

Minutes

Special Meeting of IQAC

Held on 19.04.2022



University of Kerala

Minutes
Special Meeting of IQAC, University of Kerala

Date:19.04.2022

Day: Tuesday

Time:4.00 p.m.

Venue: Syndicate Room

Members

Present:

1. Prof. V. P. Mahadevan Pillai, Vice - Chancellor (Chairman)
2. Prof. P. P. Ajayakumar, Pro Vice - Chancellor (Vice-Chairman)
3. Dr. S. Nazeeb, Member, Syndicate
4. Dr. K. G. Gopchandran, Member, Syndicate
5. Dr. K. S. Anil Kumar, Registrar
6. Sri. R. Mahadevan, Finance Officer
7. Dr. Vinod Chandra S. S., Director (i/c), Computer Centre
8. Dr. B. Hariharan, Professor, Institute of English
9. Dr. Jayachandran R., Professor and Head, Department of Hindi
10. Dr. R. B. Binoj Kumar, Professor, Department of Geology
11. Dr. S. Mini, Professor, Department of Bio-Chemistry
12. Dr. E. Shaji, Associate Professor and Head, Department of Geology (Joint Director, IQAC)
13. Dr. Gabriel Simon Thattil, Director, IQAC

Absent:

1. Dr. A. Bijukumar, Professor and Head, Dept. of Aquatic Biology and Fisheries
2. The Chairman, Department Students' Union
3. The Chairman, Research Students' Union
4. Dr. Unnikrishnan S. M., Associate Vice – President, International Business & Strategic Planning, HLL Life care Ltd, Poojappura.
5. Dr. Biveesh U. C., Research Officer & Nodal Officer, RUSA State Office
6. Dr. A. K. Prasad, Professor, Department of Economics
7. Dr. K. S. Chandrasekhar, Professor and Head, Institute of Management in Kerala
8. Dr. S. R. Sheeja, Professor, Department of Economics, SDE
9. Dr. S. Aji, Associate Professor, Department of Computer Science

Special Invitee:

1. Prof. N. Gopakumar, Controller of Examinations
2. Dr. Mini DejoKappen, Director, Planning & Development

Item No. 01: NAAC Peer Team Visit - Plan of Action and Constitution of committees

The Self Study Report (SSR) submitted to NAAC has been prequalified for Assessment. Subsequently, the 2nd level payment & logistics advance payment along with Logistics details about nearby airport/nearby hotel details has been submitted to NAAC through the assessment portal.

IQAC Decision: - Resolved to constitute the following committees to examine, supervise and ensure proper preparedness for the NAAC Peer Team Visit (PTV):

I. Core committee to supervise overall NAAC PTV preparations**Chairman**

Dr. V. P. Mahadevan Pillai, Vice-Chancellor

Vice Chairman

Dr. P. P. Ajayakumar, Pro Vice – Chancellor

Coordinators

1. Dr. S. Nazeeb, Member Syndicate
2. Dr. K. G. Gopchandran, Member, Syndicate

Joint Coordinators

1. Dr. K. S. Anil Kumar, Registrar
2. Dr. Gabriel Simon Thattil, Director, IQAC

Members

1. All Syndicate Members
2. All Deans
3. All IQAC Members
4. All School Directors
5. All Head of the Departments
6. Controller of Examinations
7. Finance Officer
8. Director, Planning & Development
9. Director, Research
10. Campus Director
11. Director, CDC
12. Director, Physical Education
13. All Joint Registrars
14. University Engineer
15. University Librarian
16. Public Relations Officer
17. Reception Officer
18. Chairperson & General Secretary, Research Students' Union
19. Chairperson & General Secretary, Departments' Union
20. Dr. PramodKiran R. B., Member, Senate
21. Dr. A. Helen, Member, Senate
22. Sri. R. Raj Narayan, Deputy Registrar
23. Sri. P. P. Thomas, Deputy Registrar

24. Sri. Saj S.V, Assistant Registrar
25. Smt. Asharani, Assistant Registrar
26. Smt. Kamala Katholi, Assistant Registrar
27. Sri. C.K. Sureshkumar, Assistant Registrar
28. Sri. Ajay D.N, Section Officer
29. Sri. O.T. Prakash, Section Officer
30. Sri. Gireesh. S, Section Officer
31. Sri. Treju Augustine, Section Officer
32. Sri. Maneesh R., Section Officer
33. Sri. Arunkumar S., Section Officer
34. Sri. Sajithkhan, Section Officer
35. Sri. AhammedSherin, Section Officer
36. Sri. Giriprasad S., Section Officer
37. Sri. Anil Kumar D., Section Officer
38. Smt. Sandhya Rani V.S., Section Officer
39. Sri. Robin Xavier, Section Officer

