MINUTES

13th MEETING OF IQAC

Held on 19-05-2020

UNIVERSITY OF KERALA

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Minutes

13th Meeting of IQAC, University of Kerala

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Date: 19.05.2020   Day: Tuesday   Time: 2.30 p.m.   Venue: Senate Chamber,S.H. Campus.

INDEX

Members: Present

1. Prof. V. P. Mahadevan Pillai, Vice – Chancellor, (Chairman)
2. Prof. P. P. Ajayakumar, Pro- Vice - Chancellor (Chairman)
3. Dr. S. Nazeeb, Member, Syndicate
4. Dr. K.G. Gopchandran, Member, Syndicate
5. Dr. C. R. Prasad, Registrar (i/c)
6. Sri. R. Mahadevan, Finance Officer
7. Dr. A. Bijukumar, Vice - Chairman, Credit and Semester System
8. Dr. Aji S., Director, Computer Centre (i/c)
9. Sri. Ramshad Khan R., Chairman, Departments' Union
10. Dr. Unnikrishnan S. M., Associate Vice – President, International Business & Strategic Planning, HLL Life care Ltd, Poojappura.
11. Dr. K. S. Chandrasekhar, Professor & Head, Institute of Management in Kerala
12. Dr. B. Hariharan, Professor, Institute of English
13. Dr. Jayachandran R., Professor and Head, Department of Hindi
14. Dr. R. B. Binoj Kumar, Associate Professor and Head, Department of Geology
15. Dr. S. Mini, Associate Professor & Head, Dept. of Biochemistry
16. Dr. S. R. Sheeja, Associate Professor of Economics, School of Distance Education
17. Dr. S. Aji, Assistant Professor, Department of Computer Science
18. Dr. E. Shaji, Assistant Professor, Department of Geology (Joint Director, IQAC)
19. Dr. Gabriel Simon Thattil, Director, IQAC

Members: Absent

1. Smt. Ilfa K. M., Chairman, Research Students' Union.
2. Dr. Biveesh U. C., Research Officer & Nodal Officer, RUSA State Office, Thiruvananthapuram.
3. Dr. A. K. Prasad, Professor, Department of Economics

Items for Consideration

Item No. XIII.01: Approval of the minutes of 12th meeting of IQAC held on 06-03-2020:

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

Item No. XIII.02: Action Taken Report on decisions of the 12th meeting of IQAC held on 06-03-2020:

Decision	Action Taken
Item No.XII.03: Converting the mode of PhD registration from Full-time to part-time in r/o Mr. Najibul Hoque Mr. Najibul Hoque, a full-time research scholar in Physical Education under the guidance of Dr. Jose T. P. at LNCPE, Kariavattom has submitted a request for converting the mode of PhD registration from Full-time to part-time as he is working as a research fellow on contract in SAI.. *---IQAC Decision---:Resolved to constitute a committee consisting of Dr. A. Bijukumar and Dr. Aji S. to study and submit a report in this regard. The report is to be submitted within 10 days.*	IQAC decision intimated to committee. Report submitted
Item No.XII.04: Observing World Water Day A proposal was submitted by Dr. E. Shaji, Joint Director, IQAC in connection with observing World Water Day (22nd March). The total estimated budget is Rs. 2 Lakhs. Proposal Appended. *---IQAC Decision---: Resolved to approve the proposal.*	As requested by Dr. Shaji E., the programme was deferred considering covid guidelines.
Item No.XII.05: ALOHA - Proposal for Career Development Workshop by Dept of Sociology A proposal is submitted by Department of Sociology for organizing Career Development workshop "ALOHA-2020". Workshop to be scheduled for March 20 & 21. The total estimated budget is Rs. 59000/- Proposal Appended.. *---IQAC Decision---: Resolved to seek revised proposal in this regard.*	IQAC decision intimated to Dept of Sociology.
Item No.XII.06: Professional Consultant for NAAC data collection and consolidation A Professional consultant (M/s Raintel Technologies) to be involved for the data collection and consolidation of NAAC Accreditation. *---IQAC Decision---:Resolved to seek Expression of Interest for services of a Consultancy Organization in this regard.*	Matter placed before the Syndicate for consideration. Awaiting Syndicate decision.
Item No.XII.07: Request for reimbursement of fee for patent filing Dr. S. Sankararaman, Professor, Department of Optoelectronics Dr. S. Sankararaman, Professor, Department of Optoelectronics filed a patent application for the invention "System and method of convention current assisted chemical free synthesis of stabilised metal nano particles" on 27.02.2020. He has filed the application directly by remitting fee of Rs. 8800/- and has requested to reimburse the fee remitted for filing the patent. *---IQAC Decision---:As the patent application was not filed through University, it is resolved not to reimburse the application fee paid by Dr. S. Sankararaman.*	No action required.
Item No.XII.08: Special Purpose Action Committee to clear all pending proposals Having a Special Purpose Action Committee to clear all pending proposals which need completion on an urgent basis prior to the NAAC Accreditation. *---IQAC Decision---: Resolved to approve the proposal. Resolved to constitute a Special Purpose Action Committee to clear all pending proposals with following members:* 1. **Dr. P. P. Ajayakumar, Pro-Vice-Chancellor (Chairman)** 2. **Convener, Standing committee of the Syndicate on Planning** 3. **Convener, Standing committee of the Syndicate on Finance** 4. **Convener, Standing committee of the Syndicate on Academics & Research** 5. **Dr. R. B. Binoj Kumar, Director, NAAC Directorate** 6. **Dr. Jayachandran R., Joint Director, NAAC Directorate**	Matter placed before the Syndicate for consideration. Awaiting Syndicate decision. **Dr. K. G. Gopchandran to be included as IT expert.**

