

MINUTES

9th MEETING OF IQAC

Held on 03-07-2019



UNIVERSITY OF KERALA

Minutes**9th Meeting of IQAC, University of Kerala**

Date: 03.07.2019 Day: Wednesday Time:3.00 p.m. Venue: Finishing School Hall, Dept. of Commerce

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Members: Present

1. Dr. V. P. Mahadevan Pillai, Vice - Chancellor (Chairman)
2. Sri. Stalin R., Chairman, Researchers' Union
3. Sri. Manosh Manohar. Director(i/c), Computer Centre
4. Dr. Bivesh U.C., RO & Nodal Officer, RUSA, State Office, Thiruvananthapuram
5. Dr. B. Hariharan, Professor, Institute of English
6. Dr. K.G. Gopchandran, Professor & Head, Dept. of Optoelectronics
7. Dr. S. Mini, Associate Professor & Head, Dept. of Biochemistry
8. Dr. E. Shaji, Assistant Professor, Dept. of Geology
9. Dr. S. R. Sheeja, Assistant Professor of Economics, School of Distance Education
10. Dr. Gabriel Simon Thattil, Director, IQAC

Members: Absent

1. Dr. Ajayakumar P. P., Pro -Vice - Chancellor (Vice-Chairman)
2. Dr. C.R. Prasad, Registrar (i/c)
3. Smt. Leju Bose, Finance Officer (i/c)
4. Dr. P. Mohanachandran Nair, Vice -Chairman, Credit and Semester System
5. Sri. Shimjil Kannan, Chairman, Departments' Union
6. Dr A.K. Prasad, Associate Professor, Department of Economics
7. Sri. Anoop. M. Ambika, CEO & Managing Director, Cognub-Decision Solutions Pvt. Ltd, T4, 7th Floor, Thejaswini Building, Technopark, Thiruvananthapuram
8. Dr. K.S. Chandrasekar, Professor & Head, Institute of Management in Kerala
9. Dr. S. Aji, Assistant Professor & Head, Dept. of Computer Science

Items for Consideration

Item No. IX.01: Approval of the minutes of 8th meeting of IQAC held on 10-04-2019:

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

Item No.IX.02: Action Taken Report on decisions of the 8th meeting of IQAC held on 10-04-2019:

Decision	Action Taken
<p>Item No.VIII.03:University Citizen's Charter – University has entrusted Dr. Joseph Antony the responsibility to take initiative to draft University Citizen's Charter and sanction an amount of Rs. 1,00,000 for the purpose vide U.O No. Ad. Misc./BIC-UCC/2017-18 dated: 25.05.2018.</p> <p><i>---IQAC Decision---</i>: Resolved to authorize Dr. Joseph Antony, Professor, Dept. of Political Science to conduct an awareness workshop regarding University Citizen's Charter on 25th April 2019 at Dept. of Political Science, Kariavattom.</p>	<p>A workshop on Right to Service Charter to frame a service a Service Charter for the University was organized on April 26,2019 at Senate Chamber.</p>
<p>Item No.VIII.04:NAAC Directorate review meeting - points of action: The following points were discussed in the NAAC Directorate meeting held on 05.04.2019.</p> <ul style="list-style-type: none"> • Alumni Coordination • NBA Accreditation • Academic Audit • PTA • Waste Management and E-Waste Management • Student Satisfaction Survey and Parent Satisfaction Survey • Workshop on Research Outcomes • SWAYAM workshop • Workshop on Learning Outcomes • Infrastructure development • Outcome based Curriculum workshop <p>These matters need to be reviewed.</p> <p><i>---IQAC Decision---</i>: Workshops to be arranged in consultation with the SWAYAM coordinator and CSS Vice – Chairman.</p>	<p>A review meeting of all committees constituted under NAAC directorate was convened on 11th June 2019 at Senate Chamber.</p>
<p>Item No.VIII.05:Sub-Committee on Documentation and Uploading - A subcommittee on documentation and uploading is to be constituted for data compilation. The proposed members of the Committee are:</p> <ol style="list-style-type: none"> 1. Dr. A.P. Pradeep Kumar, Professor, Department of Geology 2. Dr. Anil Chandran, Assistant Professor, Department of Demography 3. Dr. Jayasree E.G, Assistant Professor, Department of Chemistry 4. Ms. Thara Prabhakaran, Assistant Professor, Department of Futures Studies. 5. Dr. R. Vasanthagopal, Professor of Commerce, SDE 6. Dr. S. N Kumar, Professor, Department of Geology 7. A Computer Programmer <p><i>---IQAC Decision---</i>: Resolved to approve the same.</p> <p><i>Resolved to constitute a committee with following members.</i></p> <ol style="list-style-type: none"> 1. Dr. A.P. Pradeep Kumar, Professor, Department of Geology 2. Dr. Anil Chandran, Assistant Professor, Department of Demography 3. Dr. Jayasree E.G, Assistant Professor, Department of Chemistry 4. Ms. Thara Prabhakaran, Assistant Professor, Department of Futures Studies. 5. Dr. R. Vasanthagopal, Professor of Commerce, SDE 6. Dr. S. N Kumar, Professor, Department of Geology 7. Dr. Shaji. A, Associate Professor, SDE 8. A Computer Programmer <p><i>Computer Programmer to be included in consultation with Dr. Vinod Chandra, Director, Computer Centre as nominated by Computer Centre Director.</i></p>	<p>Two meetings of Sub Committee on Documentation and Uploading as part of the data compilation for the NAAC Directorate was convened on 30.04.2019 and 07-05-2019.</p> <p>The following members have been nominated to the Sub Committee.</p> <ol style="list-style-type: none"> 1. Dr. Ambeeshmon S., Assistant Professor, IMK 2. Sri. Vishnu Narayanan, Assistant Professor, Institute of English 3. Dr. Seema Jerome, Assistant Professor, Dept. of Malayalam 4. Ms.Sivi Velayudhan, Computer Programmer

<p>Item No.VIII.06: Reconstitution of Research Council and Centre for Academic and Industrial Collaboration: Dr. Annie Abraham, Director, Research has expressed her desire to relinquish the charge of Director, Research. Dr. Annie Abraham has also requested to reconstitute 'Centre for Academic and Industrial Collaboration' with new Director.</p> <p><i>---IQAC Decision---: Resolved to recommend Dr. A.P. Pradeep Kumar, Professor, Dept. of Geology as Joint Director and Dr. Subodh G., Assistant Professor & HoD, Dept. of Physics as Assistant Director of Research Council as well as Centre for Academic and Industrial Collaboration.</i></p>	<p>Research Council and Centre for Academic and Industrial Collaboration not yet convened.</p>
<p>Item No.VIII.07: Waste Management: Proposal from Dr. E Shaji Progress to be evaluated.</p> <p>Prof. Sabu Joseph presented the detailed waste management plan in the meeting. It is proposed to install dustbins as shown in the figure in all the departments through a centralized purchase. Funding to be through DDF of respective departments. Suchitwa Mission or Corporation for collection of waste until the proposal is worked out.</p> <p><i>---IQAC Decision---: Resolved to entrust Dr.E.Shaji, Assistant Professor, Dept. of Geology and Dr. Sabu Joseph, Professor and Head, Dept. of Environmental Sciences to pursue a detailed project report on the integrated solid waste management in Kariavattom Campus.</i></p>	<p>In progress. Waste bin and clean campus initiatives under Clean Kerala Company Ltd initiated.</p>
<p>Item No.VIII.08: Proposal for new IQAC office and Boardroom: IQAC seeks an office with better space and facility of a board room with audio-visual facilities to accommodate 24 members. The space should be centrally located with due visibility and accessibility.</p> <p><i>---IQAC Decision---: Resolved to recommend to allocate new office and board room for IQAC in the Student Amenity Centre as and when the construction is completed.</i></p>	<p>Action to be taken after inauguration of the building.</p>
<p>Item No.VIII.09:External Advisory body for NAAC accreditation: An External Advisory body including retired Professors of our University is to be constituted for advice and review of our NAAC accreditation activities. The suggested members are:</p> <ol style="list-style-type: none"> 1. Prof. J Prabhash 2. Prof. K. Sasikumar 3. Prof. Jacob John Kattakkayam 4. Prof. P. R. Sudhakaram 5. Prof. S. Kevin <p><i>---IQAC Decision---: Resolved to approve the same. Resolved to constitute a committee with the following members.</i></p> <ol style="list-style-type: none"> 1. Prof. J Prabhash 2. Prof. K. Sasikumar 3. Prof. Jacob John Kattakkayam 4. Prof. P. R. Sudhakaram 5. Prof. S. Kevin 6. Dr.G.M Nair 7. Dr. A. Jayakrishnan (Former VC) 8. Dr. J. Rajan 9. Dr.S.V Sudheer 	<p>In progress.</p>

Item No.IX.03:Proposal on imparting SAP – MoU among University of Kerala, EME education and Cokonet Academy.

