

**MINUTES**  
10<sup>TH</sup> MEETING OF IQAC (CYCLE 03)

**2016 May**  
Internal Quality Assurance Cell (IQAC)  
University of Kerala

## Minutes of the Tenth Meeting of IQAC, University of Kerala

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**Minutes of  
The Tenth Meeting of IQAC, University of Kerala  
Venue: Syndicate Room  
Date: 30.05.2016**

**Members**

01. Vice-Chancellor ( <b>Chairman</b> )	:Sd/-
02. Pro Vice-Chancellor (Vice-Chairman)	:Sd/-
03. Vacant	
04. Dr. Girish Kumar R. (Member, Syndicate)	:Sd/-
05. Dr. P.M. Radhamany (Member, Syndicate)	:Sd/-
06. Dr. Alexander Jacob I.P.S. (Retd.)	:Absent
07. Registrar	:Sd/-
08. Director, Planning & Development	:Absent
09. Director, College Development Council	:Sd/-
10. Director, Computer Centre	:Sd/-
11. Shri. Santhosh C. Kurup, CEO, ICT Academy of Kerala	:Sd/-
12. Shri. Narayanan S., Vice- President & Centre Head, Quest Global, Techno park.	:Sd/-
13. Dr. G. Suresh Singh, Professor, Department of Mathematics	:Sd/-
14. Dr. K.S. Chandrasekar, Professor, Institute of Management in Kerala	:Sd/-
15. Dr. M.C. Subhash Peter, Professor, Department of Zoology	:Sd/-
16. Dr. C.R. Prasad, Professor, Department of Malayalam	:Sd/-
17. Dr. G. Raju, Professor, Department of Commerce	:Sd/-
18. Dr. Shaji A., Assistant Professor, School of Distance Education	:Sd/-
19. Chairman, Departments' Union	:Sd/-
20. Director, IQAC	:Sd/-
21. Vice-Chairman, CSS Academic Committee ( <b>Invitee</b> )	:Absent

**Item No.Q3.10.01: Confirmation of the minutes of the Ninth IQAC meeting held on 29.03.2016**:-The minutes of the Ninth IQAC meeting held on 29.03.2016 as electronically circulated to the members may be confirmed.

**Decision:** Confirmed.

**Item No.Q3.10.02: Action Taken Report (ATR) on decisions of the previous meeting**

Decision	Action Taken
<b>Item No Q3.9.03: <u>IQAC News Letter</u></b> : IQAC noted the activity and resolved that the newsletter be continued on an annual basis.	No action pending
<b>Item No Q3.9.04: <u>Brief Report of Quality Consultation Meeting on 5/2/2016</u></b> : IQAC noted the matter and approved action as per the minutes of the meeting.	No action pending

<b>Item No. Q3.9.05: <u>Report of Curriculum Fair held on 1/3/2016:</u></b> The IQAC appreciated the novelty and usefulness of the event and resolved that it be conducted in a more visible and wide-based manner next year.	No action pending
<b>Item No.Q3.9.06: <u>Bench Marking Report:</u></b> IQAC appreciated the new bench making report as highly commendable and insightful compilation. It was especially noted that University of Kerala was the top-most University in the world as far as gender profile of the students was concerned. It was resolved that the series should continue. Based on suggestion by the Chairman, Depts. Union, it was resolved that the case for a common rest room would be proposed.	
<b>Item No.Q3.9.07: <u>Report on Letters to Industries:</u></b> IQAC resolved that solid steps be taken to achieve collaborations based on the inputs received now. The standing sub-committee of IQAC shall propose action.	Ongoing
<b>Item No.Q3.9.08: <u>Talk on Faculty Productivity in Universities:</u></b> IQAC noted the matter. It was resolved that <i>International/National Annual Quality Seminar</i> may be held by IQAC with NAAC funding.	Ongoing
<b>Item No. Q3.9.09: <u>Linnaes Palme Scheme:</u></b> IQAC noted the progress	No action pending
<b>Item No. Q3.9.10: <u>International Student Programmes-Reporting Progress:</u></b> The IQAC noted the developments and also discussed some issues that resulted in some students discontinuing the programme. It was suggested that CGA will discuss these matters. It was also clarified that Generation UK – India programme is of a different kind where the students are not admitted to our University, but attended an orientation programme in Indic/Kerala Studies.	No action pending
<b>Item No. Q3.9.11: <u>German Research Opportunities Introduced:</u></b> IQAC noted the event. Again, it was resolved that follow up is required to have fruitful collaborations. It was resolved that the committee with Dr. Gopchandran as convener shall address this.	No action pending
<b>Item No. Q3.9.12:<u>On-line Grievance Redressal Mechanism implemented:</u></b> Dr. A Shaji presented the status of implementation and IQAC noted the	No action pending



<p>development as a major one in student support. It was also appreciated that steps were taken by IQAC to create awareness about the system through posters. It was recommended that grievances regarding CSS programmes (such as non-admissibility of medical leaves) shall be routed through the on-line system and thereafter addressed by CSS student Grievance Redressal sub-committee as per clause 11 of CSS PG Regulations. It was also resolved to recommend to the CSS Vice-Chairman to activate the CSS Student Grievance Redressal subcommittee.</p>	
<p><b>Item No.Q3.9.13: <u>Reporting of T-LARC Meeting</u></b> IQAC resolved that the student feedback system must be implemented with no loopholes for identification of students. The idea of providing video lectures was also noted for detailed consideration.</p>	No action pending
<p><b>Item No. Q3.9.14: <u>Video Conferencing Facilitation</u></b> Director of Computer Centre shall submit a proposal for enabling Skype/A-view software in teaching departments.</p>	Action Pending
<p><b>Item No. Q3.9.15: <u>Promotion of PG/MPhil Admissions:</u></b> The meeting appreciated the efforts and resolved to (1) draw up a time line of actions for 2017 admissions to further better the process (2) print copies of CSS Handbook and distribute to all present PG students and to include it in PG Brochure from next year onwards and (3) authorize Dr. P.M. Radhamany to take steps to ensure that present final year PG students are enabled to apply for MPhil. The last date for MPhil application may be suitably shifted, if necessary.</p>	(1)Progressing(2)On verification, it is found that PG brochure distributed in 2015 has CSS Regulations and details appended.(3)CSS Academic Committee had taken up the issue of MPhil admission to current PG final semester students and resolved to ensure PG final semester students applications form 2017 onwards.
<p><b>Item No. Q3.9.16: <u>Annual Quality Assurance Report (AQAR):</u></b> IQAC approved the proposal to draw up a revised AQAR covering calendar year 2015. The standing sub-committee of IQAC shall prepare this and submit to the Vice-Chancellor for further action. It was noted that timely submission of AQAR is a matter of importance for future accreditation.</p>	Placed as item in this meeting
<p><b>Item No.Q3.9.17. Any other items admitted by the Chair: Arts Workshop:</b> IQAC noted with pleasure that the students of Karyavattom Campus came third in University Youth Festival. It was resolved that, as a student support initiative, Arts</p>	Placed as item in this meeting

