd December 2018. All the institutions of higher education are required to upload the data on AISHE portal (aishe.gov.in) by 28th February 2019, which is the closing date of the survey.

—IQAC Decision—: Resolved to nominate to **Dr.Manoj Chacko**, Department of Statistics as the coordinator to upload the data.

Item No.VI.08: India Today Group-MDRA Best Universities Ranking 2019:

MDRA has invited our university to participate in India Today Group-MDRA Best Universities Ranking 2019. The last date for submission of completed participation form along with supporting documents is 31st January 2019.

—IQAC Decision—: Resolved to nominate **Dr.S.R.Sheeja**, School of Distance Education as the convener and **Dr.P.Sreejith**, Department of Zoology and **Dr.Manoj Chacko**, Department of Statistics as members to complete data compilation in this regard.

Item No.VI.09: Opening of Savings Bank Account for Seminar/Workshops etc

A separate savings bank account is to be opened for each seminar/workshop organized by IQAC.

—IQAC Decision—: IQAC has opened separate bank accounts as per directions in this regard as follows:

UGC-NAAC workshop awareness workshop – A/c No.38085635022

ICSSR –SRC research methodology workshop– A/c No. 38084506813

Item No.VI.10: Student Feedback Analysis:

Reporting on feedback to Faculty and seeking action for betterment

—IQAC Decision—: Collection of feedback from students from all departments complete. Feedback analysis in progress.

Item No. VI.11: Student Satisfaction Survey

Student satisfaction survey is to be conducted.

—IQAC Decision—: Resolved to undertake Student Satisfaction Survey through IQAC and seek student data for this purpose.

Item No. VI.12: Heritage Museum:

The second meeting of the IQAC held on 16.07.2018 resolved to constitute a committee with Dr. K.S. Chandrasekhar, Professor & Head, Institute of Management in Kerala and Dr. Rajesh S. V., Department of Archaeology to peruse and report on the matter. The minutes of the meeting of the committee held on 07.01.2019 prepared the plan for the matter. **(Appendix 2)**

—IQAC Decision—: Resolved to nominate **Dr.Rajesh S.V.**, Department of Archaeology as the convener of the committee monitoring the establishment of the heritage museum. The committee would pursue action in this regard.

Item No. VI.13: Evaluation of status of research Centres as per UGC 2016

Regulations:

The Standing Committee of the Academic Council held on 08.06.2018 vide ItemNo.6 recommended that the Core Committee be entrusted to prepare the list of centres of research (excluding the University teaching Departments) in accordance with the criteria of jurisdiction as stipulated by the UGC Regulations, 2016. Also recommended that, the Dean and a subject expert nominated by the Vice Chancellor and the Chairman, Doctoral Committee along with a nominee of the Standing Committee on Research be entrusted to conduct inspection of all enlisted centres to assess the facilities and functioning of each Research Centres and submit a report. However the Core Committee of the Standing Committee of the Academic Council was not convened hitherto.

The Standing Committee of the Academic Council held on 05.11.2018 while considering the report of the action taken on the recommendations of its meeting held on 08.06.2018 resolved that the evaluation of the status of each research centre as per UGC Regulations 2016 be referred to IQAC with a specific instruction to expedite the process and place the matter before the next Standing Committee of the Academics and Research to proceed further on this matter. **(Ac EI)**

—IQAC Decision—: Resolved to constitute a committee for this purpose with the following constitution:

1. **Dr.S.Nazeeb**, Convener, Standing Committee of the Syndicate on Academics & Research (Convener)
 2. **Dr.K.G. Gopchandran**, Associate Professor & Head, Dept. of Optoelectronics
 3. **Dr.Annie Abraham**, Director, Research
 4. **Dr.S. R. Sheeja**, Assistant Professor of Economics, School of Distance Education
 5. **Dr.Joseph Antony**, Associate Professor, Dept. of Political Science
- The committee to evaluate the status of Centre with their future plan of action and report on the same.