A proposal for association between University of Kerala and EME Education together with Cokonet Academy for imparting short duration technology training in SAP was submitted by Mr. Nikhil Gopalan, Director Cokonet Technologies Pvt. Ltd. **(Appendix I)**

---IQAC Decision---:Resolved to invite the agency for a presentation before teachers in the academic meet scheduled for 9th July 2019. Action to be initiated later.

Item No.IX.04: Replacement of IQAC member, Dr. Joseph Antony

Dr. Joseph Antony retired on 31.05.2019. A new faculty member to be included in place of Dr. Joseph Antony

---IQAC Decision---: Resolved to defer the matter for the next meeting.

Item No.IX.05: Replacement of Dr. T. S. Anirudhan in subcommittee on evaluation on proposals for interaction with eminent scholar scheme.

A new member to be included in place of Dr. T. S. Anirudhan in subcommittee on evaluation of proposals for interaction with eminent scholar scheme.

---IQAC Decision---: Resolved to nominate Dr. P. Mohanachandran Nair, Vice-Chairman, C.S.S in the subcommittee on evaluation of proposals for interaction with eminent scholar scheme.

Item No.IX.06: Associating with LNCPE on International conference on sports science, Management and Yoga 2019 from 18th-20th July 2019

SAI, LNCPE, Trivandrum in association with Physical Foundation of India is organizing a 3-day international conference on Sports Science, Management and Yoga 2019 from 18-20 July 2019 at SAI LNCPE Trivandrum. They have requested to recommend the names of two speakers from the University of Kerala for the conference: **(Appendix II)**

---IQAC Decision---: Resolved to approve the proposal. Recommended to nominate Dr.Jayarajan David D., Director, Department of Physical Education and Dr. Gabriel Simon Thattil, Director, IQAC as speakers for the conference.

Item No.IX.07: Preparation of Annual Plan for the Year 2020-2021

As per the norms of the Higher Education Department, it is mandatory to submit Annual Plan Proposals for the year 2020-21, to the Government of Kerala, for obtaining financial allocations in the Government Budget Estimates for the Financial year 2020-21. IQAC is requested to submit proposals for the following project components in this regard:

- Specific Projects
- Innovative projects/New Development Programmes
- Infrastructure Development
- Augmentation of Lab/Purchase of equipment
- Purchase of Books and Journals
- Seminars & Conferences
- Strengthening of existing centres
- Civil works

(Appendix III)

---IQAC Decision---: Resolved to approve the proposal as follows

I. Specific Projects

A. Quality Improvement program

1. Self Management and Continuous Learning Support

Objectives

- Formulate a continuous quality sustenance model focusing on TQM where the core of Quality is Improvement of the self
- Support behavioral change and good personality inputs
- Impart motivation and positivity

The above objectives would be achieved under the following heads:

a. Health Management

Regular medical checkup and health guidance with health cards for teachers and staff , Yoga and Counseling support for body and mind.

b. Relationship Management

HR training for better Relationship management and Quality in Life Cycle Balancing

Budget

Particulars	Amount
Health Management	12 lakhs
Relationship Management	4 Lakhs
Total	16 lakhs

2. Training on Massive Open Online Courses**Objectives:**

1. Impart continuous training programmes on development of E –content for MOOC in the SWAYAM platform.
2. Provide Training on audio visual presentation skills, interactive skills, online training and development through NRC (National Resource Centre).

Target Group- Teachers of University of Kerala and affiliated Colleges

Budget

Particulars	Amount
A. E-content development recording and discrimination	28 lakhs
B. Training Programmes for teachers	12 klakhs
Total	40 lakhs

3. Learning to Learn**Objectives**

1. Imparting learning skills to students and scholars.
2. Strengthening cognitive learning process to support creativity, analysis and interpretation.

Target Group- Students of the teaching Department of University of Kerala and selected students from Affiliated Colleges.

Budget

Training programmes would be organized for students in batches with an intake of 50 in each batch. Six such programmes to be arranged. Duration for each programme four days, cost per programme Rs. One lakh. (Total Budget= 1lakh x 6= 6 Lakh).

II. Innovative Programme

1. FOR-EST- Fruits of Research-Ensuring Social Transformation

Objectives

1. Strengthen research and learning such that its outcomes support societal transformation
2. Link Research outcomes to:
 - Problem solving capability
 - Policy support
 - Creation of products and services that empower human being
 - Help in poverty alleviation
 - Human empowerment
 - Social thinking and culture
 - Ethical values and happy living
 - Nation integration, democracy and congenial living environment

Best research outcome from among projects undertaken at the Masters Level, M Phil level and PhD level, based on the above criteria , to be awarded from the research centre

A data base on socially relevant research issues to be compiled

Training programs on the FOR-EST to be imparted for Guides and scholars

Budget

Particulars	Amount in Lakhs
Research Awards	25 Lakhs
Data base build up	5 Lakhs
Training Programs guides	8 lakhs
Training programs Scholars	8 lakhs
Total	46 lakhs

3. Talent Bank

Objectives

- Encourage talented students researchers, teachers, employees and administrators to involve in the internal quality building processes
- To ensure greater participation of students and researchers in all university initiatives to show case talent and creativity –academics, cultural activities, sports, EDC, Startups, Intellectual property, learning methods, research applications, live projects
- To initiate awards for contributions made to the university by students researchers, teachers, employees and administrators. The Significant contribution need to be beneficial to the University in strengthening its processes
- Building up a repository for Talent manifested

Budget:Rs. 20,00,000/-*(Rupees Twenty lakh Only)*

III. Augmentation of Lab/Purchase of Equipments

1. Conference Board Room with Audio Visual and Video Conferencing facility

Budget

Particulars	Amount Rs Lakhs
U Shaped Board room to accommodate 25	28
Board dais and chairs	5.5
LCD projector	1.4
High resolution TV	0.87
Individual audio connectivity and address systems	1.8
Video conferencing cameras	3.3
Air conditioners	2.4
Lap top	0.75
Digital copier	0.7
Total	44.72

(Forty Four Lakh and Seventy two Thousand Only)

IV. Seminars and Conferences

1. Conduct of Quality Accreditation Workshops for NAAC and SAAC

Objective:

1. To support unaccredited colleges to secure NAAC and SAAC Accreditation
2. To create awareness on the revised accreditation framework.
3. To promote quality awareness and sustenance model among Higher education Institutions as per the guide lines issued by NAAC and SAAC.

Target- Unaccredited colleges under the University of Kerala

Budget

Particulars	Amount
A. Two day Seminar for Self Financing Colleges (75 participants, Principals and IQAC Coordinators)	2.5 lakhs
B. Two day Seminar for Aided Govt Colleges (75 participants, Principals and IQAC Coordinators)	2.5 laks
Total	5 lakhs

2 Workshop on Research Methods

Objectives

- Examine the gaps in the current research process in the university
- Recommend ways and means to make research outcome based and value based

Budget

Three day workshop for 50 participants,
Guides 25
Deans 11
Scholars 14

2 lakhs per workshop, three workshops -6 Lakhs

Total Consolidated Budget

No	Particulars	Amount in Lakhs
I	Specific Projects	
	1. Quality Improvement Programme	16 lakhs
	2. Training on MOOC	40 lakhs
	3. Learning to Learn	6 lakhs
II	Innovative Programmes	
	1. FOR-EST- Fruits of Research-Ensuring Social Transformation	46 lakhs
	2. Talent Bank	20 lakh
III.	Augmentation of Lab/Purchase of Equipments	
	Conference Board Room with Audio Visual and Video Conferencing facility	44.72 lakh
IV	Seminars and Conferences	
	Conduct of Quality Accreditation Workshops for NAAC and SAAC	5 lakhs
	Workshop on research methods	6 lakhs
	Total	Rs. 1,83,72,000/-
(Amount in Words) One Crore Eighty Three Lakh and Seventy Two thousand only.		

Items for Reporting

Item No.IX.08:IDEA Day – Idea generation process of Kerala Start-Up Mission

Idea Day was conducted for students and scholars on 25thApril 2019 on idea generation process of Kerala Startup Mission (KSUM).14 innovative ideas were presented.KSUM authorities and faculty of University participated as judges and experts.**(Appendix IV)**

---IQAC Decision---: Noted

Item No.IX.09:Workshop on Right to Service Charter

A workshop on Right to Service Charter to frame a service a Service Charter for the University was organized on April 26, 2019 at Senate Chamber.**(Appendix V)**

---IQAC Decision---:Noted

Item No.IX.10: K-DISC Young Innovators' Program - Idea Generation as per Kerala Development and Innovation Strategic Council (K-DISC) guidelines.