II. *Committees for Supervision and guidance on Power Point Presentations*

a. Science and Applied Science & Technology Departments

1. Dr. Achuthsankar S.Nair, Professor, Dept. of Computational Biology (**Convener**)
2. Dr. K. G. Gopchandran, Member, Syndicate
3. Dr. A. Bijukumar, Vice – Chairman, Credit and Semester System
4. Dr .S. M. A. Shibli, Professor, Faculty of Science
5. Dr. Gangaprasad A., Professor, Dept. of Bio – Technology
6. Dr. ManojChangat, Professor, Dept. of Futures Studies
7. Dr. R. B. Binojkumar, Professor, Dept. of Geology
8. Dr. Meena T. Pillai, Professor, Institute of English
9. Dr. SujaKurup P. L., Professor, Institute of English

b. Social Sciences and Arts Departments

1. Dr. Lal C. A., Professor, School of Distance Education (**Convener**)
2. Dr. Gireesh Kumar, Professor, Dept. of Political Science
3. Dr. Josukutty C. A., Professor, Dept. of Political Science
4. Dr. Manju S. Nair, Professor, Dept. of Economics
5. Dr. Darwin L., Assistant Professor, Dept. of Linguistics
6. Dr. B. Hariharan, Professor, Institute of English
7. Dr. Lakshmi Priya, Assistant Professor, Institute of English

c. Other Departments

1. Dr. K. S. Chandrasekar, Professor, IMK(**Convener**)
2. Dr. Vasanthagopal, Professor, School of Distance Education
3. Dr. Raju G., Professor, Dept. of Commerce
4. Dr. Jayachandran R., Professor, Dept. of Hindi
5. Dr. Divya C. Senan, Assistant Professor, Dept. of Education
6. Dr. Lakshmi Sukumar, Assistant Professor, Institute of English
7. Dr. Appu Jacob John, Assistant Professor, Institute of English

d. Presentations of Vice-Chancellor, IQAC Director and Statutory Officers

- 1) Dr. P.P. Ajayakumar, Pro Vice Chancellor(**Convener**)

- 2) Dr. Gabriel Simon Thattil, Director, IQAC
- 3) Dr. Shaji E., Joint Director, IQAC
- 4) Dr. Vinod Chandra S. S. Director (i/c), Computer Centre
- 5) Dr. R. B. Binoj Kumar, Director, Research
- 6) Dr. Meena T. Pillai, Professor, Institute of English
- 7) Dr. B. Hariharan, Professor & Head, Institute of English

Expertise for designing the PPT can be engaged by respective committees if required.

III. Committees on verifying Documents & Display guidance

1. North Campus (Kariavattom)

- a. Dr. P. M. Radhamany, Professor, Dept. of Botany(**Convener**)
- b. Dr. E.A .Siril, Professor, Dept. of Botany
- c. Dr. Lalmohan P., Assistant Professor, Dept. of Communication & Journalism
- d. Dr. Benno Pereira P. G., Assistant Professor, Dept. of Zoology
- e. Dr. Sreejith P., Assistant Professor, Dept. of Zoology

2. South West (Departments situated towards west of the main campus)

- a. Dr. Sam Solomon, Professor, Dept. of Optoelectronics (**Convener**)
- b. Dr. Jayakrishnan R., Asst. Professor, Dept. of Physics
- c. Dr. MidhunSukumar, Asst. Professor, Dept. of Aquatic Biology
- d. Dr. Biju A. V. Asst. Professor, Dept. of Commerce
- e. Dr. AniDeepthi, Asst. Professor, Dept. of Chemistry
- f. Dr. Aji S. Associate Professor, Dept. of Computer Science
- g. Dr. VijiVijayan, Asst. Professor, Dept. of Biochemistry

3. South East (Departments situated towards east of the main campus)

- a. Dr. Prema S. Asst. Professor, Dept. of Linguistics(**Convener**)
- b. Dr. Siddik R. Asst. Professor, Dept. of Economics
- c. Dr. Sandhya R.S. Professor, Dept. of Sociology
- d. Dr. Noushad V. Asst. Professor, Dept. of Arabic
- e. Dr. AnuUnny, Asst. Professor, Dept. of Political Science
- f. Dr. Nithya, Asst. Professor, Dept. of Political Science

