



# Minutes

## 31<sup>st</sup> Meeting of IQAC

(9<sup>th</sup> meeting of 4<sup>th</sup> cycle)



 24.03.2025, 11 a.m.  
 Syndicate Room



University of Kerala

## IQAC Meeting Photos



24/03/25



## Minutes

### **31<sup>st</sup> Meeting of IQAC, University of Kerala (9<sup>th</sup> Meeting of 4<sup>th</sup> Cycle)**

**Date: 24.03.2025      Day: Monday      Time: 11:00 a.m.      Venue: Syndicate Room**

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**Members Present:**

1. The Vice-Chancellor (Chairman)
2. Dr. S. Nazeeb, Member, Syndicate
3. Prof. (Dr.) K.G. Gopchandran, Member, Syndicate
4. The Registrar
5. The Finance Officer
6. The Vice-Chairman, Credit & Semester System
7. The Director, Computer Centre
8. The Chairman, Kerala University Departments Union
9. The Chairman, Kerala University Research Students Union
10. Dr. Unnikrishnan S. M., Vice-President,  
International Business & Strategic Planning, HLL Life care Ltd, Poojappura
11. Dr. R. Vasanthagopal, Senior Professor & Head,  
Institute of Management in Kerala (Management Expert)
12. Dr. Shaji A., Professor & Head, Department of History
13. Dr. Meena T. Pillai, Senior Professor & Head, Institute of English
14. Dr. Jayachandran R., Senior Professor, Department of Hindi
15. Dr. C.N. Vijayakumari, Professor & Head, Department of Sanskrit
16. Dr. R.B. Binoj Kumar, Professor, Department of Geology
17. Dr. Sheeba S.R., Professor & Head, Department of Economics
18. Dr. Swapna T.S., Professor & Head (i/c), Department of Biotechnology
19. Dr. Noushad V., Assistant Professor & Head, Department of Arabic
20. Dr. Ani Deepthi, Assistant Professor, Department of Chemistry
21. Dr. Manju S. Nair, Professor, Department of Economics (Joint Director, IQAC)
22. Dr. Shaji E., Professor, Department of Geology (Director, IQAC)

**Members Absent:**

1. Mr. Jagan Sebastian George, State Nodal Officer and Research Officer, RUSA
2. Dr. A. Bijukumar, Senior Professor & Head, Department of Aquatic Biology
3. Dr. Rajesh S.V., Assistant Professor, Department of Archaeology

**Item No. XXXI.01: Approval of the minutes of 30th meeting of IQAC held on 15.03.2024**

The minutes of the meeting has been approved by the Syndicate held on 09.05.2024 and the same has been published on the University website.

**---IQAC Decision---: Noted.**

**Item No. XXXI.02: Retention of Screening Committee for CAS under IQAC**

20<sup>th</sup> meeting of IQAC held on 09.09.2021 vide Item No. XX.11 resolved to reconstitute the screening committee for CAS under IQAC. The committee was reconstituted as follows.

1. Director, IQAC (**Convener**)
2. Dr. Jayachandran R, Senior Professor, Department of Hindi
3. Dr. Binojkumar R.B., Professor, Department of Geology

The same committee may be retained, for CAS under IQAC

**---IQAC Decision---: Recommended that the same committee may be continued.**

**Item No. XXXI.03: Development of Data Capturing Software**

The Director, KUCC was requested to develop a data capturing software as per the requisites of IQAC. A meeting was held at KUCC regarding the same and positive inputs were received from the Director, KUCC. The developing of such a data capturing software is inevitable for data collection and this will ease the burden of Faculties/Departments/Stakeholders in submitting data repeatedly for ranking and accreditation. The Director, Computer Centre may be entrusted for the same.

**---IQAC Decision---: Recommended to utilize the service of 2 developers (with Domain expertise) on temporary basis at the Computer centre exclusively for the proposal forwarded by IQAC. The Director, KUCC is entrusted to initiate further necessary steps, in consultation with Director, IQAC.**

**Item No. XXXI.04: Committees for NAAC, AQAR, NIRF, QS Ranking etc.**

Committees have to be constituted for the collection and compilation of data for accreditation purpose (NAAC, AQAR) and for ranking purpose (NIRF, KIRF, QS, Times Higher Education, India Today-MDRA etc.). The existing coordinators of various rankings are listed below:

Sl. No	Ranking	Coordinator
1	NIRF	Prof. Shaji A., Department of History
2	AQAR	Prof. Sheeja S.R., Department of Economics
3	KIRF	IQAC
4	QS	IQAC
5	Times Higher Education	IQAC
6	India Today-MDRA	IQAC
7	UTSAH Portal	IQAC

**---IQAC Decision---: Recommended to entrust the following IQAC members as coordinators, additional members required, if any, may be included by the coordinators in consultation with Director, IQAC.**