workshop shall be organized jointly by DSS, DU, RU and IQAC. The Director, IQAC shall submit a proposal to the University for the same, in consultation with stake holders. This workshop should give need based training to students who plan to participate in Youth Festival next year.	
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**Decision:** On item 3.9.08, it was resolved to apply to NAAC for funding of 2 lakhs and the preferred period for holding the seminar was noted as Aug-Oct. On item 3.9.14, it was resolved to request Dept. of Zoology to take up the project.

**Item No.Q3.10.03: AQAR for 2015:** Vide decision 3.9.16, it was resolved that AQAR be modified to cover calendar year 2015. This has been now done by the standing sub-committee and is placed before IQAC for approval and further action.

**Decision:** IQAC approved the AQAR and entrusted the Vice-Chancellor for taking further steps.

**Item No.Q3.10.04: Research Paper Impacts during 2015:** The impact factor statistics for University Depts have been compiled from the Annual Report (with Chemistry Dept data freshly collected). Twelve Departments have published 100 papers with impact factors. This is about 40% more than last year. The total impact points is 196.2 and the range is 0.3- 9.3 and the average is 1.96. The higher impact factor paper is published by Dr. P Umesh, Contract Lecturer, Dept. of Computational Biology & Bioinformatics (9.3) and the next highest impact factor is achieved by Dr. T.S. Anirudhan (6.4) of Dept. of Chemistry.

Department	Faculty	Impact Factor	Total
1. Chemistry (23)	Dr. Shibli. S (2)	2.0, 3.8; Total = 5.8	72.4
	Dr. T.S Anirudhan (14)	6.4, 4.6, 4.6, 3.8, 3.6, 3.6, 3.6, 2.8, 2.8, 3.5, 3.2, 2.7, 4.6, 1.2; Total = 51	
	Dr. Sony George (3)	3.7, 3.7, 2.7; Total = 10.1	
	Others : Emeritus Scientist (4)	1.4 (Mohan K); 1.5, 0.6, 5.7, (Dr. Rajasekharan K.N.); Total = 8.2	
2. Optoelectronics (18)	Dr. V.P. Mahadevan Pillai (10)	1.6, 0.7, 2.3, 2.4, 2.0, 2.0, 0.2, 0.8, 1.8, 1.3; Total = 15.1	29.4
	Dr. K.G. Gopchandran (4)	2.6, 2.4, 2.2, 1.2; Total = 8.4	
	Dr. S.K. Sudheer (4)	0.7, 2.4, 2.0, 0.8; Total = 5.9	
3. Geology (11)	Dr. E. Shaji (1)	8.1	23.1
	Dr. K. S. Sajin Kumar (3)	1.7, 1.7, 1.7; Total = 5.1	
	A.P. Pradeep Kumar (4)	2.7, 1.7, 0.8, 0.6; Total = 5.8	
	V. Prasannakumr (2)	1.8, 1.4; Total = 3.2	
	Dr. Rajesh Reghunath (1)	0.9	
4.	Dr. Annie Abraham (1)	1.5	22

Biochemistry (8)	S. Mini (5)	4.3, 1.2, 3.1, 3.6, 2.0; Total = 14.2	
	Dr. A Helen (2)	3.3, 3.0; Total = 6.3	
5. Futures Studies (10)	Dr. Manoj Changat (6)	0.9, 0.6, 0.7, 0.6, 0.6, 0.4; Total= 3.8	10
	Dr. Thara Prabhakaran & Dr. Manoj Changat (2)	1.7, 2.0; Total = 3.7	
	Dr. Satheesh Kumar (2)	2.0, 0.5; Total = 2.5	
6. Comp. Biology & Bioinformatics (2)	Dr. Achuthsankar S. Nair (1)	0.5	9.8
	Others: Contract Lecturer (1)	9.3 (Dr. P. Umesh)	
7. Aquatic Biology & Fisheries (6)	Dr. A. Biju Kumar (6)	1.4, 1.4, 0.9, 0.9, 1.3, 0.9; Total =6.8	6.8
8. Physics (3)	Dr.V. Biju (3)	1.9, 2.9, 0.8; Total = 5.6	5.6
9. Mathematics (2)	Dr. G. Suresh(2)	2.0, 3.5; Total = 5.5	5.5
10. Computer Science (5)	Dr. Madhu S. Nair & Dr. Wilcy (1)	0.6	5.4
	Dr. Madhu S. Nair (4)	2.3, 0.9, 0.6,1.0; Total = 4.8	
11. Statistics (11)	Dr. P. Yageen Thomas (3)	0.6, 0.3, 0.3; Total = 1.2	4.7
	Dr. C. Satheesh Kumar (5)	0.8, 0.6, 0.3, 0.6, 0.3; Total = 2.6	
	Dr. Manoj Chacko (1)	0.3	
	Dr. E.I. Abdul Sathar (1)	0.3	
	Dr. S. Mini Mol (1)	0.3	
12. Botany (1)	Dr. S. Suhara Beevi (1)	1.5	1.5
<b>Total : 100</b>			<b>196.2</b>

This statistics above is brought to the notice of the IQAC.

**Decision:** IQAC noted the statistics and expressed satisfaction. It was resolved that congratulatory letters be sent out by the VC to faculty who published with maximum impact factor and also maximum total impact factor.

**Item No. Q3.10.05: Approval of Academic Audit 2015:** Academic Audit for this year 2015 has now been completed and the report is placed before IQAC for discussions, approval and further actions. This being a new initiative, certain lacunae has been observed.

**Decision:** The Academic Audit Report was discussed in detail. It was noted that some Departments were not covered and some departments have not responded to the peer comments. Generally it was felt that the exercise was an excellent one which gave directions to improve quality. It was resolved that the number of peer reviews may be restricted to 2, preferably at level of professors (one from a national institute or a foreign University) and the form may be avoided and the annual report itself may be used for the audit. It was further resolved that centres may be given an option to take part in the audit.