A meeting of all students in our teaching department was conducted on 12th April 2019 at Seminar Hall, Department of Aquatic Biology to discuss the promotion of Idea Generation as per Kerala Development and Innovation Strategic Council (K-DISC) guidelines. Facilitators and mentors are nominated as instructed by K-DISC.**(Appendix VI)**

---IQAC Decision---:Noted

Item No.IX.11: NIRF 2019 Ranking – Appreciation meetings

As per NIRF 2019 ranking, our University is ranked 22nd among Universities in India. The Hon'ble Vice-Chancellor convened meeting in this regard at Kariavattom campus and Palayam campus 10.04.2019 and 26.04.2019 respectively.

---IQAC Decision---:Noted

Item No.IX.12: Pre-Monsoon Cleaning Drive Programme:

University of Kerala intends to establish itself as a “zero waste green campus”. As part of the drive, a massive campus cleaning operation to be followed by implementation of waste management strategies as well as sustainable green campus development initiatives.

Two cleaning drives were conducted as par of this mega cleaning drive– one at Kariavattom Campus on 9 May 2019 and another at Senate House Campus, Palayam on 20 May 2019. The internal Quality Assurance Cell was entrusted the responsibility to coordinate the drive. Detailed instructions were given to the teaching departments of the University to conduct the cleaning drive.



---IQAC Decision---:Noted. Dr. Shaji A., Associate Professor SDE and Dr. E. Shaji to coordinate with Trivandrum Corporation for collection and implementation of waste management services.

Item No.IX.13: Orientation programme for teachers on MOOC and e-content development.

IQAC organized an orientation programme for teachers of our departments on MOOC and e-content development on 27th May, 2019 at Seminar Hall, Department of Botany, University of Kerala, Kariavattom. Dr. K. Satheesh Kumar, Assistant Professor and Head, Department of Futures Studies provided the orientation for faculty members in which teachers from 20 teaching departments our University participated.

---IQAC Decision---: Noted. Resolved to have a workshop on MOOC in August 2019.

Item No.IX.14: UGC NET coaching- May/June 2019

Kerala University Research Students' Union has submitted the proposal for conducting the coaching classes for students appearing for UGC NET examination. They have also requested to provide

financial assistant for smooth conduct of the programme. Director, IQAC has recommended the proposal and to grand **Rs. 25, 000/- (Rupees Twenty Five Thousand only)** in this regard.

---IQAC Decision---: Sri. Stalin K, Chairman, Kerala University Research Students' Union reported that the UGC NET coaching took place from May 18 to June 18 and 130 students participated. Researchers' Union Chairman proposed to have a research methodology workshop prior to coursework examination for the scholars. IQAC Director requested to submit a proposal on the same which subsequently could be approved.

Item No.IX.15: Workshop on Outcome Based Education

The following three workshops were organized on Outcome Based Education to impart training on OBE to Chairpersons and members of various Board of Studies (BoS).

- On **14th may 2019** with **Dr.Gabriel Simont Thattil**, Director, IQAC as resource person
- On **1st June 2019** with **Dr. Edamana Prasad**, Professor, Department of Chemistry, IIT Madras, Chennai as the Resource Person.
- On **7th June 2019** with **Dr. Neeru Snehi**, Department of Higher and Professional Education, National Institute of Education Planning and Administration, New Delhi as the Resource Person.

Third OBE workshop under CSS scheduled for 23rd July 2019

---IQAC Decision---:Noted. Resolved to have the 4th workshop for teachers of University departments on 23rd July 2019 with Prof. E. Ramganesha as the Resource Person.

Item No.IX.16: Financial assistance for Placement cell

A detailed proposal on activities of placement cell is submitted by Dr. S. N. Kumar, Convenor, Placement Cell to Director, IQAC. The activities include Training Programme on Communication Skills for students and research scholars of various University Departments, Orientation for placements, Campus Recruitment, the Routine Activities of the Placement Cell etc.

The proposal is for Rs. 2,56,000/- (Rupees Two Lakh Fifty Six Thousand Only). (**Appendix VII**)

Also, IQAC sought financial support for Students Skilling Programme with a budget estimate of Rs. 1,24,000/- (Rupees One lakh Twenty Four Thousand Only) and Career Placement Cell with a budget estimate of Rs. 1,28,000/- (Rupees One lakh Twenty Eight Thousand Only).

The meeting of the syndicate held on 25.5.2019 approved the proposal

---IQAC Decision---:Resolved to seek plan of action from the Convener, Placement Cell for the conduct of training programmes. Students' Union Chairpersons to coordinate with the placement cell.

Item No.IX.17: Student Induction Program 2019

University of Kerala organized a common induction programme for all students admitted to its various teaching departments in the academic year 2019 – 20. The objective of the programme is to acquaint students with the various academic and co – curricular support services offered by the University. This programme is in addition to the department level induction programme which focuses on career orientation, personality development and behavioural issues in addition to motivation to learn.

The one day induction programme was held on 25th June 2019 at the Senate Hall, Palayam Campus. The Hon'ble Vice – Chancellor Prof. (Dr.) V. P. Mahadevan Pillai presided the function. Prominent speakers who would address the students would include:

- 1) Prof. V. K. Ramachandran, Vice – Chairman, Kerala State Planning Board.
- 2) Prof. (Dr.) Sabu Thomas, Vice – Chancellor, Mahatma Gandhi University, Kottayam.
- 3) Prof. S. K. Satheesh, Professor, Centre for Atmospheric and Oceanic Studies, Indian Institute of Science, Bengaluru.

9th Meeting of IQAC, University of Kerala

Pro - Vice - Chancellor Prof. P. P. Ajayakumar, student leaders and other representatives offered felicitations. The induction lamp was formally lit by dignitaries and representative of students and parents.

Awareness lectures and interactive sections followed on the following University interventions:

- 1) Choice Based Credit and Semester System
- 2) Kerala University Finishing School
- 3) Institution Innovation Council
- 4) Internal Complaints Committee
- 5) SWAYAM courses
- 6) Anti- ragging Cell
- 7) Placement Cell
- 8) Students Services
- 9) Kerala University - Technology Business Start-up Centre
- 10) Kerala Development and Innovation Strategic Council - Young Innovators Programme.
- 11) Spoken Tutorial
- 12) Skill development through ASAP scheme
- 13) Online Grievance Portal



---IQAC Decision---:Noted. Dr. K.G. Gopchandran expressed concern over inadequate publicity. Resolved to have a committee for adequate media publicity for university events. The committee to consist of Dr. E. Shaji, Dr. B. Hariharan, Dr. K.G. Gopchandran and Dr. Harikumar M.S., Assistant Professor and Head, Department of Communication and Journalism as media coordinators.

Item No.IX.18: KSUM Incubator Yatra

KSUM, Incubation Yatra is organized specifically to promote start-ups and create awareness on the KSUM support mechanisms. Experts from KSUM interacted with students and teachers of the University and had a close interface with currently operational start-up owners and mentors of the University. Hon'ble Pro-Vice-Chancellor Prof. P. P. Ajayakumar welcomed the 'Start-up Incubator Yatra' of Kerala Start-up Mission (KSUM). He Prof. (Dr.) Gabriel Simon Thattil, Director, IQAC, University of Kerala addressed the gathering appealing to students to take advantage of the various support mechanisms inside and outside the state in the setting and promotion of start-ups. Mr. Prajeet Prabhakaran, Assistant Manager, Corporate Innovation, KSUM, Mr. G. Arun, Assistant Manager, Incubation, KSUM and Mr. Anjith, Senior Manager, Bank of India led the deliberations as part of the yatra. Students and scholars raised questions on new start-ups as well as clarification on the currently incubated start-ups. The KSUM initiatives were well presented. The Yatra was given a reception by Kerala University Technology Business Start-up Centre (KU- TBSC) in association with Internal Quality Assurance Cell (IQAC), venue being School of Business Management and Legal Studies, Kariavattom campus, University of Kerala.



IQAC Decision---:Noted

Item No.IX.19: Proof of Concept for IIC

MHRD, Institutions' Innovation Council invited nominations of maximum 4 best Ideas/PoCs from each IICs to take part in this program. There are two major categories of themes for which nominations PoCs/Ideas are being expected. IICs are requested to scout student Ideas/PoCs based on category based themes identifies and to nominate maximum two ideas/PoCs in each category. The IICs which have conducted Idea competition and Design Competition for PoC development can submit four best selected POCs as per category A and Category B. IIC, University of Kerala has uploaded 3 Proof of Concept.