Sl. No	Ranking	Coordinator
1	NIRF	Prof. Shaji A., Department of History
2	AQAR	Prof. Sheeja S.R., Department of Economics
3	KIRF	Prof. Manju S. Nair, Department of Economics
4	QS	Dr. Swapna T.S., Professor & Head (i/c), Department of Biotechnology

5	Times Higher Education	Dr. Ani Deepthi, Assistant Professor, Department of Chemistry
6	India Today-MDRA	Dr. Noushad V., Assistant Professor, Department of Arabic
7	UTSAH Portal	IQAC

### **Item No.XXI.05: Strategy for attracting external funds and streamlining release of funds to Principal Investigators**

The research funds received from external agencies are not up to the mark. We need to build strategy for attracting much more funds at National and International level. Also delay in release of external funds availed by both Faculty members and Students has to be addressed. The matter is placed for suggestions and discussion.

**---IQAC Decision---: Recommended to entrust the Registrar to streamline the process and start a project monitoring unit under DPD, to avoid the delay in releasing the fund. Further recommended that the faculty concerned shall give a request to the Registrar and copy to the Finance Officer, after confirmation of release of fund from the respective funding agency.**

### **Item No.XXI.06: Updation of University Website**

The website of the University need to be updated. PRO section is looking after the website. The present website updation committee has to be strengthened to ensure timely updations.

**---IQAC Decision---: Recommended to constitute a supervisory committee under IQAC with following members.**

1. Dr. R. Vasanthagopal, Senior Professor & Head, Institute of Management in Kerala
2. Dr. Shaji A., Professor & Head, Department of History
3. Dr. Swapna T.S., Professor & Head (i/c), Department of Biotechnology
4. Dr. Ani Deepthi, Assistant Professor, Department of Chemistry

### **Item No.XXI.07: Travel Grant to Faculty Members and Researchers**

University of Kerala, vide Item No. 22 of Budget Speech 2023-24 has envisaged a scheme to provide Travel Grant to Faculty Members and Researchers for presenting papers in International Conferences. An amount of Rs. 25 Lakh has been earmarked. The Syndicate vide item No. 09.116.04 resolved to constitute a sub-committee with the following members to consider the draft guidelines for "Travel Grant Scheme" prepared by IQAC.

1. Adv. Muralidharan Pillai G., Convener, Standing Committee of the Syndicate on Finance
2. Prof. (Dr.) K.G. Gopchandran (Member, Syndicate)
3. Prof. (Dr.) P.M. Radhamany (Member, Syndicate)

Requests from Faculty members and Researchers are received by IQAC regarding the availing of Travel Grant for paper presentation in International Conferences. Decision may be taken whether to continue the scheme.

**---IQAC Decision---: Recommended to continue the scheme and entrust IQAC to follow up the status of implementation of guidelines submitted.**

### **Item No.XXI.08: Student Feedback System**

As per Criteria 1.4 in NAAC, the structured feedback from Students is mandatory. In every AQAR, feedback collected from Students, Teachers, Employers and Alumni need to be uploaded. An online feedback platform is developed by Computer Centre in consultation with IQAC. If approved, IQAC can initiate the process with the assistance of Director, KUCC

**---IQAC Decision---: Recommended to place the questionnaire prepared in this regard in the CSS academic committee for vetting and to launch the student feedback system prepared.**

**Item No.XXI.09: Conduct of Awareness Campaign against Drug/Substance abuse**

An awareness Programme may be conducted for all the students of teaching departments, preferably at the Senate Hall to spread awareness against Drug/Substance abuse. The matter is placed for discussion.

**---IQAC Decision---: Recommended to conduct a University level programme. The Syndicate may take decision for conduct of series of programmes in collaboration with IQAC/NSS/DSS/Student Unions of the University.**

**Item No.XXI.10: Conduct of Awareness programme for Plastic Free Campus**

An awareness Programme about Plastic Free Campus may be conducted. The matter is placed for discussion.

**---IQAC Decision---: Recommended to conduct awareness programmes in both campuses in coordination with Department of Environmental Sciences, NSS, Student Unions, Campus Director & other Stakeholders.**

**Item No.XXI.11: Institutional Development Plan (IDP)**

As per the recommendation of the committee constituted for the implementation of IDP in University of Kerala, subcommittees were constituted with respect to the 9 (Nine) Enablers as mentioned by UGC. IDP report need to be uploaded in the website as a mandatory requirement. The copy of the order of committee constituted is appended (*Appendix- I*).

**---IQAC Decision---: Recommended to finalise the IDP at the earliest. Further Director, IQAC may suggest a panel of experts to vet the draft report on IDP.**

**Item No.XXI.12: Preparation of various Policy Documents**

The policies adopted by the University from time to time and the policy document thus prepared is one of the most important parameters for the accreditation process of UGC- NAAC and also for various ranking surveys. The existing policy document which is available on the Official Website is out dated and requires updation.