**Item No. Q3.10.06: Approval of Gender Audit 2015:** The Gender Audit for the year 2015 has been completed and is placed before the IQAC for discussion, approval and further action.

**Decision:** IQAC approved the Gender Audit and a detailed discussion on gender issues was conducted. The matter of gender discrimination in hostels, pointed out by the Department Union Chairperson, was also discussed and resolved to refer the same to the Gender Committee of the University. The suggestion that an appropriate nomenclature for third gender may be evolved was also consented and Director, IQAC was authorised to take necessary steps.

**Item No. Q3.10.07: MOOC - Reconsideration:** During 5<sup>th</sup> IQAC meeting, the issue of offering a MOOC course was discussed, including the popular platforms for offering MOOC courses **Coursera** and **Edex**. Some of the faculty and research scholars of our University have successfully completed MOOC courses. It was noted that awareness about MOOC courses may be increased to enhance its utilization. In addition, it was proposed that a course may be offered by our University through Coursera platform. A preliminary study pointed to the feasibility Sanskrit as the most appropriate topic to start such course. The council approved the proposal for applying for a Coursera MOOC in Sanskrit. The Director, IQAC, in consultation with Dr. C. N. Vijayakumari had made an application to Coursera which has however not been approved yet. Therefore, the matter needs to be studied afresh. It is proposed that a committee of experts may be constituted to study and propose action. IQAC may advice.

**Decision:** IQAC felt that a MOOC course is an important activity to bring in technology into teaching and to reach out internal academic talent to the world. It was resolved that Director, IQAC be authorised to seek funds of Rs. 1 lakh (one lakh) for the project from University, and take necessary steps to run a course at the earliest as a pilot. It was also resolved to authorise the Vice-Chancellor to nominate a committee to advice on the project.

**Item No. Q3.10.08: Research led Teaching- Reporting.** The school of social sciences has organised a workshop on “Research - lead- Teaching”. A report on the same is appended (Appendix A1). IQAC may note and advice actions on the suggestions made by the workshop.

**Decision:** noted.

**Item No. Q3.10.09: ASAP- Reporting progress:** Two meetings of ASAP executive committee have been held. The reports are placed before the IQAC for information. The reports are appended (Appendix A3, Appendix A4).

**Decision:** noted.

**Item No. Q3.10.10: Preparing for UPE: Reporting.** In the 9<sup>th</sup> meeting of the IQAC, it was



proposed that early preparations may be done for seeking UPE (University for Potential of Excellence) status. A meeting of all School Directors & HoDs was called to discuss the matter further. The meeting was held on 5/4/2016. Report is appended (Appendix A5). This is reported to the IQAC.

**Decision:** The Vice-Chancellor was authorised to nominate a committee from among School Directors and Heads of Depts/Centres for enabling early preparations.

**Item No. Q3.10.11: Attracting Project Funding: Reporting.** Dr. K.G. Gopchandran, Associate Professor, Dept. of Optoelectronics, University of Kerala has put forward a suggestion to IQAC to observe two selected months as project submission months. It was proposed that every faculty member may be requested to submit a proposal for funding from an agency of their choice, either as investigator or co-investigator. Vide Item Q3. 09, IQAC discussed the proposal in detail and resolved to go ahead with its implementation. The Vice-Chancellor was authorized to nominate a committee for proposing action on it. The committee was nominated and a meeting was held on 30.04.2016 and the report is enclosed (Appendix A6). IQAC may note and advice.

**Decision:** IQAC pointed out that the project is an extremely important one. It was resolved that the in-house expertise may also be used in enabling younger faculty members with proposal preparation & mock presentation. A DEO may be posted for 3 months to assist this project.

**Item No. Q3.10.12: Promoting Consultancy: Reporting:** The Director IQAC was entrusted with the task of preparing a brochure for the consultancy services that could be offered by various Depts of the University. This has now been compiled (which shall be tabled at the meeting). IQAC may note.

**Decision:** IQAC noted the development and remarked that this is an important step in promoting consultancy.

**Item No. Q3.10.13: Promoting patents:** In the year 2015, two patents have been filed by the University of Kerala as follows ((Filing Certificates in Appendix A7, Appendix A8).

*1. Dept. of Computational Biology & Bioinformatics: A novel ointment for treating non healing diabetic foot ulcer product and process of preparation. (Patent No.5076/CHE/2015).*

*2. A system and method to facilitate the retrieval of separated endo-dontic files from human root canals by Dr. S. MA Shibli of Dept. of Chemistry in collaboration with external researchers (Patent No 3567/CHE/2015).*

It is now proposed that the poster of PIC-Kerala (Appendix A9) may be displayed in science Depts. IQAC may discuss steps to enhance the patenting further.

**Decision:** It was resolved that the posters may be displayed as proposed and the collaboration of KSCSE be obtained in patent promotion.

**Item No. Q3.10.14: GIAN Courses – Reporting Status:** Govt. of India had approved a new program titled Global Initiative of Academic Networks (GIAN) in Higher Education aimed at creating a talent pool of scientists and entrepreneurs internationally to encourage their engagements with the institutes of Higher education in India for enhancing existing resources and quality of education. Faculty members from all Universities who have received a category ranking under NAAC are eligible to upload course proposals. Proposals are to be submitted on-line by the Local Institute Coordinator of an approved host Institute through the National GIAN portal in the prescribed proforma. The courses are to be primarily for credit and cover 10 to 14 hours for a typical 1 credit course over a period of at least one week covering 5 working days and 20 to 28 hours for a 2 credit course over a period of at least 2 weeks covering 10 working days and have regular evaluation mechanisms. From Kerala University, 6 courses have been uploaded so far by various Departments. Of which, three of the courses are rejected and the rest of the three are under review and recommendation process. The summarized list is given below:

