



MINUTES

SPECIAL MEETING OF IQAC

Held on 05-12-2019



Internal Quality Assurance Cell (IQAC)
University of Kerala

Minutes**Special Meeting of IQAC, University of Kerala**

Date: 05.12.2019

Day: Thursday

Time: 3.00 p.m.

Venue: VC's Chamber, S.H. Campus

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Members: Present

1. Dr. V.P. Mahadevan Pillai, Vice - Chancellor (Chairman)
2. Dr. Ajayakumar P.P., Pro - Vice - Chancellor (Vice-Chairman)
3. Dr. S. Nazeeb, Member, Syndicate
4. Dr. C.R. Prasad, Registrar (i/c)
5. Smt. Leju Bose, Finance Officer (i/c)
6. Dr. A. Bijukumar, Vice - Chairman, Credit and Semester System
7. Dr. S. Aji, Director, Computer Centre
8. Dr. Jayachandran R., Professor and Head, Department of Hindi
9. Dr. R. B. Binoj Kumar, Associate Professor and Head, Department of Geology
10. Dr. S. Mini, Associate Professor & Head, Dept. of Biochemistry
11. Dr. S. R. Sheeja, Associate Professor of Economics, School of Distance Education
12. Dr. S. Aji, Assistant Professor, Department of Computer Science
13. Dr. E. Shaji, Assistant Professor, Department of Geology (Joint Director, IQAC)
14. Dr. Gabriel Simon Thattil, Director, IQAC

Members: Absent

1. Dr. K.G. Gopchandran, Member, Syndicate
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, Thiruvananthapuram.
6. Dr. A. K. Prasad, Professor, Department of Economics.
7. Dr. K. S. Chandrasekhar, Professor & Head, Institute of Management in Kerala
8. Dr. B. Hariharan, Professor, Institute of English

Items for Consideration

Item No.01: Approval of proposals under Interaction with eminent scholar

IQAC invited proposals to bring eminent scholars including Nobel laureates to our campus. Such experts would interact with our scholars and enrich them in their learning and research activities. The teaching departments of the University are encouraged to identify an expert of international repute, relating to their field to interact with teachers, students and scholars. The experts would represent: Life sciences, Social sciences, English literature, Foreign Languages, Indian languages, Commerce and Management, Physical sciences, Chemical sciences and applied sciences and technology. The proposals were placed before the Evaluation Committee constituted for the evaluation of the proposals under the scheme. The committee consists of following members.

- 1) Dr. Gabriel Simon Thattil, Director, IQAC
- 2) Dr. Shaji E., Joint Director, IQAC
- 3) Dr. A. Biju Kumar, Vice – Chairman, C.S.S

The meeting of evaluation committee held on 13.11.2019 and 04.12.2019 recommended the following proposals:

Sl. No.	Department	Proposal Submitted by	Name of Scholar	Proposed Date of Pgm	Proposal Amount (in Rs)	Sanctioned amount by subcommittee (in Rs.)
1	Sociology	Dr. Antony Palackal, Associate Professor	Prof. Jeffry c. Alexander, Lillian Chavenson Saden Professor of Sociology, Yale University.	December 2019	2,04,000	1,92,000
2	Zoology	Dr. Sreejith P., Assistant Professor	Mr. Sadashiva s. Karnik, PhD, Professor, Cleveland Clinic Lerner College of Medicine of Case Western Reserve University.	27.03.2020 to 31.03.2020	3,05,000	1,70,000
3	Education	Dr. Sameer Babu M. Assistant Professor	Mr. Joan E. Hughes, Ph.D. Graduate Adviser of Record, Department of Curriculum and Instruction, The University of Texas at Austin.	-	3,09,000	2,73,000
4	Geology	Dr. Anil Kumar Y., Assistant Professor	Dr. Luis Sánchez Muñoz, Scientist, National Museum of Natural Sciences, Madrid, Spain.	January 2020	2,65,000	1,60,000
5	Biochemistry	Dr. Mini S., Associate Professor & Head	Dr. Ram H. Nagaraj, Ph.D., Professor, University of Colorado Anschutz Medical Campus, Aurora, Colorado, USA	December 2019	4,95,500	2,20,000
6	Education	Dr. Divya C. Senan, Assistant Professor, Department of Education	Chen Der Thanq Victor, Professor & Acting Head, Curriculum, Teaching & Learning, National Institute of Education, Nanyang Technological University, Singapore	Jan 1-2, 2020	1,00,000	98,000
Total						11,13,000