The Director, IQAC has submitted a proposal (*Appendix- II*) for preparation/revision of various policies be approved.

**---IQAC Decision---: Noted. Action shall be initiated.**

**Item No.XXI.13: Implementation of Budget Speech Item No.4 -KU Technocrat Colloquium**

The Director, IQAC submitted a detailed proposal before the Standing Committee of the Syndicate on Finance (*Appendix- III*).

**---IQAC Decision---: Recommended to proceed with the proposal submitted by IQAC.**

**Item No.XXI.14: Request from Kerala Academy for Skills Excellence (KASE)**

Request from KASE was received for informing List of skill development programmes executed by our organization (*Appendix- IV*). In the light of the request, the skill development activities of University has to be strengthened. Hence, the Finishing School, which is not active at present may be revived.

**---IQAC Decision---: Recommended to consider the matter in the next meeting.**

**Item No.XXI.15: Conduct of UGC- NET coaching classes by Kerala University Research Students' Union**

The Chairperson, Kerala University Research Students' Union has requested to release the financial assistance for organising UGC- NET coaching classes, which were conducted successfully and also submitted an expenditure statement in this regard. The eligible amount as financial assistance on

submission of original bills & vouchers has to be released from IQAC Activity fund in previous years. Permission is required for continuing the support from IQAC.

**---IQAC Decision---: Recommended to release the eligible amount on submission of original bills & vouchers.**

## Items for Reporting

### Item No.XXI.16: Data submission of various surveys/rankings

Data submissions/uploading for various ranking surveys are completed since March 2024 as mentioned below:

Sl. No	Ranking	Current Status
1	Kerala Institutional Ranking Framework-KIRF 2024 (Academic Year 2022-2023)	<ul style="list-style-type: none"> <li>• Data submitted on 09.05.2024</li> <li>• Secured 2<sup>nd</sup> position in University Category</li> </ul>
2	AQAR 2022-23	<ul style="list-style-type: none"> <li>• Data submitted on 31.05.2024</li> </ul>
3	AQAR 2023-24	<ul style="list-style-type: none"> <li>• Data submitted on 17.01.2025</li> </ul>
4	NIRF - Overall India Ranking 2025	<ul style="list-style-type: none"> <li>• Data submitted on for the period 2023-24</li> </ul>
5	QS World University Ranking 2024	<ul style="list-style-type: none"> <li>• Secured 451-500 position in Asia University Rankings</li> </ul>
6	QS World University Ranking 2025	<ul style="list-style-type: none"> <li>• Data submitted on 12.02.2025 for the year 2025</li> </ul>
7	India Today-MDRA Best Universities 2024	<ul style="list-style-type: none"> <li>• Data submitted on 20.06.2024</li> <li>• Bagged 16th position under Top General (Govt.) Universities in India</li> </ul>
8	Times Higher Education (THE)	<ul style="list-style-type: none"> <li>• Data collection and uploading is ongoing (Last date for submission : 30.03.2025)</li> </ul>

**---IQAC Decision---: Noted**

### Item No.XXI.17: Career Advancement Scheme (CAS)

CAS Verification of 51 Faculty Members of University Teaching Departments have been done by the Screening Committee for CAS under IQAC after the last IQAC meeting on 15.03.2024.

**---IQAC Decision---: Noted**

### Item No.XXI.18: Activities of IQAC during the period 16.03.2024 to 15.03.2025

Date	Name of Programme	Brief of the Programme
26.06.2024	One Day Workshop for Faculty Members of the University on FYUGP	One day Workshop for all Faculty Members of the University teaching departments for the implementation FYUGP.
07.06.2024 & 09.07.2024	Training programme for Non-teaching staff of the University on FYUGP	The training for Non-teaching staff on FYUGP conducted.
29.06.2024	All-India IQAC Workshop-2024, Uttarakhand University, Dehradun via online	The All-India IQAC Workshop 2024 held in hybrid mode at Uttarakhand University, Dehradun dedicated to fostering collaboration among higher education institutions across India. Prof. (Dr.) Shaji E, Director, IQAC attended the workshop via online.
09.08.2024	Mental Health Awareness	IQAC in association with Indian Medical Association Conducted a Mental Health Awareness Programme for the Undergraduate