Course ID,	Status	Foreign Faculty
(1)166005H01 1664159 <b>Principles and Applications of Wide-field and Confocal Microscopy/Image Analysis and Live Cell Imaging</b> 8 <sup>th</sup> -13 <sup>th</sup> Aug 2016	Under review	Scott J. Howell, Ph.D., USA (proposed by Dr. P. Sreejith, Dept. of Zoology)
(2)166005J01 1664149 <b>Is Ethical Behaviour Essential in Marketing? Why or Why not?</b> 8 <sup>th</sup> -12 <sup>th</sup> Aug 2016	Under review	Sumesh Nair, Singapore (proposed by Dr. C. Ganesh, Professor, Dept. of Commerce,)
(3)166005C02 1664151 <b>Geochemistry and Isotope Geochemistry: Fundamentals to Applications</b> 15 <sup>th</sup> - 5 <sup>th</sup> Feb 2017	Accepted with modification	Prof. Dr. Ernst Josef Hegner, Gernamny (proposed by Dr. A. P. Pradeepkumar, Dept. of Geology,)
(4)156005N01 1564030 <b>History: Study and Practice</b> 13 <sup>th</sup> -19 <sup>th</sup> Apr 2016	Rejected	Dilip M Menon, South Africa (proposed by Dr. Suresh Jnaneswaran, Dept. of History)
(5)156005D01 1564013 <b>Video Coding Standards</b> 3 <sup>rd</sup> -13 <sup>th</sup> May 2016	Rejected	K. R. Rao, University of Texas, Arlington, USA, (proposed by Dr. Madhu S. Nair, Dept. of Comp. Sci)
(6)166005C01 1664147 <b>Sustainable Environmental Management with Emphasis on Israeli Experience</b> 11 -21 Jul 2016	Rejected	Ghermandi Andrea, Israel (proposed by Dr Sabu Joseph, Dept. of Env. Sci,)

**Decision:** IQAC expressed happiness in one of the proposals being accepted.

**Item No. Q3.10.15: Promoting Journals Published by the University:** Various Depts. of University of Kerala have been publishing peer-reviewed journals/bulletins. No effort is taken to provide visibility to them and promote them. Appendix A10 depicts a draft poster on the journals. IQAC may advice on necessary steps.

**Decision:** IQAC authorised the Vice-Chancellor to nominate a committee to study the matter and report.

**Item No. Q3.10.16: Promoting URKUND-Anti-plagiarism software:** UGC has made available to all Universities a software named URKUND (reported earlier to IQAC). It is extremely simple to use. Students/research scholars can simply email assignments/papers/thesis chapters to a designated URKUND email allotted to teachers and the report is sent to the teacher almost instantly. There is a need for action to effectively utilize the software.

(i) The software is not yet popular among teachers and students. A poster and a training session may be arranged.

(ii) Boards of Studies may be asked to propose the permissible limit of plagiarism in each subject. A detailed note based on study is required for doing this. The matter may be taken up first in the Dean's Council.

**Decision:** IQAC resolved that a poster be issued to all Departments and training also be arranged. Study on plagiarism may be taken up by the Dean's Council.

**Item No. Q3.10.17: Placing of Policies and Charters in Syndicate:** The 15 policies and charters drawn up by various committees constituted by IQAC, have been submitted to the University for being placed before the Syndicate, as resolved by the IQAC in its earlier meeting. The status is reported to IQAC.

**Decision:** Noted.

**Item No. Q3.10.18: Promoting Start-ups:** Both NAAC and UPE schemes give weightage for campus start-ups. State and Central Governments also promote start-ups in a big way. University of Kerala has a proud history in this matter with a successful start-up in Karyavattom Campus in 2006-2008. The earlier Industry Incubation Center has now been renamed Kerala University Technology and Business Start-up Centre (KU-TBSC) and has been rejuvenated. A circular and poster has been issued. The same is enclosed as Appendix A11 and Appendix A12. The matter is reported to IQAC.

**Decision:** IQAC expressed satisfaction at the developments. It was resolved that the services of IQAC members representing the industry be sought in promoting start-ups.

**Item No. Q3.10.19: Induction programme for 2016:** Last year 3-tier induction programme had been successfully organized and there has been all round appreciation for

the same. However, organizing it as 3-tier, especially the common induction in Senate hall calls for terrific amount of time and energy. Therefore it is proposed that the induction programme for 2016 may be done as 2-tier. At the school level, the following may be done:

- Screening of Graduate Video
- Graduate Attribute Pledge
- Distribution of PG Brochure.

At Dept. level, the suggestion made last year may be considered again. In addition, the following may also be added:

- Annual Student Survey
- Expression of Interest.

The printing of a revised brochure may also be approved by the IQAC.

**Decision:** IQAC approved above proposals.

**Item No.Q3.10.20: Mock NET/JRF Exams:** There is a need to enhance the number of students who succeed in NET/JRF. To train Dept. students to face NET/JRF exam better, a mock exam may be organized in association with Researchers Union. IQAC may advice.

**Decision:** It was resolved that the proposal above be implemented in collaboration with Dept. Union, Researcher's Union and Guidance Bureau. Director, IQAC, was authorised to take necessary steps.

**Item No.Q3.10.21: Arts Workshop:** As resolved in the last meeting, it is proposed that an arts workshop be organized in association with Depts. Union to train Dept. students to enhance their performance in the next Youth Festival. Detailed inputs are awaited from Depts. Union. Meanwhile the following general outline is proposed:

*Tentative Schedule: 3 days prior to Onam.*

*Sessions in the following: Mimicry, Light Music, Nadan Pattu, etc.*

*Budget: 1.75 Lakhs*

**Decision:** IQAC resolved to agree to the proposal and entrusted IQAC director to take necessary steps.

**Item No.Q3.10.22: Seeking inputs from Stake holders:** NAAC requires IQAC to seek inputs for improvement through consultation with stake holders. Quality consultation meetings are regularly happening with faculty and inputs from students are being received through annual student survey and through the student member in the IQAC. However, steps needed for seeking inputs from employees and alumni. IQAC may advice on steps to be taken in this regard.

**Decision:** IQAC resolved to take the following steps: (i) To suggest to all HODs to seek inputs for 5 selected alumni and 5 selected employers. IQAC may also supplement this. (ii) The

registrar may propose conduct of an Administrative Audit in similar lines as the Academic Audit. (iii) A meeting of administrative staff up from A.R. onwards may be called to discuss quality issues. (iv) The earlier suggestions of Dr. K.S Chandrasekhar to put up idea boxes may be implemented at the earliest.

**Item No.Q3.10.23: Any other item permitted by the chair:**

**i. Week Survey Results:** Director IQAC informed the meeting that the Week Survey for best Universities published in May has again ranked University of Kerala as top among universities in Kerala. The rank is being slightly enhanced compared to 2015. The following table shows extracts of the survey results. IQAC noted the same.