The minutes of the meeting of the Evaluation Committee is appended (**Appendix D**)

—IQAC Decision—: The committee on evaluation of proposals under Interaction with Eminent Scholar Scheme met on 13.11.2019 and 04.12.2019 recommended 5 proposals and 1 proposal respectively. The IQAC meeting resolved to approve the following 4 proposals with the revised budget:

1. Proposal from Dr. Antony Palackal, Department of Sociology

Name of the Eminent Scholars	: Prof. Jeffry c. Alexander, Lillian Chavenson Saden, Professor of Sociology, Yale University.
Recommended budget:	
Airfare (actual, as per air ticket, economic class only)	: 1,40,000/-
Accommodation and food (4 days) - Rs.5,000/- per day	: 20,000/-
Local transport - Rs.2,000/- per day	: 8,000/-
Documentation of the program, including Live Streaming	: 10,000/-
Total	: 1,78,000/-
(Rupees One Lakh Seventy Eight Thousand Only)	

2. Proposal from Dr. Mini S, Department of Biochemistry

Name of the Eminent scholar	: Dr. Ram H. Nagaraj, Ph.D., Professor, University of Colorado Anschutz Medical Campus, Aurora, Colorado, USA
Recommended budget:	
Airfare (actual, as per air ticket, economic class only)	: 1,50,000/-
Accommodation and food(5 days) - Rs.5,000/- per day	: 25,000/-
Local transport - Rs.2,000/- per day	: 10,000/-
Documentation of the program, including Live Streaming	: 10,000/-
Total	: 1,95,000/-
(Rupees One Lakh Ninety Five Thousand Only)	

3. Proposal from Dr. Anilkumar Y, Department of Geology

Name of the eminent scholar	: Dr. Luis Sánchez Muñoz, Scientist, National Museum of Natural Sciences, Madrid, Spain.
Recommended budget:	
Airfare (actual, as per air ticket, economic class only)	: 90,000/-
Accommodation and food (5 days) - Rs.5,000/- per day	: 25,000/-
Local transport - Rs.2,000/- per day	: 10,000/-
Documentation of the program, including Live Streaming	: 10,000/-
Total	: 1,35,000/-
(Rupees One Lakh Thirty Five Thousand Only)	

4. Proposal from Dr. Divya C. Senan, Department of Education

Name of the Eminent Scholar	: Chen Der Thanq Victor, Professor & Acting Head, National Museum of Natural Sciences, Madrid, Spain. Curriculum, Teaching & Learning, National Institute, of Education, Nanyang Technological University, Singapore
Recommended budget:	
Airfare & Visa (actual, as per air ticket, economic class only)	: 60,000/-
Accommodation and food (3 days) - Rs.5,000/- per day	: 15,000/-
Local transport –	: 5,000/-
Documentation of the program, including Live Streaming	: 10,000/-
Total	: 90,000/-
(Rupees Ninety Thousand Only)	

The meeting approved the above proposals with the following recommendations:

1. Explore the possibility to build a linkage through MOU with the foreign universities
2. Ensure maximum participation from allied departments and colleges
3. List out clearly the number of participants and departments who can actively participate in the lecture series.
4. Explore the possibility of initiating exchange programmes with the concerned universities
5. The foreign scholar may be advised to come on conference/business visa only.
6. Wide publicity may be given through PRO and other web sources
7. All the programmes need to be documented and video recorded.
8. Detailed report of the programme with video files may be submitted to IQAC immediately after completion of the programme and final settlement may be done before 25 March 2020.
9. Expenses for memento/Honorarium (if any) to be provided to the Eminent Scholar to be met from DDF.
10. Recommended to have live streaming of the main talk of the Eminent Scholar.
11. The programme shall associate minimum 3 Departments and 1 MoU with University.
12. The report of the programme shall include the number of students benefitted from the programme.