Date	Name of Programme	Brief of the Programme
	Programme for the Undergraduate students of Centre for Undergraduate Studies (CUS), University of Kerala	students at Centre for Undergraduate Studies at EMS Hall, Kariavattom Campus, University of Kerala.
12.08.2024	Induction program with thrust on anti-ragging - Workshop organized by the STEP UP International at Golden Jubilee Hall, University of Kerala	An induction program with thrust on anti-ragging was organized at the Golden Jubilee Hall, University of Kerala, Kariavattom. The program was organized by IQAC in association with M/s STEP UP International as a flag off to the anti-ragging week.
22.08.2024 & 23.08.2024	The University level induction programme for PG Students of CSS	The event was jointly organized by IQAC and Credit and Semester System (CSS) at the Golden Jubilee Hall, Kariavattom on for the fresher candidates of PG Students of University of Kerala.
04.09.2024	One-day workshop on the Institutional Development Programme (IDP) for HEIs at New Delhi, organized by UGC:	A one day workshop on Institutional Development Plan (IDP) for handholding the Higher Education Institutions in their respective vicinity and to drive them to next level and to develop an ecosystem for vision and planning as per the New Educational Policy 2020 was held at the Indian National Science Academy (INSA) Auditorium, New Delhi. <i>Prof. (Dr.) Shaji E, Director, IQAC attended the workshop.</i>
10.09.2024	KSHEC- Internationalization of Kerala's Higher Education- The Visit of World Bank Delegation- Dr. Zachariah Mathew Director of the Centre for Global Engagement at the University of Michigan-Flint:	Kerala State Higher Education Council (KSHEC) in association with University of Kerala organized an invited lecture titled "Positioning Kerala as an Academic Hub: Essential Strategies for Success" by Dr. Zachariah Mathew, Director of the Centre for Global Engagement at the University of Michigan-Flint at the Senate Chamber, University of Kerala.
10.10.2024	Springer Nature: All India Research tour 2024	Springer Nature in collaboration with the Indian Council of Social Science Research (ICSSR) organized the India Research Tour 2024 visited University of Kerala. The event was organized at C.V Raman Hall, CLIF, Kariavattom. The programme aimed to bring various stakeholders together to discuss and implement strategies that would promote the development of research, leading to a positive impact on the overall growth of our nation.
06.12.2024	E. K. Janaki Ammal Memorial Lecture as a prelude to the 37th Kerala Science Congress at Kerala Agriculture university, Thrissur	As a prelude to the 37 <sup>th</sup> Kerala Science Congress, E.K. Janaki Ammal Memorial Lecture has been organized by IQAC, University of Kerala in association with KSCSTE at EMS Hall in which Dr. Jauhar Ali, Principal Scientist and Research Unit Leader, International Rice Research Institute (IRRI), Philippines was an esteemed speaker.
21.12.2024	Accessible India Campaign – Inclusive actions of university	The University of Kerala has been selected among 10% HEIs, and as a sole institution from Kerala, in the prestigious Accessible India Campaign by the University Grants Commission. A three

Date	Name of Programme	Brief of the Programme
	of Kerala	<p>member team 1. Dr. G.S. Chauhan, Joint Secretary, UGC as UGC Co-ordinator, 2. Prof. A.S. Jasrotiya, Head, Department of Remote Sensing and GIS, Department of Geology, University of Jammu, 3. Mr. Sandeep TKM, Chief Executive Officer, Deaf Enabled Foundation, Secunderabad as PWD Representative visited Kariavattom and Senate House Campus in connection with the Accessible Audit. Dr. Manju S Nair, Joint Director, IQAC was acted as the Co-ordinator for the UGC Accessibility Audit.</p> <p>University has received an appreciation for its noble initiatives for making the campuses inclusive and accessible during the 2024 Accessible Audit.</p>
06.01.2025 & 07.01.2025	Two day Authors' Workshop on Academic Writing to develop Textbooks for Higher Education in Bharatiya Language (Malayalam):	<p>The UGC has identified University of Kerala as the nodal University for writing books in Malayalam language in Kerala. The entire process of writing books will be facilitated by Malayalam Bhasha Samvardhan Samiti (MBSS) constituted with universities across the Kerala state and a large number of Universities are involved in the process. As per the directives of the UGC, a two day Authors' Workshop on Academic Writing to develop Textbooks for Higher Education in Bharatiya Language (Malayalam) was conducted at C.V. Raman Hall, CLIF, Kariavattom Campus, University of Kerala. Prof. Manish R Joshi, Secretary, UGC attended the meeting on 07.01.2025 and Resource Persons from various fields led the workshop. About 50 authors from different Universities and affiliated colleges participated in the workshop.</p> <p>Prof. Shaji E., Director, IQAC was the Local Co-ordinator of the Workshop.</p>
	Quarterly Performance Report (QPR)	QPR for the quarters October-December 2023, January-March 2024 and April-June 2024 submitted to Hon'ble Chancellor.

**---IQAC Decision---: Noted**

**Additional items (if any, with the permission of the Chair)**

**Item No.XXI.19: Submission of application for categorisation of Universities for grant of graded autonomy.**

The UGC vide gazette notification dated 12.02.2018 has issued a regulation for "categorisation of Universities for grant of graded autonomy". According to the notification, Universities will be categorised to 3 based on the criteria's stipulated by UGC.