Item No. VI.14: Need for Joint Director for IQAC

One among the members of IQAC to be nominated as Joint Director to act as Director in the absence of the latter.

—IQAC Decision—: Resolved to recommend the same to the Syndicate.

Item No. VI.15 Research Renovation and Reforms Workshop:

A workshop on research renovation and reforms was suggested in the Budget, Proposal for the same was put forward. A detailed proposal was called for and the same was submitted to the Standing Committee of the Syndicate on Academics and Research. Mode of Conduct to be resolved. **(Appendix 3)**

—IQAC Decision—: Resolved to prepare a draft on research reforms and renovation and to seek feedback from research guides on the same. The committee constituted under 13 above to be entrusted with the draft preparation

ITEMS FOR REPORTING

Item No. VI.16: AQAR Submission

The Annual Quality Assurance Report (AQAR) for the period January- June 2017 and July 2017 – June 2018 were submitted to NAAC on 28th December 2018.

—IQAC Decision—: Noted

Item No. VI.17: New Section Officer for IQAC:

Mr. Anvar Ali Ahammed takes Charge as the Section Officer. Other IQAC requirements pending action

—IQAC Decision—: Noted

Additional Items:

Other items as per approved by the chair.

Item no. VI.18: Performance Audit:

The IQAC Director presented the proposal for performance audit in the first meeting of reconstituted IQAC held on 24.04.2018. Members discussed various ways and means through which the performance audit is to be conducted. Resolved to form a committee of experts external to the University involving experienced and renowned members from diverse faculty with administrative experience as well to act as performance auditors. The audit is to be undertaken once in a year based on parameters created by NAAC.

—IQAC Decision—: The Vice-Chancellor proposed a committee of six eminent academicians to act as auditors. The academicians to be drawn from social sciences, physical science and natural science. Discussions were held on the need for more members representing different faculty as well as the administration.

Resolved to authorize the Vice-Chancellor to nominate auditors for performance audit and report on the same to the Syndicate.

Item no. VI.19: Strengthening of Centres:

Centres under the University need to be strengthened.

—IQAC Decision—: Resolved to seek status report on all centres and write to the centre directors in this regard, Centre Directors to submit report by 10 Feb. 2019. Resolved to constitute a committee to assess the performance of centres:

- 1. Dr.S.Nazeeb, Convener, Standing Committee of the Syndicate on Academics & Research**
- 2. Sri.M.Lenil Lal, Convener, Standing Committee of the Syndicate on Departments and other Institutions**
- 3. Dr. A. Bijukumar, Professor, Department of Aquatic Biology and Fisheries.**
- 4. Dr. Shaji Varkey, Associate Professor, Department of Political Science**
- 5. Dr. P. Mohanachandran Nair, Professor, Department of Demography**
- 6. Dr.Hariharan, Professor, Institute of English.**
- 7. Dr. K.G. Gopchandran, Associate Professor & Head, Dept. of Optoelectronics**
- 8. Dr.Jayachandran R, Professor, Department of Hindi.**
- 9. Dr.Annie Abraham, Director, Research**

Item no. VI.20: Green Audit: A green audit is to be conducted.

—IQAC Decision---: Resolved to direct all departments on collection of food waste arising out of functions arranged in the departments and to make arrangements on waste management. The supplier/caterers to collect the food waste from the center after the food supply, HODs to ensure that piling of waste does not occur. The proposal to involve the local authority for waste management at the Kariavattom campus put forward by Dr.E.Shaji was approved for necessary action.