For the proposal from Dr. Sameer Babu M., Department of Education, the IQAC meeting recommended to submit the proposal to Kerala State Higher Education Council as the date is not mentioned in the proposal and with the decision to have one proposal from one department.

For the proposal from Dr. Sreejith P, Department of Zoology, the proposal is kept pending for want of following documents which may be submitted:

1. Outcome from last year's proposal on Interaction with Eminent Scholar.
2. Expected outcome from the current proposal.

Item No.02: OBE-Curriculum Design workshop

IQAC discussed the status of OBE curriculum design. In order to prepare time bound strategy for University departments and to support the steering committee constituted by CSS for OBE curriculum design, it is decided to constitute a working committee with the following constitution:

1. The Pro-Vice-Chancellor (Chairman)
2. The Director, IQAC (Convener)
3. Dr. Achuthsankar S. Nair, Professor, Department of Computational Biology & Bioinformatics
4. Dr. A. Bijukumar, Professor, Department of Aquatic Biology & Fisheries
5. Dr. Jayachandran R., Professor, Department of Hindi
6. Dr. E. Shaji, Assistant Professor, Department of Geology (Joint Director, IQAC)

Approved the minutes of the special meeting of IQAC.

Sd/-
DIRECTOR
Internal Quality Assurance Cell
University of Kerala

Sd/-
CHAIRMAN
Internal Quality Assurance Cell
University of Kerala

MINUTES OF THE MEETING OF THE EVALUATION OF THE PROPOSALS ON INTERACTION WITH EMINENT SCHOLARS

Venue : Dept of Commerce, Date: 13.11.2019, Time : 11.00 am.

Members Present:

Dr . A. Bijukumar

Dr. E. Shaji

Dr. Gabriel Simon Thattil, Director, IQAC.

Seven proposals from five departments were scrutinized. The details of recommendations are given below:

I. The committee suggested to approve one proposal from each department in order to keep open chances for all interested departments.

II. The recommended proposals are given below:

a. The committee evaluated the proposal received from **Dr. Antony Palackal, Associate Professor, Dept of Sociology** and recommended to approve the proposal as shown below:Name of the Eminent Scholars: **Prof. Jeffry c. Alexander**, Lillian Chavenson Saden Professor of Sociology, Yale University.

Proposed month: December, 2019

Recommended budget:

Airfare (actual, as per air ticket) : 1,40,000/-

Honorarium for (3 days) : 15,000/-

Accommodation and food(4 days) : 24,000/-

Local transport : 8,000/-

Documentation of the program : 5000/-

Total : 1,92,000/-**(Rupees One lakh Ninety two Thousand only)**b. The committee evaluated the proposal received from **Dr. Mini S., Associate Professor & Head, Department of Biochemistry** and recommended to approve the proposal as shown below:Name of the Eminent scholar : **Dr. Ram H. Nagaraj**, Ph.D., Professor, University of Colorado Anschutz Medical Campus, Aurora, Colorado, USA

Proposed month: December, 2019

Recommended budget:

Recommended budget:

Airfare (actual, as per air ticket) : 1,50,000/-

Honorarium for (5days) : 25,000/-

Accommodation and food(5 days) : 30,000/-

Local transport : 10,000/-

Documentation of the program : 5000/-

Total : 2,20,000/-**(Rupees Two lakhs twenty Thousand only)**c. The committee evaluated the proposal received from **Dr. Sameer Babu M., Assistant Professor, Department of Education** and recommended to approve the proposal as shown below:Name of the eminent scholar: **Joan E. Hughes, Ph.D.** Graduate Adviser of Record, Department of Curriculum and Instruction, The University of Texas at Austin.