**---IQAC Decision---: Recommended IQAC to initiate steps for applying the same.**

The meeting came to an end at 12.00 noon

**Dr. Shaji E.**  
Director  
Internal Quality Assurance Cell  
University of Kerala

**Dr. Mohanan Kunnummal**  
Chairman  
Internal Quality Assurance Cell  
University of Kerala



# Appendix I

File Ref.No.15736/PLANNING A/2024/UOK

## UNIVERSITY OF KERALA

### (Abstract)

Implementation of Institutional Development Plan (IDP) in the University of Kerala- Constitution of Subcommittees to develop a model IDP - Sanctioned -Orders issued

### **PLANNING A**

7155/2024/UOK

Dated: 22.08.2024

*Read:-1)UGC Guidelines for Institutional Development Plans for Higher Education*

*Institutions published in the UGC website on 6.2.2024.*

*2)U.O No. PI.A/4228/2024/UOK Dated: 20.05.2024*

*3) Minutes of the Meeting of the Committee constituted for the implementation of IDP in the University held on 14/08/2024.*

### ORDER

The University Grants Commission (UGC), vide paper read (1) above, has provided guidelines for Higher Education Institutes to prepare elaborate Institutional Development Plans. Subsequently, sanction was accorded by the Hon'ble Vice Chancellor to constitute a Committee for implementing Institutional Development Plan in University of Kerala, vide U.O read (2) above.

The meeting of the Committee constituted for the implementation of IDP in the University of Kerala held on 14/08/2024 , vide paper read (3) above, has recommended to constitute nine Sub-committees ,as furnished below under the major components of IDP as per the UGC guidelines for establishing a model Institutional Development Plan. Further, the committee recommended to submit the report of the subcommittees within two months for uploading the final IDP document in the University website.

### Sub-committees

	Enablers	Convenor	Members
A	Governance	Prof. (Dr.) R. Vasanthagopal, Dean, Faculty of Management Studies	1)Prof. (Dr.) Sumesh Divakaran Dean, Faculty of Engineering & Technology 2)Prof. (Dr.) Sindhu Thulaseedharan Dean, Faculty of Law 3)Dr. Josukutty.C.A, Professor, Department of Political Science 4)Dr. Girish Kumar R. Professor & Head, Department of Political Science 5)Sri. Siddik R. Assistant Professor, Department of Economics 6)Smt Resmi R.,Deputy Registrar 1,



			<p>Administration</p> <p>7)Smt S. Meera Raj , Assistant Registrar, Admin II</p>
B	Financial and Funding Models (Resource Generation)	Finance Officer	<p>1)Dr. Manju S. Nair., Professor, Department of Economics</p> <p>2)Dr. S.R. Jayasree., Professor &amp; Head, Department of Hindi</p> <p>3)Dr. Biju A.V., Associate Professor, Department of Commerce</p> <p>4)Dr. Pramod Kiran R.B., Assistant Professor, Department of Aquatic Biology &amp; Fisheries</p> <p>5)Director, Planning &amp; Development</p> <p>6)Shri. Hiran G., Joint Registrar , Finance</p> <p>7)Smt. Kamala Katholi., Deputy Registrar, Planning.</p>
C	Academic	Prof. (Dr.) Sajad Ibrahim K.M., Dean, Faculty of Social Sciences	<p>1)Dr. Swapna T.S., Professor &amp; Head, Department of Biotechnology</p> <p>2)Dr. Sam Solomon., Professor &amp; Head, Department of Optoelectronics</p> <p>3)Dr. Jayachandran R., Professor, Department of Hindi</p> <p>4) Dr. Santhosh Kumar T.K., Assistant Professor, Department of Malayalam</p> <p>5)Controller of Examinations</p> <p>6) Shri R. Roy. ,Deputy Registrar I, Academic</p> <p>7)Smt.Bindu.L.S., Deputy Registrar ,EB&amp;M&amp;C</p>
D	Research, Intellectual Property, and Supportive	Prof. (Dr.) A. Bijukumar., Dean, Faculty of Sciences	<p>1)Dr. R.B. Binoj Kumar., Professor, Department of Geology</p> <p>2)Dr. Salom Gnana Thanga V., Professor, Department of Environmental Sciences</p> <p>3) Dr. Shiburaj S.Professor, Department of Botany</p> <p>4)Dr. Ani Deepthi, Assistant Professor, Department of Chemistry</p>