---IQAC Decision---:Noted

Item No.IX.20: File adalath portal reopened

File adalath portal is reopened for submitting applications by students, scholars, teachers, principals, managers with regard to the applications pending to be processed in the University. The last date for submitting applications is 5th July 2019. File adalath will be held on 17th July 2019.

---IQAC Decision---:Noted.

Item No.IX.21: CAS of teachers:

The verification of the Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) under the career advancement scheme was completed for 11 teachers during April to June 2019.

---IQAC Decision---:Noted

Item No.IX.22: Collaboration on the Skill development Initiatives for the University ASAP

A special meeting of IQAC was convened on 31.05.2019 to discuss the Collaboration with Higher Education Department, Govt. of Kerala, on the Skilldevelopment Initiatives for University of Kerala through ASAP. Dr. P. Jai Kiran, Head, Curriculum Development, ASAP and Shri. Anilkumar T. V., Head, Training, ASAP were special invitees for the meeting. Dr. P. Jai Kiran presented the proposal with its objectives and plan of action. This was followed by a detailed discussion in which members expressed happiness over the initiatives to associate under ASAP. The following apprehensions were raised in the meeting:

- Course duration and transaction time as well as period, with split on each semester
- Imparting higher level skills to meet the expectations of students of the university departments

- Bearing the trainers cost
- Linking with personality skills and career skills

It is resolved to constitute a Committee consisting of the following members to interact with ASAP officials and place a proposal before the Syndicate on Execution of a MOU for Collaboration under the ASAP scheme:

- Prof. Gabriel Simon Thattil, Director, IQAC
- Prof. Shaji A, Dept of History, SDE, University of Kerala
- Prof. B. Hariharan, Institute of English, University of Kerala

Minutes of the committee constituted to examine possibilities of collaboration under the ASAP scheme held on 06.06.2019

The committee had a detailed discussion based on the concept note prepared by the ASAP group and have the following observations to make. There is an urgent need to address skill gap among students and examine issues concerning their employability. ASAP provides higher level skilling programmes which includes life skill programmes, personal skill programmes, organizational skills and presentational skills. In addition to the above, specialized courses would also be considered like: Crisis management, disaster management. The ASAP programme would be a 100 hours skilling programme spread over the second and third semester of the PG programmes with week – end sessions of four hours. The first semester of 2019-20 PG programme would be used for the selection process and setting up of the life skill training modules. Students would be selected based on economic and social status as well as need of the trainee. There would be special batches based on the discipline to which the student belongs. In the fourth semester, reinforcement skilling sessions can be arranged by the finishing school, University of Kerala with support from ASAP. We propose the programme to be initiated from the academic year 2019-20, where students would be trained under ASAP from the second semester onwards. Based on the concept note and minutes of IQAC it is proposed that an MoU may be signed with Higher Education Department, Govt. of Kerala for a specialized skilling module under ASAP for the University of Kerala.

---IQAC Decision---:Noted. Representative of ASAP to be invited to address students and teachers.

Item No.IX.23: Budget Speech 2019-'20 - Proposals from IQAC:

The meeting of the Syndicate held on 28.03.2019 resolved to authorize the Director, IQAC to submit proposals on the following items :

1. Scholar in Residence
2. Internal Quality Assurance Cell (IQAC)
3. Post Doctoral Fellowship
4. Recognition to Departments & Centres for their excellence in Academic Contributions
5. Starting of Online Journals
6. Conduct of Academic Audit in Teaching Departments
7. Starting 'Centre for Renewable Energy and Materials '
8. Centre for Rural Studies and Research in Alappuzha

IQAC has submitted the proposals for the following items:

1. Internal Quality Assurance Cell (IQAC)
2. Post Doctoral Fellowship
3. Recognition to Departments & Centres for their excellence in Academic Contributions
4. Conduct of Academic Audit in Teaching Departments
5. Centre for Rural Studies and Research in Alappuzha

(Appendix VIII)

---IQAC Decision---:Noted.

Any other items as approved by Chair:**Item No.IX.24: Academic Meet:**

The Hon'ble Vice-Chancellor directed to hold an academic meet to sensitize teachers and scholars on SCOPUS and to have a detailed discussion on National Education Policy (NEP) 2019. The meet is to be scheduled for 9th July 2019 to discuss the National Education Policy (NEP) 2019 as well as for a demonstration on SCOPUS.

---IQAC Decision---: Resolved to schedule the academic meet for 9th July 2019 with the following program:		
10.30 a.m.	Address by the Hon'ble Vice-Chancellor	
10.45 - 11.30 a.m.	Demonstration on SCOPUS	Mr. Karthikeyan K., Deputy Manager, Global Information Systems Technology(GIST)
11.30 a.m. to 12 noon	Discussion on SCOPUS	
12 noon to 12.15 p.m.	Presentation on ASAP	
12.15 to 1.00 p.m.	Presentation on DAAD, STRIDE	

Item No.IX.25: Research proposal under various agencies

With a view to encourage projects under various funding agencies and get maximum proposals for the same, the Hon'ble Vice-Chancellor suggested to motivate teachers for the same for which sessions need to be organized. Separate sessions to be organized for DAAD and STRIDE.

<p>---IQAC Decision---: Resolved to nominate Dr. K. G. Gopchandran to coordinate the same. Also resolved to have a committee on continuous assessment of status of research projects and publications of teachers in order to strengthen research and consultancy. The committee would look into ways and means to strengthen research and consultancy by seeking collaboration and funding from external agencies. The committee would consist of Dr. Biju V., Assistant Professor, Department of Physics, Dr. Samuel Jacob Kuruvila, Assistant Professor, Department of Political Science, Dr. Harikumar M.S., Assistant Professor and Head, Department of Communication and Journalism and Dr. R. B. Binoj Kumar, Associate Professor, Department of Geology. In order to promote projects on translation and translation studies, a committee to be constituted with representation from teaching departments of Indian languages and foreign languages. The committee to consist of:</p> <p><i>Dr. Lakshmi Sukumar, Dr. Vishnu Narayanan - English</i> <i>Dr. Sreekumar - German</i> <i>Dr. Krishnakumar R.S.- Russian</i> <i>Dr. Jayachandran R. - Hindi</i> <i>Dr. Thajudeen A.S. - Arabic</i> <i>Dr. Shaila C.A. - Sanskrit</i> <i>Dr. T. Vijayalakshmi - Tamil</i></p>
--

Item No.IX.26: IQAC team visit

As suggested by the Hon'ble Vice-Chancellor, IQAC team to visit all departments to interact with teachers, scholars and students and ascertain preparedness for assessment and accreditation under NAAC 3rd cycle. The team to seek data as per the prescribed format, conduct of alumni meet, PTA to be verified.

---IQAC Decision---: Resolved to commence the team visit from 17th July onwards. Separate teams comprising of IQAC members to undertake simultaneous visits.

Item No.IX.27: Short term courses on student safety in the laboratory and field

The Hon'ble Vice-Chancellor suggested having certificate courses on student safety in the laboratory and field. This could be undertaken using the facilities of CLIF and other research centres of the university.

---IQAC Decision---: Resolved to nominate Dr. K. G. Gopchandran to examine the proposal for the same and submit the proposal.

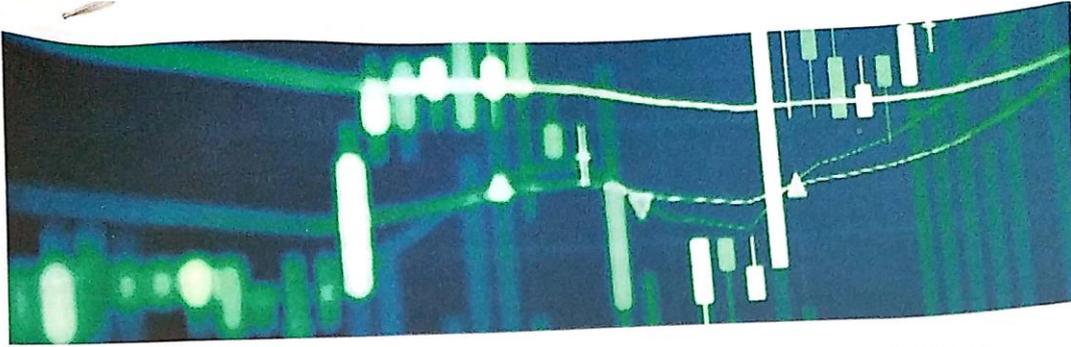
Item No.IX.28: Convening the Research Council and 'Centre for Academic and Industrial Collaboration'

---IQAC Decision---: The Hon'ble Vice-Chancellor to initiate action in this regard.

Approved the minutes of the 9th meeting of IQAC.