7. **Dr. E. Shaji, Joint Director, IQAC**

8. **Dr. Gabriel Simon Thattil, Director, IQAC**

Item No.XIII.03: Handbook on Learning Outcome Based Curriculum Framework under OBE

A handbook on guidelines for Outcome based Curriculum Framework was prepared by Dr. Shaji E., Joint Director, IQAC and Dr. Gabriel Simon Thattil, Director, IQAC for circulation among teachers of the University as a guide in curriculum design. The same is submitted for approval prior to action.

---IQAC Decision---: The draft document on Learning Outcome Based Curriculum Framework under OBE as prepared by Dr. E. Shaji, Joint Director, IQAC and Dr. Gabriel Simon Thattil, Director, IQAC as well as the additional draft document prepared by Dr. Achuthsankar S. Nair, Professor and Head, Department of Computational Biology and Bioinformatics were placed. Resolved to seek OBE Curriculum based on the draft from all departments so as to place the same before the academic committee of CSS.

Item No.XIII.04: Post COVID Research Initiatives – Project proposal from Departments

As directed by the Hon'ble Pro-Vice-Chancellor and based on the discussion held with HoDs, IQAC sought proposals from all departments/centres with a focus on Post COVID-19 rebuilding, rehabilitation and sustainable development. Proposals to focus on deliverables mentioning what the project would deliver in terms of social benefits and sustainable development. The list of proposals received is given as **Appendix I**

---IQAC Decision---: Resolved to form a screening committee to choose the most suitable projects. The committee to comprise of Prof. P. P. Ajayakumar, Pro- Vice - Chancellor as Chairman, Dr. Gabriel Simon Thattil, Director, IQAC, Dr. A. Bijukumar, Vice – Chairman, CSS, Dr. K. S. Chandrasekhar, Campus Director and Deans of concerned faculties as members. The shortlisted projects would be submitted to the empowered committee of the Syndicate. Departments to seek support from external funding agencies where possible.

Item No.XIII.05: Post COVID Research Initiatives – Project proposal from IQAC

IQAC proposes to create a post covid depository considering the covid -19 pandemic. Appendix II

---IQAC Decision---: The proposal was approved with a suggestion to involve the Centre for Visual Arts on supportive with cartoons and creative visuals.

Item No.XIII.06: Budget Proposal 2020-21 – Items assigned to IQAC
The items are assigned to IQAC in the budget speech 2020-21 are given as **Appendix III**
Proposals for following items have been submitted:

- Scholar in Resident Program

- CLIF - expansions and services

- PDF for Globally renowned Eminent Researchers

- IQAC projects and proposals

- Meet the Scholar Lecture Series.

---IQAC Decision---: The proposals were approved for submission.

Item No.XIII.07: Academic Summit
The programme was initially scheduled on March 11, 2020, however it was postponed considering covid-19 pandemic. The revised programme schedule (4 technical sessions spread over 2 days) proposed is as follows:
Day 1
10.00 a.m. to 10.30 a.m.   Inaugural Session
10.45 a.m. to 1.15 p.m.   Technical Session I   Theme: Quality of Research and Societal Relevance
2 p.m. to 4.30 p.m.   Technical Session II Theme: Academic Programmes – Curriculum, Delivery and Outward Mobility

Day 2
10 am to 1 pm   Technical Session III   Theme: Administration and Governance for Quality in HEIs
1.30 to 3.30   Technical Session IV   Theme: Infra structure and Campus
4 pm to 5 .30 pm   Valedictory function

> ---*IQAC Decision---: Resolved to hold the Academic Summit as stated in the last week of June involving experts from within the state.*

Item No.XIII.08: Performance Audit
A performance audit for teaching departments of our University is to be conducted. The format developed by IQAC is presented in **Appendix IV**

> ---*IQAC Decision---: Resolved to approve the format for the Performance Audit with minor changes on profile of the Department, Teachers' bio sketch, title of papers and technology transfer.*

Item No.XIII.09: Filing of fresh IIQA to NAAC
Filing of Fresh IIQA to NAAC including data for the year 2019-20, as directed by the Hon'ble Vice-Chancellor. NAAC extension of timeline for filing SSR based on covid lockdown.

> ---*IQAC Decision---: Resolved to approve the same.*

Item No.XIII.10: Uploading of data for Submission of SSR
Functioning of NAAC Directorate

> ---*IQAC Decision---: Prof. Jayachandran R., Joint Director, NAAC Directorate explained the steps being taken for uploading SSR and requested the services of more teachers to support the process. The request was approved.*

Item No.XIII.11: Constitution of committee for updating brochures in IQAC website
A drafting committee may be constituted for updating documents, brochures, guidelines, handbooks in IQAC website.