			<p>5)Dr. Ajitha S.,Assistant Professor, Department of Political Science</p> <p>6)Smt. Reena Jose ,Deputy Registrar III, Academic</p> <p>7)Smt. Betsy S Nelson. ,Assistant Registrar I , Academic</p>
E	Human Resources Management	Prof. (Dr.) Bindu R.L., Dean, Faculty of Education	<p>1)Dr. Herman P.J., Professor, Department of Hindi</p> <p>2) Dr. Bushra Beegom R.K., Associate Professor, Department of Sociology</p> <p>3)Dr. Divya C. Senan., Assistant Professor, Department of Education</p> <p>4)Dr. Lakshmi Priya N., Assistant Professor, Institute of English</p> <p>5)Smt. K. K. Sreelekha, Deputy Registrar II, Administration</p> <p>6) Smt. A. R. Nishi ,Deputy Registrar, Accounts</p>
F	Networking and Collaborations	Prof. (Dr.) Gabriel Simon Thattil., Dean, Faculty of Commerce	<p>1)Prof. (Dr.) K.S. Suresh Kumar., Director, School of Distance Education</p> <p>2)Dr. Biju V.,Professor &amp; Head, Department of Physics</p> <p>3)Dr. Philomina Simon., Assistant Professor, Department of Computer Science</p> <p>4)Dr. Appu Jacob John., Assistant Professor, Institute of English</p> <p>5)Shri. R.S. Jayachandran., Assistant Registrar II, Academic</p> <p>6)Shri.Sajan Sasidharan, Assistant Registrar IV, Administration</p>
G	Physical	Prof. (Dr.) Meena T. Pillai., Dean, Faculty of Arts	<p>1)Dr. Siddeek M.A., Professor, Department of Malayalam</p> <p>2)Dr. Viji Vijayan., Assistant Professor, Department of Biochemistry</p> <p>3) Dr. P. Sreejith.,</p>



			<p>Assistant Professor, Department of Zoology</p> <p>4)Dr. Deepak K. R.,</p> <p>Assistant Professor, Department of Hindi</p> <p>5)University Engineer</p> <p>6)Shri A. Mohammed Hashir, Deputy Registrar, CSS</p> <p>7)Shri.Ramesh .T.S, Assistant Ex.Engineer</p>
H	Digital	Prof. (Dr.) Sabu Joseph., Dean, Faculty of Applied Sciences & Technology	<p>1)Dr. Vinod Chandra S.S. Professor, Department of Computer Science,</p> <p>2)Dr. Aji S., Associate Professor, Department of Computer Science</p> <p>3)Dr. P.G. Biju., Assistant Professor, Department of Biochemistry</p> <p>4)Director, Computer Centre</p> <p>5)Smt.Sunija Mohammed Rasheed, Senior Programmer &amp; Project lead</p>
I	SWOC	Director, IQAC	<p>1)Joint Director, IQAC</p> <p>2)Dr. Manoj Chacko., Associate Professor &amp; Head, Department of Statistics</p> <p>3)Dr. Thara Prabhakaran. Assistant Professor &amp; Head, Department of Future Studies</p> <p>4)Shri.Sivaprasad.M.S.,Section Officer, IQAC</p> <p>5)Shri.Vivek Vijay . V.P., Section Officer, Task Force</p>

Sanction has, therefore, been accorded by the Vice Chancellor to constitute nine Sub-committees, as furnished above, for establishing a model institutional Development Plan for the University of Kerala, as per the recommendation of the meeting of the Committee held on 14/08/2024.

The Report of the Subcommittees shall be submitted within two months from the date of issue of this order.

Orders are issued accordingly



KAMALA KATHOLI

Deputy Registrar(P&D)  
For REGISTRAR

To

- 1) All the members of the Sub-committee
- 2) The members of the committee constituted for the implementation IDP
- 3) PS to VC
- 4) PA to Registrar/FO/CE/DPD
- 5) IQAC section
- 6) Stock file

Forwarded / By Order  
Sd/-  
Section Officer





**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**UNIVERSITY OF KERALA**  
SENATE HOUSE CAMPUS, PALAYAM, THIRUVANANTHAPURAM, KERALA – 695 034  
*Re-accredited by NAAC with 'A++' Grade*  
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**IQAC/2025/1308****Thiruvananthapuram, Dated: 12.02.2025****Note to the Registrar**

Sub: Preparation of Policy Document –Committee Conveners- Nomination -reg.

The policies adopted by the University from time to time and the policy document thus prepared is one of the most important parameters for the accreditation process of NAAC and also for various ranking procedures. The existing policy document which is also available on the official website is out dated and requires revision.