Date of completion : Before March 25, 2020

Recommended budget

Airfare (actual, as per air ticket) : 1,90,000/-

Honorarium for (6days) : 30,000/-

Accommodation and food(6 days) : 36,000/-

Local transport : 12,000/-

Documentation of the program : 5000/-

Total : 2,73,000/-**(Rupees Two lakhs seventy three Thousand only)**d. The committee evaluated the proposal received from **Dr. Sreejith P., Assistant Professor, Department of Zoology** and recommended to approve the proposal as shown below:Name of the eminent scholar: **SADASHIVA S. KARNIK, PhD, Professor**, Cleveland Clinic Lerner College of Medicine of Case Western Reserve University.

Date of completion : January, 2020

Recommended budget

Airfare (actual, as per air ticket) : 1,00,000/-

Honorarium for (5days) : 25,000/-

Accommodation and food(5 days) : 30,000/-

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Local transport	: 10,000/-
Documentation of the program	: 5000/-
Total	: 1,70,000/-

(Rupees One lakh seventy thousand only)

- e. The committee evaluated the proposal received from **Dr. Anilkumar Y, Assistant Professor, Department of Geology** and recommended to approve the proposal as shown below:

Name of the eminent scholar: **Dr. Luis Sánchez Muñoz, Scientist**, National Museum of Natural Sciences, Madrid, Spain.

Date of completion : January, 2020

Recommended budget

Airfare (actual, as per air ticket)	: 90,000/-
Honorarium for (5days)	: 25,000/-
Accommodation and food(5 days)	: 30,000/-
Local transport	: 10,000/-
Documentation of the program	: 5000/-
Total	: 1,60,000/-

(Rupees One lakh sixty thousand only)

**MINUTES OF THE MEETING OF THE EVALUATION OF THE PROPOSALS ON
INTERACTION WITH EMINENT SCHOLARS**

Venue : Dept of Commerce, Date: 04-12-2019, Time : 11.00 a.m.

Members Present:

Dr . A. Bijukumar

Dr. E. Shaji

Dr. Gabriel Simon Thattil, Director, IQAC.

One proposal from Department of Education was scrutinized. The details of recommendation is given below:

- I. The recommended proposal is given below:

- a. The committee evaluated the proposal received from **Dr. Divya C. Senan, Assistant Professor, Dept of Education** and recommended to approve the proposal as shown below:

Name of the Eminent Scholar: **Chen Der Thanq Victor**, Professor & Acting Head, Curriculum, Teaching & Learning, National Institute of Education, Nanyang Technological University, Singapore

Proposed month: January, 2020

Recommended budget:

Airfare & Visa (actual, as per air ticket)	: 60,000/-
Honorarium (2 days)	: 10,000/-
Accommodation and food (3 days)	: 18,000/-
Local transport	: 5,000/-
Documentation of the program	: 5,000/-
Total	: 98,000/-

(Rupees Ninety eight Thousand only)

The committee evaluated the bio-data of the above Professor and observed that he occupies high standards and will be useful to the different departments of the University as mentioned by the respective coordinator.

The committee evaluated the budget and recommending to approve the tentative budget submitted by the coordinator, subject to allowing the actual of airfare (economy), local travel (Rs 2000 per day), food and accommodation (Rs. 6000/- per day) and the honorarium (Rs.5000/- per day).

The committee recommends the above proposal subject to the reporting to the Syndicate with the following suggestions.

1. Recommend to release 80% of the approved budget as advance
2. Explore the possibility to build a linkage through MOU with the foreign universities
3. Ensure maximum participation from allied departments and colleges
4. List out clearly the number of participants and departments who can actively participate in the lecture series.
5. Explore the possibility of initiating exchange programmes with the concerned universities
6. The foreign scholar may be advised to come on conference/business visa only.
7. Wide publicity may be given through PRO and other web sources
8. All the programmes need to be documented and video recorded.
9. Detailed report of the programme with video files may be submitted to IQAC immediately after completion of the programme and final settlement may be done before 25th March 2020.

The meeting ended at 12.30 p.m.

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