

# DEPARTMENT OF ARABIC UNIVERSITY OF KERALA



## ACADEMIC AUDIT 2019

# Report of the Academic Audit

## DEPARTMENT OF ARABIC, UNIVERSITY OF KERALA

Date: 16<sup>th</sup> & 17<sup>th</sup> January 2020

Venue: Department of Arabic, University of Kerala, University of Kerala



### Present:

1. Prof. Mohd. Aslam Islahi, Centre for Arabic and African Studies, JNU, New Delhi
2. Prof. Muzaffar Alam, Department of Arab Studies, EFL: University, Hyderabad
3. Dr. AB. Moideenkutty, Associate Professor, Department of Arabic, Calicut University



# CONTENTS

Sl. No.	Title
1.	Introduction to the Department
2.	Vision
3.	Mission
4.	Faculty Positions
5.	Courses offered
6.	Faculty Recognition
7.	MA Programme: Objectives and Structure
8.	M.Phil Programme: Objectives and Structure
9.	PhD Programme: Objectives and Structure
10.	Continuous Assessment
11.	Transparency in Evaluation
12.	Teachers' Evaluation by Students
13.	Students' Profile
14.	List of PhD awardees in 2018
15.	List of PhD Scholars Submitted Theses for evaluation
16.	MA Admission (2018-20 Batch)
17.	MA Admission (2019-21Batch)
18.	M.Phil Admission (2018-19 Batch)
19.	M.Phil Admission (2019-20 Batch)
20.	PhD Admission (2018-19)
21.	PhD Admission (2019-20)
22.	Students' Placement
23.	Students secured NET/SLET/KTET
24.	Students' Achievements
25.	Conduct of Examinations
26.	Upkeep of records of teaching & research
27.	Academic Exchange Programme
28.	Consultancy Services
29.	Adoption of Innovative Teaching Methodology
30.	Audio Visual Aids

31.	Researchers' Forum
32.	Students' Supporting Cell
33.	Students' Clubs
34.	Future Plan
35.	Departmental Publications
36.	Conferences, Seminars & Workshops
37.	Public Lectures
38.	Extension Activities
39.	Infrastructure Facilities
40.	Library & its Facilities
41.	Observations and Suggestions



**DEPARTMENT OF ARABIC, UNIVERSITY OF KERALA**  
**KARIAVATTOM CAMPUS**  
**([www.arabicku.in](http://www.arabicku.in))**

**Department of Arabic** in University of Kerala was established on 29/01/2001 at university campus in Kariavattom. In the same academic year, the department began teaching providing students with the master's degree, with a syllabus based on modern curricula and new methods of teaching. Prof. Ubaid was the head of the department at the time of establishment. The department began to offer M.Phil programmes from 2004 in common stream and Ph.D program was started in 2001 in Arabic language and literature area. Prof. Ubaid, the first head of the department, was a graduate of the University of Aligarh.

In 2005, The University appointed Dr. Nizarudeen, as Associate Professor. It was he who created the new curriculum and academic pursuit in this department when he assumed the position of its head. Since then this department got name and fame worldwide due to his consistent efforts. The Department has played a prominent role in offering the effective literary education from the very beginning. It has produced a remarkable number of teachers in Arabic language & literature, translators and efficient professionals in various fields in India and abroad. Many graduates of this department work in Saudi Arabia and other Arab countries. It upholds its pivotal role guaranteed by outstanding outputs in the academic arena as well as molding highly skilled professionals in Arabic oriented job sector.

The Department has done marvelous job in the expansion of Arabic language among students and disbursed deep knowledge of Islamic and cultural topics by chiseling their written and spoken skills. Over the past ten years, and still, it has been rendering invaluable services and creating a new generation of skilled scholars with high quality and unparallel standards.

The department got its own library in 2001, which contains a lot of books, reference materials, periodicals, Doctoral/Post-Doctoral theses. Now the work is on progress to computerize all the procedures and material sources.

The Department of Arabic is one of the most prominent departments in University of Kerala. It aims to enhance cognitive and communicative skills and academic excellence among students by motivating them to be creative and contribute to the socially by adopting a socially meaningful life. The department teaches all courses focused on the academic skills of the Arabic language, which meets the needs of students at University level. Its major focus is on reading, writing, listening and speaking skills and comprehension of language structures, rules and academic outputs.

The regular academic structure of this department follows the enrolment of students completed their bachelors degree to pursue their master degrees in the university in four semesters with a time limit of two years. The students will later on enroll for the M.Phil and then complete the writing of theses and obtain degree of Ph.D here after fulfilling formalities and particulars of the courses.

### **Vision**

Department of Arabic strives with a vision for upbringing academicians and scholars with par excellence in Arabic Language and Literature through imparting high quality education of the field, thereby making them competent enough in the competitive domains.

### **Mission**

To develop the department as a national and international accredited platform where the native and non-native speakers of Arabic can sit and work together for the cause of Arabic language and literature in an academically and institutionally well equipped environment.

### **FACULTY POSITION:**

#### **Sanctioned Posts :**

<b>Professor</b>	<b>:</b>	<b>1</b>
<b>Associate Professor</b>	<b>:</b>	<b>1</b>
<b>Assistant Professors</b>	<b>:</b>	<b>3</b>
<b>Visiting Professors (Proposal Submitted)</b>		

#### **Filled Posts :**

<b>Assistant Professors</b>	<b>:</b>	<b>2</b>
<b>Contract Lecturers</b>	<b>:</b>	<b>3</b>

#### **Teaching Staff:**

- 1. Dr. Thajudeen A S**, Assistant Professor & Head
- 2. Mr. Noushad V**, Assistant Professor

#### **Courses Offered :**

**MA**  
**M.Phil**  
**PhD**  
**Certificate Course in Communicative Arabic**  
**Diploma in Communicative Arabic**

#### **Faculty Recognitions:**

Faculty of the Department has been officiating as Experts in Various bodies, viz., PSC, NCERT and SCERT.

# I. CURRICULUM

## MA PROGRAMME - OBJECTIVES

- To contribute to meeting the growing needs of higher education institutions within India as well as throughout the Arab World and abroad for expertise in this field.
- To help enrolled students to conduct their research and produce theses treating contemporary issues in Arabic language and literature.
- To support and encourage academic research in Arabic language and literature, in addition to preparing qualified researchers in this field.
- To teach students Arabic language and literature as it has good scope both at national and international level.
- To train the students effectively to enable them to reach the heights of their aspiration in present day job market.

### **Structure of the Programme:**

Sem No.	Course Code	Name of the Course	Number of Credits
I	<u>Core Courses</u>		
	ARB-C-411	Grammar & Morphology - I	4
	ARB-C-412	Qur'anic & Hadith Literature	4
	ARB-C-413	Classical Arabic Literature	4
	ARB-C-414	Linguistics, Rhetoric & Prosody	4
	<u>Internal Electives</u>		
	ARB-E-415	Arabic for Travelers	4
II	ARB-E-416	Islamic Literature in Arabic	4
	ARB-E-417	Arabic Literature in Kerala	4
	<u>Core Courses</u>		
	ARB-C-421	Grammar & Morphology - II	4
	ARB-C-422	History of Islamic Civilization	4
	ARB-C-423	Medieval Arabic Literature	4
	ARB-C-424	Language Technology and Communication	4
	<u>Internal Electives</u>		
III	ARB-E-425	Commercial Arabic	4
	ARB-E-426	Modern Arabic Literature in Saudi Arabia	4
	ARB-E-427	Arabic Literature in Spain	4
	<u>Core Courses</u>		
	ARB-C-431	Indo Arabic Literature	4
	ARB-C-432	Literary Criticism	4
	ARB-C-433	Modern Arabic Literature	4



	<u>Internal Electives</u>		
	ARB-E-434	Research Methodology	4
	ARB-E-435	Drama, Biography and Fiction in Arabic	4
	ARB-E-436	Mahjar Literature	4
IV	<u>Core Courses</u>		
	ARB-C-441	Translation and Simultaneous Interpretation	4
	ARB-C-442	History of Modern Arab World	4
	ARB-C-443	Contemporary Arabic Literature	4
	<u>Internal Electives</u>		
	ARB-E-444	Methodology of Teaching Arabic	4
	ARB-E-445	Special Author: Naguib Mahfouz	4
	ARB-E-446	Arabic Journalism and Essay Writing	4
	ARB-E-447	Women's Writing in Arabic	4
	ARB-D-448	Dissertation & Viva-voce	4
<b>Extra Departmental Elective Courses</b>			
I	ARB-X-411	Arabic for Communication	2
	ARB-X-412	Basic Arabic Computer Skills	2
II	ARB-X-421	An Introduction to Arabic Literature	2
	ARB-X-422	Arabic for Employment	2
III	ARB-X-431	Morphology in Arabic	2
	ARB-X-432	The Quran	2
IV	ARB-X-441	Rhetorics in Arabic	2
	ARB-X-442	Arabic Language in Kerala	2

### **M.Phil PROGRAMME - OBJECTIVES**

- To introduce the students to advanced areas of research in the field of Arabic related sciences.
- To familiarize students the methods of literary criticism and accepted principles of literary criticism in a very objective manner.
- To trace the development of modern and contemporary Arabic literature and related areas in various Arab regions.
- To make the students competent in literature collection pertaining to his / her research area.
- To make the student do independent field work and data collection for research.
- To impart the various stages of preparing research articles, thesis and dissertation

## Structure of the M.Phil Programme

Sem No.	Course Code	Name of the Course	Credit
I	ARB-711	Research Methodology	4
	ARB-712	Literary Theories	4
	ARB-713 (i)	History of Modern & Contemporary Arabic Literature: Egypt & Sudan	4
	ARB-713 (ii)	History of Modern & Contemporary Arabic Literature: Maghreb Countries	4
	ARB-713 (iii)	History of Modern & Contemporary Arabic Literature: Arabian Gulf Countries	4
	ARB-713 (iv)	History of Modern & Contemporary Arabic Literature: Iraq & the Levant	4
II	ARB-721	Dissertation	20
<b>TOTAL CREDITS</b>			<b>32</b>

## Ph.D COURSE - OBJECTIVES

- To introduce the basic concepts of research and its different types
- To illustrate the art of preparing research findings
- To impart the various stages of preparing research articles, thesis and dissertations
- To study the different methods of research and analytical techniques
- To introduce the basic canons of scientific enquiry and data collection
- To carry on their research systematically

## Structure of the Ph.D Programme

Course Code	Title of the Course
ARB – C1	Research Methodology
ARB – C2	<i>To be framed for each candidate</i>
ARB – C3	<i>To be framed for each candidate</i>

## **II. CONTINUES ASSESSMENT**

Department has set certain parameters in tune with the Regulations of UGC, New Delhi, 2009 & 2016 Rules and Regulations of University of Kerala for the Continues Assessments of the students in M. A & M. Phil Programmes. Seminars, Assignments, Mid-term and End Semester examinations and so forth are being carried out for the awarding of Degrees. The evaluation of course consists of two parts. Viz, Continuous Assessments (CA) and End Semester Assessment (ESA). The total marks allotted for each paper is 100. Out of this, 40 marks shall be allotted for CA and 60 marks for ESA. Students have to secure 75% attendance for each course to become eligible to appear for End Semester Examinations for the course. No condonation of shortage of attendance will be given.

### **Transparency in Evaluation**

Provisional result of End Semester examinations except final semester will be displayed in the notice board of department immediately on completion of both internal as well as external evaluation. If any student has complaint about the evaluation, the same shall be submitted to the Head of the Department in writing within a week. The student will then be asked to meet the Department Council and after hearing the views of the student as well as the teachers who have done the valuation, a consensus will be reached on the award of marks.

### **Teacher Evaluation by students**

Every teacher will be evaluated by the students from outside the department at the end of the semester. The Head of the Department will arrange for this evaluation. However, the evaluation of faculty by students from the department is carried out by the IQAC of the university.



## STUDENTS PROFILE

### Details

Programme & Seats	Strength	Females	SC	ST	Other res. categories	Outside state	Foreign	Pass %
Masters : MA (2017-19)	6	4	Nil	Nil	OBC - 4	1	Nil	80
MA (2018-20)	15	10	Nil	Nil	OBC - 7	Nil	Nil	NA
MA (2019-21)	16	6	Nil	Nil	OBC - 6	Nil	Nil	NA
MPhil (2018-19)	1	Nil	Nil	Nil	1	Nil	Nil	100
MPhil (2019-20)	0	Nil	Nil	Nil	Nil	Nil	Nil	NA
PhD	10	1	Nil	Nil	10	Nil	Nil	NA
Post doc	Nil	Nil	Nil	Nil	Nil	Nil	Nil	NA
Certificate Course	30	9	Nil	Nil	Nil	Nil	Nil	100
Diploma Course	15	9	Nil	Nil	Nil	Nil	Nil	NA

### List of Ph.D Awardees in 2018

Sl. No.	Name of the Research Scholar	Gender	Supervising Teacher
1	Dr Abdul Saleem A	Male	Prof. Ubaid

### List OF Ph.D Scholars, Submitted Theses For Evaluation

Sl. No.	Name of the Research Scholar	Gender	Supervision
1	Hars P	Male	Dr. Thajudeen
2	Nadeera J	Female	Prof. Nizarudeen
3	Badrudeen J	Male	Prof. Nizarudeen
4	Shihabudeen A	Male	Prof. Nizarudeen
5	Sahila Beevi M	Female	Prof. Nizarudeen

### M.A Admission (2018- 2020 Batch)

a) Total Students Admitted	:	15 Nos.
b) Total Students Discontinued	:	1
c) Students Belonging to General Category	:	8
d) Students Belonging to OBC Category	:	7
e) Students Belonging to SC Category	:	Nil
f) Students Belonging to ST Category	:	Nil
g) Students Belonging to OEC Category	:	Nil
h) Ratio	:	8:15

### M.A Admission (2019- 2021 Batch)

a) Total Students Admitted	:	16 Nos.
b) Total Students Discontinued	:	2
c) Students Belonging to General Category	:	10
d) Students Belonging to OBC Category	:	6
e) Students Belonging to SC Category	:	Nil
f) Students Belonging to ST Category	:	Nil
g) Students Belonging to OBH Category	:	Nil
h) Ratio	:	10:16

**M.Phil Admission (2018 - 2019 Batch)**

a) Total Students Admitted	:	1 Nos.
b) Students Belonging to General Category	:	1
c) Students Belonging to OBC Category	:	Nil
d) Students Belonging to SC Category	:	Nil
e) Students Belonging to ST Category	:	Nil
f) Students Belonging to OEC Category	:	Nil
g) Ratio	:	1:1

**M.Phil Admission (2019 - 2020 Batch)**

a) Total Students Admitted	:	Nil
b) Students Belonging to General Category	:	Nil
c) Students Belonging to OBC Category	:	Nil
d) Students Belonging to SC Category	:	Nil
e) Students Belonging to ST Category	:	Nil
f) Students Belonging to OEC Category	:	Nil
g) Ratio	:	-