The Week-Hansa Research Survey 2016			
Top Central/State Multi- Disciplinary Universities All India			
Name of University	Rank		Score (Max:1000)
	2016	2015	
University of Delhi	1	1	680
Jawaharlal Nehru University	2	2	675
Banaras Hindu University	3	3	619
University of Kerala	28	30	381
University of Calicut	52	61	346
Mahathma Gandhi University	55	60	343
Top State Multi- Disciplinary Universities			
Name of University	Rank		Score (Max:1000)
University of Calcutta	1		539
Osmania University	2		536
Jadavpur University	3		525
University of Kerala	16		381
Top State Multi- Disciplinary Universities South Zone			
Name of University	Rank		Score (Max:1000)
	2016		
University of Hyderabad	1		583
Osmania University	2		536
University of Madras	3		520
University of Kerala	12		381
University of Calicut	22		346
Mahathma Gandhi University	23		343
Top Technical Universities South Zone			
Name of University	Rank		Score (Max:1000)
	2016		
IIT, Madras	1		650
Anna University	2		467
NIT, Thiruchirappally	3		419
Cochin Universities of Science & Technology	11		303



<b>Top Technical Universities All India</b>			
<b>Name of University</b>	<b>Rank</b>		<b>Score (Max:1000)</b>
	<b>2016</b>	<b>2015</b>	
Indian Institute of Technology(IIT), Bombay	1	1	737
Indian Institute of Technology(IIT), Delhi	2	2	727
Indian Institute of Technology(IIT), Kanpur	3	5	726
Cochin Universities of Science & Technology	34	-	303

## **(ii) Meta-University**

Dr. Subhash Peter, member of the IQAC, reported that a meeting of the Vice Chancellor of Pondicherry University and faculty of the University of Kerala was held at 11:00 am on 21<sup>st</sup> May, 2016 in CEIB, University of Kerala to initiate 'Meta-University' concept between Pondicherry University and University of Kerala. The following members participated in the meeting: Prof. (Mrs.) Aneesha Basheer Khan, Vice- Chancellor, Pondicherry University, Prof. Suresh Singh, Head of the Department of Mathematics, University of Kerala, Prof. G. Raju, Department of Commerce, University of Kerala, Chairman of Board of Studies in Management, Dr. Johnson, Department of Psychology, University of Kerala, Prof. M.C Subhash Peter, Dean of Science, Director of School of Life Sciences, University of Kerala. The meeting began by discussing the concept of Meta-University as outlined by the Ministry of Human Resource and Development, India and unanimously recommended the following: Signing a Memorandum of Understanding between Pondicherry University and University of Kerala to materialize the concept of Meta-University, starting exchange programs for students and faculty between the two collaborating Universities', identifying academic programs of mutual interest, identifying and formulating specific degree programs and awarding degrees jointly, facilitating credit transfers between the two Universities, formulating international academic programs to attract international students, networking of academic programs as part of Meta-University concept with University of Hyderabad, ISB, University of Delhi and JNU.

IQAC noted this development and opined that it would be an excellent initiative to pursue, as it will contribute to quality enhancement. Dr. Subhash Peter was authorised to make a formal proposal to DPD, as per usual procedure.

Director, IQAC

Chairman, IQAC (Vice-Chancellor)

## **Appendices**

### **A1.Report- Research Led Teaching held on 14/02/2016 at Department of Sociology, University of Kerala**

Engage the students in not only fulfilling his academic exercises but also he develops problem solving skills that helps him in successfully tackling the problems he face in non-academic settings too.

- **“Social enterprise” as a** part of the curriculum and as a world movement, it can be implemented in University Department particularly in Sociology Department .Social extension implies how to add value to the society. Ethnographic reports as well as mixed methods of research are also important.
- Constructive partnerships between the social science discipline and technical sciences.
- In University of Southampton during the course intervals the students are provided with the much celebrated articles related to the course and are assigned to summarise the content of the article in their own words.
- To identify the research priorities of each disciple through proper mapping and documenting in order to improve the academic quality.
- The academic exercise should not be envisioned for short term ends like preparing students for examinations. Instead, the outcome of these exercises should be gradually incorporated into the research works produced in the discipline.
- The research works produced at post-graduate level too should get due academic attention because at times the research works done at such primary levels would come with queries and findings that might open the vistas of new research in that or related field.
- The need emphasised throughout this RTC is that students should be facilitated to get the maximum exposure in their respective research fields.
- The discussion raised the necessity of imparting the critical sense to the students and reminded the teacher’s primary role is to facilitate the student to ask the most disquieting questions.
- Harnessing Public Private Partnerships for improving the academic facilities and quality.

## **A2. Report of Round Table Discussion on 'Research Led Teaching'**

**Department of Sociology, University of Kerala on 14/03/2016  
With the faculty from Southampton in association with FLAIR,  
Government of Kerala**

The programme was started at 10.30am in the seminar hall of Optoelectronics Seminar Hall, University of Kerala. Dr Bushra Beegom, Assistant Professor, Department of Sociology welcomed everyone who gathered there, she gave a brief introduction about research led teaching and the significance of it. Four faculties from various departments of the University of Southampton were took part in the discussion. Apart from Sociology faculties from other Departments such as Economics, Political Science, History, Commerce, Geology, Bioinformatics were participated in the discussion. Special Invitees Dr. Rajoo Krishnan, FLAIR Programme Director, Dr. Jaikiran, FLAIR Programme Manager present in this event. Prof. Derek Mchee, Head of the Social Sciences ,Professor of Sociology, University of Southampton, Prof. Sabu Padmadas, Professor of Demography& Global Health, Co- Director of GHP3,University of Southampton, Prof. Marc Cranshaw ,Director, Confucius Institute, University of Southampton Prof. Pathik Pathak, Faculty Director of Social Entrepreneurship, University of Southampton participated in this discussion.

Dr Achuthsankar S Nair, director IQAC introduced the historical importance of the University and the cultural lineage it has had with pointing out the Manuscript Library holdings. Then he explained about various departments, faculties-students etc. and why we called University of Kerala as 'Mother University'. He said equity and access were the two elements which university looking for, through which excellence can be achieved.

Dr. Achuthsankar S Nair, Director, IQAC University of Kerala, began his discussion with the necessity of imparting the critical sense to the students. His contention was that the teacher's primary role is to facilitate the student to ask the most disquieting questions. The exercise that he gives to the fresh batch of students each year was clear evidence to his contention. The students are asked to write twenty questions about a pencil. Another important point in his deliberation was that students especially that of technical backgrounds need to be updated about the very significant cutting edge technologies that emerge recently. The updated knowledge about such technologies are provided through a flexi module. The performance of the students for the module is evaluated internally. He also emphasised the need to focus on developing interdisciplinarity areas of research.