DIRECTOR
Internal Quality Assurance Cell
University of Kerala

CHAIRMAN
Internal Quality Assurance Cell
University of Kerala



**IMPARTING SAP - WORLD'S NO.1 BUSINESS
APPLICATION SKILLSETS TO PG AND UG
STUDENTS TO MAKE THEM INDUSTRY-READY AND
PROVIDING PLACEMENTS.**

**SIGNING OF MoU AMONG UNIVERSITY OF KERALA,
EME EDUCATION AND COKONET ACADEMY**

PROPOSAL SUBMITTED TO THE HON'BLE VICE CHANCELLOR
Kerala University, Thiruvananthapuram

13th May 2019

Jointly Submitted by

Johny Joseph
General Manager
EME Education

EME

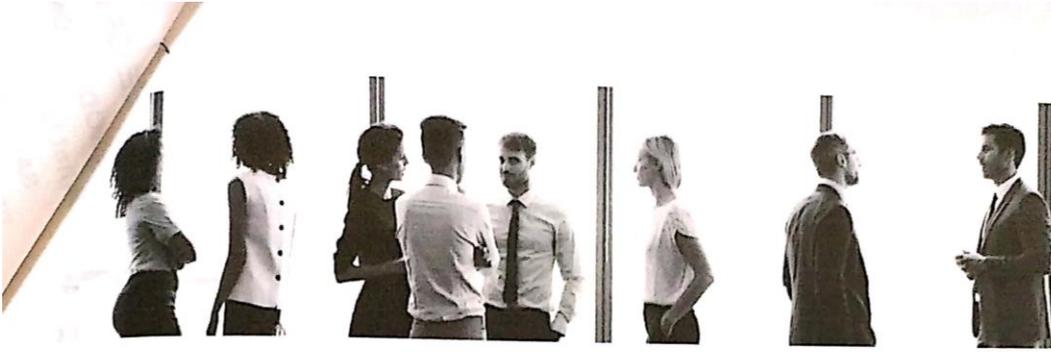
And

Nikhil Gopalan, Director
Email: nikhil.gopalan@cokonet.com
Mobile: +91 82819 26140
Cokonet Technologies Pvt. Ltd.

COKONET

SAP
Partner

cokonetacademy.com



Respected Sir,

We have great pleasure to submit the attached proposal to your esteemed self for the creation of an association between University of Kerala and SAP's India partner - EME together with Cokonet for imparting short duration technology training in World's #1 Business Software – SAP, to the young and talented students who pursue their graduate and post graduate courses in Engineering, Computer Science, Management, Accounting etc. in various Colleges and Institutions under the University in order to make them industry-ready at low cost, which would substantially enhance their employability and career growth.

As everyone knows, the Germany based SAP company, which has presence in 190 countries is the market leader in Enterprise Resource Planning Software and it is at the centre of today's technology revolution. SAP's business software products are used by over 90% of the Global 2000 companies now. Governments and Universities have increasingly recognised the existing low employability of students and the wide demand - supply gap of quality resources and accordingly initiated various steps including compulsory internships to make them industry ready and make them fit for jobs as they complete their courses..

This proposal for short duration training to students is under the **SAP Student Academy** program. As per this proposal, SAP's India Partner-EME (Electro Mech Enterprises Pvt. Ltd.) in association with SAP Student Academy Member and training Partner- Cokonet Technologies Pvt. Ltd. will impart SAP skillsets to the students doing various courses under the University and in the Institutions coming under the University with placement support. Under this scheme, students will also get opportunity to take SAP global certification through own University/ College, at a very subsidized price.

South Indian Universities like Kannur University, Mysore University, Bangalore University and Private Universities like Alliance, SRM, VIT etc have already tied up with SAP in order to provide industry demanded skills to their students.

We most humbly request you to kindly consider this proposal and take policy and other appropriate decisions in the matter, at the earliest.

Thanking you,
Yours Sincerely,



Nikhil Gopalan,
Director,
Cokonet Technologies Pvt. Ltd.



भारतीय खेल प्राधिकरण
SPORTS AUTHORITY OF INDIA
लक्ष्मीबाई राष्ट्रीय शारीरिक शिक्षा महाविद्यालय
LAKSHMIBAI NATIONAL COLLEGE OF PHYSICAL EDUCATION
कार्यवट्टम्, तिरुवनन्तपुरम - ६९५५८१, केरला, Karlyavattom P.O., Thiruvananthapuram - 695 581 Kerala
Tele : 0471-2418712, 0471-2418722. Tolo Fax:0471-2414771 e-mail:saincpe@gmail.com



No. Acad/Conference/2019-20 | 1346 .

Dated: 27.06.2019

The Registrar,
University of Kerala
Trivandrum

**Sub : - International Conference on Sports Science, Management and Yoga
2019, from 18th -20th July , 2019 – Request for collaboration – Reg**

Sir,

You may be pleased to note that SAI, LNCPE Trivandrum in association with Physical Foundation of India proposes to organize a 3 - Day International Conference on Sports Science, Management and Yoga 2019 from 18th- 20th July, 2019 at SAI, LNCPE Trivandrum. This college offers PG and MPhil Courses and is also a Research Center for Physical Education under University of Kerala. The conference would benefit the students and faculty by providing them an opportunity to actively participate in research paper presentations by experts from across the country and abroad. Our lead speaker in sports management will be Sh.Packianathan Chelladurai, Ph.D.,LL.D. Distinguished Professor, Troy University Professor Emeritus, US. In this regard we would like the University of Kerala to associate with SAI, LNCPE for the conference through the Director IQAC.

Kindly recommend the names of two invited speakers from the University of Kerala for the conference. We look forward to the association and guidance from IQAC, university of Kerala.

Looking forward to an early favorable response.

Yours faithfully,

Sd/-

(Dr.G Kishore)
Principal

Copy to:

✓ The Director IQAC
University of Kerala,
Thiruvananthapuram.

(Dr.G Kishore)
Principal

Internal Quality Assurance Cell (IQAC), University of Kerala
Proposals under Annual Plan 2020-21

V. Specific Projects

- B. Quality Improvement program
3. Self Management and Continuous Learning Support

Objectives

- Formulate a continuous quality sustenance model focusing on TQM where the core of Quality is Improvement of the self
- Support behavioral change and good personality inputs
- Impart motivation and positivity

The above objectives would be achieved under the following heads:

c. Health Management

Regular medical checkup and health guidance with health cards for teachers and staff , Yoga and Counseling support for body and mind.

d. Relationship Management

HR training for better Relationship management and Quality in Life Cycle Balancing

Budget

Particulars	Amount
Health Management	12 lakhs
Relationship Management	4 Lakhs
Total	17 lakhs

4. Training on Massive Open Online Courses

Objectives:

4. Impart continuous training programmes on development of E –content for MOOC in the SWAYAM platform.
5. Provide Training on audio visual presentation skills, interactive skills, online training and development through NRC (National Resource Centre).

Target Group- Teachers of University of Kerala and affiliated Colleges

Budget

Particulars	Amount
C. E-content development recording and discrimination	28 lakhs
D. Training Programmes for teachers	12 klakhs
Total	41 lakhs

6. Learning to Learn

Objectives

3. Imparting learning skills to students and scholars.
4. Strengthening cognitive learning process to support creativity, analysis and interpretation.

Target Group- Students of the teaching Department of University of Kerala and selected students from Affiliated Colleges.

Budget

Training programmes would be organized for students in batches with an intake of 50 in each batch. Six such programmes to be arranged. Duration for each programme four days, cost per programme Rs. One lakh. (Total Budget= 1lakh x 6= 6 Lakh).

VI. Innovative Programme

2. FOR-EST- Fruits of Research-Ensuring Social Transformation

Objectives

4. Strengthen research and learning such that its outcomes support societal transformation
5. Link Research outcomes to:
 - Problem solving capability
 - Policy support
 - Creation of products and services that empower human being
 - Help in poverty alleviation
 - Human empowerment
 - Social thinking and culture
 - Ethical values and happy living
 - Nation integration, democracy and congenial living environment

9th Meeting of IQAC, University of Kerala

Best research outcome from among projects undertaken at the Masters Level, M Phil level and PhD level, based on the above criteria , to be awarded from the research centre

A data base on socially relevant research issues to be compiled

Training programs on the FOR-EST to be imparted for Guides and scholars

Budget

Particulars	Amount in Lakhs
Research Awards	25 Lakhs
Data base build up	5 Lakhs
Training Programs guides	8 lakhs
Training programs Scholars	8 lakhs
Total	46 lakhs

6. Talent Bank

Objectives

- Encourage talented students researchers, teachers, employees and administrators to involve in the internal quality building processes
- To ensure greater participation of students and researchers in all university initiatives to show case talent and creativity –academics, cultural activities, sports, EDC, Startups, Intellectual property, learning methods, research applications, live projects
- To initiate awards for contributions made to the university by students researchers, teachers, employees and administrators. The Significant contribution need to be beneficial to the University in strengthening its processes
- Building up a repository for Talent manifested

Budget:Rs. 20,00,000/- (Rupees Twenty lakh Only)

VII. Augmentation of Lab/Purchase of Equipments

2. Conference Board Room with Audio Visual and Video Conferencing facility

Budget

Particulars	Amount Rs Lakhs
U Shaped Board room to accommodate 25	28
board dais and chairs	5.5
LCD projector	1.4
High resolution TV	0.87
Individual audio connectivity and address systems	1.8
Video conferencing cameras	2.3
Air conditioners	2.4
Lap top	0.4
Digital copier	0.7
Total	43.37
(Forty Three Lakh and Thirty seven Thousand Only)	

VIII. Seminars and Conferences

2. Conduct of Quality Accreditation Workshops for NAAC and SAAC

Objective:

4. To support unaccredited colleges to secure NAAC and SAAC Accreditation
5. To create awareness on the revised accreditation framework.
6. To promote quality awareness and sustenance model among Higher education Institutions as per the guide lines issued by NAAC and SAAC.