**Ph.D Admission 2018-19 No admission because there is no supervisor**

## STUDENTS' PLACEMENT

### Placement Details

- |                       |   |
|-----------------------|---|
| 1. Muhammed Afzal N   | Technical Support Engineer<br>ZOH0 Corporation Private Limited, Chennai |
| 2. Muhammed Ajmal     | Mukhallas<br>Al-Hashmi Customs Clearance and Transport,<br>Doha Qatar   |
| 3. Muhammed Ishak     | Mukhallas<br>Al-Hashmi, Customs Clearance and Transport,<br>Doha Qatar  |
| 4. Umarul Faruk K     | Arabic Teacher, Maldives  |
| 5. Noushad A          | Arabic Teacher, KPSC  |
| 6. Saithalavi         | Arabic Teacher, KPSC  |
| 7. Fousiya            | Arabic Teacher, KPSC  |
| 8. Sheeja             | Arabic Teacher, KPSC  |
| 9. Muhammed Ajmal Sha | Arabic Teacher, KPSC  |

### Students secured NET/SET /KTET etc with names

- |                    |                      |
|--------------------|----------------------|
| 1. YusufAli N      | NET – 2018 (July)    |
| 2. Suhail M        | NET – 2018(December) |
| 3. Raihan          | KTET                 |
| 4. Vinayak         | KTET                 |
| 5. Raihana         | KTET                 |
| 6. Devika          | KTET                 |
| 7. Umarul Farook   | KTET                 |
| 8. Kavya Harikumar | KTET                 |
| 9. Suhail M        | KTET                 |
| 10.Semeer          | KTET                 |
| 11.Fousiya K.      | KTET                 |
| 12.Rasna           | KTET                 |
| 13.Sulfath         | KTET                 |

### Students Achievement

1. Shamsadali M got First Prize in Poetry Writing (Arabic) in University Youth Festival 2019
2. Shamsadali M got First Prize in Short Story Writing (Arabic) in University Youth Festival



2019

3. Shamsadali M got Third Prize in Elocution (Arabic) in University Youth Festival 2019
4. Suhail M got First Prize in Elocution (Arabic) in University Youth Festival 2019
5. Suhail M got First Prize in Aksharaslokam (Arabic) in University Youth Festival 2019
6. Suhail M got First Prize in Aksharaslokam (Arabic) in University Youth Festival 2018
7. Suhail M got Third Prize in Poetry Writing (Arabic) in University Youth Festival 2019

### **III. CONDUCT OF EXAMINATIONS**

Pertaining to this, Department of Arabic follows University of Kerala as well as UGC, New Delhi orders and regulations for the Examination and Evaluation courses, conducting in the department.

The Department of Arabic, University of Kerala has been conducting examinations both internal and external for the assessment of the students. Besides P.G and M.Phil Ph.D Course Work examinations have been conducting by the Department. As per the guidance of University, accounts of Answer Books, Additional sheets, Attendance Register, Invigilation Duty Certificate undersigned by Chief of Examination are keeping in the Department.

The panel of Examiners has to be approved by the Hon'ble Vice Chancellor. The panel of question paper setters and Syllabus has to be forwarded to the Controller of Examinations two months prior to the conduct of each Semester Examinations.

Evaluation at the end semester examinations except the final semester shall be done by constituting a board consisting of 2 examiners of whom one shall be the course instructor and the other external. The external examiner shall be from outside the University of Kerala and shall be selected from the list of panel of examiners, approved by the Hon'ble Vice Chancellor.

The evaluation of the courses shall be made and the results shall be indicated as score and grade in accordance with the Rules and Regulations of UGC, University of Kerala. The minimum required for the successful completion of the course shall be 50%. There shall be a separate minimum of 40% marks for end semester examination for each course. The marks for Continuous Assessment shall be 40% and the marks for End Semester examination 60%.

The Department is keen to observe transparency in the evaluation and the apparent ones in connection with the publication of result of each semester of MA (CSS) course.

### **IV. UPKEEP OF RECORD OF TEACHING AND RESEARCH**

Being one of the prominent research departments of the university, the Department has its own research policy in tune with University Grants Commission, New Delhi and University of Kerala. Research-oriented activities start from Postgraduate level and therefore it is mandatory to

submit Dissertation for the successful completion of respective Course. M.Phil Students also have to submit Dissertations for the completion of the Course. The copies of Ph.D Thesis and MA, M.Phil Dissertations are indexed and made available in the Department Library. Teachers keep continues assessment records as testimony.

### **ACADEMIC EXCHANGE PROGRAMME**

The department has been maintaining academic exchange with other premier universities such as the University of Qatar where each year two students are admitted to a special programme meant for non-native speakers. The faculty members of the Department have been discharging services as External Experts for Ph.D adjudication and Subject Expert for Teachers/Faculty appointment in various Government & Aided Colleges and Higher Secondary Schools by KPSC.

### **V. CONSULTANCY SERVICES**

Department of Arabic extends its service to the general public by translating documents from Arabic to English and vice versa. The income generated from the translation is credited proportionally to DDF, KUF and Consultant. We usually translate the following certificates:

- ☐ Birth, death and marriage certificates, Educational Certificates
- ☐ ID Cards, Driving License, Resident Certificates
- ☐ Driving licenses
- ☐ Various certificates issued by revenue officials
- ☐ Power of attorney, Legal documents
- ☐ Simultaneous Translation/ Interpretation

### **VI. INNOVATIVE TEACHING ADOPTED**

As a part of innovative teaching advanced technologies and Methods are being used by the faculty. All the classrooms of the Department are smart classrooms.

**Audio - Visual Aids** - The department of Arabic has devised its syllabus in an objective manner to cater the needs of the student community abreast with the recent developments in the subject. The department is following different innovative technique to make the subject easily and interestingly understandable to the students. The major initiative is the dependence on ICT oriented teaching where both audio- visual aids with an internet facility free and accessible to the whole students.

#### **Researcher's Forum**

The research scholars meet on each Wednesday and present some portion of their work. This helps them to further their research with the queries and clarifications raised during the presentations as, forum is attended by scholars as well as teachers.

### **Student's Supporting Cell**

- Women's Cell: Constituted as per the decision of Department Council. Faseela, Beegom Benasir is working as Chairman and Convenor respectively.
- Anti Ragging Cell: Constituted as per the decision of Department Council. Dr. Thajudeen and Mr. Noushad is working as Chairman and Convenor respectively

### **Student's Club**

- To coordinate students' activities we have following clubs:
- Eco Club
- Career Club
- Literary Club
- Film Club
- Health Club

### **Future Plan**

- PG Diploma course in Translation & Secretarial Practice
- Certificate Courses in Functional Arabic
- Initiating MOUs with Universities in Arab countries for student and faculty exchange programme
- Conducting National & International Seminars
- Translation of Arabic Manuscripts in to English
- Conducting Mooc Courses

## **VII. DEPARTMENT PUBLICATION**

1. Majalla Kairala (ISSN 2277-2839) – July 2018
2. Majalla Kairala (ISSN 2277-2839) – January 2019
3. Conference Proceedings on Role of Value based education in shaping the personality (ISBN 978-93-5346-942-9)
4. Conference Proceedings on Arabic Literature in Palestine (ISBN 978-93-5351-070-1)
5. Conference Proceedings on Prose Writings in Indian Arabic Literature (ISBN 978-93-5391-570-4)
6. Basatha (Students Monthly Magazine)

## VIII. SEMINARS AND WORKSHOPS

- Organised 3-day international conference on “ Role of value based education in shaping personality” between 18 – 20 February 2019 and attended by 200 delegates from India and 17 from abroad
- Organised 2-day national conference on “Arabic Literature in Palestine” between 16 – 17 October 2018
- Organised One-day national conference on “Arabic Language and the challenges of advancement” between 18 December 2018
- Research scholars of the department organized a 1 day seminar for research scholars on prose writing in Indian Arabic literature on 19 January 2019.
- Organised a 4-day international workshop on “curriculum for Arabic language teaching to non- native speakers” between 25 - 28 June 2018.
- Organised a 4-day international workshop on “Emerging trends in Arabic language teaching and Academic leadership” between 4 - 7 March 2019.

### Public lectures

- |    |         |  |
|----|---------|--|
| 1. | Topic   | : Vakkom moulavi memmorial lecture IV                |
|    | Date    | : 25 February 2019                                   |
|    | Speaker | : Prof. Ak ramakrishnan (JNU)                        |
| 2. | Topic   | : Kitabul manazir and world of optics                |
|    | Date    | : 28 February 2019                                   |
|    | Speaker | : Muahmmmed saeed T (Sir Sayyed College, Taliparamb) |
| 3. | Topic   | : scientific contributions of Arabic scholars        |
|    | Date    | : 1 march 2019                                       |
|    | Speaker | : Dr. Muhammed shareef Nizami                        |

### Extension Activities

1. National workshop in NLP{ (07.05.2018 – 09.05.2018)
2. Premarital counseling funded by minority welfare department, govt. Of Kerala (09, 14, 15, 16 December 2018)
3. UGC NET Coaching (08 – 12 December 2018)
4. Conducted state level quiz programme in connection with International Arabic Day Celebration

## IX. INFRASTRUCTURE FACILITIES

(a) No. of Class Rooms	:	3
M.A	:	2
M.Phil	:	1
(b) Seminar Hall	:	1
(c) No. of Computers	:	26
(d) LCD TV with 30 Arabic Channels	:	1
(e) Smart Class Room	:	3
(f) LCD Projector	:	3
(g) Sound System	:	1
(h) Home Theatre	:	1
(i) Water Purifier and Water Dispenser	:	2
(j) Printer, Copier & Scanner	:	3
(k) Computer Lab	:	1
(l) No. Of Toilets	:	6
(m) Rest Room for Girls	:	1

**Library:** The Library of the Department holds rare books and documents. Some of the works are found only in the Department. The total number of books, ends in 2019 exceeds 10,324. The Library functions on all working days.

### Library Details:

1. No. of Books in stock on Jan 1	:	10194
2. No. of Books added this year	:	129
3. No. of Journals (free subscription)	:	10
4. No. of Journals subscribed	:	0
5. Average Books issued/member	:	50

## X. OBSERVATIONS AND SUGGESTIONS

As per the UO No. IQAC/52/2019 dated 30.09.2019; University directed all the departments to conduct Academic Audit. As per the letter from the Registrar No. 42949/2019/UOK dated 11.12.2019 we, the members of the committee signed hereby, were assigned by the Hon'ble Vice - chancellor to conduct the above said audit at Department of Arabic, University of Kerala. We conducted the audit on 16<sup>th</sup> & 17<sup>th</sup> January 2020. Dr. Thajudeen AS, Head of the department gave a brief overview of the department's current status in terms of infrastructure, staff strength, courses, research work, syllabus revision efforts future plans and outcome based evaluation schemes. Faculty, researchers, and students were present in addition to lecturers working on contract. The team had the benefit of perusing soft copies of several documents sent to the members in advance. The members of the audit team held intense discussions with different groups – faculty, students and researchers. The team visited the Library and the language Lab. The responses to queries by the audit team were validated through data depending on the

parameters. Based on all of the above, the following report summarizes the teams' findings in terms of strengths and opportunities for improvement.

In what follows, the team's observations are printed in normal font while opportunities for improvement are written in bold style.

1. The team noted that looking at the demand of the subject inside and outside the country the number of faculty is very less. This affects the intake of all the programmes especially M. Phil and Ph.D.

**Efforts are needed to address this acute problem through appointing good number of permanent teachers in the department under report. This ultimately will lead to opening new vistas for subject concerned. With this mechanism the department can cater to the growing needs of Indian market as well as the markets in the Arabian Gulf. This is pertinent to note that Arabic learners are presently in high demand and being sold in the market like a hot cake.**

2. The team also observed that the current syllabus of MA had been reviewed in 2015. It contains many courses which can be substituted by more relevant courses in tune with the requirements of 21st century.

**Efforts are needed to review the existing syllabus by a team of experts having insight in to the day-to-day requirements. With this review the syllabus can be made more result oriented and ensure job prospect for students and learners of this language in the market.**

3. This has also been observed that all faculty either permanent or contract teaching in the department are only of Indian origin. For teaching any foreign language native speaker is an asset. However, presently the department has no native speaker as a teacher.

**To overcome this problem, the services of native speaker must be sought. He/she can be appointed in the department as visiting professor. This teacher can be an asset for training the students at the language and thereby our students can be more proficient.**

4. The team also noted that books available in the departmental or the university library are to an extent sufficient to pursue a comprehensive and meaningful research. The department needs to buy books from booksellers inside and outside the country. This is an open fact that Indian booksellers have very limited Arabic book stocks. Hence the research works sometime suffer greatly.

**To meet the requirement of scholars the department should be permitted to buy books from booksellers from the Arab countries. This will not only cater to the needs of scholars but make the library as a reference point for scholars from all other Indian universities.**

5. Similarly, the team realized the local character of students. Almost all students belong to the state of Kerala or neighboring states. Had students been from other states as well the department would have been much competitive and students would have been exposed to variety of cultures in the country.

**To open the door for others, the university can conduct Entrance Exam on national basis and select talents from the country as a whole. Efforts should also be made to attract international students to the Department.**



6. We have a strong feeling that right now the department has no MOU with any Arab University except the University of Qatar where two students of the Department join a special Arabic course every year. This course is meant for Non-native Arabs.

**The department must be provided opportunities to sign MOU with Arab universities and the obstacles in this respect to be removed at the earliest for the betterment of the faculty as well as students. The MOU must include the exchange of scholars as well as faculty.**

7. The record of seminars / workshops and the list of eminent guests who had been invited to the department are impressive. This provides opportunities to all members – students, researchers and faculty to interact with eminent experts.

**A systematic watch for visiting national experts may be maintained. One way to do this is to have a deeper connection with institutions such as JNU, EFLU, JMI, AMU and DU which like to collaborate with this department.**

8. The department is doing exceptionally well in its societal outreach efforts. For this, it does different kinds of activities.

**It should run a week-long summer camp for school children. The department should use its unique expertise to find solutions to problems facing the local population. The team can survey the lifestyle and economic status of those living around the campus and do something so that the department becomes a household name.**

9. So far the department does not have complete Video-conferencing kits. The lack of this facility deprives student of learning directly from Arab teachers.

**In the larger benefit of students and scholars all essential video-conferencing facilities should be provided to the department. This will enhance the level of learning of students within a very short span of time.**

10. The works related to the language lab in the department is quite satisfactory. However, the temporary technical assistant does not serve the purpose. Similarly, the person working in the library has no familiarity with Arabic.

**The team realizes that the language lab must be given a permanent staff for its flawless and smooth functioning. Similarly, a person who is well acquainted with Arabic language be appointed in the departmental library in order to avoid unnecessary delay in entering the details of the books purchased in to the register and the computer.**

**1. Prof. Mohd. Aslam Islahi**

CAAS, JNU, New Delhi

**2. Prof. Muzaffar Alam**

Department of Arab Studies

EFL: University, Hyderabad

**3. Dr. AB. Moideenkutty**

Associate Professor

Department of Arabic, Calicut University

### Academic Audit Report for the year 2019

The Department of Biochemistry of the University of Kerala has been functional for several years now and has a credible track record. The department has very active M.Sc, M. Phil and Ph.D. programmes. The research activity is mainly concerned with life style diseases using *in vitro* and *in vivo* models. The department is equipped with a well maintained animal house facility and most of the necessary equipment required for research work in biochemistry.