Item no. VI.21: Workshop on SICC Instruments:

—IQAC Decision--- *The Hon'ble Vice-Chancellor proposed workshop for science teachers on the use of SICC instruments to be undertaken in phases. The workshop to be initiated by IQAC through a committee consisting of the following members:*

1. **Dr.S.Nazeeb**, Convener, Standing Committee of the Syndicate on Academics & Research
2. **Dr. K.G. Gopchandran**, Associate Professor & Head, Dept. of Optoelectronics
3. **Dr.Ganga prasad A**, Assistant Professor, Department of Botany
4. **Dr.Subodh G**, Assistant Professor, Department of Physics
5. **Dr.Ashalatha S Nair**, Professor, Department of Botany
6. **Dr.S Mini**, Associate Professor & Head, Dept. of Biochemistry

Item no. VI.22: Permitting scientist with 'C' grade to act as Research guide:

The proposal was put forward by Dr.S.Nazeeb on permitting scientist with 'C' grade to act as research guide of University of Kerala. **(Ac EI)**

—IQAC Decision--- *Resolved to approve the proposal provided they have qualifications and meet other requirements as prescribed for research guides of the university.*

Item no. VI.23: Right to Service act, 2012

The proposal was put forward by Dr. Joseph Antony.

—IQAC Decision--- *Resolved to conduct a workshop on the same with four technical sessions as follows:*

1. *Academics*
2. *Planning and administration*
3. *Examination*
4. *Finance*

Participants to include teachers, Joint Registrars, Deputy Registrars, Assistant Registrars of our University.

Approved the minutes of the 6th meeting of IQAC.

Sd/-

DIRECTOR

Internal Quality Assurance Cell
University of Kerala

Sd/-

CHAIRMAN

Internal Quality Assurance Cell
University of Kerala

To

The Director
IQAC
[Through Head of the Department]

Sub:- Interaction with Eminent Scholars- Proposal of Department of Education for sanctioning an Interactive Workshop of **DANIELS, Harry Richard John, The Professorship of Education, University of Oxford, reg-**

Ref: Guidelines and Email from IQAC, University of Kerala on 29th November, 2018. Sir,

Department of Education plans to host **DANIELS, Harry Richard John, The Professorship of Education, University of Oxford**, under the scheme *Interaction with Eminent Scholars*. He is an eminent scholar of Education with Sociology of Education, Institutional Designs, the Offshoots of Marginalization in the environment of Education, and Vygotsky's Postulates and Implications in Education. We are happy that he has agreed to come over here. The **proposed dates are 19, 20, and 21, February, 2019.**

This would be of greater significance for all the scholars, students, and Professional of Education, Psychology, Social Work, Education, Educational management, and Institutional Planning.

I, therefore, humbly request you to consider our proposal, considering its broader significance.

Looking forward hearing from you,

Thanking you,

Sincerely,

Dr Sameer Babu M

Assistant Professor of Education

University of Kerala

Mobil: +91 9447943244

Email: sameer@keralauniversity.ac.in

Budgetary Requirements:

The proposed budget has been given below.

Sl. No.	Particulars	Amount
1	Air Travel (LHR to TRV) approx.	140,000/-
2	Local Travel	40,000/-
3	Organization Expenses	40,000/-
4	Food and Refreshment during the programme	75,000/-
5	Lodging and others for 7 days (approx.)	75,000/-
6	Publicity and others	8,000/-
7	Honorarium 500 USD per day (or as per the rules)	1,12,500/-
8	Certificates, Mementos, and related to Delegates and Guests	10,000/-
9	Contingency and Logistic Assistance	13,000/-
10	Total	5,13,500/-

Sameer Babu M

Proposed Coordinator of the Programme

Minutes of the meeting of the subcommittee constituted for developing Heritage
Museum for University of Kerala

Venue: IQAC

Date: 07-01-2019

Time: 4 pm

The meeting was convened to prepare plan for developing a Heritage Museum for University of Kerala. The following decisions were taken which needs to be approved by IQAC.

1. To create a team of professionals, researchers, faculty, Non-teaching staff and students for this purpose.
2. To entrust the term for collection of documents, photography, furniture and other assets, memoirist, trophies, moments, Curios and other relevant materials and objects.
3. To identify a location for the purpose and possibly a building for the specific purpose. (Preferably as Karyavattom campus)
4. To earmark heritage places, buildings and other structures within the University and provide an estimate for presentation of the same.
5. To identify students who have passed from the university and have excelled in their areas.
6. To prepare a list of people associated within the University who received national/International recognition.
7. To solicit those artifacts or relevant material with public or with employees or with pensioners for upkeep in the Museum.