- **University of Kerala International Brochure** *(The 11th meeting of IQAC held on 17.01.2020 resolved to have the committee on IQAC News Letter to draft the International Brochure with an additional nomination of Director, Centre for Global Academics. The committee to consists of Dr.Chandrasekar K. S, Professor, IMK and Director, Centre for Global Academics as Convenor and Dr. B.Hariharan, Professor, Institute of English, Dr. Harikumar M.S., Asst. Prof. Dept. of Communication and Journalism, Smt. Maggie J., Asst. Professor, Department of Communication and Journalism)*

- **University of Kerala PG Brochure** *(The 11th meeting of IQAC held on 17.01.2020 resolved to request each teaching department and centre to prepare a brochure on theirprogrammes, activities and achievements. The committee on IQAC News Letter would consolidate the same)*

- **Academic Handbook**

- **Research Handbook**

- **Consultancy Brochure**

> ---*IQAC Decision---: Resolved to form a committee to work on the following brochures:*
> **University of Kerala International Brochure, University of Kerala PG Brochure, Academic Handbook, Research Handbook, Consultancy Brochure.** *The committee consists of Dr. K.G. Gopchandran, Member, Syndicate, Dr. K. S. Chandrasekhar, Campus Director and Dr. Gabriel Simon Thattil, Director, IQAC. This committee would nominate separate committees for updating the respective brochures.*

Item No.XIII.12: Reckoning of coursework for Ph.D of Smt. Anna M.
The matter of reckoning of coursework by Smt. Anna M. at ISEC is forwarded to IQAC for remarks. **Appendix V**

> ---*IQAC Decision---: Resolved to direct the candidate to appear the course work examinations of University of Kerala.*

Items for Reporting

Item No.XIII.13: Curriculum Fair 2020

The Fifth Annual Curriculum Fair and Exhibition was held during 13-17 February, 2020 jointly organized by Curriculum Development Centre, Department of Education, IQAC, University of Kerala and FLAIR, Govt. of Kerala.

Item No.XIII.14: ASAP Webinar

The following faculty from University of Kerala presented sessions:

- Dr. P G Biju, Dept of Biochemistry
- Dr. Shaji E, Dept of Geology
- Prof. Gabriel Simon Thattil, Dept of Commerce
- Dr Sameer Babu M, Dept of Education
- Mr. Sujith Babu, Dept of psychology
- Dr. Beena Issac, Dept of Philosophy
- Dr Philomina Simon, Dept of Computer Science
- Dr. Anitha V., Dept of Computer Science
- Dr. Achuthsankar S. Nair, Dept of Computational Biology

---IQAC Decision---: Noted

Item No.XIII.15: Webinar on Fulbright-Nehru and other Fulbright Fellowships

IQAC in collaboration with United States-India Educational Foundation conducted a webinar on the Fulbright-Nehru and other Fulbright fellowships, on May 12, 2020 (Tuesday) from 3 p.m. to 4.30 p.m. This virtual session provided information on the various Fulbright grants categories, disciplines that are offered, the application processes, guidelines. The session also provided tips on preparing a strong application.

---IQAC Decision---: Noted

Item No.XIII.16: Webinar on MOOCs and Online Learning

IQAC proposes to conduct a webinar on MOOCs and Online learning on May 20,2020.

---IQAC Decision---: Noted. The Hon'ble Vice- Chancellor suggested that all departments may be directed to prepare atleast one MOOC course and also examine the potential for signing of MoUs for collaborative research. These steps should be taken prior to the NAAC accreditation.

Additional items:

Item No.XIII.17: Heritage museum-Video recording, purchase of display table & accessories.

---IQAC Decision---: Resolved to entrust C-DIT with preparation of 20 minute video depicting history of University of Kerala. Also resolved to purchase necessary equipments for display in the heritage museum.

Item No.XIII.18: Research publications

---IQAC Decision---: Referring to Elsevier's research analysis on Universities in Kerala, Dr. S. Nazeeb, Member, Syndicate stated that there was a need to strengthen publications in reputed journal as well as enhance quality publications. Prof. K.G. Gopchandran, Member, Syndicate stated that the volume and quality in Social Sciences

and Languages need to be strengthened. Resolved to organize a workshop on research publications in high end journals. The 2-day workshop would have one day for guides and one day for scholars.

Item No.XIII.19: Distribution of masks and functioning of health centre

---IQAC Decision---: Sri. Ramshad Khan, Chairman, Departments' Union suggested on the need for distribution of masks and strengthening of the services of the health centre based on the covid experience. The steps taken to strengthen the health centre through appointment of new medical officers and strengthening of campus facility including that of community laboratory was explained by Dr. S. Nazeeb, Member, Syndicate This would support students. However, for personal mask arrangements were to be made by students. Sri. Ramshad Khan also raised the issue of hazardous bio, chemical and animal wastes from science laboratories affecting the health of students. The Hon'ble Vice-Chancellor suggested the feedback on such waste and its processing from Head of Science departments and to formulate a proposal for its disposal. Prof. A. Biju Kumar, Vice-Chairman,CSS to coordinate on the same.

The meeting came to an end by 4.30 p. m.