Target- Unaccredited colleges under the University of Kerala

Budget

Sl. No.	Particulars	Amount
1	Two day Seminar for Self Financing Colleges (75 participants, Principals and IQAC Coordinators)	2.5 lakhs
2	Two day Seminar for Aided Govt Colleges (75 participants, Principals and IQAC Coordinators)	2.5 laks
Total		5 lakhs

Total Consolidated Budget

No	Particulars	Amount
I	Specific Projects	
	4. Quality Improvement Programme	16 lakhs
	5. Training on MOOC	40 lakhs
	6. Learning to Learn	6 lakhs

II	Innovative Programmes	
	3. FOR-EST- Fruits of Research-Ensuring Social Transformation	46 lakhs
	4. Talent Bank	20 lakh
III.	Augmentation of Lab/Purchase of Equipments	
	Conference Board Room with Audio Visual and Video Conferencing facility	43.37 lakh
IV	Seminars and Conferences	
	Conduct of Quality Accreditation Workshops for NAAC and SAAC	5 lakhs
	Total	Rs.1,76.37,000/-
(Amount in Words) One Crore Seventy Six Lakh and Thirty Seven thousand only.		

Appendix IV

“First Idea Day” University of Kerala



25th April 2019

Organised jointly by

Internal Quality Assessment Cell (IQAC)

&

Kerala University Technology and Business Start-up Centre (KU-TBSC)

&

Kerala Startup Mission (KSUM)

Kerala Start Up Mission (KSUM), which aims to create a sustainable innovation ecosystem in the state and thereby address the ever increasing problem of unemployment and under employment, recently announced the celebration of IDEA FEST 2019 to keep the entrepreneurial beacon glowing and thereby maintaining the spirit of innovation among the youth alive. Prime motive of the initiative was to ensure the proactive engagement of academia as the sustainability of an innovation ecosystem demands the academia to function as powerful sources of innovation. Key highlight of the initiative is an idea presentation competition, in which shortlisted ideas are offered Rs. 2 Lakhs and there is an additional grant upto 7 Lakhs for ideas with prototypes and prototypes with a customer base.

Sensing the importance of this initiative, Kerala University Technology and Business Startup Centre (KU-TBSC) established in 2016 by University of Kerala, the mother university in Kerala, which shared same visions of the KSUM, with the support of IQAC (Internal Quality Assessment Cell) decided to conduct IDEA DAY 2019 to exclusively showcase the innovative ideas generated within the University.

Experts especially the KSUM officials found the teams creative and appreciated their effort in addressing socially relevant problems through innovative ideas. Presentations were very vibrant. A general remark made about most of the presentations was that though most of the ideas were innovative and proposals demonstrated by working prototypes were technically sound, most of these were not focussed on specific issues and hence designs were not handy or suitable for large scale production and marketing. Hence social acceptance and probability of successful market performance at their present state is questionable. However, suggestions for improvement in design and other aspects were provided to the participants. Scanned copies of evaluation sheets were submitted to the KSUM for decision of competition winners on the same day. KSUM officials and other dignitaries as well as the participants were generally satisfied with the conduct of the event.

Appendix V

RIGHT TO SERVICE CHARTER

9th Meeting of IQAC, University of Kerala

As part of preparing the Right to Service Charter for the University, discussions were held at various levels with the University authorities. On the basis of the discussions, a preparatory meeting was held on 12 April 2019 by inviting all the Joint Registrars and Deputy Registrars of University. The meeting was chaired by the Registrar. In that meeting, Right to Service Charter of Government of Kerala and Cochin University of Science and Technology were presented, and a discussion followed. A consensus on how to prepare our Charter was emerged in the discussion and materials for the preparation of the Charter were issued to the officers concerned in the meeting and requested them to prepare the data of their respective sections.

On 26 April, a One Day Workshop was organised at the University Senate Chamber for the preparation of the Service Charter. It was inaugurated by Prof. Simon Thattil, Director, IQAC. Then in the technical session, the Joint Registrars and Deputy Registrars presented their data related to their respective sections. It was followed by a detailed discussion on each section which was attended by all participants. On the basis of the discussions held in the Workshop, respective Joint Registrars were entrusted with the finalisation of services their respective sections render to the stake holders. The respective Joint Registrars have again discussed the details with the Deputy Registrars under them and finalised the details of services come under their sections. All the Joint Registrars have submitted the services their sections provide and the compilation process is almost complete. Final Draft of the Charter is being prepared for submission.

Appendix VI

K-DISC YIP 2018-21

Facilitators nominated

- **Dr. E. Shaji**, Assistant Professor, Department of Geology.
- **Dr. K. S. Chandrasekar**, Professor, Institute of Management in Kerala

Mentors nominated

Sl. No	Name	Designation	Department
1	Mr. K. S Suresh.	Assistant Professor	Comm. and Journalism
2	Dr Tissy Mariam Thomas	Assistant Professor	Psychology
3	Shri.Mahesh R	Lecturer on Contract	IMK.
4	Dr.Samuel J. Kuruvilla	Assistant Professor	Political Science
5	Dr.Sainaba, M	Assistant Professor	ORI
6	Dr Kamarudheen Kunju M.	Associate Professor	Botany
7	Dr. Biji C.L.	Lecturer on Contract	Comp. Biology and Bioinformatics
8	Dr. Ramesh Kumar P.	Assistant Professor	Mathematics
9	Dr. Shijumon K.J		Commerce

Appendix VII

PROPOSAL FOR FINANCIAL ASSISTANCE FOR THE ACTIVITIES OF THE UNIVERSITY PLACEMENT CELL for the period May 2019 -March. 2020

A tentative list of programmes with estimated expenditure for their conduct under the University Placement Cell for the **period May 2019 -Mar. 2020** is given; also included is the envisaged expenditure for routine functioning of the cell.

1.Training Programme on Communication Skills for students and research scholars of various University Departments:

Coverage: Speaking, Listening, writing, comprehension, presentation skills

Duration of Programme: 15 days- 2 batches; classes between 3.30 and 5.30 pm at Kariavattom campus

Envisaged Expenditure:

Sl.No.	Item	Amount (Rs)
a	Honorarium for Resource Person: Rs 2000 / session of 2 hrs	60,000/-
b	Travel support for resource persons	30,000/-
c	Documentation	10,000/-
d	Miscellaneous: (announcements, mementos, messenger charges, refreshments etc.)	10,000/-
	(Rupees One lakh ten thousand only)	1,10,000/-

A registration charge of Rs 250/- (Rupees Two hundred fifty only) is to be collected from each participant; a maximum of 50 participants will be allowed. The registration amount thus collected will be remitted to KUF.

2. Orientation for placements:

Coverage: Civil Service, Defence Service, Banking Service, Kerala Public Service, Union Public Service.

Beneficiaries: The beneficiaries will be students and research **scholars** of the University departments

Total No. of sessions: 10

Envisaged Expenditure:

Sl. No.	Item	Amount (Rs)
a	Honorarium for Resource Person: Rs.3000/ per session	30,000/-
b	Travel support for resource persons	20,000/-
c	Documentation	5,000/-
d	Miscellaneous: :(announcements, mementos, messenger charges, hall arrangement, refreshments etc.)	5,000/-
	Total : (Rupees Sixty thousand only)	60,000/-

3. Campus Recruitment:

It is planned to organize Campus Recruitments in which our students/former students can participate so as to get selected by companies invited by the Placement Cell.