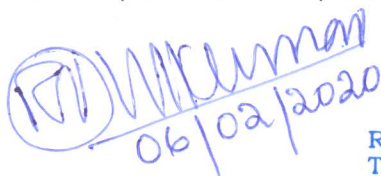
The faculty members of the department have been publishing their research work regularly in recognized scientific journals. They have also been successfully guiding Ph.D. students consistently thereby meeting the requirements of a Ph.D. programme. The quality of their work is evident from the several awards and recognitions won by both faculty members and their students.

The M.Sc and M.Phil programmes have also been running successfully and generating trained human resource in the area of biochemistry. Students of these programmes are benefitted by the exposure to the research activities that are ongoing in the department.

The department has conducted several national and international conferences during the year. In addition, several invited lectures by eminent scientists from other institutions were also conducted during the year. These activities enrich the educational and research environment of the department and benefit the members, particularly the students, immensely.

The funding received by the department could be more so that all the activities could be carried out with increased vigour. It is recommended that the faculty members continue to apply for more funding and also aim for more publications with higher impact. It would help the M. Sc students if they are made to involve in the research activities that are ongoing in the various laboratories of the department. It is also recommended that the academic auditing procedure could be more structured, with a specific format for the report, presentation of the progress to an expert committee, and may be a scoring system for the assessment of various performance indicators.

On the whole, the department has performed well in executing its mandates of education and research in biochemistry. I wish all the very best to the department for continuing and improving the already good performance.



06/02/2020

**Dr. R. V. OMKUMAR**  
Scientist F  
Molecular Neurobiology Division  
Rajiv Gandhi Centre for Biotechnology  
Thycaud, P.O., Thiruvananthapuram-695 014  
Kerala, INDIA



Department of Biochemistry  
SCHOOL OF LIFE SCIENCES  
BHARATHIDASAN UNIVERSITY  
TIRUCHIRAPALLI – 620 024, Tamil Nadu, INDIA.

Dr. Vasanthi Nachiappan  
Professor & Head

09.01.2020

The Department of Biochemistry under the School of Life Sciences has been performing very well and was obvious during my personal visit to the Department for the academic audit on December 31, 2019.

The academic programmes of the Department are M.Sc., M.Phil. and Ph.D. The Department is student centric for PG and Ph.D scholars. The syllabus for the PG scholars is of high standards and they clear the NET exams on a regular basis. Both the candidates and the Department teaching staff must be appreciated for the efforts taken to achieve this. The PG scholars are regularly being placed in private and government sectors. However, the placement is so competitive and hence students can be encouraged to have training in English communication, which will provide them self-confidence and a better opportunity.

The Department is funded by DST-FIST and the Department is well known for taking up research work on active principles in plant products for control of lifestyle diseases like Diabetes, Cataract, Cancer, Atherosclerosis etc. The PhD candidates after completing their program have secured jobs in India and abroad. The research has been well carried out with all high-end facilities like FACS, Confocal, QPCR., etc. Ms. Aiswarya a Ph.D scholar has done part of her work at University of Sheffield, UK with the funding from Newton-Bhaba fellowship which is highly appreciated and placed on record. This motivates the other scholars to take up such assignments in future. The current work in the Department has the traditional trend of selecting natural products that possess anti-inflammatory and antioxidant activities as seen in the publications and the product-based research work is being fulfilled. The Department has joined hands with premiere research Institutes like IIT-Kanpur, NIIST, RGCB, RCC, etc. The Department collaborative research has taken them to the next level. Efforts can be done to publish in still higher impact journals.

I congratulate the team in the Department of Biochemistry, Univ. of Kerala for their commendable and strenuous efforts taken in their academic activities

Vasanthi  
09/01/2020.



**DEPARTMENT OF BOTANY**  
**UNIVERSITY OF KERALA**  
**ACADEMIC AUDIT REPORT: Year -2016-17**

Committee constituted by the Hon. Vice Chancellor, University of Kerala to undertake academic audit of Department of Botany met on 24.1.2020 10.00 am at Department Botany Room No.1 (HoD's Room). The Committee considered following terms of references for the academic audit.

Sl. No.	Terms of reference of academic audit	Verification status	Remarks
1	Curriculum content and transaction of OBE	Verified and found in order	
2	Continuous assessment	Verified. Conducted systematically	
3	Conduct of Examinations	Verified. Conducted properly, records maintained	
4	Up keep of records of teaching and Research	Verified. Updated records available	
5	Extension activities	Undertaken several activities. Reports and photos available	
6	Constancy services	Verified Undertaken few consultancy services	
7	Innovative teaching adopted	Records on innovative teaching methods by the faculty available	
8	Publications	Verified. High quality publications produced from the Department	
9	Seminar and workshops	Records verified. Conducted several seminars and workshops	
10	Projects undertaken	Three R&D projects going on in the Department. Records verified	
11	MOOC courses	One MOOC course –registered	
12	Infrastructure (Lab, library- usage, facilities)	Records verified. Library facility – Good, records on issue of books maintained properly Register for lab instrument verified an found instruments are widely used by the Research Scholars from this Department and outsiders	
13	Use of common facilities	All common facilities are maintained well. Periodic services and cleaning done	
14	Feedback systems	Feedback by the students collected and recorded	
15	Alumni and PTA	Minutes of Alumni meeting and PTA verified	
16	Outcome from Interaction with students, researchers, teachers, Alumni representative and Parents representatives	Interaction with students, researchers, parent representatives revealed that students are highly inspired and motivated and have clear goals to their future programmes. Support by the faculty members in this regard was specially mentioned by the students and parents. Alumni representatives shared strength of alumni and various activities organized by the Alumni Association in the Department.	

Terms of reference item No. 1-15 was audited based on a compilation of 'Self-Appraisal of Academic audit' made available in the Department.



### Opinion of the committee:

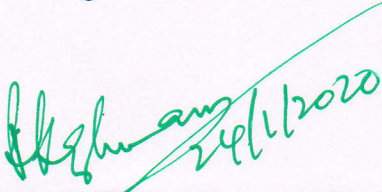
Academic performance of the Department during academic year 2016-17 is praiseworthy in terms of various aspects considered for the audit. The committee unanimously admit that performance and contribution especially research output is good as evident by quality publications in reputed journals, two filed patents, conducting seminars, including one international symposium, workshops and training. The members of the committee also pointed out weak areas of the Department and drawn the following for the further improvement;

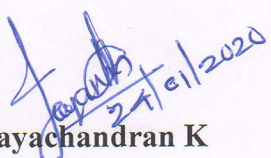
1. Initiate MOOC and SWAYAM courses, intensify the preparation of online study materials, text books
2. Records on teacher evaluation by the students and by PTA to be maintained for all the programmes
3. Extension activities to be intensified and reports to be maintained as separate register
4. Linkage and MoUs between various stakeholders with regard to technology transfer/ consultancy services to be expanded further.

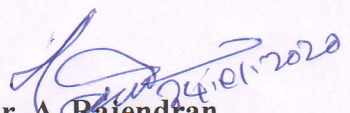
### Overall performance

Excellent	Very good	Good	To be improved
-----------	-----------	------	----------------

Name & Signature of member of Expert panel of Academic audit committee:-

  
**Dr. V.V Radhakrishnan**  
Professor & Head  
Department of Botany  
University of Calicut

  
**Dr. Jayachandran K**  
Professor & Head  
School of Biosciences  
Mahatma Gandhi University

  
**Dr. A. Rajendran**  
Professor & Head  
Department of Botany  
Bharathiar University



**DEPARTMENT OF BOTANY**  
**UNIVERSITY OF KERALA**  
**ACADEMIC AUDIT REPORT: Year -2017-18**

Committee constituted by the Hon. Vice Chancellor, University of Kerala to undertake academic audit of Department of Botany met on 24.1.2020 10.00 am at Department Botany Room No.1 (HoD's Room). The Committee considered following terms of references for the academic audit.

Sl. No.	Terms of reference of academic audit	Verification status	Remarks
1	Curriculum content and transaction of OBE	Verified and found in order	
2	Continuous assessment	Verified. Conducted systematically	
3	Conduct of Examinations	Verified. Conducted properly, records maintained	
4	Up keep of records of teaching and Research	Verified. Updated records available	
5	Extension activities	Undertaken several activities. Reports and photos available	
6	Constancy services	Verified. Undertaken few consultancy services	
7	Innovative teaching adopted	Records on innovative teaching methods by the faculty are available	
8	Publications	Verified. High quality publications (40) produced from the Department	
9	Seminar and workshops	Records verified. Conducted one National several seminars and workshops (4 Nos)	
10	Projects undertaken	Three R&D projects going on in the Department. Records verified	
11	MOOC courses	One MOOC course –registered	
12	Infrastructure (Lab, library- usage, facilities)	Records verified. Library facility – Good, records on issue of books maintained properly Register for lab instrument verified and found instruments are widely used by the Research Scholars from this Department and researchers other institutions and colleges	
13	Use of common facilities	All common facilities are maintained well. Periodic services and cleaning done	
14	Feedback systems	Feedback by the students collected and recorded	
15	Alumni and PTA	Minutes of Alumni meeting (year 2017-18) and PTA verified	
16	Outcome from Interaction with students, researchers, teachers, Alumni representative and Parents representatives	Interaction with students, researchers, parent representatives revealed that students are highly inspired and motivated and have clear goals to their future programmes. Support extended by the faculty members to mould their career was specially mentioned by the students and parents. Alumni representatives shared strength of alumni and various activities organized by the Alumni Association in the Department such as orientation to take up UGC-CSIR, ARS, Indian Forest Service (IFS) like national level examinations.	

Terms of reference item No. 1-15 was audited based on a compilation of 'Self-Appraisal of Academic audit' made available in the Department.



### Opinion of the committee:

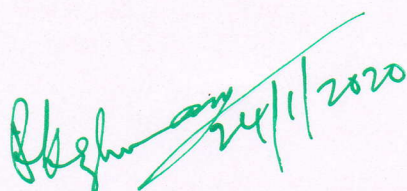
Academic performance of the Department for the academic year 2017-18 is commendable. The committee recorded that research output during the period is sound and robust as evident by 40 publications in peer reviewed, reputed journals, conducted one National seminar and four workshops and training. The members forwarded few directions to furthering improvement;

1. Online courses based on MOOC platform and SWAYAM to be started as many as possible. Also students are to be encouraged to get registered in such programmes. Online study materials, text books are to be prepared and circulated among the students
2. Records on teacher evaluation by the students and by PTA to be maintained for all the programmes
3. Extension activities to be further increased
4. More number of MoUs between various institutions to be signed
5. A Department level Board of Studies is to be constituted as a body to formulate curriculum of the various academic programmes (M.Sc and M.Phil).
6. Initiative for the 'establishment start-ups' based on research projects accomplished by the students is to be taken up.

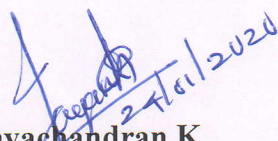
### Overall performance

Excellent ✓	Very good	Good	To be improved
-------------	-----------	------	----------------

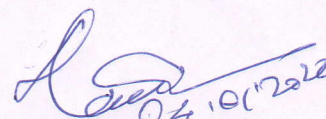
Name & Signature of member of Expert panel of Academic audit committee:-

  
24/11/2020

**Dr. V.V Radhakrishnan**  
Professor & Head  
Department of Botany  
University of Calicut

  
24/11/2020

**Dr. Jayachandran K**  
Professor & Head  
School of Biosciences  
Mahatma Gandhi University

  
24.10.2020

**Dr. A. Rajendran**  
Professor & Head  
Department of Botany  
Bharathiar University



**DEPARTMENT OF BOTANY**  
**UNIVERSITY OF KERALA**  
**ACADEMIC AUDIT REPORT: Year -2018-19**

Committee constituted by the Hon. Vice Chancellor, University of Kerala to undertake academic audit of Department of Botany met on 24.1.2020, 10.00 am at Department Botany Room No.1 (HoD's Room). The Committee considered following terms of references for the academic audit.

Sl. No.	Terms of reference of academic audit	Verification status	Remarks
1	Curriculum content and transaction of OBE	Verified and found in order	
2	Continuous assessment	Verified. Conducted systematically	
3	Conduct of Examinations	Verified. Conducted properly, records maintained	
4	Up keep of records of teaching and Research	Verified. Updated records available	
5	Extension activities	Undertaken several activities. Reports and photos available	
6	Constancy services	Verified. Undertaken few consultancy services	
7	Innovative teaching adopted	Records on innovative teaching methods by the faculty are available	
8	Publications	Verified. High quality publications (40) produced from the Department	
9	Seminar and workshops	Records verified. Conducted one National several seminars and workshops (4 Nos)	
10	Projects undertaken	Three R&D projects going on in the Department. Records verified	
11	MOOC courses	One MOOC course –registered	
12	Infrastructure (Lab, library- usage, facilities)	Records verified. Library facility – Good, records on issue of books maintained properly Register for lab instrument verified and found instruments are widely used by the Research Scholars from this Department and researchers other institutions and colleges	
13	Use of common facilities	All common facilities are maintained well. Periodic services and cleaning done	
14	Feedback systems	Feedback by the students collected and recorded	
15	Alumni and PTA	Minutes of Alumni meeting (year 2017-18) and PTA verified	
16	Outcome from interaction with students, researchers, teachers, Alumni representative and Parents representatives	Interaction with students, researchers, parent representatives revealed that students are highly inspired and motivated and have clear goals to their future programmes. Support extended by the faculty members to mould their career was specially mentioned by the students and parents. Alumni representatives shared strength of alumni and various activities organized by the Alumni Association in the Department such as orientation to take up UGC-CSIR, ARS, Indian Forest Service (IFS) like national level examinations.	

Terms of reference item No. 1-15 was audited based on a compilation of 'Self-Appraisal of Academic audit' made available in the Department.



### Opinion of the committee:

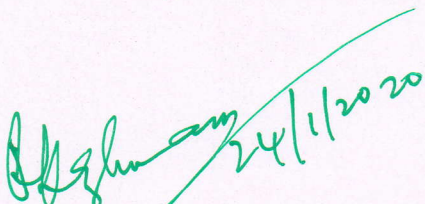
Department of Botany made a significant output during the academic year 2018-19. The committee recorded that research output during the period is high and commendable as evident by 37 publications in peer reviewed, reputed journals, conducted two National seminars one International Seminar, and one workshops. In the external funded project total six projects are ongoing during the year and is quite impressive. ; The members forwarded few suggestions to furthering improvement in performance;

1. Number of online courses based on MOOC platform and SWAYAM to be increased. Also students are to be encouraged to get registered in such programmes.
2. Extension based project activities to be undertaken
3. Industrial linkage with relevant parties to be established, students to be encouraged to venture in to 'start-ups' based research projects accomplished by them
4. Board of studies at Department level to be constituted. This a body will play a key role in the formulation of curriculum of various academic programmes (M.Sc and M.Phil).