Dr Suresh Janeswaran was the moderator of the discussion. Dr. Derek Mc Key, Director School of Social Sciences explained about University of Southampton. This is the largest university in Southampton and encourages multi-disciplinary teaching. Employability is a priority in different departments. There were discussions initiated by Dr. Bushra Beegom and Dr. Suresh Janeswaran on how the employability program can be started in Kerala

University as well as how the gaps between research findings and curriculum can be addressed. Dr Derek's opinion was that lectures and seminars are the immediate steps to implement changes, findings to curriculum.

Dr. Sabu. S. Padmadas, Professor of Demography and Global Health, University of Southampton, began his discussion with certain pertinent questions such as what is the purpose of education in the technologically advanced modern world? Should the students be delimited to the role of knowledge receiver? He asserted that through engaging in research, a student is not only fulfilling his academic exercises but also he develops problem solving skills that helps him in successfully tackling the problems he face in non-academic settings too. He emphasised the scope of harnessing the academic facilities and quality. He also suggested constructive partnerships between the social science discipline and technical sciences. While asked about the specific academic practices in the Southampton University that is aimed at qualitative improvement of the academic community, he said that during the course intervals the students are provided with the much celebrated articles related to the course and are assigned to summarise the content of the article in their own words.

Prof. Sabu. S. Padmadas mentioned that Optical fibre technology, World Wide Web was invented from university of Southampton. He also suggested that interdisciplinary interaction is very much important since the world as well as society is largely interdependent. He also touched upon the importance of questions from students to stimulate research minds. Including research components into teaching is a challenging thing to teachers. He gave an example of how medical / health sector should understand social aspects of health to ensure a future concerned society. It is also important to be specific and we should learn to write something in 500 words than in 2500 words. On the question on how to improve quality of research by Dr. Prabhash, Prof. Sabu answered that we need to do the following.

- 1) Publications in peer reviewed international Journal
- 2) Attending international conferences
- 3) Research should benefit the society by adding policy implementation details
- 4) Very rigorous monitoring
- 5) There should be an independent research model

Prof. Sabu also mentioned that technology solutions alone cannot fix a problem without addressing the social aspects as well as human minds. Dr. Pathik Pathak mentioned about social enterprise part of the curriculum and as a world movement. Social extension implies how to add value to the society. Ethnographic reports as well as mined methods of research are also important.

Dr. Simon Thattil, Professor, Department of Commerce, University of Kerala, the next discussant, began his deliberations by posing two introspective questions. (1) Are we really concerned about understanding the real and most pertinent research problems in a discipline at a given point of time? (2) Have we developed a system for understanding research problems that reflects the discipline's real needs? His primary suggestion to improve the academic quality was a proper mapping and documenting the research priorities of a discipline. Then he made it clear that such exercises should not be envisioned for short term ends like preparing students for examinations. Instead, the outcome of these exercises should be gradually incorporated into the research works produced in the discipline. He also deliberated that the research works produced at post-graduate level too should get due academic attention because at times the research works done at such primary levels would come with queries and findings that might open the vistas of new researches in that or related field.

Dr. Sajin Kumar, Assistant Professor, Department of Geology, shared his anxiety over the limited facilities and opportunities available for students in our country to work with internationally acclaimed projects and organizations through sharing his experiments. His primary contention was that the students should be facilitated to get the maximum exposure in their respective research fields. He shared the strategy that has been in vogue in his department to ensure such kind of exposure. That is, the post-graduate students are encouraged to work along with PhD Scholars of the Department in order to avail them serious exposure to both the fields and to the operational aspects of the research in those fields.

The programme concluded with typical Kerala folk dance performance by the students of Sociology Department. As in all productive session HODs and teachers from different departments share their national and international experiences in research and practical difficulties they were confronting while 'teaching research'. Dr. Pushpam, Head of the Department of Sociology proposed the vote of thanks. Dr. Simon Thattil (Dept. of Commerce), Dr. Manju. S. Nair (Dept. of Economics), Dr Achuthsankar S Nair (Dept. of Bioinformatics), Dr S N Kumar (Dept. of Geology), Dr. J. Prabhash (Dept. of Political Science) and other teachers from different departments, research scholars and students took part in the programme.



**A3. Minutes of University ASAP Executive Committee Meeting on**  
**31.3.2016**

**Venue: IQAC Conference Hall: Time: 9.30 am**

**Present**

- |  |       |
|--|-------|
| 1) The Vice-Chancellor(in the Chair)   | :Sd/- |
| 2) Dr. Achuthsankar S. Nair, Director IQAC and Coordinator i/c. of ASAP, UoK | :Sd/- |
| 3) Dr. Bushra Beegum R.K, Asst.Professor, Dept. of Sociology                 | :Sd/- |
| 4) Dr. M. Sarngadharan, Dean Faculty of Commerce                             | :Sd/- |
| 5) Dr. Jayasree E.G, Asst. Prof, Dept. of Chemistry                          | :Sd/- |
| 6) Dr. Sibi K.S, Asst.Prof. Dept. of Physics                                 | :Sd/- |

**Special Invitees**

- |   |       |
|---|-------|
| a) Dr.S.Rajoo Krishnan, State Co-ordinator (ASAP) | :Sd/- |
| b) Dr.Bindhu Kumar K., Head, IR (ASAP)            | :Sd/- |
| c) Manu K.K. Programme Manager, ASAP              | :Sd/- |

1. The meeting commenced at 9.30am with the opening remarks by the Vice-Chancellor. He opined that the University's objective was to equip our students to compete globally. He also informed that the Dean's committee meeting held on 18/2/2016 had approved the syllabus of the courses (Foundation course and the skill courses appended) as add on courses. The committee had authorised the VC to appoint a coordinator and an executive committee which has been now acted upon. He expressed his desire that the benefit of ASAP courses reach the students of the University.
2. Dr. M. Sarngadharan charted out a general perspective of skill development programme for the University and wanted the ASAP implementation to gradually grow to such a level.
3. Dr. S. RajooKrishnan made a multi-media presentation on ASAP scheme and the members held discussions on various aspects (The power point is enclosed as Appendix -1). The University may certify the skill courses jointly with ASAP.
4. It was resolved that a meeting of principals of all affiliated Govt and Aided colleges under the University along with heads of UITs and UIMs be called to present the matters and take it forward.
5. Based as the discussions with officials of ASAP, it was resolved that University would submit a proposal for a University Level ASAP Programme Director and an office set-up for the Director which shall be funded by ASAP.
6. The meeting resolved that after the first phase of implementation of ASAP, as add-on courses, steps will be taken to integrate the same with curriculum. Possibilities for offering a degree based on skill course credits may be explored in future.
7. The Director, IQAC brought up the need for providing ASAP courses for PG students of the University Departments. He outlined the University Skill Acquisition Programme already conceived by the IQAC, including academic, social and cultural skills, with technical writing, foreign language and translation skills as important components. Deep Thinking Skills also will form part of it. The University Depts could themselves be resource centre for some of these courses. ASAP representatives expressed keen interest in these courses and proposed that these be discussed further.
8. It was also resolved that an MOU shall be signed between the university and ASAP.