Envisaged Expenditure:

Sl. No.	Item	Amount (Rs)
a	Hiring of vehicle for recruiters	20,000/-
b	Hospitality expenses	10,000/-
c	Documentation	5,000/-
c	Miscellaneous: (Hall arrangement, messenger charges, publicity material, brochure, refreshments etc)	3,000/-
	Total : (Rupees Thirty eight thousand only)	38,000/-

4. For the Routine Activities of the Placement Cell: Routine activities include communicating with companies/organizations/institutions, meeting officials, meeting of placement cell representatives, CEO's, HR personnel, visiting Placement Centres of other institutions, interaction with students etc. **Envisaged Expenditure:**

Sl.No.	Item	Amount (Rs)
a	Hiring of vehicle by Convenor for meeting company HR's	15,000/-
b	TA/DA for official work	5,000/-
c	Stationery including photocopying charges	5,000/-
d	Hospitality expenses	5,000/-
e	Placement brochure-e brochure (designing and printing)	15,000/-
e	Misc.:(messenger charges, publicity material, brochure) Total amount	3,000/-
	Total (Rs Forty eight thousand only)	48,000/-

Grand Total Envisaged Expenditure for the Period July.2019-March, 2020:

Sl.No.	Item	Amount (Rs)
1	Training / Orientation Programme for students of various Depts.	1,10,000/-
2	Orientation for placements	60,000/-
3	Campus recruitment	38,000/-

4	Routine Activities	48,000/-
	Grand Total : (Rs. Two lakh fifty six thousand only)	2,56,000/-

Trivandrum,
14.5.2019.

S N KUMAR
Convenor, University Placement Cell

Appendix VIII

Item No. 4 of Budget Speech 2019-20 -Internal Quality Assurance Cell (IQAC)

CONTINUATION OF EXISTING PROPOSALS

Sl. No.	Particulars	Amount (Rs.)
1	<p>TALENT BANK</p> <p><u>Objectives</u></p> <ul style="list-style-type: none"> Encourage talented students researchers, teachers, employees and administrators to involve in the internal quality building processes To ensure greater participation of students and researchers in all university initiatives to show case talent and creativity –academics, cultural activities, sports, EDC, Startups, Intellectual property, learning methods, research applications, live projects To initiate awards for contributions made to the university by students researchers, teachers, employees and administrators. The Significant contribution need to be beneficial to the University in strengthening its processes Building up a repository for Talent manifested 	20 Lakhs
2	<p>PERFORMANCE AUDIT</p> <p><u>Objectives</u></p> <ul style="list-style-type: none"> To make an annual review of the performance of all teaching departments, research centers and administrative branches in terms of the quality parameters indicated by NAAC. To suggest remedial measures based on the audit undertaken The audit is to be undertaken by a team of External Experts including one Administrative Expert. <p><i>Composition:</i></p> <p>Academicians – 4 Administration – 1 Total : 5</p>	5 Lakhs
3	<p>INTERFACE WITH EMINENT SCHOLARS AND EXPERTS</p> <p>Each teaching department to identify an expert of international repute, relating to their field and to propose inviting them to the department for a one-day interaction with teachers, students and scholars. From among the identified experts, eight experts would be invited to the university with specific focus on developing long term relationship with outside institutions, research agencies, professional bodies and centers of excellence. The eight experts would represent: Life sciences, Social sciences, English literature, Foreign Languages, Local languages, commerce and management, Physical sciences and Chemical sciences.</p> <ul style="list-style-type: none"> Including talks by Experts and exposure to Career Prospects, CSS, SWAYAM, Research, Skilling, Use of facilities etc 	16 Lakhs
4	Induction Programme for PG Students	1 Lakh
5	Audit on University Resources	
	<ul style="list-style-type: none"> Environmental Audit Gender Audit 	50,000/- 50,000/-
		1 Lakh

NEW PROPOSALS

Sl. No.	Particulars	Amount (Rs.)
1.	Recognition for meritorious Contributions: IQAC would organize a merit evening towards the end of every academic year. The merit evening would involve the release of major research outcome from the university in the academic year which will be well documented and published. In the function, certificate of merit would be provided to teachers for their achievements. Achievements would be	

9th Meeting of IQAC, University of Kerala

	classified based on discipline for which a duly authorized screening committee would be constituted. Similar certificate of merits be presented to students based on their achievements in academics, cultural events and sports.	
	Award for Teachers	
	• Sciences	2 Lakh
	• Social Sciences	2 Lakh
	• Humanities	2 Lakh
	Awards for Students	
	• Academic	1 Lakh
	• Cultural Events	1 Lakh
	• Sports	1 Lakh
	Conduct of Merit Evening	1 Lakhs
2.	Training for teachers on e-content development and delivery of e-courses	5 Lakhs
3.	Two-day workshop on Initiating Project Proposal : IQAC proposes a two-day workshop for teachers of the various teaching departments with an objective of encouraging them to seek funding opportunities available from various funding agencies like UGC,ICSSR, DST, Govt. of India.	2.5 Lakhs
4.	Lecture Series on works on Nobel laureates : IQAC proposes to have invited lectures by eminent scholars on the works and achievements of noble prize winners in different disciplines. The invited talk would be followed by an open house and a student forum for continuous involvement and interaction on the work outcomes. Eight lecturers , 3 in Sciences, 2 in Social Science, 2 in Humanities and 1 each in Literature and Peace.	8 Lakhs
5.	Functioning of NAAC Directorate : Kerala University is to commence with its accreditation process in January 2019 and we need to prepare SSR and complete the accreditation by January 2020. A separate NAAC Directorate is being formed for this purpose and we need data compilation and manpower for this. A budgetary support of Rs. 2 lakh is sought for NAAC Directorate.	2 Lakhs
6.	Student Support Services:	
	Research Collegiums	2.5 Lakhs
	Career Guidance Programmes	2.5 Lakhs
	Workshops on strengthening University Internal Research and Innovation Systems	
	A. Research Council	
	• Sciences	6 Lakhs
	• Commerce and Management	2 Lakhs
	• Social Sciences	2 Lakhs
	• Arts and Humanities	2 Lakhs
	B. Institution Innovation Council (IIC) and Intellectual Property Right (IPR)Cell	1 Lakh
	C. Startup and Technology Transfer	2 Lakhs
GRAND TOTAL		90.5 Lakhs

Item No. 5 of Budget Speech 2019-20: POST DOCTORAL FELLOWSHIP

University of Kerala to initiates PDFs under a special category REACH OUT Program

Objectives

- Extend support to research fellows with a track record of good research outcomes which need strengthening to reach-out in the form of Applications for social transformation.
- Use research for societal benefit
- Ensure use of research infrastructure for transformational research

Eligibility

Young researchers who have been awarded PhD from reputed institutes need to apply within 2 years of their award date. There would be 3 fellowships in sciences and 2 in social sciences and humanities under this category. Eligible candidates would be called for an interview where they would defend their project proposal and work plan. A committee of experts would rate the proposals for selection

Fellowship	No	months	Amount per month	Total
------------	----	--------	------------------	-------

Sciences	3	12	35000	1260000
Annual contingency	3	100 000		300000
Social Sciences and Humanities	2	12	30000	720000
Annual contingency	2	25000		50000
Total				2330000

Item No. 24 of Budget Speech 2019-20:: RECOGNITION TO DEPARTMENTS & CENTRES FOR THEIR EXCELLENCE IN ACADEMIC CONTRIBUTIONS

Parameters and maximum point for grading is given against each

A. Teaching, Learning and Assessment

I. Curriculum Revision

- a) Periodic Revision
- Once in a year - 100 points
 - Once in 2 years - 50 points
 - Once in three years - 20 points
 - Below that - 0 points
- b) Outcome based curriculum - 100 points
- c) Seeking feedback from stakeholders - 100 points
(Industry, employers, students, professional bodies)
- d) Innovative teaching methods adopted
- Uniqueness in the method - 25 points
 - Ability to create interest - 25 points
 - Supporting creative thinking - 25 points
 - Support for transformation in the learner- 25 points

II. Continuous Assessment Practices

Seminars | Test Papers | Quizzes | Live Projects |Experiments

- Timely conduct - 30 points
- Documenting - 30 points
- Disclosure and transparency - 30 points
- Outcome attained - 30 points

III. Addressing Slow Learners

- Mentoring - 10 points
- Special Lectures etc - 10 points

IV. End Semester Examinations

Results declaration

- Within a week of completion- 50 points
- Within 2 weeks of completion - 30 points
- Within 4 weeks of completion - 20 points
- Last day as per CSS calendar - 0 points

B. Students Support

I. Alumni Association

Participation rate

- 50-100 - 50 points
- 101 to 150 - 70 points
- 151 to 200 - 90 points
- Above 200 - 100 points

Endowment/ support for Department - 50 points per intervention

II. PTA

Participation rate

- 25% of parents of current students - 10 points

- | | | |
|-------|---|-----------|
| • 50% | - | 20 points |
| • 75% | - | 30 points |
| • 100 | - | 50 points |