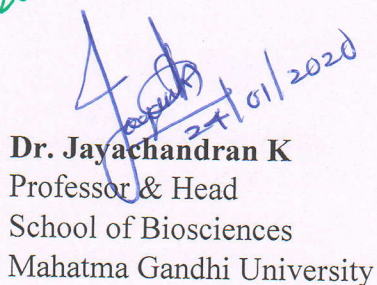
### Overall performance

Excellent ✓	Very good	Good	To be improved
-------------	-----------	------	----------------

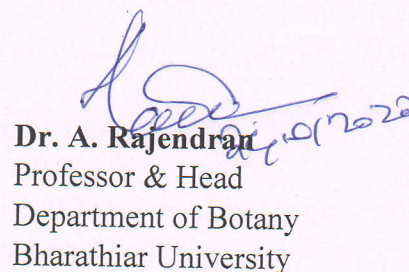
Name & Signature of member of Expert panel of Academic audit committee:-

  
24/1/2020

**Dr. V.V Radhakrishnan**  
Professor & Head  
Department of Botany  
University of Calicut

  
24/01/2020

**Dr. Jayachandran K**  
Professor & Head  
School of Biosciences  
Mahatma Gandhi University

  
24/01/2020

**Dr. A. Rajendran**  
Professor & Head  
Department of Botany  
Bharathiar University



**DEPARTMENT OF COMMERCE**  
**UNIVERSITY OF KERALA**

*Re-accredited by NAAC with 'A' Grade*

KARIAVATTOM P. O, THIRUVANANTHAPURAM - 695 581

e.mail: [docuok@gmail.com](mailto:docuok@gmail.com) PHONE : 04712412179

**Conduct of Academic Audit in Teaching Departments of the University**

**Audit Report of Department of Commerce**

The Academic Audit of the Department of Commerce for the period 2018-19 was held during 4<sup>th</sup> to 5<sup>th</sup> December 2019. The team took stock of the current status of the Department and had the following remarks to make;

Criteria	Comments
1. Curriculum Content and transaction OBE	The Department of Commerce undertakes comprehensive curriculum revision for the M.Com programme once in three years and intermittent minor changes based on current assessment. A new programme entitled M.Com Global Business Operations was initiated in the year 2019-20. A comprehensive curriculum revision is in process in order to reorient the same into the Outcome Based education mode. This exercises as per blooms taxonomy where programme specific outcomes and course outcomes are being identified. The workshop for the same is in progress involving Faculty Experts from other Universities, Professionals, as well as representatives from the industries. The revised syllabus for both the M.Com programmes will be effective from 2020-21 admissions.
2. Continuous Assessment	Under the Choice Based Credit Semester System, Continuous Assessment has 40 marks for each course. With a break up of 20 marks for Mid-Semester Examination, 10 marks for Assignments, and 10 marks for Seminars/Quizzes and presentations. We recommend providing students with Unit Test which could be more than one for each course and taking the best unit test option to the benefit of the students. The practice of giving assignments based on topics of contemporary relevance and assigning student presentation is good.

3. Up keep of records of teaching and research	<p>Currently each faculty maintains a comprehensive course diary for each course. It records classroom attendance, and progress in the continuous assessment. Besides having a comprehensive consolidated statement called CSS 3. In addition to the same, attendance of the students, Research Scholars, Post-Doctoral Fellow, Teaching and Administrative staffs are maintaining separately in the Office. For research scholars, Annual Assessment records and Report Statements as submitted along with their progress report and claim of fellowships.</p> <p>It will be good to have list of cases, seminar presentations, used for internal assessment to be recorded separately and uploaded on the website.</p>
4. Extension Services	<p>The Department has a good track of extension services. The Flagship career Programme- viz, <b>My Career My Dream</b>, provides free Career Guidance to Students of Rural Schools. During the current year, too such programmes were undertaken. In addition to the above, the Department has associated with Indian Institute of Information Technology management on joint organization of programme for Research Methodology. The Department has also involved in financial Literacy Promotion Programmes in parts of Kallar, a rural hamlet in Trivandrum district. Exploring possibilities for interaction with Industry on Extension services can be of added advantage.</p>
5. Consultancy Services	<p>Unlike the year 2017-18, the department could not undertake Consultancy promotion activities during the year 2018-19. Exploring possibilities is recommended.</p>
6. Innovative Teaching Adopted	<p>The Department has adopted the Learning Management System with effect from 2019-20. Where, assignments, seminar topics, and student programmes are uploaded along with assessment results. Giving live projects and use of activity based seminar presentations as well as Case Studies is seen adopted. We recommend Strengthening the current system and more extensive use of ICT enabled methods.</p>
7. Publications	<p>During the period, the Faculty had 12 numbers of publications in UGC Approved Journals. We recommend further strengthening of publication in Scopus Indexed Journals under the <b>CARE List</b>.</p>
8. Seminars & Workshops	<p>For the last several years, the department has organized an International Seminar every year. In the year 2018-19, an International Seminar was organized entitled "<b>Trade Wars does it affect The Global Free Trade Order</b>" March 26-28, 2019 and two workshops were organized in the collaboration mode. The workshops were on;</p> <ol style="list-style-type: none"> <li>1. Two-Day Workshop on Econometrics, which is jointly organized by Indian Accounting Association and Department of Commerce at Department of Commerce, University of Kerala, during 21&amp;22 May 2019</li> </ol>



	<p>2. Five Days Specialised Training Programme on Goods and Service Tax(GST) for UG&amp;PG Teachers in Commerce, which is jointly organised by Indian Accounting Association, Kerala Branch, Gulati Institute of Finance and Taxation and Department of Commerce, University of Kerala, during 22,23,24,28,29 May 2019 at GIFT Campus, Chavadinmukku, Sreekariyam, Thiruvananthapuram</p>
9. Project undertaken	<p>The Department has ongoing major research projects in the areas of;</p> <ol style="list-style-type: none"> <li>1. Financial Literacy and Financial Planning for SC/ST Communities worth Rs. 10 00000/-</li> <li>2. Empowerment of Scheduled Caste and Scheduled Tribe through a self-sustainable model worth Rs.12 00000/-</li> <li>3. In addition to this, they are running a social sector project worth Rs. 200000.</li> </ol> <p>This needs special appreciation. We would recommend faculty members to see further projects based on their competencies.</p>
10. MOOCs Courses	<p>The Department of Commerce is associated with National Resource Centers identified under ARPIT of MHRD in India. There are only two centers for commerce of which one is HRDC University of Kerala. The faculty from the Department is one among the resource person offering the course on Financial Markets and Emerging Business Models. All the students from 2019 admission would select one course under the MOOC form from the SWAYAM Platform.</p> <p>We request them all the students are to be enrolled in MOOCs Courses</p>
11. Infrastructure	<p>The Department has its own library, computer Lab, Seminar Hall one Smart Classroom and separate classrooms for all the programmes. The Library has a collection of 8822 Books and 77 journals.</p> <p>The separate Computer Lab should be provided with adequate facilities (100 Systems with Net connection).</p> <p>Insufficient Library space. Provide adequate library facilities with new edition books and journals</p> <p>CMIE and SPSS new version software's may be required for the Research Scholars, Faculty members.</p> <p>Provide Rest Room facilities for Girls Students with adequate facilities</p>
12. Use of Common Facilities	<p>Common facilities provided by the University like Bus facility, Medical facility, Banking facility, Parking Facilities, Postal Services are appreciable.</p> <p>But certain area, we insist them to provide separate facilities like Separate Seminar Hall, Transport facilities, Create separate center for Health and Physical Fitness</p>
13. Feedback systems	<p>The student's feedback on teachers is taken at the end of each semester through an online feedback system monitored by IQAC. This is a good practice</p>

	To collect the feedback from the students for earlier semester and each and every subject. Based on the student's feedback, the Authorities take some steps to improve the systems.
14. Alumni and PTA	<p>Department of commerce has a very strong Alumni association. Outcomes from the Alumni meet include ;</p> <ol style="list-style-type: none"> <li>1. Annual Scholarship for meritorious students- Dr. Pradeep Thevannoor Memorial Award</li> <li>2. Invited talks</li> <li>3. Involvement in industry interactions and projects.</li> </ol> <p>The PTA of the department made functional with effect from 2019</p> <p>Parents Teachers meeting will be organized every semester</p>
15. Outcome from Interactions with students, researchers, teachers, Alumni representatives and Parents representative	<ol style="list-style-type: none"> <li>1. Database CMIE in regular format</li> <li>2. Lab Facilities/SPSS Packages</li> <li>3. Research Methodology Workshop in Department itself( in specialized tools/module only)</li> <li>4. As per the request of the scholars and the students to purchase the books every year</li> <li>5. Delay in Public Viva-Voce Examination</li> <li>6. LCD Projector- separate for scholars</li> </ol>

We have found the Department to be good in terms of its functions and processes. It needs further strengthening in publication and Industrial Institute Linkages. The MoU pending Yunus Business Centre and International Universities needs to be activated.

Name:

1. Dr.V.R PalaniVelu  
Professor and Head  
Department of Management Studies  
Periyar University.  
Salem

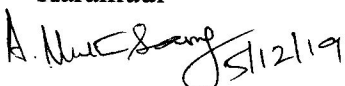
Sign:



**Dr. V. R. PALANIVELU**  
Professor and Head  
Department of Management Studies  
Periyar University,  
Periyar Palkalai Nagar,  
Salem - 636 011.

2. Dr .M. Muthusamy  
Professor  
Department of International Business  
Alagappa University  
Karaikudi

Sign:



**A. MUTHUSAMY**, M.Com., MBA, M.Phil., CGT, PGDCA, Ph.D.  
Professor  
Dept. of International Business,  
Alagappa University, Karaikudi - 630 004  
Email:muthuroja67@gmail.com

Place:

Date:

Report of  
**Academic Audit**  
(An Initiative of IQAC)



**Dept of Computational Biology & Bioinformatics**  
**University of Kerala**  
**2019**

**Report of**  
**Academic Audit**  
**(An Initiative of IQAC)**



**Dept of Computational Biology & Bioinformatics**  
**University of Kerala**  
**2019**





**Report of the Academic Audit**  
**Department of Computational Biology and Bioinformatics**  
**University of Kerala**

Date: 18<sup>th</sup> Nov 2019

Time: 10.00 am to 3.00 pm

Venue: Department of Computational Biology & Bioinformatics, University of Kerala



Present:

1. Prof. (Dr) Sabu Thomas, Vice-chancellor and Professor of Polymer Engineering and Nanotechnology, Mahatma Gandhi University, Kottayam
2. Dr. Vijaya Gopal, Scientist (retd.), Centre for Cellular & Molecular Biology, Hyderabad
3. R. Narayanan, Former Head of Software Quality Assurance, VSSC and Former Vice-President (Global Learning & Development), Tata Consultancy Services

As per the Objectives and Terms of Reference contained in the University Memo IQAC / 52/2019 dated 30/09/2019, the academic audit was conducted and discussions were held with the members of the department. Dr. Achuthsankar S Nair, Head of the department gave a brief overview of the department's plans, courses, research work, syllabus revision efforts and

outcome based evaluation schemes. Faculty, researchers, and students were present in addition to Emeritus Professors / Mentors Prof. Oommen V Oommen and Prof. P.R. Sudhakaran. The team had the benefit of perusing soft copies of several documents sent to the members in advance. The members of the audit team held intense discussions with different groups – faculty, students, researchers, post-doc members. The team visited the Library and the Laboratories. The team looked into the scheme of maintenance of records from the point of view of safety and easy retrievability. The responses to queries by the audit team were validated through data / anecdotal evidence depending on the parameter. Based on all of the above, the following report summarizes the teams’ findings in terms of strengths and opportunities for improvement.

In what follows, the team’s observations are printed in normal font while opportunities for improvement are given in italic font.

1. The team noted that the intake of students to the M.Sc and M.Phil courses is very low. Even the small sanctioned strength of 10 for the M.Sc program is not filled fully. With a high octane curriculum, sylvan campus and enthusiastic teachers led by a passionate teacher cum educationist, it is pathetic to see just half a dozen students in the campus.

*Efforts are needed to market the M.Sc and M.Phil courses nationally and even internationally to attract more students. At least 30 students should be enrolled because the demands from industry for expertise in areas like Machine Learning and Computer Aided Drug Discovery are high. Currently the department is deprived of cosmopolitan ambience. With students (and faculty too) hailing from around a small radius from Thiruvananthapuram, the ills of consanguinity are likely to set in. One way is to outsource the conduct on-line entrance tests with all the required confidentiality conditions. There is no alternative but to cast the catchment net wide. Efforts should also be taken to attract international students to the Department. The Department may engage adjunct faculty from other departments as well as other Universities who are willing to work in the area of computational biology and bioinformatics. Faculty from industry may also be incorporated*

2. The department does not have permanent faculty members. Other than the Head of the Department and two Emeritus Professors / Mentors, there are four “guest” faculty members. Sanction has been accorded by the State Government for a few teaching posts.

*Necessary incentives have to be ideated and instituted to attract permanent faculty members who have specialized in areas of interest to the department. Immediate steps may be taken to appoint the teaching faculty in the sanctioned posts. Steps may also be taken to utilize the expertise available in other academic departments of the University. The Committee congratulates Prof. (Dr) Achutsankar S Nair for getting seven faculty positions sanctioned from the state government.*

3. The M.Sc program admits students with background in Mathematics and Computation. Their knowledge is augmented by teaching them the required modules on Biology. The department feels that admitting students with Life Sciences background and bringing them on par by teaching them the required Mathematics and Computation is more difficult and may affect their prospects of placement.

*A relook at admitting students with Life Sciences background is required though no preference needs to be shown. If the entrance test is properly designed one can expect to get the right kind of students. Bridge courses can be offered to fill the gap in Mathematics and Computation. MOOC courses could be recommended which such students can take even before the semester starts.*

4. The learning pedagogy employed in teaching M.Sc and M.Phil program is truly learner-centric with hands-on experiential learning methods. This helps students internalize the concepts and gain knowledge of permanent value rather than just fleeting skills that are the fashion of the day.

*The pedagogy can be improved with the Problem based learning model. The faculty preloads the “mechanical” part of knowledge transfer on the web and spends class time with motivational content as to why a certain concept is to be learnt. She starts with a simple real-life application to which the students can relate, and after making sure that the students have learnt the theory move to more complex applications. The students may be encouraged to post doubts / clarifications on the web. The responses may be posted by other peers during the next 48 hours. After this the teacher can step in and post the response. This makes learning joyful. Shy students*

*who are hesitant to speak in the class fearing that they may be making a fool of themselves will not hesitate to get their doubts cleared through posting on the web. The department may have their own intranet for this purpose. Possibilities of using Flipped Class rooms may be explored.*

5. The recent syllabus revision initiative takes into account advances in the field and the emphasis on Outcome-based learning requirements. Sample questions are documented at the end of each course to test outcomes.