Proposal on the policies to be prepared/ revised in line with the mandates of NAAC accreditation and QS ranking is furnished below for perusal:

<b>Sl. No.</b>	<b>Name of Policy</b>	<b>Nomination of Conveners</b>
<b>Policies to be revised</b>		
1	Admission Policy	Dr. Jayachandran R., Senior Professor, Department of Hindi
2	Interdisciplinary Policy	Dr. Swapna T.S., Professor, Department of Biotechnology
3	Extension and Institutional Social Responsibility Policy	Dr. Biju T., Professor, Department of Commerce
4	Gender Policy	Dr. Seema Jerome., Professor, Department of Malayalam
5	Library Policy	Dr. Prakasan P.M., Assistant Professor, Department of Library & Information Science
6	Innovation and Student Start-up Policy	Dr. Shiburaj S., Professor, Department of Botany
7	IT Policy	Dr. Aji S., Associate Professor, Department of Computer Science
8	Open Source Policy	Dr. Biju V., Professor, Department of Physics
9	Quality Policy	Dr. A. Bijukumar, Senior Professor, Department of Aquatic Biology & Fisheries
10	Policy on Creating & Enhancing Infrastructure	Dr. Sam Solomon, Professor,

		Department of Optoelectronics
11	Anti-Plagiarism Policy	Dr.Sudhi S. Vijayan Assistant Professor, Department of Library Information & Science
12	Water sustainability Policy	Dr. Rajesh Reghunath, Professor, Department of Geology
13	Waste Management Policy	Dr. Salom Gnana Thanga V., Professor, Department of Environmental Sciences
14	Cyber Policy	Dr. Girish Kumar R, Professor, Department of Political Science

#### **New Policies to be prepared**

1	Institution's sustainability/climate action policy	Dr. Sabu Joseph, Professor, Department of Environmental Sciences
2	Institution's sustainable procurement/purchasing policy	Dr. Shaji E., Director, IQAC
3	Institution's sustainable investment policy	Dr. R. Vasanthagopal, Senior Professor, IMK
4	University policy on carbon emissions and Net-zero emissions	Dr. Benno Pereira P.G., Assistant Professor, Department of Zoology
5	Equality, Diversity and Inclusion (EDI) Policy	Dr. Manju S. Nair , Professor, Department of Economics
6	Anti- bribery and Corruption Policy	Dr. Josukutty C.A., Professor, Department of Political Science
7	Policy on holistic ethical organisational culture	Dr. Herman P.J., Professor, Department of Hindi

The proposal of nominations of Conveners for aforementioned policy committees are submitted for consideration. The conveners in consultation with IQAC may be requested to suggest the panel of other members in each committee.

  
**Director, IQAC**

## University Of Kerala- 'K.U. Technocrat Colloquium'

### Concept

The inputs and cooperation of eminent technocrats is vital to transform University into a Centre of Excellence in Multidisciplinary learning and cutting-edge research with societal applications. A forum for connecting such eminent luminaries to the University community, and fostering this linkage would be extremely beneficial. This will also help in expansion of University's outreach and International linkage, creating new opportunities. Rs. 5 Lakh has been earmarked in the Budget Speech 2024-25, for initial expenses towards this goal (Item No. 4).

The plan is to map our Teaching Departments and University College of Engineering, Kariavattom with Technopark, Industry, R&D Institutions etc. Details in this regard are furnished below:

Department/Institute	Name of the Event	Institutions to be mapped
University College of Engineering, Kariavattom	UCEK-Technopark Connect	<p>Selected 5-8 firms, along with CEO of Technopark, Thiruvananthapuram.</p> <p><i>The content of syllabus of Engineering programmes and employability of students who pursue those programmes has to be improved. The session will explore possibility of support from companies in framing curriculum for Engineering programmes according to needs of the Industry and to initiate affirmative actions for Campus Placement.</i></p>
Science, Applied Sciences Departments, allied Centres	Science Synergy: Bridging Industry and Academia	<p>Directors, as panelists will be invited from:</p> <ol style="list-style-type: none"> <li>1. Central Tuber Crops Research Institute</li> <li>2. Centre for Development and Advanced Computing</li> <li>3. Indian Rare Earths Ltd.</li> <li>4. Institute of Advanced Virology</li> <li>5. Jawaharlal Nehru Tropical Botanic Garden and Research Institute</li> <li>6. KELTRON</li> <li>7. Kerala Minerals and Metals Ltd.</li> <li>8. Kerala State Biodiversity</li> </ol>

		<p>Board</p> <p>9. Kerala State Council for Science, Technology and Environment</p> <p>10. National Institute For Interdisciplinary Science and Technology</p> <p>11. Sree Chitra Thirunal Institute for Medical Sciences</p> <p>12. State Medicinal Plants Board</p> <p>13. Terumo Penpol</p> <p>14. Vikram Sarabhai Space Centre etc.</p> <p><i>This session would explore opportunities for collaboration in Doctoral, Post-Doctoral, Sponsored and Joint Research. Inputs on Curriculum refinement and placement would also be sought.</i></p>
Social Science, Commerce, Management, Law	Social-Techno Innovations	<p>Directors, as panelists will be invited from:</p> <ol style="list-style-type: none"> <li>1. Centre for Developmental Studies</li> <li>2. Gulati Institute of Finance and Taxation</li> <li>3. Kerala Council for Historical Research</li> <li>4. Kerala Council for Historical Research</li> <li>5. NABARD</li> </ol>
Arts, Oriental Studies, Journalism and Education	Mediascape and Technologies	<ul style="list-style-type: none"> <li>• Panelists, experts from Media firms, film industry and associated technological establishments</li> <li>• Ed-Tech firms</li> </ul>

A 'Technocrat Meet' may be conducted as an initial step, preferably in February-March, 2025.