Sd/-  
Coordinator, ASAP, UoK

Sd/-  
Vice- Chancellor

## Appendix: ASAP Course Choices

### 1. FOUNDATION COURSE

(100 Hours of English, 80 Hours of IT – offered during additional hour on working days)

### 2. SKILL COURSES

(Offered on Week-ends)

Sl. No	Name	Sector	Sub Sector
1	Green House Fitter	Agriculture & allied	Agriculture Crop Production
2	Veterinary Field Assistant	Agriculture & allied	Livestock Health Management
3	Accessory Fitter	Automotive	Vehicle Service
4	Automotive Service Technician 2&3 wheeler level 3	Automotive	Vehicle Service
5	Welding Technician Level 3	Automotive	Vehicle Service
6	Automotive Service Technician	Automotive	Vehicle Service
7	Automotive Sales Consultant Level 4	Automotive	Vehicle Sales
8	CNC Operator	Automotive	Manufacturing
9	Automotive Engine Repair Technician Level 4	Automotive	Vehicle Service
10	Maintenance Technician Mechanical L 4	Automotive	Vehicle Service
11	Accessories & Value added service sales executive	Automotive	Vehicle Service
12	Equity Dealer	Banking & Finance	Capital Markets
13	Field Engineer-Networking and Storage	Electronics	IT Hardware
14	Field Engineer-RACW	Electronics	Consumer Electronics
15	Field Engineer-Computing Peripheral	Electronics	IT Hardware
16	Field Technician-UPS & Invertors	Electronics	Industrial Electronics
17	LED	Electronics	Led Lighting
18	Pick and Place Operator	Electronics	PCB Assembly
19	Solar Panel Technician	Electronics	Solar Electronics
20	Through Hole Assembly Operator	Electronics	PCB Assembly
21	General Duty Assistant	Health Care	Allied Health & Paramedics
22	Engineer-Technical Support	IT/ITeS	IT Services
23	Junior Software Developer	IT/ITeS	IT Services
24	Test Engineer	IT/ITeS	IT Services
25	Web Developer	IT/ITeS	IT Services
26	Warehouse Supervisor	Logistics	Warehousing Storage
27	Modeler	Media & Entertainment	Animation, Gaming
28	Plumbing (Maintenance & Servicing)	Plumbing	Contractors
29	Team Leader	Retail	B2B & B 2 C
30	Lab Chemist-Incoming Raw Materials	Rubber Industry	Non Tyre & Tyre
31	Customer Care Technician (Call Centre)	Telecom	Service Provider
32	Customer Care Technician (Relationship)	Telecom	Service Provider
33	G RTP	Telecom	Network Managed Services
34	Handset Repair Engineer Level 1	Telecom	Handset
35	Optical Fiber Technician	Telecom	Network Managed Services

## **A4. Minutes of University ASAP Executive Committee**

### **Meeting on 21.4.2016**

**Venue: Senate Chamber; 12.30pm**

#### **Present**

- |   |   |         |
|---|---|---------|
| 1 | Dr. Achuthsankar S. Nair, Director IQAC and Coordinator i/c. of ASAP, UoK | :Sd/-   |
| 2 | Dr. M. Sarngadharan, Dean Faculty of Commerce, UoK                        | :Absent |
| 3 | Dr. Bushra Beegum R.K, Asst. Professor, Dept. of Sociology                | :Sd/-   |
| 4 | Dr. Jayasree E.G, Asst. Prof, Dept. of Chemistry, UoK                     | :Sd/-   |
| 5 | Dr. Sibi K.S, Asst. Prof. Dept. of Physics, UoK                           | :Absent |

The Executive Committee took place after the consultation meeting on ASAP with Principals. The Committee discussed the ASAP scheme based on the deliberations of the previous meeting also and resolved as follows:

1. ASAP, Govt. of Kerala may be requested to provide financial support for appointing a full-time Nodal Officer/Director for ASAP in University of Kerala, along with supporting staff and an office setup, as per the following details:  
**Nodal Officer/Programme Director** (1) *Qualification:* A retired teacher of university/college with PhD. (2) *Salary:* As fixed by ASAP, Govt of Kerala or Rs 30,000 pm (3) *Mode of Appointment:* Notification and Interview  
**Programme Assistant** (1): *Qualification:* Graduation with first class degree in any discipline from University of Kerala and who has undergone "Transformational Residential Training Programme for ASAP Skill Development Executive (SDE)", conducted by ASAP, Government of Kerala. (2) *Salary:* Rs 15,000 pm (3) *Mode of Appointment:* Notification and Interview  
**Data Entry Operator** (2): To be posted to from panel of DEOs of the university (2) *Salary:* as per existing rate for University DEOs on contract  
**Casual Labour** (1): To be posted from University panel. (2) *Salary:* as per existing rate for University casual labour.  
**Infrastructure:** 2 personal computers and one Printer.
2. Steps may be taken to invite application and fill the post of Director as soon as ASAP agrees to the proposal above.
3. The committee felt that the University Skill Acquisition Programme (USAP) should be urgently started, even if in a small way. Director IQAC pointed out that the Annual Student Survey of 2015 reveals that about 50% of respondents expressed interest in Personality Development, Spoken English & Yoga. The committee designed a single course with multiple modules to be offered by University teachers on voluntary basis. A nominal fee of Rs 100/- may be charged from students as overhead expenses and the course may be started in the coming semester. The proposal may be circulated among HODs and thereafter placed before Dean's Council for approval.