Approved the minutes of the 13th meeting of IQAC.
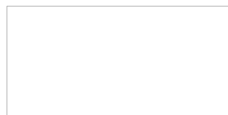
Dr V P MAHADEVAN PILLAI
28.05.2020

DIRECTOR   **CHAIRMAN**

Internal Quality Assurance Cell   Internal Quality Assurance Cell

University of Kerala   University of Kerala

Sl. No	Departments/ Centre	Title of Project	Investigator
1.	Advanced Centre for Tissue Engineering , Department of Biochemistry	Antiviral Herb Coated Face Mask For Preventing Coronavirus Disease	Dr. Aravind S.R – SRF, ACTE, Department of Biochemistry, University of Kerala
2.	Advanced Centre for Tissue Engineering , Department of Biochemistry	Tissue Plasminogen Activator (tPA) – Entrapped Alumina Nanoparticles for Treating Thromboembolic Complications in COVID-19 Patients	Dr. Krupa Ann Mathew (SRF, ACTE)
3.	Advanced Centre for Tissue Engineering , Department of Biochemistry	DISINFECTANT WIPES FOR SURFACE, MOBILES AND LAPTOPS	Dr. Mini S, Director, Advanced Center for Tissue Engineering, Department of Biochemistry
4.	Department of Biochemistry	Ayurvedic Poly Herbal formulations to Boost Immune System- A Prophylactic vs Therapeutic Trial	Dr. Helen A Professor Department of Biochemistry
5.	Department of Biochemistry	Upgrading Regular Facemasks to 'Aromatic and Medicinal Facemask Kits' and its Scientific Validation	Dr. Helen A Professor Department of Biochemistry
6.	Department of Biochemistry	Developing Disinfectants Using Eco-Friendly Products and Promoting Awareness on Respiratory Etiquette	Dr. Helen A Professor Department of Biochemistry University of Kerala
7.	Centre for Agroecology	Agroecological transition during Post Covid 19: Appraisal of strategies, initiatives and nudges towards food self-sufficiency in Kerala	Dr.Manju .S.Nair, Hon.Director, Centre for Agroecology and Public Health, Department of Economics
8.	Centre for Diaspora Studies, Department of Sociology	PANDEMIC, RETURN AND CHALLENGES The Situation of Return Emigrants in Kerala	Dr. M S Jayakumar Director, Centre for Diaspora Studies
9.	Department of Commerce	*MSMEs – A Rebuilding Model for Kerala*	Dr. G. Simon Thattil, Professor, Dept of Commerce
10.	Department of Commerce	*Access and Use of Credit - Best Practices in Post COVID 19 Scenario*	Dr. G. Simon Thattil, Professor, Dept of Commerce
11.	Department of Commerce	RESPONSIBLE TOURISM –A REVIVAL MODEL FOR KERALA	Dr. G. Simon Thattil, Professor, Dept of Commerce
12.	Department of Communication &Journalism	Health Communication Practices in the time of Pandemic A study Based on Malayalam Television News Media	Dr. SURESH K.S. Assistant Professor Department of Communication& Journalism
13.	Department of Computational Biology & Bioinformatics	Intelligent Farming Using IoT and Machine Learning for maintaining Social Distancing	Prof Achuthsankar S Nair Head Dept of Computational Biology and Bioinformatics
14.	Department of German	Combating COVID- 19- A Study of German Experience	Shri. Sreekumar K N., Assistant Professor & Head, Dept of German,University of Kerala
15.	Interdisciplinary-Department of Demography And Department of Sociology	PANDEMIC INDUCED LOCKDOWN AND ELDERLY IN KERALA	Dr. Anil Chandran S
16.	Inter University Centre for Geospatial Information Science and Technology &International and Inter	EVOLVING A GIS BASED ONLINE SPATIAL DECISION SUPPORT SYSTEM FOR THE QUARANTINE CENTRES IN THIRUVANANTHAPURAM DISTRICT,	Dr.Rajesh Reghunath Professor Department of Geology University of Kerala

	University Centre for Natural Resources Management	KERALA	
17.	UGC- Centre for Endangered Languages of Kerala	Research, development, and dissemination of COVID-19 awareness modules in the endangered languages of Kerala	Dr. S. Prema, The Coordinator of CeLK
18.	Department of Mathematics	Post COVID proposal -	Dr. G. Suresh Singh Professor and Head Department of Mathematics
19.	Department of Philosophy& Centre for Philosophical Counseling and Research, University of Kerala	Research Proposal as part of Post Covid 19 Research Initiatives	Dr. Beena Isaac Professor & Head Department of Philosophy
20.	Department of Political Science	Pandemic Governance Public Health System in Kerala and COVID 19 Mitigation	Girish R. Kumar Professor, Department of Political Science
21.	Department of Political Science	COVID-19 and the Implications of Online Teaching and Learning in Higher Education Sector of Kerala	Dr. Anu Unny Assistant Professor & Hon. Director, UGC-Nehru Studies Centre Department of Political Science
22.	Department of Political Science	THE IMPACT OF COVID 19 ON KERALA DIASPORA: A STUDY WITH SPECIAL REFERENCE TO THE POST COVID REHABILITATION OF RETURN MIGRANTS IN TRIVANDRUM DISTRICT	Dr. NITHYA N.R. Assistant Professor, Department of Political Science
23.	Survey Research Centre Department of Political Science	Local Self Governments and Pandemic Management : Experiences of Grama Panchayats in Kerala	Dr. Josukutty C. A. Associate Professor & Director, Survey Research Centre Department of Political Science
24.	Department of Psychology	POST COVID - 19 KERALA: PROMOTION OF MENTAL HYGIENE AMONG CHILDREN AND OLDER ADULTS	Dr. Jasseer J Head of the Department Department of Psychology
25.	Department of Sociology	Association of Personal and Familial Resources and Loneliness with the Challenges Faced by Elderly Widows during the Lockdown Period of COVID -19	Sandhya R S Professor, Department of Sociology
26.	Department of Sociology	Sociological Impact of Covid-19 on Women and Women Centric Rehabilitation in the post Covid period in Kerala	Dr. Bushra Beegom R.K, Assistant Professor Department of Sociology
27.	Department of Zoology	Evaluating the Effectiveness of the Combination Strategy of Therapeutic Yoga and Ayurvedic Rasayana Therapy for Modulating Innate Immunity in Infection Prevention	Prof. Dr. G. Prasad Head Dept. of Zoology
28.	Department of Environmental Science	COVID-19 AND ENVIRONMENTAL SUSTAINABILITY: AWARENESS FOR POST-COVID CLEANLINESS AND GUIDANCE FOR FOOD SECURITY	Dr. Sabu Joseph Professor and Head Dept. of Env. Sciences