The event will be having an inaugural session, followed by theme based discussions and a valedictory session. Hon'ble Chief Minister, Ministers for Higher Education, Finance, Industries etc. may be invited to grace inaugural and plenary sessions.

**Budget**

Sl. No.	Proposal	Item wise Split-up
1.	<p>Technocrat Meet – Conduct of a One day Summit</p> <p>Potential venue: KTDC Mascot Hotel, Thiruvananthapuram</p> <p>A Summit of eminent Technocrats and Managers. Their inputs for transforming University into a World Class HEI to be sought. The event would consist of Panel Discussions, Q&amp;A Sessions, Interaction etc.</p>	<p><u>Head wise Budget</u></p> <p>Hall, Lunch &amp; refreshments- Rs. 3,00,000/-</p> <p>Venue arrangements, Stationary expenses etc.- Rs. 1,25,000/-</p> <p>Local conveyance &amp; Miscellaneous- Rs. 75,000/-</p> <p><b>Total: Rs. 5 Lakh</b></p>

**Participation**

Dignitaries from the Government- 10	Ministers, Secretaries etc.
External Participation- 30-40	Directors/MDs of R&D Institutions and firms, Panelists, Experts etc.
Internal attendees- 120-130	<ol style="list-style-type: none"> <li>1. Members of the Syndicate</li> <li>2. Statutory Officers</li> <li>3. Deans of all Faculties</li> <li>4. Head of Departments/ Faculty member nominated by them</li> <li>5. Directors of various University Offices</li> <li>6. Selected Science and Applied Science Centre Directors</li> <li>7. Officebearers of Departments Union and Research Students Union</li> </ol>

Implementation of the scheme shall be done by Director, IQAC with a committee constituted by the Syndicate for the same.

Proposed date of activity: February 2025

  
Prof. (Dr.) Shaji E.

Director

**KASE/1182/2020-Exe2**

07-01-2025

To,

Vice-Chancellor  
KERALA University

Dear Sir/Madam,

Subject: Request for details on skill training activities offered by your Organization

**Greetings from the Kerala Academy for Skills Excellence (KASE), the State Skill Secretariat!!**

KASE was established under G.O.(Ms) No. 20/2012/LBR dated 03.02.2012 to serve as an apex entity for initiating, regulating, and coordinating focused skill development across various industrial domains. Vide G.O. (P) No. 47/2018/Labour, a centralized administrative framework has been announced to ensure convergence among the skill development activities undertaken by various government departments. KASE has been designated as the State Skill Secretariat, functioning as a single-window agency to facilitate convergence among all skill and vocational training initiatives, while fostering collaboration with all stakeholders, including state and central governments, industry partners, and training service providers.

A High Power Committee, chaired by the Chief Secretary, has been constituted under this centralised administrative framework for ensuring convergence among all skill development initiatives from the state. All government departments involved in skill and vocational training are required to adhere to the directives of the High Power Committee to ensure effective convergence and regulation of skill training activities across the state. The High Power Committee is mandated to evaluate and monitor the skill development programs implemented across the state under various government departments. The next meeting of the High Power Committee, focused on evaluating the effectiveness in implementing the policy decisions from the State Level Steering Council, will be convened soon.

In preparation for this meeting, the following information are found essential for submitting to the High Power Committee:

1. **Budget allocation** received for the previous years
2. **Details of training infrastructure** available within your department

**3. List of skill development programs** executed by your department/organization

We kindly request you to consolidate and share the above information at your earliest convenience for submitting the same before the High Power Committee. The information on various skill training programs implemented by your organization and the infrastructure and resources that you aggregated so far will help the High Power Committee to identify the structural gaps in the state's skill ecosystem. The High Power Committee shall then submit its recommendation to the State Level Steering Committee chaired by Hon. Chief Minister for making appropriate changes in the policies related to skill development.

For your convenience, a template has been attached to assist in compiling the required information. You may contact Mr. Anoop. P, Manager Skill Convergence, his contact details are;

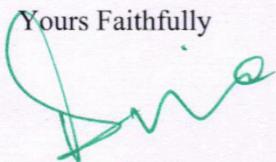
Phone Number : 0471 -2735 949

Mobile Number : 984 6865 621

E mail : [managerskillconvergence@gmail.com](mailto:managerskillconvergence@gmail.com)

We appreciate your cooperation and look forward to receiving the requested details at your earliest convenience.

Thank you for your cooperation.

Yours Faithfully  
  
Managing Director

**SUFIYAN AHMED IAS**  
Managing Director  
Kerala Academy for Skills Excellence





**University of Kerala**