III. Student Clubs

- | | | |
|----------------------|---|--|
| Activities conducted | - | maximum 100 points (10 per activity)] |
| Outcome created | - | maximum 50 based on impact and relevance |

IV. Student Participation In University Level Interventions

NSS/ASAP/Finishing School/IIC/KUTBC/KDSIC/Sports others

- | | |
|---|---|
| - | 5 points per participation, 5 additional points for recognitions) |
|---|---|

V. Placements

Number of Placement

- | | | |
|-----------------------|---|------------|
| • 1 to 10 | - | 50 points |
| • 10 to 20 | - | 100 points |
| • Every additional 50 | - | 5 points |

C. Research

I. Departments supported by UGC DST under SAP/FIST etc - 300 points

II. PhD produced

(Averaging would be applied total points / number of teachers)

- | | | |
|----------------|---|-------------------|
| • PhD produced | - | 10 points per PhD |
|----------------|---|-------------------|

III. Publications

(Averaging would be applied total points / number of teachers)

Journals

- | | | |
|-----------------|---|---------------------------|
| ▪ International | - | 15 points per publication |
| ▪ National | - | 5 points per publication |

(based on impact factor, 5 additional points may be given per Paper for Scopus indexed journals)

Books

- | | | |
|------------|---|--------------------|
| • Edited | - | 10 points per book |
| • Authored | - | 20 points per book |

IV. Patents

- | | | |
|-------------------|---|---------------------------|
| • Patents applied | - | 50 points per application |
| • Patents awarded | - | 150 points per patent |

V. Project Funds Generated

Social Sciences and Humanities

- | | | |
|------------------|---|------------|
| • Up to 5 lakhs | - | 100 points |
| • 5 to 10 lakhs | - | 200 points |
| • 10 to 15 lakhs | - | 300 points |
| • 15 to 20 lakhs | - | 400 points |
| • Above 20 lakhs | - | 500 points |

Sciences

- | | | |
|------------------|---|------------|
| • Up to 15 lakhs | - | 100 points |
| • 15 to 25 lakhs | - | 200 points |
| • 25 to 35 lakhs | - | 300 points |
| • 35 to 50 lakhs | - | 400 points |
| • above 50 lakhs | - | 500 points |

VI. Consultancy funds

Social Sciences and Humanities

- | | | |
|------------------|---|------------|
| • Up to 5 lakhs | - | 100 points |
| • 5 to 10 lakhs | - | 200 points |
| • 10 to 15 lakhs | - | 300 points |
| • 15 to 20 lakhs | - | 400 points |
| • Above 20 lakhs | - | 500 points |

Sciences

- Up to 15 lakhs - 100 points
- 15 to 25 lakhs - 200 points
- 25 to 35 lakhs - 300 points
- 35 to 50 lakhs - 400 points
- above 50 lakhs - 500 points

VII. Total Number of Externally funded research scholars/PDFs

- UGC / CSIR/ GATE/ICSSR etc - 3 points per scholar

D. Seminars /workshops organized

- International - 50 points
- National - 30 points

E. Extension services

- Impact created - maximum 100 points
- Social relevance - max 50 points

F. Awards attained by teachers

- Internationally reputed agencies - 50 points per award
- National - 30 points
- State - 20 points

(Averaging to be adopted)

Only approved awards by recognized agencies

G. Adoption of green protocol

- Total ban on Plastics** - 100 points

(Disposable cups, plates, banners etc)

H. Waste management and Environment

- Waste management - 100 points
- Energy savings mechanisms - 100 points

(Water/ power)

I. Teachers involvement in University Level Quality interventions

- For coordinators and principal members in charge- 5 points per additional charge
- NSS/ASAP/Placement Cell /Cultural activities/Students Union/Hostel warden/Sparc/KUTBC/IIC
- KDISC/Research Council/KUC IC/Consultancy cell /Alumni/MOOC
- Spoken tutorial/IQAC
- Documentation for Chancellors Award/ AISHE/
- Trimonthly reporting/surveys ranking etc
- Senate/ Syndicate
- CSS
- Research council/CLIC
- Others to be specified

Item No. 59 of Budget Speech 2019-20: ACADEMIC AUDIT FOR TEACHING DEPARTMENTS**Objectives**

- Examine teaching learning and research processes undertaken in the Departments/Centres
- Focus on curriculum formulation and delivery techniques -OBE
- Examine effectiveness of processes in terms of systems in place
- Advise on betterment of processes in Teaching, learning, research, extension services, consultancy Projects undertaken, MOOC and societal impact on outcomes from the Department.

Terms of reference

- Curriculum Content and transaction OBE
- Continuous Assessment
- Conduct of Examinations
- Up keep of records of teaching and research
- Extensions services

- Consultancy services
- Innovative teaching adopted
- Publications
- Seminars and workshops
- Projects undertaken
- MOOC courses
- Infrastructure
- (Lab, Library, usage and facilities)
- Use of common facilities
- CLIC, IIC, KDISC, Campus library, KU-TBSC, Finishing School , ASAP
- Feedback systems
- Alumni and PTA
- Outcome from
- Interaction with students, researchers, teachers, Alumni representatives and Parents representatives.

Process

Annual Audit

Annual Audit to be undertaken by each Department through a team of three experts who are eminent academicians/ professionals/ Experts in the discipline and are external to the Department and the University. Auditors to be identified in terms of Experience, professional integrity and involvement in similar processes. The profile of the auditor to be attached with the Panel

The experts to be nominated by the Hon'ble VC from a Panel proposed by the Head of the Department, Panel to include 10 experts.

Focus need to be on improvement based on objective 4 and every Annual audit to examine improvements in terms of outcome report of the previous year.

Department to keep in readiness all documents and support records as well as infra structure available for the audit team.

A two-day visit by the team to be undertaken in between 1st June and 31st July, every year and report to be submitted to the Hon'ble VC by August 15th. Audit to involve interaction with students, researchers, teachers, Alumni representatives and Parents representatives.

The Audit Team report to include details on the terms of reference specified and the same to be submitted at the end of the visit in consultation with the Department Council.

Financial Support

Each Department to be provided with Rs. 40 000 under two heads of spending

TA for Auditor - Rs. 30 000/-

Accommodation - Rs. 10 000/-

Total - Rs. 40 000/- (Rupees Forty Thousand only)

Incidental expenses on documentation and report preparation to be met from DDF

In addition to the Annual Audit, a University Level Audit once in 5 years with reputed Auditors as a Common Team is necessary. The same is already proposed under item no 4 of budget speech under IQAC, placed before the syndicate.

Item No. 59 of Budget Speech 2019-20: Starting Centre For Rural Studies and Research Centre in Alapuzha

The Centre would run a Master Program, Research and Consultancy center and Policy support base for rural development and empowerment

M Com in Rural Studies

Objectives

- Impart skills in managing rural resources
- Promote agripreneurship –rural farming, fishing , aqua culture
- Skilling on Eco-tourism and tribal tourism.
- Support rural sustainable projects that provide employment and entrepreneurship

The program would be of two years duration with four semesters where the first two semesters would focus on Commerce related courses with electives from rural studies focusing on the rural ecology and rural resources of the state of Kerala. The third and fourth semester would be based on experiential

learning where each course would have live projects supporting learning by doing, observing and experiencing.

The areas of focus would be on:

- Rural farming- agro based, fishing aqua and flora culture
- Tribal tourism
- Eco tourism
- Micro enterprises based on rural resources and agro- products
- Empowerment through Cooperatives and SHGs
- Inland Water resources and their potential for employment and entrepreneurship
- Agro ecology
- Environment management
- Forest resources –procurement and marketing
- Financing Rural projects
- Project formulation and development for sustainable development

Specialized courses would be designed for this purpose and customized modules would be developed.

The overall regulations of the University of Kerala would be adopted.

The Course would be interdisciplinary in nature and all graduates from any discipline from recognized universities would be eligible to apply.

Interest to work on rural projects and rural development initiatives would be mapped.

Experiential Learning Laboratory

A team of experts involving academicians, environmentalist, policy makers , rural stakeholders and entrepreneurs would be constituted to create and operate an Experiential Learning Laboratory, which will be identified in the rural setting that needs to be learnt for transformational experience.

Research and Consultancy

The center to support research and consultancy in rural studies focusing on best utilization and positive exploitation of the rural ecology and resources. Sustainable development and better quality of Life would be kept as the key elements that would promote development. The following research departments of the university would support the Centre:

Department of Environment Science

Department of Aquatic Biology

Department of Economics

Department of Commerce

Department of Bio Technology

Department of Futures Studies

Centre for Tourism Studies