*A Mind-map may be created linking Program Specific Outcomes, Course outcomes and Module outcomes. This will help in understanding the inter-dependency among modules. The modules and outcomes do not have a one-one or linear cause-effect relationship. Any hanging course link will question its utility in the program, any hanging outcome will trigger thinking of interventions to satisfy it. Any node with lots of converging arrows will indicate a bottleneck that will need extra attention, while any node with maximum diverging arrows will indicate optimal returns on the invested energy and resources. This will also act as a guideline in selecting faculty members so as to fill critical needs rather than selecting someone because the CV appears attractive. The Committee congratulate the Head of the Department for incorporating outcome based education in the syllabus.*

6. The evaluation methodology does full justice to Bloom's taxonomy of learning outcomes. As the semesters advance, the questions address higher order layers of the taxonomy. The sample questions perused show great creativity in formulating the questions without being intimidating.

*Maintaining a database of questions relating to each level of Bloom's taxonomy for each course may help future faculty members to come on stream quickly.*

7. Members of the department have self-generated charters laying down their roles, responsibilities and expected outcomes.

*Short-term Goals / targets for members to be articulated more crisply making sure they are aligned to the long-term Vision of the Department. Instead of a large number of artificially contrived goals, the number of parameters may be limited to six or seven. This will help track progress more effectively.*

8. The record of seminars / workshops and the list of eminent guests who had been invited to the department are impressive. This provides opportunities to all members - students, researchers and faculty to interact with experts.

*A systematic watch for visiting global experts may be maintained. One way to do this is to have a deeper connect with institutions such as IISc, CCMB, IISER, RGCB, NCBS, IBAB, and BIOCON who will be willing to share such information.*

9. The department has been able to attract substantial funds from external agencies and the Government. It also generates revenue by providing services such as molecule docking.

*The department has to fully exploit all avenues for marketing itself by establishing wide networks. Deep external linkage with institutions such as IISc and agencies such as MHRD, UGC, AICTE, DST, Dept. of Biotechnology, and IMPACT will prove beneficial in placement, sponsored research projects/funds. They may also throw up opportunities for short stints abroad. It is suggested that the Librarian may be tasked with the responsibility of scanning the relevant sources and put up timely alerts to the HoD. The Department needs to bring in more research projects (SPARC, GIAN, IMPRESS, IMPRINT, UGC etc). International research projects and collaborations shall accelerate the growth of the Department considering the specialised area - bioinformatics which has wide range of applications (DST/NSF, Indo-French, DST/DAAD). DST, DBT, NSA have signed agreement with a large number of Centres. These project calls should be made use of to the maximum.*

10. Apart from classroom learning, there are ample avenues for improving / developing leadership skills and other soft skills.

*Looks like the effectiveness of soft skills training is not uniform. A way could be found to impregnate soft skill development alongside core subject learning in a seamless manner. Keeping soft skills and core subjects in separate silos could be one reason for inconsistent outcome. Since the department strength is small, one can diagnose and offer the relevant soft skills on an individualized basis.*

*The students may be encouraged to take tests such as GRE, TOEFL , IELTS etc. just to benchmark themselves at the global level.*

11. Intra-departmental dialogue and interaction takes place regularly and an activity register is maintained to archive such interactions. Email group is very active. Similarly the alumni network is also strong and many of them are in constant touch with the department.

*Good practices such as the above should get disseminated across all the other departments of the University. There could be confluence of more*

*interdisciplinarity/transdisciplinarity with cooperation from Departments of Botany, Zoology, Biotechnology, Statistics, Mathematics, Computer Science, Environmental Science, Psychology etc. Such a confluence may strengthen the growth of a comparatively new department.*

12. Publication record is satisfactory. The department is equipped with plagiarism detection software so that those who publish can make sure that even inadvertently there is no large scale similarity with other sources.

*Even M.Sc students may be encouraged to publish. This will improve their self-confidence. More books need to be reviewed and books may be edited. The motto of the Department should be "Invent-Patent-Publish-Commercialize".*

*Publications in High Impact journals should increase. One paper per year in Science or Nature may be attempted.*

13. Library and computing infrastructure are satisfactory. The laboratories are well equipped and well maintained.

*As part of induction program for new entrants (students, researchers, teachers), the protocols for use of Library and Computer facilities may be included. Importantly, laboratory safety practices such as wearing overcoat and gloves may be included and the compliance checked daily.*

14. The department places great focus on research. It is home to researchers with diverse backgrounds in keeping with the multi-disciplinary nature of the subject domain. The research methodology and processes are sound. Researchers have the opportunity to interact or use facilities in other institutions. The effectiveness and productivity are satisfactory as the mean time to complete Ph.D is around 4 years. Some research work such as the genome sequencing of arogyapacha has attracted wide public attention.

*The department can explore the possibility of getting candidates sponsored from industry for pursuing Ph.D. Similarly, opportunities for in-house candidates to do Ph.D work in industry may be explored where expensive equipment needed for the work are available. The PAIR programme of KSCSTE may also be utilized to the maximum.*

15. The department is doing exceptionally well in its societal outreach efforts. It runs a week-long summer camp for school children. The HoD and some others are regular speakers at many forums especially where school kids are the target audience.

*The department should use its unique expertise to find solutions to problems bugging the local population. The team can survey the lifestyle and economic status of those living around the campus and do something so that the department becomes a household name. Examples - (a) find an additive to the bajji frying oil so that carcinogenic effects of reusing are nullified, (b) Observe the feeding contents of cows and milk yield. If a certain type of grass leads to better yield, see how it can be used to produce dietary supplements for lactating mothers.*

16. There should be international research collaborations; MoU's need to be signed with large number of institutions. Bioinformatics is a specialized area where enormous information could be shared between institutions.
17. The Department has an eco-friendly campus and building with notably lush green campus around it. The eco-friendly approach of the Department is laudable. The library is excellent. The building design and its ambience are really attractive and appreciable. The open air theatre is also a concept that has to be appreciated. The Department may also introduce 'Earn and Learn Programme' for the students.

### **Finally...**

Excellence is a journey and not a destination.

*The staff members can benefit by reading the Malcolm Baldrige model of Educational Excellence. This will help in aligning the goals of members at every layer with the overall Vision of the department. This will also help in making sure that the processes and results are aligned. Similarly it is recommended that the staff members read the Washington Accord document enumerating expected graduate outcomes. Although meant primarily for Engineering education, certain principles can be applied to Science education too.*

### **References:**

1. Conduct of Academic Audit in teaching departments of the University - sanctioned-orders - Issued No. IQAC /52/2019 dated 30/09/2019
2. Report of the Academic Audit 2015 - Department of Computational Biology and Bioinformatics, p26
3. Annual Report (2018) - Department of Computational Biology and Bioinformatics
4. M.Sc Computational Biology (specialization in Machine Learning) and M. Phil in Bioinformatics - Program details
5. Question papers and Assignments of last one year

6. M.Sc in Computational Biology - Revised Syllabus for Semester I - 2019
7. Seminars / conferences data
8. Poster on Research Methodology - Learning by Doing
9. Self-defined Charters of Teams - Students, Researchers, Faculty
10. Brochure on Consultancy Services offered by the Department of Computational Biology and Bioinformatics - Molecular Docking
11. Filing system and Maintenance of Records



**Report of Dr. Vijaya Gopal, Former Senior Principal Scientist & Project Leader, CSIR-CCMB, Hyderabad 500007**

The academic audit meeting held on Monday, 18<sup>th</sup> November, 2019 was a productive series of discussions on the educational and scientific advancement of the Department of Computational Biology and Bioinformatics, University of Kerala (Karyavottam Campus), Trivandrum. This report is based on my prior communication with Dr. Achuthasankar Nair, Professor and Head of the Department, with whom I conversed *via* email and on the day of the audit. Here are my recommendations with the basic premise of bringing this vibrant and upgraded educational hub on par with other universities of international repute.

The education and research facilities of the department are impressive, and are enhanced by co-curricular and social outreach activities in this ideal campus setting. Since my association in 2010, the university has made several strides and I hope that my collaboration with the audit team can contribute to furthering and advancing the agenda and aspirations of the department.

Dr. Nair gave us a tour of the various spaces within and outside the department. The Knowledge Centre, DCB Computing and Machine Learning facilities, and the Biology Division have shaped up well. The ambience created by research scholars and friendly staff, and the *Kalari* tea joint reflect the importance given to creating a peaceful academic and work environment. The publications focusing on the strengths of medicinal plants

are particularly noteworthy, and I am sure that some of these ideas can be stretched so as to make the research all the more meaningful and with the message of ideas that can be explored locally and sustainably. I am also heartened by the encouragement provided on the academic front to women scholars and faculty members.

The peer-review team included Prof. Ramanathan Narayanan from Trivandrum, Prof. Sabu Thomas from Kotayam and Dr. Vijaya Gopal from Hyderabad. Each of us received the opportunity to address the assembly individually that morning and one on one in groups. I shared my thoughts based on my life experiences and values as a researcher. Similar thoughts that I could relate to were shared by the other members of the audit team coming from the diverse backgrounds. It was a unique experience to discuss and interact with them and Prof. Achuthasankar Nair who led us to all the facilities. We met with Emeritus professors, the young faculty, research scholars, M. Phil, M. Sc, PDFs and project staff and trainees.

Recommendations from observations made:

12. Dr. Nair has played a crucial role in shaping the campus to what it is today. I say this with conviction as I have visited this campus several times since 2010. The DCB campus is all the more vibrant. Perhaps this can be attributed to the informal nature of administering education in the field of computational biology besides freedom given to the students to think and dwell on ideas further, irrespective of the background that they come from. This change is striking.
13. There is little representation of people from other parts on the country, which could be taken into consideration while expanding the university. It would be interesting to also understand factors

contributing to the majority of staff and scholars in this department being women, and to see if the gender distribution is domain specific or due to other socio-economic reasons.

14. DCB holds regular programs and social outreach activities; this is essential in fostering the growth of ideas and is conducive to learning.
15. It is necessary to induct M. Sc. Or B. Tech/Biotech students specializing in Life Sciences. If so, courses for Computational Biology, which is the strength of the department, can be arranged for the novice who have a strong biology background. Simultaneously, Mathematics and Computational biology can be made compulsory for those from the Life Sciences background through online course modules.
16. As suggested by Prof. Narayanan, taking competitive exams is a good idea to know where one stands. Here, I suggest that passing the NET-JRF exams/CSIR-NET exams can be a mandatory step to entry into the DCB curriculum that includes Ayur Informatic and CADD. For more on these exams, go to: <https://www.ugc.ac.in/page/Scholarships-and-Fellowships.aspx>
17. Few candidates could be inducted in the above manner. Qualifying these exams gives access to ongoing and upcoming research ideas. The publications I see from this department have high potential in lending scope for further focusing on and creating domain expertise.
18. Regarding the course curriculum for M. Sc. Computational Biology students, these seem fine. Additional courses pertaining to plant sciences/plant molecular biology may also be included to add to the course rigor. Students from M. Sc Life sciences background, when that happens, can be taught Computational/Math skills in addition to modelling. I envision this to be a step forward.

19. Facility for drying medicinal leaves is minimal. Cleanliness practices can be put in place. The suggestion is to use the first floor terrace to spread out the leaves being used for molecular research.
20. All-India competitive exams can be planned for admission into DCB.
21. Rethink to evaluate choice of medicinal plants by inviting plant molecular biology experts.
22. Special lectures are frequently arranged by DCB.
23. Probably this is already happening, but DCB needs to invite research faculty from other labs locally and within our country from institutions like CSIR labs like CCMB and other institutions such as CDFD, IICT, IISER, RCGB, NIIST, to participate in their training programs and foster cross-collaboration.
24. Ideas to be taken forward to fruition, leading to publications that have an impact in the discipline of Computational Biology which is the strength of DCB.
25. It has been observed that the community is largely Malayalam-speaking. While it is great to see respect for the native language, language being the key medium of expression of ideas renders me to recommend a more bilingual approach including English, considering that plenty of international publications and ongoing discussions are in the language. It would be beneficial in the long run for the campus to become more cosmopolitan. Regional feeling can be minimized further in a campus that is already friendly to all visitors. So, this should not be a problem. The equation can be changed for the better by following steps noted in point 10.
26. Invite scientists from other states as erudite/emeritus professors. Engaging with the global community can take local ideas to new places, and the university in turn can adopt new approaches in evolving itself.

27-02-2020

REPORT OF THE ACADEMIC AUDIT CONDUCTED AT THE DEPARTMENT OF FUTURE STUDIES, UNIVERSITY OF KERALA, THIRUVANANTHAPURAM

MEMBERS:

1. Dr.C.V.ANIL KUMAR, Professor, Department of Mathematics, Indian Institute of Space Science and Technology, Thiruvananthapuram, Kerala.
2. Dr.R.BASKARAN, Professor, Department of Computer Science and Engineering, Anna University, Chennai – 600025.

Department of Future Studies offers three post graduate programs namely

1. M.Sc., (Data Science)
2. M.Tech (Technology Management)
3. M.Phil
4. PhD program

Department works with a vision of *“Equip students to imbibe technology and develop futuristic solutions for societal problems along with one’s own intrinsic development”* and a mission of *“Provide students the best of learning environment; familiarize with creative tools for solving futuristic problems; exposure to real world problems; to interact with internationally acclaimed academicians; foster industry tie-ups and inculcate a habit of innovation and entrepreneurship”*.

The analysis of the syllabus of the above mentioned programs shows that the curriculum and syllabi are well structured and emphasizing the relevance of fundamentals of information technology related to tools and methods for management, assessment and forecasting of evolving technologies.

Department of future studies does significantly good research in the field of wind energy having publications in reputed journals with very high impact factor. The Department also has international collaborations with various renowned institutes like Max Planck institute, Germany; Krishen of University of Nevada, USA; Swansea University, UK.

The committee members met on 27-02-2020 at 3:00 PM in the HoD chamber, after going through the documents available in the department, looking at the infrastructure facilities, interaction with the students/scholars/alumni during 26 & 27 February 2020 and we place on record the following observations of the department:

1.	The number of faculty members are adequate expecting technologically related areas.
2.	Students are encouraged to do internships with premier institutions and major companies like Alliance, IC force etc. and is also credited as part of curriculum.



3.	Students are encouraged to attend seminars/conferences (international/national).
3.	Advanced Technology enabled courses like SWAYAM, NPTEL, MOOCs is in practice.
4.	Electives are offered even if there is one student.
5.	Department has filed patent application, offered MOOC on citation network analysis and publication of a research article on wind energy with impact factor more than 8.
6.	Department encourages startups, for example ITI Tech Innovation Zone is run by former students.
7.	Digital Payment of all financial transactions is made available.
8.	Department has an active grievance redressal cell.
9.	Department has a strong alumni supporting the different activities.
10.	Without having any pre-requisite students joining MSc Data Science are able to code in the programming languages like R, Python.
11.	Department has expertise in information technology related areas like e-governance, wind energy modeling and scientometry.