4. Palayam Campus

- a. Dr. Bindu R. L., Professor, Dept. of Education(**Convener**)
- b. Dr. Prakashan P.M., Asst. Professor, Dept. of Library & I.S
- c. Dr. Vishnu Narayanan, Asst. Professor, Inst. of English

IV. Beautification and Engineering works – Committee for Examining progress on Civil Works, Beautification and Engineering Works

1. Palayam Campus

- a. Sri. Bijukumar G., Member, Syndicate(**Convener**)
- b. Dr. K.S. Anilkumar, Registrar
- c. Sri. R. Mahadevan, Finance Officer
- d. Prof. N. Gopakumar, Controller of Examinations
- e. Dr. Mini DejoKappen, Director, Planning and Development
- f. Joint Registrar, Administration
- g. Joint Registrar, Examination
- h. Deputy Registrar, Finance

- i. Sri. Manoj Kumar, Assistant Engineer, Civil

2. Kariavattom Campus

- a. Prof. P. P. Ajayakumar, Pro Vice Chancellor(**Convener**)
- b. Dr. S. Nazeeb, Member, Syndicate
- c. Dr. K. G. Gopchandran, Member, Syndicate
- d. Joint Registrar, Campus Administration
- e. Deputy Registrar, Campus Administration
- f. Smt. Sobha, University Engineer
- g. Sri. Ramesh T. S., Assistant Executive Engineer

3. Hostels

Ladies Hostel and Creche

- a. Prof. K. Lalitha, Member Syndicate(**Convener**)
- b. Dr. Radhamany P. M., Professor, Dept. of Botany
- c. Dr. S. R. Jayasree, Professor, Dept. of Hindi
- d. Dr. BushraBeegom R.K., Asst. Professor, Dept. of Sociology
- e. Dr. Mini S., Professor, Dept. of Biochemistry
- f. Dr. Mini DejoKappen, Director, Planning and Development
- g. Smt. K. K. Sreelekha, Deputy Registrar
- h. Smt. C. B. Maya Devi, Deputy Registrar

4. Men's Hostel

- a. Dr. PramodKiran R.B, Asst. Professor, Dept. of Aquatic Biology (**Convener**)
- b. Dr. Rajesh S. V., Asst. Professor, Dept. of Archaeology
- c. Dr. Deepak K.R., Asst. Professor, S.D.E.

5. Library(Central and Campus)

- a. Dr. P.P. Ajayakumar, Pro Vice Chancellor (**Convener**)
- b. Dr. K.G. Gopchandran, Member, Syndicate
- c. Dr. Gabriel Simon Thattil, Director, I.Q.A.C.
- d. Dr. B. Asha , University Librarian (i/c)
- e. Dr. Suresh Kumar, Librarian.
- f. Shri. VamadevanAsari, R, Asst. Librarian

V. Committee for preparation of Common brochures

1. Digitization

- a. Dr. Vinod Chandra, Director (i/c), Computer Centre(**Convener**)
- b. Dr. Gopakumar, Controller of Examinations
- c. Dr. Aji S., Dept. of Computer Science
- d. Dr. Lalmohan, Dept. of Communication & Journalism
- e. Dr. S. R. Jayasree, Professor, Dept. of Hindi

2. Startups

- a. Dr. Manoj Changat, Professor , Dept. of Future Studies(**Convener**)
- b. Dr. Gireesh Kumar, Professor , Dept. of Political Science
- c. Dr. Sanalkumar, System Analyst