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29.	Dept of Economics	Proposal Promoting Self-sufficiency in Agriculture and Allied Areas for Sustainable Development	Dr. Abdul Salim A, Professor, Department of Economics
30.	Dept of Economics	Resilience during the times of Global Pandemic: An economic evaluation of COVID-19	Dr Christabell P J Associate Professor, Department of Economics
31.	Dept of Economics	Female Domestic Workers in Kerala: Status and Problems under the Covid-19 Pandemic	Dr.Anitha V, Professor and Head, Department of Economics
32.	Department of Demography	THE ORIGIN, TRANSMISSION, AND CONSEQUENCES TO HUMAN POPULATION OF THE COVID-19 VIRUS IN INDIA AND THE STATE OF KERALA	Dr. P. Mohanachandran Nair Professor and Head, Dept. of Demography
33.	Department of Computer Science	MACHINE LEARNING TECHNIQUES FOR THE EARLY DIAGNOSIS OF COVID19 FROM CT IMAGES	Dr. D. Muhammad Noorul Mubarak Assistant Professor and Head Department of Computer Science, Kariavattom Campus, University of Kerala
34.	Department of Biotechnology	A Focussed approach to identify and screen antiviral molecules to combat COVID -19	Dr. A.Jayakumaran Nair Head Department of Biotechnology
35.	Department of Aquatic Biology and Fisheries	Fish stock enhancement in the natural waterbodies in the campus	Dr. A. Biju Kumar Professor and Head, Dept. of Aquatic Biology & Fisheries
36.	Department of Aquatic Biology and Fisheries	Biofloc Aquaculture System	Dr. A. Biju Kumar Professor and Head, Dept. of Aquatic Biology & Fisheries
37.	Department of Aquatic Biology and Fisheries	Backyard Pond culture of fish (Paduthakulam)	Dr. A. Biju Kumar Professor and Head, Dept. of Aquatic Biology & Fisheries
38.	Department of Botany	Identification of Bioactive Compounds with Antiviral Properties And Formulation of Herbal Hand Sanitizer	Dr.T.S.Swapna Professor and Head Department of Botany

Appendix II

University of Kerala
POST COVID DEPOSITORY
BETTER LIVING - GREATER CARING
Initiative of IQAC

Objectives
1. Cultivating good habits and practices leading to healthy living and better understanding of societal needs
2. Encourage savings and thrift among teachers, staff and students through avoiding wasteful expenses and prioritizing spending
3. Identify and help students of UOK who have been badly affected by the COVID19 pandemic
4. Provide financial support to such students and their families considering the urgency of the case
5. Link Students in need to the Intervention Mechanisms of the University or State (Counseling Centre, Health Centre etc)

Operation
Maintain a Voluntary Depository at the IQAC office, entitled UOK POST COVID DEPOSITORY.
The Depository to have two parts:
Part A: Practices and suggestions relating to 1 and 2 in the objectives –BETTER LIVING

Part B: Voluntary financial contributions-GREATER CARING
Teachers, Staff and students can drop their small savings in cash or cheque voluntarily, deposit their practices on reduction in wasteful expenses, good habits and practices that emerged from the Post COVID 19 Experiences (Focusing on food , Immunity Diet, Relationships, team work, etc.) relating practices to financial savings that might have resulted.