Sd/-

Dr. K.S.Chandrasekar
Professor, IMK
University of Kerala

Sd/-

Dr. Rajesh S. V.
Asst. Professor
Dept. of Archaeology
University of Kerala

PROPOSAL FOR RESEARCH RENOVATION WORKSHOP

IQAC, University of Kerala proposes to organize a three day workshop on Research reforms with the objective of revisiting and examining the current research oriented functions and processes so as to strengthen the same and make it more quality based as well as supportive in the knowledge creation process.

Objectives

1. Examine the current research oriented processes under the University and identify limitations and challenges involved
2. To impart quality and better standards in research in terms of PhD, M.Phil and research projects
3. To generate enhanced interest in research and creation of intellectual property
4. To examine the possibility for creation of a Research Directorate with academic and administrative divisions under the same.

Technical sessions

1. Research at University of Kerala - A Retrospect
2. Strengthening research -Policies and Support Mechanisms
3. Administrative reforms and Research support
4. Research and Intellectual property
5. Patent and copy rights from research
6. Research and Consultancy
7. Research Council and Research support
8. MOUs and collaborations for research
9. ICT support and Research
10. Plagiarism

Each technical session would involve a presentation from an eminent invited speaker who is actively involved in research in an Institution of repute. This would be followed by discussion among participants. Invited speakers would be from premier Institutions like IITs, IISc, IIMs and leading universities.

Participants in the workshop would be Deans of faculties, Research guides, Research scholars, Research union representatives and administrative staff engaged in support for research.

Participation schedule will be as follows:

Participants for Technical sessions '1. Research at University of Kerala - A Retrospect', '2. Strengthening research -Policies and Support Mechanisms' and '3. Administrative reforms and Research support' would be administrative staff from research, research guides and deans of faculties.

Participants for Technical sessions '4. Research and Intellectual property', '5. Patent and copy rights from research' and '6. Research and Consultancy' would be research guides, deans of faculties, and directors of schools.

Participants for Technical sessions '7. Research Council and Research support' and '8. MOUs and collaborations for research' would be research guides, deans of faculties, directors of schools and directors of leading research centres around Trivandrum.

Participants of '9. ICT support and Research' and '10. Plagiarism' would be research guides, deans of faculties, directors of schools, directors of leading research centres around Trivandrum, Director, Computer Centre and Administrative staff of computer centre.

Total Number of Participants

- 1) Deans – 11 Nos
 - 2) School Directors – 11 Nos
 - 3) Supervising teachers – 30 * 6 = 180 Nos
 - i) Humanities
 - ii) Social Science
 - iii) Natural Science and Physical Science
 - iv) Chemical Science and Technology
 - 4) Research Scholars -25
 - 5) Research Union – 4
 - 6) Administrative staff- 6
 - 7) Director, Computer Centre and Staff - 4
 - 8) Directors of leading research centres around Trivandrum -15
- Resource Person
RPs from leading research institutions like IITs and IISCs –
RPs from UGC and ICSSR -6
RPs representing HEC -2

BUDGET

Item	Amount(in Rs)
Honorarium for Resource Persons	56,000/-
TA for Resource Persons	1,90,000/-
Hospitality for the Guest	75,000/-
Food	65,000/-
Printing and Stationery	22,000/-
Audio, Video recording and Photography	21,000/-
Secretarial Assistance	8,000/-
Miscellaneous	8,000/-
Total	4,45,000/-
Rs. 4,45,000/- (Four lakhs Forty Five Thousand only)	

Sd/-
Dr. S. Nazeeb,
Convenor, Standing Committee of the
Syndicate on Academics and Research