3. KU Padasala

- a. Dr. Lal C. A., Professor, School of Distance Education

4. **Implementation of NEP**
 - a. Dr. Gopchandran, Member, Syndicate(**Convener**)
 - b. Dr. Gabriel Simon Thattil, Director, I.Q.A.C.
 - c. Dr. Sajad Ibrahim, Professor, Dept. of Political Science
 - d. Dr. Biju V., Professor, Dept. of Physics
5. **UN Sustainable Development goals**
 - a. Dr. A. Bijukumar, Vice Chairman, Credit and Semester System(**Convener**)
 - b. Dr. Gangaprasad, Professor, Dept. of Bio – Technology
 - c. Dr. Salom Gnana Thanga V., Professor, Dept. of Environmental Sciences
 - d. Dr. Mini S., Professor, Dept. of Biochemistry
 - e. Dr. Manju S. Nair, Professor, Faculty of Social Sciences
 - f. Dr. Biju T., Associate Professor, Dept. of Commerce
6. **New Programmes and New Departments**
 - a. Dr. Jayachandran R., Professor, Dept. of Hindi(**Convener**)
 - b. Dr. B. Hariharan, Professor, Institute of English
7. **Student Services – Arts, Sports and Cultural Events**
 - a. Dr. Siddik R., Director, DSS(**Convener**)
 - b. Dr. Rasiya, Director, Physical Education
 - c. Dr. C. R. Prasad, Professor, Dept. of Kerala Studies
 - d. Dr. Raja Varier, Centre for Performing & Visual Arts
8. **CACEE, Career Guidance Bureau, JSS**
 - a. Dr. Suresh Kumar, Director, CACEE(**Convener**)
 - b. Dr. B. Hariharan, Professor& Head, Institute of English
9. **Awards and Recognition – DSc, D.Litt, teacher award, Endowment**
 - a. Internal Quality Assurance Cell (IQAC)
10. **Research**
 - a. Dr. R. B. Binoj Kumar, Professor, Dept. of Geology(**Convener**)
 - b. Dr. A. Biju Kumar, Vice Chairman, Credit and Semester System
 - c. Dr. Sabu Joseph, Professor, Dept. of Environmental Sciences
 - d. Dr. Sam Solomon, Professor, Dept. of Optoelectronics
11. **Lexicon and Publication**
 - a. Dr. Mini DejoKappen, Director, Planning & Development (**Convener**)
 - b. Dr. Seema Jerome, Professor, Dept. of Malayalam
 - c. Dr. Santhosh Kumar T. K., Assistant Professor, Dept. of Malayalam
12. **ORI**
 - a. Head, Oriental Research Institute and Manuscripts Library
13. **OBE**
 - a. Dr. A. Bijukumar, Vice Chairman, Credit and Semester System
14. **Alumni**
 - a. Dr. Vasanthagopal, Professor, School of Distance Education
15. **University support during Covid and Flood**
 - a. Prof. (Dr.) N. Gopakumar, Controller of Examinations(**Convener**)

- b. Dr. Lakshmi Priya, Assistant Professor, Institute of English
- c. Dr. Shaji A., Professor, School of Distance Education

16. Administrative Reforms

- a. Dr. K. S. Anil Kumar, Registrar

17. Finance and Budget Details

- a. Sri. R. Mahadevan, Finance Officer

VI. Cultural Programme Committee

- a. Dr. S. Nazeeb, Member, Syndicate (**Convener**)
- b. Dr. C. R. Prasad, Professor, Dept. of Kerala Studies
- c. Dr. Bindu K., Associate Professor, Dept. of Music
- d. Dr. Raja Varier, Centre for Performing & Visual Arts
- e. Dr. Siddik R. Assistant Professor, Dept. of Economics
- f. Dr. Sheeba M. Kurian, Assistant Professor, Dept. of Malayalam

Also resolved on:

1. Addressing students of all teaching departments on students support services and campus facilities. Hon'ble Pro-Vice-Chancellor and Dr. S. Nazeeb to undertake blockwise visits for this purpose.
2. Direct department to identify common rooms for women and provide wheel chairs and mobility canes for the differently abled.
3. School Directors to be advised to prepare PPTs on activities of the school during the assessment period.
4. Department Council to take decisions on maintenance of department facilities in tune with NAAC PTV requirements.
5. Ensuring adequate signage and display boards in the departments, S.H. Campus, Libraries – University Engineer to be entrusted with the task as per Syndicate resolution.
6. Updating the University website with the following members in charge of the same:
 - a. Dr. Vinod Chandra, Director(i/c), Computer Centre
 - b. Dr. Aji S., Assistant Professor, Dept. of Computer Science
 - c. Sri. Johnson R. Programmer, Computer Centre

Other items approved by the Chair

Item No. 02: Reconstitution of IQAC - Inclusion of Stakeholder's representative

-IQAC decision: - Resolved to include Mr. Jagan Sebastain George, State Nodal Officer and Research Officer, RUSA in place of Dr. Biveesh U.C. as the Stakeholder's representative in IQAC.

Item No. 03 - One day workshop for Research Scholars and Students by ASAP

-IQAC decision: -Resolved to conduct a one day workshop in association with ASAP for Research Scholars and Students.

The meeting came to an end by 6.00 p.m.

Dr. Gabriel Simon Thattil
 Director
 Internal Quality Assurance Cell
 University of Kerala

Dr. V. P. Mahadevan Pillai
 Chairman
 Internal Quality Assurance Cell
 University of Kerala
 25.4.2022