The box would also seek voluntary donations from within and outside the University
HODs can recommend students who deserve help from their Department with a detailed report on mentoring and family back ground assessment and the COVID 19 impact (the process should be confidential with due regard to the student who should never feel disadvantaged or separated for consideration)
IQAC would meet on the cases and examine the help that can be provided (Financialor otherwise)
Monthly publication of amount received and document on practices deposited would be made
The Scheme would be subjected to Social Audit and disbursements would be based on the funds generated.
Healthy living that promotes Financial Savings for Others
BETTER LIVING- GREATER CARING, some practices (suggestive, should be expanded creatively)
- Less use of junk food
- More use of Public transport in place of private vehicles (two wheelers or cars)
- Reduction in spending on ceremonial and other celebrations, (Birthdays, anniversaries, festivities, achievement and event based celebrations)
- Limited use of beverages, tea, coffee
- Non use of alcohol, tobacco, sweets
- Best use of resources , electricity, water
- Non use of Non-biodegradable materials as fa as possible
- Better life style practices that would result in less spending on health care
- Living in harmony with nature

1. **Reduce food waste.**
   Now we have learned how to live with minimum food and minimum food waste. Our functions are usually generating huge food waste. It is important to make sure that the food you purchase or make creates minimal or zero waste.
2. **Do not waste water**
   We are heading towards a water stress world, therefor minimise your water usage. Please try to use 100 litre per day per person.
3. **Protect rivers and water bodies**
   There have also been reports of clearer waters in rivers, lakes and ponds with fish visible and swans bathing during the lock period. Please avoid throwing waste to water bodies.
4. **Start home farming**
   You can simply start an agricultural farm or start a vegetable garden at home. We can think of an agri-farm at Kariavattom campus run by students, teachers and staff.
5. **Proper disposal of essential items (to prevent COVID-19)**
   We're encouraged to buy a lot of single-use items during this time, like hand sanitizer, toilet paper, face masks, gloves etc. These will ultimately wind up in landfills, or water bodies. Please dispose all those properly. Donate your old clothes and home goods instead of just throwing them out. Don't let them burn or end up in landfills. Instead, put them aside and wait for a local agent or someone to collect for further use if possible.
6. **Learn to Make Reusable Cloth Masks**
7. **Be a responsible citizen, Obey the rules and regulations issued by the Governments and other responsible authorities (even after the lockdown) to contain this deadly disease.**

19.05.2020

Appendix III

Sl. No	Budget Item No	Title	Budget Allocation
1.	1	**Scholar in Resident Program**	25 Lakhs
2.	2	**Young Scientist Summit – Y Star**	50 Lakhs
3.	3	**CLIF - expansions and services**	50 Lakhs
4.	10	**PDF for Globally renowned Eminent Researchers**	25 Lakhs
5.	11	**IQAC projects and proposals**	50 Lakhs
6.	12	**Meritorious research Achievements – Cash Awards**	3 Lakhs
7.	18	**Multidisciplinary Research Centre in University library**	40 lakhs
8.	37	**Online journals of the university**	10 lakhs
9.	51	**Start Up research grant for new teachers**	40 lakhs
10.	54	**Grant for attending International Seminars**	10 Lakhs
11.	55	**Dept of Gandhian Studies and Dept of Women Studies**	5 lakhs 5 lakhs
12.	56	**Enhancement of Grant for Journals in teaching Departments and Creation of E content**	25 lakhs
13.	83	**School adoption and village adoption as part of SSR**	30 lakhs
14.	104	**Manpower Assessment and reporting**	2 lakhs
15.	111	**Meet the Scholar Lecture Series**	10 lakhs
16.	113	**Travel through Nobel Winners**	10 lakhs
17.	114	**Heritage Museum in Palayam campus**	6 lakhs
18.	117	**Green Protocol in Kariavattom campus**	25 lakhs

Appendix IV

പരിപത്രം
എല്ലാ വകുപ്പ് മേധാവികൾക്കും

വിഷയം:- കേരള സർവകലാശാല വകുപ്പുകളുടെ പെർഫോമൻസ് ഓഡിറ്റ് നടത്തുന്നത് സംബന്ധിച്ച്

കേരള സർവകലാശാല വകുപ്പുകളുടെ പെർഫോമൻസ് ഓഡിറ്റ് വരുന്ന ഏപ്രിൽ, മെയ് മാസങ്ങളിൽ നടത്തുവാൻ തീരുമാനിച്ചിരിക്കുകയാണ്. ഇതിലേക്കായി ഓരോ വകുപ്പും കഴിഞ്ഞ 5 വർഷങ്ങളിലെ പ്രവർത്തനത്തിന്റെ വിശദാംശങ്ങൾ ശേഖരിച്ച് ക്രോഡീകരിച്ച റിപ്പോർട്ട് തയ്യാറാക്കി വയ്ക്കേണ്ടതായിട്ടുണ്ട്. മറ്റ് പൊതു വിവരങ്ങൾക്ക് പുറമെ വിദ്യാർത്ഥികളുടെ അഡ്മിഷൻ, വിജയ ശതമാനം, കൊഴിഞ്ഞുപോക്കിന്റെ ശതമാനം, നെറ്റ് പരീക്ഷയിലെ വിജയ ശതമാനം, ജോലി ലഭിച്ചവരുടെ എണ്ണം എന്നീ വിവരങ്ങൾ കൂടി ശേഖരിച്ച് വയ്ക്കേണ്ടതുണ്ട്. ഇത്തരം കാര്യങ്ങൾ മാർച്ച് 31 നു മുമ്പായി അതാതു വകുപ്പുകൾ ചെയ്യേണ്ടതാണ്.