Sl.No.	DESCRIPTION	YES	NO
1.	DEPARTMENT VISION AND MISSION	✓	
2.	INFRASTRUCTURE		
	• Adequate Classrooms		✓
	• Laboratories	✓	
	• Display Boards/Webpage for the Department		✓
	• Computers with UPS (in AMC)	✓	
	• Server/Workstation		✓
	• Internet connectivity with Wifi access	✓	
	• Fire Extinguishers		✓
	• Adequacy Hardware and Software		✓
	• Generator		✓
	• Specialized Laboratories		✓
3.	CURRICULUM AND SYLLABUS WITH OBJECTIVES AND OUTCOME MAPPING		
	• Flexibility in the conduct of the courses	✓	
	• Integrated Laboratory Courses	✓	
	• Regular Course committee meeting	✓	
	• Industry related curriculum		✓
	• Election of Student Representative for each branch	✓	
	• Internship for the students	✓	
	• External project work	✓	
4.	AUTOMATION ACTIVITIES		
	• Regular Attendance		✓
	• ERP Software		✓
	• New Software (in-house development/procured)		
5.	CONTINUOUS ASSESSMENT AND CONDUCT OF EXAMINATION		
	• Log Book Maintenance	✓	
	• Scrutiny of the Question Paper	✓	
	• Assessment paper/end semester paper	✓	



6.	RECORD MAINTENANCE		
	• TEACHING	✓	
	• RESEARCH		
	○ Research Scholars – Attendance	✓	
	○ Stipend		
7.	INNOVATIVE TEACHING PRACTICES	✓	
8.	CONDUCT OF SEMINARS/WORKSHOP IN THE RELATED TOPICS		
	• Frequency of the Seminars - 2 per semester	✓	
	• Invitation to the experts	✓	
	• International and National Outreach	✓	
9.	RESEARCH PUBLICATIONS		
	Research Funding	✓	
10.	FEEDBACK FACILITY/PORTAL	✓	
11.	ALUMNI INTERACTION	✓	
12.	INTERACTION WITH STUDENT/TEACHERS		
	• Student Representatives		
	• Student Counsellor		
	• Refreshment Room / Rest Room Facility	✓	
	• Teaching Workload (as per the norms)		
	• Hostel Facility – available but not adequate		
	• International Students		
	• Student Placement Statistics		
13.	CENTRAL LIBRARY/DEPARTMENT LIBRARY	✓	
14.	RECOMMENDATIONS FOR QUALITY ENHANCEMENT OF DEPARTMENT OF FUTURE STUDIES:		
	14.1 CURRICULUM & SYLLABUS		
	• M.Phil		
	• For all the courses, assigned credits are 4, which is on the higher side. It is suggested to make it to 3 credits (wherever possible) with 4/5 core subjects in the first semester and no electives should be offered in the first semester since it is too early for the students to choose an elective of their interest. If needed a seminar of one or two credits can be offered.		
	• All the electives can be moved to the second semester and credits with the dissertation can be reduced to 16.		
	• M.TECH (Technology Management)		
	• It comprises of 4 semesters. In Sem I, 9 courses, each having 2 credits and a total of 18 credits are assigned. Instead, it is suggested to have maximum 5/6 courses in a semester with 3/4 credits amounting to 18 to 20 credits some lab integrated course preferable.		
	• In sem 3, only one core course of 2 credits is offered and other components are one elective course of 2 credits, industrial project & Dissertation (Stage I). Also in sem 4 dissertation (stage 2) of 16 credits is assigned instead 2/3 core courses and an elective course can be offered apart from dissertation (stage-1). Industrial project can be done as internship.		

	<ul style="list-style-type: none"> <li>• It is recommended to reduce the credits for dissertation (stage-1) to 4/5 credits and dissertation (stage-2) to 13/14 credits.</li> <li>• M.Sc (Data Science) <ul style="list-style-type: none"> <li>• It comprises of 4 semesters. In Sem 2, internal elective courses are assigned only 2 credits some of the subjects like Time Series analysis, Big Data cannot be completed in 2 lecture hours and hence ideally it should be 3/4. Same applies to Semester 3 also.</li> <li>• More flexibility should be given to the students to select intra-department electives of courses relevant to the program.</li> </ul> </li> <li>• Mapping of Program Objective and Program Educational Outcomes should be done.</li> <li>• A standard computer lab with sufficient hardware/software facilities must be provided specific to the department.</li> <li>• Preferable to have a department website highlighting the events, facilities etc.</li> <li>• Financial support should be provided to the faculty and scholars to attend seminars/conferences (international/national).</li> <li>• The department should take necessary steps to revamp M. Tech. programme in Technology Management to make more focus in Information Technology and measures are also to be considered to offer more electives in all eligible disciplines so that the programme may be found equivalent to their respective discipline.</li> <li>• A common pattern of question paper should be introduced following Blooms taxonomy.</li> <li>• Parents Teachers Students interactions must be strengthened.</li> <li>• Awareness on the programs/facilities of the department/university should be given to all the students at the time of induction program.</li> <li>• Hostel facility for girls / boys is found to be inadequate. Hence, it is recommended to provide hostel facility to all the students of the department.</li> <li>• Being a future studies department, the students must be encouraged to take up internships/projects of societal issues which needs immediate attention.</li> </ul>
--	---

  
27-02-2020.  
(R.BASKARAN)

  
27.02.2020  
(C.V.ANIL KUMAR)



## REPORT SUBMITTED BY THE ACADEMIC AUDIT COMMITTEE

The Academic Audit committee consisting of the following members

1. Prof (Dr) D.Sankar : Professor & Head, Department of Criminal Law and Criminal Justice Administration, The Tamil Nadu Dr. Ambedkar Law University
2. Prof (Dr) Ambika Kumari : Professor & Dean, Vel' s University, Chennai, Former Professor, Ambedkar Govt Law College, Puducherry.
3. Prof (Dr) Sheeba Pillai : Professor, School of Indian Legal Thought, Mahatma Gandhi University

had their sittings at the Department of law, Karyavattom campus on the 12<sup>th</sup> and 13<sup>th</sup> of February 2020 and after due perusal and verification of records and having interacted with the teaching, administrative staff and students had an assessment on the teaching, learning and research submits the following as an audit report.

The Department of Law, University of Kerala was established in the year 1990. The department presently functions with one regular and permanent faculty who is also designated as the Head of the Department supported by four temporarily appointed contract Lecturers. All the contract Lecturers are UGC-NET Qualified and one among them is JRF qualified, just been awarded with PhD. The other contract lecturers are either pursuing Phd or endeavoring for registering for PhD. The department presently offers one year LL.M course with the specialization "Public Law and Intellectual Property Rights". The course is under C&SS pattern.

The students are admitted through centralized process of entrance and selection based on the preference of the individuals. The student intake is limited to 25. The academic calendar is drawn by the University which normally spreads from September to August. The Curriculum has been drawn long back and approved by the competent bodies, a perusal of which requires a revamping. For instance, the syllabi for Administrative law is not in tune with the title, no unit for the content Civil servant rights and institutions like administrative tribunal, Central vigilance commission etc are included. The Department inspite of faculty crunch is also offering a one year PG Diploma Course in Human Rights and a 3 month certificate course on Human Rights. The eligibility criterion for the diploma course is an acquisition of a degree and for the certificate course, a pass in 12<sup>th</sup> standard.

Sheeba Pillai  
13/02/2020

1  
D.P.  
13/2

Ambika  
13/2



The UGC recommended one year LL.M has been evaluated for an external Assessment of 60 marks and the Internal Assessment is limited to 40 marks. Breakup for internal assessment is as follows- written test -20; Assignment- 10 and presentation/Group Discussion-10. The Department computes internal assessment by conducting Joint Seminars, where the students are required to present a paper on any contemporary area, and discuss cases with prior intimation to the students. The class hours are from 9.30 to 4.30. Two sessions in the forenoon and two in the afternoon with a lunch break. Specific library hours are earmarked and students are ensured proper utilization of the library resources both online and offline. The courses offered for a semester are discussed in the faculty meeting at the beginning of the semester and allotment of subjects made after due consultation with the faculty by the Head of the department. The syllabus content and the teaching design are circulated to the students, both by way of handbook and by creation of google group.

The teaching mode is predominantly by lecture method towards providing a basic introduction of the subject. This is followed up with activities, debates, discussions and presentations etc. Due to time constraints at times the teachers find it difficult to provide effective training and the students find it burdensome at time.

As per the norms of the UGC and that of the University the student has to secure 75% attendance to make himself eligible for appearing in the University examinations. The university examinations are conducted by the Controller of examinations. The evaluation process for the external examination is dual valuation, one by the internal members of the faculty and the other by the external faculty. The schedule of the examination has been adhered to as per the schedule drawn in the academic calendar.

The department though earned a repute in research and by producing acclaimed students poses many a problems. Major challenges faced by the Department is the lack of proper infrastructure. At present regular classes are conducted only in the seminar hall. The other room is not properly equipped to accommodate and impart process of teaching. The seminar hall is also to be made available to other departments and constraints the students of the department either to use the library or engage in other affairs. Paucity of space to accommodate and facilitate to further their career is deficient. The department lacks technical modernizations such as computer lab, smart classrooms and library automation. The faculty and HOD requires systems to assist them in

Sheela Pillai  
13/02/2020

2  
13/02

Ans  
13/2



performing their role effectively. The most urgent necessity is recruitment of regular permanent teachers. The department has a sanctioned strength in the cadres one Professor and 3 Assistant Professor. As per the UGC format a department to be full fledged need to have two Associate Professors and four assistant professors besides one professor. The audit committee is strongly of the view that the department is provided with the required faculty input.

The Department which originally offered LL.M as a two year programme has now shifted itself for a one year LL.M programme. The feedback by interaction with the existing teaching faculty and the post graduate students reveal that the LL.M one year course faces certain problems for recruitment. To make the course very ideal both from the student's point of view and also to make the degree more meritorious the committee is of the view to re-introduce the two LL.M programme with sufficient faculty input.

Library and office administration needs substantial changes. The library is presently managed by the librarian as sole member .The timings for the library is now prescribed as 9.30am to 4.30pm which is not suitable or sufficient to make the students utilize the library more ideally. The present situation is that the library needs to be closed if due to any cause the librarian avails leave or is incapacitated. Recruitment of sub staffs for the library and the extension of the working hours from 9am to 5.30pm is suggested. The maintenance of the books needs improvement and no stock taking has been resorted for more than three years. The library needs automation to facilitate proper utility of resources by the student.

The running of the department is assisted by the administrative staff consisting of administrative staff/ section officer , an office assistant and one attendant. The post of the computer assistant and peon is lying vacant. In fact the computer assistant post has been vacant for a year in spite of reminders sent to the university. The department has to depend on the attendant / sweeper to run different errands which is otherwise to be done by the peon. The fees payable by the students are at times collected by the section officer and there is no cashier

The maintenance of records is to the satisfactory level but needs technical improvisation to make the Department paper free. Though bio-metric system has been introduced, the committee is of the opinion that the rigidity of office hours is not adhered to by the administrative staff. The committee's efforts to procure the details of bio-metric entries has not yielded a positive result.

3

Sheela Pillai  
13/02/2020

HA  
13/2

Ans  
13/2



The Committee suggests strict enforcement of timings and work schedule and proper maintenance of movement registers including late attendance and leave details.

The department has been rendering extension and consultation services in the form of organizing various programmes under the auspices of Chair established in the name of Dr B.R Ambedkar. Seminars and workshops, are conducted annually..The students of the department are also given special coaching to face the NET and the other Competitive examinations. Consultative services are extended through legal aid programmes but needs real improvement. The Department earns a repute of bringing out periodical publications in the name of Kerala University Journal of Legal Studies (KUJLS). Efforts have to be taken to make it as a regular publication. The department needs to join the SWAYAM platform to offer MOOC courses both for the students of the department and others. Initiatives need be taken to carry out research projects. No feedback system is in practice to assess the outcomes of the course and the other programmes of the department. A feedback from the students confirms that the students having cleared UGC-NET examination and few making themselves eligible for recruitment as civil judge.

The Department of Law earns the prestige of having faculty who occupy coveted positions and students bringing in more laurels. The Alumni of the department have taken up positions in various avenues, in academics, in administration and politics. The Alumni association needs to be formalized and registered to derive maximized benefit towards development of the department. The Parents –Teachers Association can also be considered for the betterment of the activities taken up by the department.

Most of the students are from outside the district. Hence they require boarding facilities which are inadequate within the campus. They have to depend on accommodation outside the campus which is quite expensive. Students are also facing difficulty in the context of accessibility to consumable drinking water and clean toilets.

To sum up, after due examination of the teaching ,learning and research processes undertaken by the department of law and perusal of the pedagogy imparted for the one year LL.M programme offered under one year C&SS pattern the Academic Audit committee is fairly satisfied with the general performances of the academic and administrative functions. Though earned repute as a

Sheela Pillai  
13/02/2020

4  
A.P. 13/02

Ans  
13/2



research centre with committed students, the committee feels appropriate to suggest the following for the betterment of the academic activities undertaken by the Department.

1. Immediate recruitment of regular permanent faculty
2. Provision of adequate infrastructure for classrooms, space for faculty ,library, hostel, hygienic amenities for staff and students.
3. The library need modernization and adequate human resources
4. To make the classrooms techno friendly
5. Revision of the curriculum
6. Consider the re-introduction of 2 Year LL.M programme
7. Offering of online and other innovative programmes.
8. *To bring out regular publications*
9. *To strengthen the feedback system*
10. To formalize Alumni as a registered body

Dated 13/02/2020

Place: Department of Law,Kariavattom Campus

1.Prof (Dr) D.Sankar

2.Prof (Dr) Ambika Kumari

3. Prof (Dr) Sheeba Pillai

*[Signature]*  
13/02/2020.

*[Signature]*  
13/2/2020

*[Signature]*  
13/2/2020.

## **Report of the Academic Audit Conducted at the Department of Mathematics, University of Kerala on 11.11. 2019 and 12.11.2019**

### **1. Curriculum content and transaction OBE**

It is observed that the curriculum is aligned with the objectives of the programme and the thrust is given on the overall development of the students. The curriculum content is periodically revising and in par with the current national status. Multi-stage process followed for enriching curriculum adhering proper procedure.

### **2. Continuous Assessment and Conduct of Examination**

The evaluation process consisting of continuous assessment and end semester Examination. Semester system consists of internal and terminal examination is in practice. The result is declared in stipulated time. High pass percentage of above 90 percentage is observed. Department conducts tutorials, class tests, group discussions and projects

### **3. Up keep of records of teaching and research**

Records are maintained in a good manner. All previous question papers are kept in separate files. Time tables, evaluation sheets, consolidated mark lists and summary of results are all kept and arranged in a good manner. Research publications of faculties are maintained in separate files. But it is observed that the research publications and detailed research activities of research scholars are not maintained. It should also be kept in separate files.

### **4. Extension Services**

The department is active in extending their services to society in various forms. Faculty members offer seminars in near by colleges. M.Phil students and Research scholars of the department used to visit schools are conduct seminars and tutorial classes

### **5. Innovative teaching adopted**

Well equipped class rooms with smart boards and ICT enabled class rooms to facilitate online teaching/ Web based learning facility are available. ICT based E-resources for teaching and research available with NMEICT/NPTTEL/CEC are using.

### **6. Publications**

During the last 3 years the Department published 2 proceedings of national level conferences and one proceeding as special issue of the journal ``IJMA''. Moreover faculty members have published 31 research papers reputed journals and

one edited book. Department also implemented Anti plagiarism software screening of manuscripts as a policy.