കൂടാതെ നാക് അക്രഡിറ്റേഷനുമായി ബന്ധപ്പെട്ട വിവരശേഖരണവും അനുബന്ധ പ്രവർത്തനങ്ങളും കൃത്യമായി നടക്കുന്നു എന്ന് ഉറപ്പ് വരുത്തേണ്ടതാണ്. മാർച്ച് 31 വരെയുള്ള സമയം അടുത്ത വർഷത്തേക്കുള്ള പ്രവർത്തനങ്ങൾ പ്ലാൻ ചെയ്യാനും അറ്റകുറ്റപ്പണികൾ തീർക്കാനും ലൈബ്രറികൾ സജ്ജീകരിക്കാനും മറ്റ് വാർഷിക അറ്റകുറ്റപ്പണികൾ നടത്താനുമായി കൂടി ഉപയോഗിക്കുന്നത് നല്ലതായിരിക്കും.

ഈ കാലയളവിൽ നടത്തിയ പ്രവർത്തനങ്ങളുടെ ഒരു റിപ്പോർട്ട് അതാത് വകുപ്പ് തലവന്മാർ ബഹു: വൈസ് ചാൻസിലർക്ക് 2020 ഏപ്രിൽ 5 നു മുമ്പായി സമർപ്പിക്കേണ്ടതാണ്.

രജിസ്ട്രാർ

പകർപ്പുകൾ:
(1) വി.സി/പി.വി.സി എന്നിവരുടെ പ്രൈവറ്റ് സെക്രട്ടറിമാർ (2) രജിസ്ട്രാറുടെ പി.എ
(3) ജോയിന്റ് രജിസ്ട്രാർ, ക്യാമ്പസ് അഡ്മിനിസ്ട്രേഷൻ (4) ഫയൽ കോപ്പി.

19.05.2020

UNIVERSITY OF KERALA
PERFORMANCE AUDIT –DATA SHEET
2015-2020
Teaching Departments

Name of the Department /Centre   :
Year of establishment   :
A.1. Faculty position

Year	Professor	Associate Professor	Assistant Professor	Contract teacher	Total
2015-16					
2016-17					
2017-18					
2018-19					
2019-20					

A.2. Number of programs

Year	Masters	M Phil	Diploma	Certificate	Others
2015-16					
2016-17					
2017-18					
2018-19					
2019-20					

B.1. Academic Profile
Masters Program
1. Last Curriculum revision date:
2. Whether under OBE (attach copy of curriculum):
3. Program details, give numbers:

Year	Sanctioned Students strength	Students admitted	Students completed	Students Placed	Students with JRF / Endowment and fellowships	Students who joined for research	Students taking up Entrepreneurship or start up activated
2015-16							
2016-17							
2017-18							
2018-19							
2019-20							

M Phil program
1. Last Curriculum revision date :
2. Whether under OBE (attach copy of curriculum) :
3. Program details , give numbers :

Year	Sanctioned Students strength	Students admitted	Students completed	Students Placed	Students with JRF / Endowment and fellowships	Students who joined for research	Students taking up Entrepreneurship or start up activated
2015-16							
2016-17							
2017-18							
2018-19							
2019-20							

B.2. Academic results

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Name of the Master Program:
(Please give separate table for eachprogram)

Year	Pass %	Distinction	First Class	Second class	Others
2015-16					
2016-17					
2017-18					
2018-19					
2019-20					

B.3. ICT In teaching
Data for Current Year

Parameters	Master's Program Semester 2	Masters Program Semester 4	M Phil	Doctoral program
Use of university LMS				
Video lectures available				
Us of digital Library				
Innovative Student Projects				
Online Classes provided				
ICT in teaching learning				

C.1.ResearchPublications

Year	International		National		Total	% change from column E -
	With impact factor	Without impact factor	With impact factor	Without impact factor		
	A	B	C	D	E	
2015-16						
2016-17						
2017-18						
2018-19						
2019-20						

C.2.PhDs produced

Year	Submitted	Awarded	% change from column B	Average time
	A	B	C	D
2015-16				
2016-17				
2017-18				
2018-19				
2019-20				

Average time: Lag between submission and award of thesis for all the PhD thesis submitted in the year divided by Number of thesis awarded during the year

C.3.Project Details

Year	Number	% change from A	Amount (Rs.)	Funding agency	Stage of completion	Publications, patents therefrom
	A	B	C	D	E	F
2015-16						
2016-17						
2017-18						
2018-19						
2019-20						

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C.4.Consultancy projects

Year	Number	% change from A	Amount (Rs.)	Funding agency	Stage of completion	Publications, patents therefrom
	A	B	C	D	E	F
2015-16						
2016-17						
2017-18						
2018-19						
2019-20						

C.5.Participation in research interventions
(Give number of scholars and guides who participated)

Year	Research Methodology Workshops	Research submits	Science week	Young Scientist summit	Research Council	Others
2015-16						
2016-17						
2017-18						
2018-19						
2019-20						

C.6.Intellectual property created

Year	Patents applied	Patents awarded	Books published	Start Ups initiated	Idea day KSUM	Technology transfer	Others
2015-16							
2016-17							
2017-18							
2018-19							
2019-20							

C.7. A brief description of equipment's and facilities in the Research laboratory, with addition of equipment's made during the last five years. Also record use of centralized laboratory facility CLIF, others
(Science Departments only)

C.8.A brief description of collection including electronic resources and facilities in the library, with additions made during the last five years
C.9.Seminars /workshops organized

Year	International	National	Regional	School level	Others
2015-16					
2016-17					
2017-18					
2018-19					
2019-20					