## **7. Seminars and Workshops organised**

Department regularly organises seminars and workshops. In 2017 January a national level workshop on `` Discrete Mathematics `` was held. In 2018 January one national Conference and in December 2018 and a national level workshop organised. Moreover in 2019 an international conference on `` Novel trends in pure and applied mathematics`` was organised.

## **8. Infrastructure**

The major hurdle of the Department is acute shortage of physical infrastructure. Only two class rooms are available. No seminar hall and not a good laboratory room. Sick rooms and girls guest rooms are not available. There is no space for providing such facility. There is a good library with sufficient number of books but digitalization is progressing.

## **9. Common Facility**

Apart from the Department library there is good campus library in the vicinity of mathematics department. A health centre is also available within the campus. A computation lab (CLIFF ) is available within the campus.

## **10. Feedback system**

Performa based feedback obtained from the students. Feedback is conveyed to the teacher concerned for information and corrective measures are also undertaken.

## **11. Alumni and PTA**

Active and strong Alumni and PTA are functioning in the Department. Regular alumni meeting are conducted. The alumni is offering fellowships for economically backward students and cash award for rank holders in every year. PTA is also meeting regularly and strongly support the activities of the Department.

## **12. Interaction with students teachers etc.**

The committee interacted with M.Sc. students, M.Phil students, Research scholars, Teachers and also with Alumni members and PTA members. The Students expressed their satisfaction on the academic activities of the Department. They are not satisfied with existing infrastructural facilities and demanded a sick room and a ladies rest room and more class rooms. There is no separate rooms for M. Phil and research scholars.

### **13. Recommendations for quality enhancement of the Department**

1. Immediate steps to be taken to appoint permanent faculties to the vacant positions.
2. Must provide at least four rooms to the department to enhance the shortage of infrastructure facility.
3. The present facility in the computer lab is inadequate. More facilities must be provided
4. Library automation must be completed without further delay.
5. Provide a sick room and a ladies rest room immediately.
6. CBCS system is to be strengthened to provide fledged horizontal mobility across the departments and outside institutions with effective credit transfer system.
7. Take steps to form student placement centre.
8. Question paper pattern for end semester examination must be thoroughly revised. At least 15 percentage multiple choice/short questions should be included.
9. Provide internship for students as part of their curriculum.
10. Launching efforts to achieve automation and e-governance.
11. Grievance redressal board has to be function effectively.

#### **Members**

Dr. P. G. Romeo  
Professor & Head  
Department of Mathematics  
Cochin University of Science & Tech.  
Kochi, Kerala

Dr. Anil Kumar V.  
Professor  
Department of Mathematics  
University of Calicut  
Malappuram, Kerala





**INDIAN INSTITUTE OF TECHNOLOGY, MADRAS**  
**CHENNAI, INDIA 600 036**

**Dr. C. Vijayan**  
Professor  
Department of Physics

Tel: (044) 2257 4877(O)  
(044) 2257 6877(R)  
Fax: 91 - 44 - 2257 4852  
[cvijayan@iitm.ac.in](mailto:cvijayan@iitm.ac.in)

14 March 2020

Prof. K. G. Gopchandran,  
Professor and Head,  
Department of Optoelectronics,  
Kariavattom Campus, University of Kerala  
Thiruvananthapuram, KERALA, 695581

Reference : Your email regarding a review of the progress of the department

Dear Prof. Gopchandran,

In response you email requesting me to send an evaluation report on the performance of the Department of Optoelectronics, University of Kerala,, I am attaching herewith the scanned copy of a duly signed report on this subject. Receipt of this may please be acknowledged.

With regards,

  
[C. VIJAYAN]

*Dr. C. Vijayan*  
Professor  
Dept. of Physics  
IIT MADRAS-600036.

**Evaluation Report on the Performance of  
the Department of Optoelectronics, Kerala University,  
during the five year period 2015-2019**

I have been visiting the Department of Optoelectronics, Kerala University very often in professional capacity, as a member of the Board of Studies and other committees, PhD thesis examiner, Resource Person, Invited Speaker etc and have been observing the progress of the department over the past several years. I have also gone through carefully the reports submitted by the department regarding the achievements over the past five year period and seen their research publications and presentations in international journals and conferences. This evaluation report is based mainly on these.

**A) Faculty and Staff Strength**

It is good to see that there have been at least four faculty members in the department in addition to occasional visiting faculty members, during the period of review, unlike earlier when only two full time faculty members were available. Faculty members have been active in teaching, research, projects, membership of committees and in service to University and the country at large. The research publication record of this department has been among the top few of all University departments in the country, in quality as well as quantity. Establishing new laboratories and other facilities in the new building has been an important task during the period of review, which has been taken up very successfully.

*Suggestions:*

*While excellent achievements have been made by two of the faculty members, others also need to perform to their fullest potential and make more focused efforts oriented towards sustaining the overall progress of the department. Also, a few more faculty members need to be recruited at appropriate levels in order to sustain the progress being made in research and academics. An appropriate number of supporting staff members also should be maintained.*

**B) Academic Courses**

The department has been running successfully the Ph.D., M.Phil. and M.Tech (Optoelectronics), programs and a good number of students are being benefited. It may be highlighted that an M.Tech in Optoelectronics is not very common in Indian Universities and hence this is particularly valuable. A large number of students have obtained their doctorate and they continue to do well in academic and research careers. The department has taken care to make appropriate revisions in the syllabi of all the academic programs at appropriate intervals, adopting the proper procedures.



### *Suggestions:*

*Efforts should be made to maintain an updated list of the alumni in a suitable page of the Department/University website, which will help to get a keep in contact. Reviewing the employment scope of the graduates will also help to design fresh strategies to make the academic programs even better and to orient them towards increased employability of the graduands.*

### **C) Research Output**

The department has grown to a great extent over the past five years and achieved a recognizable position internationally in the frontier areas of Optoelectronics and Photonics, in view of the large number of high quality publications in reputed international journals and conferences. Several best presentation awards were received by the authors of many of these presentations. Two of the senior professors have highly respectable h-index, citation and download records, which has helped to improve the visibility of the Department an the University in the international arena. In this respect, the improvement in the past five years has been phenomenal. Faculty members have also been active as resource persons, reviewers of prestigious international journals and members of academic committees.

### *Suggestions:*

*Younger and newer faculty members should be to be encouraged to engage in high impact research utilizing the excellent facilities made available in the department by hard work over several years, ever since the establishment of the department.*

### **D) Research Grants and Laboratory Development**

A commendable aspect of this department has been the successful efforts to procure sponsored research funding from Government agencies. Some work on consultancy also has been attempted. This has resulted in the development of several high-profile world-class experimental facilities of great use to researchers in Optoelectronics and materials science in general.

Apart from enabling researchers to produce results of good quality and high reliability and utility, sponsored research also helps to train students in sophisticated research facilities in laboratory courses. The major facilities established in the laboratories during the past five years include the Nd:Yag laser, FTIR and UV-Vis spectrometers, Advanced Photon Flux Density Measurement System, Nanophotonics Laboratory, Electron Speckle Pattern Interferometer etc. It is gratifying to note that there has been progress in this aspect over the period of evaluation.

The department has been able to sustain a vibrant and highly research atmosphere with a lot of events such as invited talks, public lectures, conferences and refresher courses and taking steps to invite experts from within India and abroad. This has helped also to encourage students by enabling them to interact with the experts and to enhance their exposure to frontier research.

*Suggestions:*

*Several newer modes of project funding have opened up in recent years. Research funding is available not only through the CSIR, DST, DRDO etc, but also through other avenues such as specific calls of various ministries and industry collaboration. These need to be explored. In general, there is scope to enhance the overall quantum of sponsored research funding, involving all faculty members and seeking the possibility of interacting with the industry to the extent possible.*

**E) Other aspects**

The department has also been involved in outreach and community activities. These include active participation in Science Week celebrations, Eclipse Viewing activity etc. It is extremely nice to note that faculty members of the department have been elevated to positions of Vice-Chancellor and Dean in appreciation of their proven professional excellence, hard work and commitment to the cause of the University.

*Suggestions:*

*The department should explore more avenues to increase the outreach and societal interaction and involve all faculty members in these. Such programs addressing students of nearby colleges would inspire top students to take up higher studies and research in Optoelectronics. If funding is available, such activities can be extended to other geographical areas, or, selected bright students from other areas can be invited for such outreach programs conducted in the University so as to provide exposure to Optoelectronics.*

-----

*C. V.*  
[C-VIJAYAN]  
Dr. C. Vijayan  
Professor  
Dept. of Physics  
IIT MADRAS-600036.





8<sup>th</sup> May 2020

P. S. Anil Kumar  
Professor and Dean, Undergraduate Program, IISc.

To  
The Professor and Head  
Department of Optoelectronics  
University of Kerala

Dear Professor

Thank you for the invitation to submit an assessment report of the Dept of Optoelectronics, University of Kerala. My assessment is based on the annual reports of 2015-19, personal visit to the department to interact with faculty and seeing the facilities. In addition, I also had a closed-door discussion with students of the department. At the outset, I would like to congratulate the department for the very good research work and high-quality teaching that is being delivered. The four faculty members from the department have published 29 research papers of international repute in 2019 alone. Similarly, the output from 2015 onwards is also impressive.

In addition, the research facilities are very good and there is a possibility to improve further by augmenting some more sample preparation capabilities. The department also has managed to get ample funding to create the infrastructure, that has helped the students to do better quality work. It is impressive to note that eight PhD degrees and seven MPhil degrees were awarded from this department with a faculty strength of merely 4 in 2019 itself. The department also offers a highly sort after MTech program. The placement of MTech students are also very good. The income generated over consultancy work is also impressive.

If Dr. Yamuna can be encouraged to write projects, guide PhD students and publish papers, then the department can achieve further improvement in the rating.

The faculty of the department took part in various community outreach programs and invited several leading scientists to the department for interaction with the students and that might have helped the students enormously.

In a nutshell the department is doing a commendable job.

Based on my visit and interaction I have the following suggestions to improve further. All the items may not be completely within the purview of the department. However, I am making these suggestions to have discussion with the university authorities.

1. A glove box facility for making sensitive sample is desirable
2. A preparation lab with ample number of furnaces, weighing machines, chemical hoods etc. would be beneficial.
3. The opening hours of the labs and the library beyond working hours while maintaining the safety aspects is desirable.
4. Organizing workshops and industrial visits for MTech and PhD students will add value to their curriculum
5. A recreational day/sports day for the department would help the students to improve their emotional well-being.
6. Students are not very happy with the health care facility in the campus.

In conclusion, I congratulate the department for doing very well despite lots of challenges. The teaching load of the faculty need to be balanced well and additional recruitment of faculty members is desirable.

Thanking you  
With best regards

Anil Kumar

**DEPARTMENT OF POLITICAL SCIENCE  
UNIVERSITY OF KERALA**

**ACADEMIC AUDIT – 2019  
REPORT**

**DEPARTMENT OF POLITICAL SCIENCE  
UNIVERSITY OF KERALA**

**ACADEMIC AUDIT – 2019**

**Date: 18-12-2019**

**Name, Designation and Address of Academic Audit Experts:**

1. Dr. Rajaram Tolpadi  
Professor (Rtd)  
Department of Political Science  
Mangalore University  
Mangalagangothri - 574 199  
Karnataka State  
India
2. Dr. K.S. PAVITHRAN  
Professor (Rtd.)  
Department of Political Science  
University of Calicut  
Address for communication: TC. 50/855, S.N. Park,  
P.O Poothole, Thrissur – 680 004

**Members of Faculty Present:**

1. **Dr.K.M.Sajad Ibrahim**  
**Professor and Head**
2. **Dr.ShajiVarkey**  
**Professor and Dean of Social Sciences**
3. **Dr. Suresh R.**  
**Professor**
4. **Dr.Josukutty C.A**  
**Associate Professor**
5. **Dr. Samuel J.Kuruvilla**  
**Assistant Professor**
6. **Dr.AnuUnny**  
**Assistant Professor**

## Department Profile

The Department of Political Science was established on 18 September 1957 with the appointment of Dr.V.K.Sukumaran Nayar as Head of the Department. The Department of Political Science was declared as a Department of Study and Research of the University with ex-officio membership in the Senate for the Head of the Department. A Board of Post-Graduate Studies in Politics was constituted with Dr.V.K.SukumaranNayar as Chairman and with the late Prof.R.Bhaskaran of Madras University, Dr.K.B.Y.Thotappa of Mysore University, Prof. J.Ramachandran of Presidency College(former Vice-Chancellor, Madurai University) the late Prof.K.P.Pillay (Professor of History and Politics of the University College and Professor of Politics of the S.N.College,Quilon) and the late Prof.V.NarayanaPillay(later on acting Vice-Chancellor of the Kerala University ) as members. The Board of Studies revised the courses of studies in Politics at the Post-Graduate level providing for specialisation in four branches, Political Theory, Comparative Politics, Public Administration and International Relations. A new M.A. course on Public Administration was also started in June 2019. The Department had conducted several summer institutes, workshops and seminars from the early period itself.

The Department celebrated its Silver Jubilee during 1983-84 and the Golden jubilee in 2007. During the last 62 years the Department of Political Science has emerged as the leading Post-Graduate Research Centre in South India especially in the areas of Indian Politics with special focus on state and Society in Kerala, International Politics, Comparative Politics and Public Administration. The Department has already produced nearly150 Ph.Ds and 240 M.Phil dissertations in different areas of political science. It has earned a special place in the study of psephology being the first state in the country to conduct a scientific analysis of voting behaviour, as early as 1965.Since 1996, the Department has been continuously engaging in numerous empirical studies, both on the eve of elections and otherwise to gauge the socio-political mood of the people on contemporary issues.

## Major Centers

- Survey Research Centre
- V.K.Krishna Menon Centre for International Relations
- UGC- Nehru Studies Centre
- V.K.SukumaranNayar Chair for Parliamentary Affairs
- Latin American Studies Centre

## Course Details

Sl. No.	Programme	Total No. of Students	No. of Foreign Students
	M.A. Political Science	II Semester – 31 III Semester - 33	II Semester – 1 III Semester - 3
	M.A. Public Administration	II Semester – 13	II Semester - 1
	M.Phil Political Science	I Semester - 11	Nil
	Ph.D Political Science/Public Administration	Full time - 25 Part time - 15	Full Time- 3



## M A Political Science (CSS) 2017

### Structure of the Programme

Semester	Course Code	Name of the Course	No. of Credits
<b>I</b>	POL-C- 411	Theories and Concepts of Public Administration	4
	POL-C- 412	Indian Government and Politics	4
	POL-C- 413	Modern Political Analysis	4
	POL-C- 414	Research Methodology	4
<b>II</b>	POL-C- 421	Issues in Indian Administration	4
	POL-C- 422	Issues in Indian Politics	4
	POL-C- 423	Modern Political Thought	4
	POL-C- 424	Politics of South Asia	4
	<b>INTERNAL ELECTIVES</b>		
	POL-E- 425	Foreign Policy of the United States	4
	POL-E- 426	Gender Politics	4
	POL-E- 427	China and the World	4
<b>III</b>	POL-C- 431	Theoretical Aspects of International Politics	4
	POL-C- 432	Political Economy of Kerala	4
	POL-C- 433	Comparative Politics	4
	<b>INTERNAL ELECTIVES</b>		
	POL-E- 434	United Nations Organization and World Peace	4
	POL-E- 435	Contemporary West Asian	4

		Politics	
	POL-E- 436	Latin American Politics	4
	POL-E- 437	Theory and Practice of Diplomacy	4
<b>IV</b>	POL-C- 441	Modern Political Theory	4
	POL-C- 442	Issues in International Politics	4
	POL-C- 443	Politics of Global South	4
	POL-D- 444	Dissertation	4
<b>EXTRA DEPARTMENTAL ELECTIVES</b>			
<b>II</b>	POL-X- 421	India's Foreign Policy	2
	POL-X- 422	Environment, Development and Politics	2
	POL-X- 423	China and the World	2
<b>III</b>	POL-X- 431	Human Rights in India	2

## **M A Public Administration (CSS) 2019**

### **Structure of the Programme**

#### **Semester I**

<b>Course No.</b>	<b>Course Title</b>	<b>Course Status</b>	<b>Credits</b>
PUB-C- 411	Theories and Concepts of Public Administration	Core	4
PUB-C- 412	Indian Government and Politics	Core	4
PUB-C- 413	Comparative Administration	Core	4
PUB-C- 414	Research Methodology	Core	4

#### **Semester II**

<b>Course No.</b>	<b>Course Title</b>	<b>Course Status</b>	<b>Credits</b>
PUB-C- 421	Issues in Indian Administration	Core	4
PUB-C- 422	Human Resource Management And Personnel Administration	Core	4
PUB-C- 423	Administrative Thinkers- I	Core	4
PUB-C- 424	Development Administration	Core	4
<b>Internal Electives : Students may choose any two courses from the following</b>			
PUB-E-425	Labor Laws in India	Elective	4
PUB-E-426	Governance in Kerala	Elective	4
PUB-E-427	E-Governance	Elective	4

### **Semester III**

<b>Course No.</b>	<b>Course Title</b>	<b>Course Status</b>	<b>Credits</b>
PUB-C- 431	Administrative Thinkers- II	Core	4
PUB-C- 432	Local Governance in India	Core	4
PUB-C-433	Public Policy Analysis	Core	4
<b>Internal Electives: Students may choose any one course from the following</b>			
PUB- E- 434	Disaster management	Elective	4
PUB- E- 435	State and Political Theory	Elective	4
PUB- E- 436	Human Rights and Public Administration	Elective	4
PUB- E- 437	Marketing and Materials management	Elective	4

## Semester IV

Course No.	Course Title	Course Status	Credits
PUB-C-441	Principles of Governance	Core	4
PUB-C-442	Financial Administration	Core	4
PUB-C-443	Public Policy making in India	Core	4
PUB-D-444	Dissertation	Core	4

## M.Phil Programme - Political Science

Course No.	Course Title	Semester	Credits
POL 711.	CONTEMPORARY POLITICAL THEORIES	I	4
POL 712.	INTERNATIONAL POLITICS	I	4
POL 713.	RESEARCH METHODOLOGY	I	4
POL 721	Dissertation	II	8

## Ph. D Programme (Fulltime/ Part Time)

Sl No	Stages
1	Course Work
2	Dissertation

## Academic Audit Details

Criterion	Items	Verification Yes / No	Comments	Suggestions for Improvement
<b>Curriculum OBE</b>	Contents of the Curriculum	Yes	Excellent. The Committee found that the MA and M.Phil Curriculum is revised periodically and updated. The curriculum meets the academic and career needs	The M Phil curriculum requires further fine-tuning.  Steps are to be taken for the OBE

			of students. All latest developments, trends, theories find a place in the curriculum.	curriculum. More interdisciplinary areas and contents are to be incorporated in the curriculum.
<b>Continuous Assessment</b>	Teaching methods & teaching aids	Yes	The Department strives to create a better teaching environment by a team work of the faculty. Classroom teaching is augmented with the support of PPT, films, video, audio clips etc.	A comprehensive e-platform for teaching is yet to come
	E-learning modules	Yes	Not introduced yet. But in the process of introducing from next academic year.	Introduce E-Learning Modules
	Project work PG/ M.Phil	Yes	It is mandatory that every MA and M Phil student has to write a project work called Dissertation. The total mark for it is 100. A Dissertation-based viva is conducted part of it. The dissertations maintain a reasonably high standard. Currents issues are taken up for study.	The dissertations show methodological weakness. Students interest in using print data is on the wane. Difficulty in the use of English language is noticed.
	Internal assessment – components – Uniqueness	Yes	Internal components include Assignments, Book reviews and Seminars. Student assignments are about 10 pages, mostly handwritten. Seminars are done in a serious manner.	The submission of the Assignment/Book Reviews shall be done online. This facilitates plagiarism check. A second chance for seminar may be given to students
	Student support – remedial coaching	Yes	The Department does remedial coaching to needy students. A Skill Acquisition Club (SSAC) is also functioning to help the students.	Support of senior scholars may be solicited for this.
	Parents meeting – evaluation of student's progress	Yes	Records show that the Department has a PTA that meets periodically and discusses some of the pressing issues faced by students.	Lack of enthusiasm from the parents is noticed. Those parents whose homes away usually don't turn up for the meeting.



	Feedback from students	Yes	The HOD calls General Council where students can express their grievances. The Department Council also takes up students issues on a regular basis.	Proper maintenance of records is required
	Steps taken on the feedback	Yes	Solutions sought in consultation with the stakeholders.	Satisfactory
<b>Faculty Profile</b>	Projects completed / on going	Yes	Dr.Suresh R. Completed one UGC Project.  Ongoing Dr.K.M.Sajad Ibrahim : “ Publishing of Speeches made by renowned chief ministers of Kerala” Rs.10,000,00 by the University of Kerala Dr.ShajiVarkey - Vulnerability and Adaptive Capacity: A Study of the 2018 Floods in Kerala’ Funded by Government of Kerala Rs. 10,000,00 (ten lakhs)	
	Seminars / conferences attended	Yes	All Faculty members have presented papers in various conferences and National and international seminars.	
	Papers / articles / books published	Yes	Articles Published:  1. K.M.Sajad Ibrahim (2019) “Decisive Vote for UDF in Kerala”, Economic and Political Weekly, Vol. 54, No. 34, 24 Aug, 2019, pp. 16-18.  2.K.M.Sajad Ibrahim (2018), “Indian Democracy in a Changing World: A Case of Civil Society Intervention” in Teresa Joseph and Siby K Joseph (2018), Deliberative Democracy:	

			<p>Understanding the Indian Experience, New Delhi, Manohar Publishers &amp; Routledge (International), pp.75-88.</p> <p><b>Dr.ShajiVarkey</b></p> <p>Social Capital Formation among MGNREG Workers in Kannur and Kozhikkode Districts, <i>ISDA Journal</i>, Vol. 28, No.1, January March, 2018. (ISSN0971-2550)</p> <p><b>Dr.Josukutty C A</b></p> <p>1. Josukutty C.A (2019), "Nature and Dynamics of Religion Oriented Politics in Kerala" , pp-124-38. Rutledge , London ,</p> <p>2.Josukutty C.A (2019), "The Maritime Transformation of Asia-Pacific: Interdependence and Security: Indian and Japanese Visions" in India and Japan ; Growing Partnership and Opportunities for Cooperation, CPPR - Centre for Strategic Studies, Kochi , pp- 27-37, ISBN (e-book edition):978-81-930004-6-5.</p> <p>3.Josukutty C.A. ( 2018) , Chengannur Bye –Election Deciphered ( UGC approved .No. 63880 in Social Science ISSN 09755497) , July-September 2018, Vol. 10, No. 3 pp.315-334, ISSN 0975-5497</p>	
--	--	--	--	--

			<b>Dr.AnuUnny</b>  1.Unny, Anu& V.V, Linesh. (2018) 'The Nuances of Modern Democracy: Theoretical Debates around Democracy and Liberalism', <i>ISDA Journal</i> 28 (3&4), 2018, ISSN 0971-2550, p.505-516.  2.Unny, Anu& V.V, Linesh (2019) Crisis of Marxism and the New Left Project, <i>Social Science Researcher</i> , ISSN 2319-8362, P. 27-36, February 2019  BOOKS  <b>Dr.K.M.Sajad Ibrahim</b>  <i>Twenty First Century  Unrest in West Asia:  Socio-Economic and  Political Scenario</i> (Edited Volume) Delhi: New Century Publications, 2019 ISBN : 978-81-7708- 478-8	
	Acted as resource persons	Yes	Faculty members have acted as resource persons to various forums- Conferences, Electronic Media Discussions, Workshops etc.	
	M.Phil. & Ph. D awarded	Yes	M.Phil -11 Ph.D -4	
<b>Profile of Students</b>	<b>Demand ratio (Applications received Vs Sanctioned Strength)</b>	<b>Yes</b>	M.Phil Application Received- 27 Admitted -11	
			M.A. Political Science Application Received –	

			263 Sanctioned Strength – 30 Admitted – 32 + 2 Foreign Students	
			M.A. Public Administration – Application Received- 108 Sanctioned Strnegth – 10 Admitted – 12 + 1 Foreign Student	
	Students involvement in extra-curricular & Co- curricular activities	Yes	Participation in arts festivals, inter-collegiate quiz, debate, elocution. Film club.	There are a number of international programmes being organized by UN agencies, NGOs, Universities etc. Students shall be encouraged to grab such opportunities
	Achievements	Yes		
<b>Conduct of Examinations</b>		Yes	Examinations have been conducted properly in 2018-19. Answer scripts have been evaluated as per the schedule fixed by the CSS.	
<b>Up Keep of Records of teaching and research</b>		Yes	All records are maintained by the Office as well as the respective teacher.	An E-platform is required for greater transparency.
<b>Extension Services</b>		Yes	Two Active Services: 1. Socio-Economic Audit and Support of Ambalathinkara Settlement Colony under the leadership of Dr.Josukutty 2. Role of Costal Community in Costal Security by Dr.Suresh R	
<b>Consultancy Services</b>		Yes	1. Lokniti/CSDS, New Delhi collaboration for the election study. 2. Media Collaboration to conduct fieldwork for election studies	
<b>Innovative</b>		Yes	Nil	

<b>teaching adopted</b>				
<b>Publications</b>		Yes	Journal of Polity and Society is the current Research Publication of the Department.	
<b>Seminars and Workshops</b>		Yes	<p>Seminars:</p> <ol style="list-style-type: none"> <li>1. Electoral Politics in India: Dynamics and Trends – Two-day national Seminar organised on 25-26 March 2019 by Dr. V.K.Sukumaran Nayar Chair for Parliamentary Affairs.</li> <li>2. Panel discussion on General Election on 31<sup>st</sup> May 2019</li> <li>3. Three-day International Conference on “ Geo-Politics of Indo-Pacific”.</li> </ol> <p>Workshops:</p> <ol style="list-style-type: none"> <li>1. Three-day Induction Programme for the First Year P.G. Students on 18-20 June 2019.</li> </ol>	
<b>Projects Undertaken</b>		Yes	Projects are handled by the Faculty members.	
<b>MOOC Courses</b>		Yes	Not available	Encouraged to start MOOC courses
<b>Infrastructure in the Department</b>	No. of class rooms M.A.- 3 M.Phil – 1 Seminar Hall - 1	Yes		Shortage of class rooms for M.A. Public Administration
	No. of laboratories Nil	Yes	NA	
	No. of computers – for teachers - 6  No. of computers	Yes		The student-computer ratio shall be increased. The Department shall ensure Computer literacy to all students.



	– for students -6			
	No. of computers – research scholars-5	Yes		Data on student's access to E-Journals shall be collected.
	No. of instruments	Yes		
<b>Use of Common Facilities</b>	1. One Library- have more than 23,000 collection of books and journals.  2. One AC Computer Lab  3. Two- Washroom s for Gents  4. One- Washroom s for Ladies	Yes		More Washrooms required for ladies
<b>CLIC, IIC, KDISC, Campus Library, KU- TBSC, Finishing School, ASAP</b>	Outside the Department	No		
<b>Feedback Systems</b>		Yes		
<b>Alumni and PTA</b>		Yes	The Department has functioning Alumni and PTA. The Alumni Association is convened annually.	The Alumni Association needs to be registered. The Association shall see that a reasonable sum is collected every year.
<b>Outcome from</b>				

<b>Interaction with</b>	Students	Yes	The students by and large are satisfied with the academic ambience of the Department. Their complaints are mainly related to hostel accommodation. The students are happy about the administration and the library.	
	Researchers	Yes	The Researchers the Committee met were positive about the Department and its academic transaction. However, they pointed out the shortage of computers in the lab.	Attendance of researchers shall be ensured. Their research progress shall be periodical evaluated.
	Teachers	Yes	The teachers are found to act in unison on all academic matters. Their major complaint about the Department is the lack of space for growth. Since its inception, number of Centers were added to the Department besides project staff and post-doctoral fellows. The Department has to find space for the Public Administration course started in 2019.	The matter shall be taken up with the authorities. Additional space for Library is required.
	Alumni Representatives	Yes	Met a few representatives of Alumni. Lack of enthusiasm was assigned as the major reason for low participation. However, promised to bring in funds through some innovative ways.	A family meet may be arranged. Once the connections are re-established, the incentive for participation would go up.
	Parent Representatives	Yes	Parents are mainly concerned about the increasing cost of education, particularly the amount required for accommodation, travel and food.	The Alumni can think of establishing few scholarships to the needy students.

**Strength:**

The Department of Political Science, being the oldest in the State has a long tradition and reputation in the fields post-graduate teaching and research. The Department has specialization in areas like Indian politics, International Relations, comparative politics, Public Administration and Kerala Politics. Recently a separate PG programme in Public Administration was started in the Department. Besides this, five centers are attached with the Department of Political Science. The Department has been collaborating with a number of Universities across the world. Such academic partnerships helped the faculty and students in a big way. Since 2000, the faculty were awarded a number of research projects from prestigious Universities, research centers and governmental and non-governmental agencies. In recognition of the academic performance, the UGC has granted the SAP in 2011. The Department runs the second phase (DRS II) now. The Department acts as a spring board for students to get into prestigious institutions across India and abroad. From the publication point of view, the Department has set its footprints. The faculty has published an excellent array of peer-reviewed articles, besides books. The Department has been publishing a journal titled Journal of Polity and Society.

**Weakness:**

Diminishing faculty strength, lack of space for expansion, low student placement, smaller number of publications in high-impact journals, lack of MOOC courses etc.

**Opportunities:**

The internationalisation of higher education has opened up new avenues of opportunities to the Department. Several Universities has expressed their interest in collaborating with KU Political Science as Kerala has become a researchers' paradise. The Department receives students (both PG and PhD) from abroad every year. Students stand to benefit a lot out of these exchanges. Of late the Department has come to be recognized as a major research centre in Political Science in South India.

**Challenges:**

Financial constraints, diminishing funding opportunities from governmental agencies, poor linkage with employment, lack of financial support to OBC and forward caste students.

\* ..... \*