D.Students Support services
Give a brief on the following. Giving details of activities done, documents available, number of teachers and students involved and outcome, indicating period (last five years)
D.1.Mentoring service in the department, including keeping of files
D.2.Alumni association
D.3.PTA
D.4.Students Club
D.5.KDISC-YIP young Innovators Program
D.6. finishing School involvement

D.7.Placement Cell involvement
D.8.NSS
D.9 Students Union
D.10.Campus green forums
D.11.ASAP
D.12.Disaster/ distress management and support /flood relief /COVID etc
D.13.Industry interaction
D.14.Observance of important days –environment day national integration/ women's day etc
D.15.Cultural fests organized
D.16.Others specify

E. Extension services
E.1. Village adoption

Year	Name of the village	Nature of activities	Number of teachers involved	Number of students and scholars involved	Benefits conveyed	Remarks
2015-16						
2016-17						
2017-18						
2018-19						
2019-20						

E.2. School adoption

Year	Name of the School	Nature of activities	Number of teachers involved	Number of students and scholars involved	Benefits conveyed	Remarks
2015-16						
2016-17						
2017-18						
2018-19						
2019-20						

E.3.Environment protection

Year	Name of the initiative	Nature of activities	Number of teachers involved	Number of students and scholars involved	Benefits conveyed	Remarks
2015-16						
2016-17						
2017-18						
2018-19						
2019-20						

E.4. Promoting green campus, plastic free campus

Year	Name of the initiative	Nature of activities	Number of teachers involved	Number of students and scholars involved	Benefits conveyed	Remarks
2015-16						
2016-17						
2017-18						
2018-19						
2019-20						

E.5. Waste management

Year	Name of the Initiative	Nature of activities	Number of teachers involved	Number of students and scholars involved	Benefits conveyed	Remarks
2015-16						
2016-17						
2017-18						

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2018-19						
2019-20						

E.6. Infrastructure

Give numbers (common facilities in the building may be linked with a dept.)

Year	Classrooms	Faculty rooms	Computer labs	Science Lab	Toilet ladies	Toilets gents	Toilets transgender	Seminar Halls	Sharing common infrastructure	Open theaters
2015-16										
2016-17										
2017-18										
2018-19										
2019-20										

F.Best Practices

Give two best practices in teaching, research Innovationand extension, for each year

Year		Teaching	Research	Innovation	Extension
2015-16	1				
	2				
2016-17	1				
	2				
2017-18	1				
	2				
2018-19	1				
	2				
2019-20	1				
	2				

Please attach copies of academic audit reports during the period 2015-2020

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Ac.E1/A2/18060/2019

NOTE TO THE IQAC

Sub: - Transfer of Ph.D Programme from University of Mysore to University of Kerala in r/o
Smt.Anna M., Research Scholar in Political Science- Reckoning of Coursework already
done - reg.

The Syndicate at its meeting held on 30.04.2019 vide Item no.08.90.A12, considered the request received from Smt.Anna M. for the transfer of her Ph.D Programme from University of Mysore to University of Kerala and resolved to agree with the request, subject to the conditions laid down in Clause 5.8 in " Regulations for award of Ph.D Degree, University of Kerala 2016", if she is otherwise eligible for being registered for Ph.D Programme in University of Kerala. Hence, she has been permitted to join at Dept. of Political Science, University of Kerala and continued her research under the guidance of Dr.Shaji Varkey, Professor, Dept. of Political Science, University of Kerala. Before granting the transfer of her Ph.D Programme, the Doctoral Committee held on 28.02.2019 examined her Ph.D Proposal and has forwarded the remarks that the candidate had successfully completed the coursework in 2017 for which she had produced a certificate from ISEC. But, it is not specified that, whether the coursework done at the ISEC, Bengaluru can be reckoned for doing research at University of Kerala. Considering the request of the candidate to issue her registration order without any further delay, the Hon'ble Vice-Chancellor has ordered to grant her Ph.D registration subject to reporting to the Syndicate and to place the matter of reckoning the course work before the IQAC with the remarks of Dean and Doctoral Committee. Accordingly, Smt. Anna M. has been granted transfer of her Ph.D Programme and University Order was issued regarding the same. And, the remarks from the Chairman, Doctoral Committee and the Dean, Faculty of Applied Sciences have been sought on the matter of reckoning the course work.

The Chairman, Doctoral Committee has forwarded his remarks that, the candidate has successfully completed the Ph.D course work at ISEC with seven papers spread over two semesters. And, the said course work is on a par with that of University of Kerala (Political Science). The Dean, Faculty of Social Sciences has remarked that, her coursework maintains very high academic standards and fulfils the requirement for Ph.D work as per UGC norms. And the course work for Ph.D in ISEC is equal to the course work for Ph.D in Political Science in Kerala University. Both the Chairman, Doctoral Committee and the Dean have recommended that, her Ph.D coursework at ISEC may be reckoned for doing Ph.D at University of Kerala. The remarks of both along with the marklist of the course work examination passed by the candidate at ISEC are appended herewith for ready reference.

As per the orders of the Hon'ble Vice-Chancellor, the matter of reckoning the course work done by Smt.Anna M. at ISEC along with the remarks of Dean and Doctoral Committee is forwarded to IQAC for remarks in the matter.

Sd/-
REGISTRAR

19.05.2020