Director (i/c)

**USAP Basic Professional Development Course**

Pre-requisite:	: Nil
Entry	: Any student in first semester of PG Program in any University Teaching Departments/ Centres.
Timing	: 9.30-12.30 on Saturdays except second Saturdays.
Contact Hours	: 40
Fees	: Rs. 100(to be remitted to KUF) Exemption for SC/ST & BPL Categories
Evaluation	: Through Activities
Classification:	: Grade A (Excellent); Grade B (Good); Grade C: (Satisfactory) F: Fail
Certificate	: To be issued by Director, ASAP, University of Kerala

**SYLLABUS**

*Aim: To impart skill and influence attitudes to succeed in professional life.*

**Module 1: Personality Development:** Creating awareness about own personality and evaluating it - Aspects of personality – Overview of soft skills (8 hours)

**Module 2: Soft Skill-I: Communication Skills:** Principles of effective communication - Spoken English - Enhancing communication skills through communication games & role plays. (8 hours)

**Module 3: Soft Skills II:** Time Management, Decision Making, People Management, Thinking Skills: Creativity and Critical Thinking for rich and deep thinking (8 hours)

**Module 4: Public Speaking & Team Participation:** Principles of public speaking – Practice sessions with critical review; Team Behaviour; Team work practice; Group discussions; Multi-media presentations (8 hours)

**Module 5: Stress management and Yoga:** Principles of stress management; Simple breathing exercises for stress management (8 hours)

**References :**( 1) ASAP Course Materials (2) Web Resources

**Annual Student Survey (515 Students)****Student Choice for Additional Courses**

Cooking	269
Personality Development	266
Spoken English	261
Yoga	241
Creative & Critical Thinking	176
Dance/Drama	172
Music (Instrumental)	155
Basic IT Skills	146
TV News Reading	139
Public Speaking	138
Music (Vocal)	134
Painting	127
Team & Leadership Skills	119
Type Writing	111
Chess	85
RJ and VJ	82
Magic	76
French	71
Gandhian Thought	62
Hindi	57
Technical Writing	52
German	39
Tamil	36
Russian	34
Sanskrit	32
Arabic	27
Chinese	20
Japanese	11



**A5. Minutes of the Quality Consultation Meeting on “UPE Scheme” held on 5/4/2016 at the Karyavattom Campus at 2.30 pm.**

**Present:** Pro-Vice-Chancellor (in the chair)

School Directors and HODs (List Appended)

The meeting started with opening remarks by the Pro-Vice-Chancellor who highlighted the NAAC accreditation and Chancellors award received in 2015. He opined that if we work together, we can naturally apply successfully for UPE status. The list of present UPEs was also reviewed by him:

Sl. No	Name of the University	Focus Area
1	Jadavpur University <b>(Grade A, 3.61)</b>	Mobile Computing and Communication and Nano-Science
2	Pune University, Pune NA	Bio-Chemistry & Bio-Technology
3	University of Hyderabad <b>(Grade A, 3.72)</b>	Interface Studies and Research
4	Jawaharlal Nehru University <b>(Grade A, 3.91)</b>	Genetics, Genomics and Bio-Technology
6	Madurai Kamraj University NA	Nano science in Biology
7	North Eastern Hill University <b>(Grade A, 3.03)</b>	Bio-Sciences and Area Studies
8	University of Calcutta <b>(Grade A, 3.3)</b>	Modern Biology
9	University of Mumbai <b>(Grade A, 3.05)</b>	Green Technology
10	Osmania University <b>(Grade A, 3.31)</b>	Material Research - Social Relevance
11	Banaras Hindu University NA	Advance Functional Materials, Genomics and Proteomics
12	University of Rajasthan NA	Materials and Converging Sciences : Nano Particles, Nano-composites and multilayers
13.	University of Mysore <b>(Grade A, 3.47)</b>	Processing Characterization and Application of Advanced Functional Materials; Media and Social Development-A Case Study of Karnataka
14.	Karnataka University <b>(Grade A, 3.02)</b>	Anti-Tumor Activity : An Integrated Approach
15.	Guru Nanak Dev University <b>(Grade A, 3.5)</b>	Material Science

The school Directors and HODs took part in the subsequent discussion and the following points were resolved.

- i. That all Dept. Councils and School Councils will discuss the discussion note (Appendix) and not only put forward suggestions, but also start acting on some of the points in the discussion note, so that by 2017, these aspects are addressed well.
- ii. Many suggestions came up for the theme areas. "Traditional Knowledge & Modern Application –A Multi-disciplinary Perspective" was one of the themes discussed. "Multi- disciplinary Area Studies on Kerala" could involve traditional knowledge, society, polity, language, culture and economy. It was resolved that more suggestions can be put forward before deciding the final theme.
- iii. The Vice-Chancellor may nominate a committee from among School Directors and/or HODs to steer early preparations.  
The following other issues were also discussed.
- iv. Coaching for NET for students in Karyavattom campus.
- v. Need for training and also for repairing or reinstalling the smart class rooms.

Pro-Vice-Chancellor

**Appendix**  
**LIST OF PARTICIPANTS.**

Sl.No	Name and Affiliation	Signature
1	Dr. Manoj Chngat, Dept. of Future Studies	Sd/-
2	Dr. V.P Muraleedharan Pillai, Dept. of Opto-Electronics	Sd/-
3	Dr. V. Sathish, Associate Professor & Head, Dept. of History.	Sd/-
4	Dr. G. Padma Rao, Head, Dept. of Malayalam.	Sd/-
5	Dr. G. Prasad, Director, School of Indian Languages	Sd/-
6	Dr. Thajudeen A.S., Head, Dept. of Arabic	Sd/-
7	Dr. G. Suresh Singh, Head, Dept. of Mathematics	Sd/-
8	Dr. Johnson R., Dept. Of Psychology	Sd/-
9	Dr. R.S. Krishnakumar, Dept. of Russian & German.	Sd/-
10	Dr. S. Resia Beegum, Dept. of Commerce	Sd/-
11	Dr. S. Suhara Beevy, Dept. of Botany	Sd/-
12	Dr. C. Satheesh Kumar, Dept. of Statistics.	Sd/-
13	Dr. P.V. Yaseen, Director, School of Communication & Library Science	Sd/-
14	Dr. K. Subash, Head, Dept., of Journalism	Sd/-
15	Dr. S. Humayoon Kabir, Head, Library & Information Science	Sd/-
16	Dr. S. Sharafudeen, Head, Dept. of Islamic Studies	Sd/-
17	Dr. Joseph Antony, Political Science	Sd/-
18	Dr. M.C. Subhash peter, Dean of Science	Sd/-
19	Dr. A. Jayakumaran Nair, Dept. of Bio-technology	Sd/-
20	Dr. K.S. Chandrasekharan , IMK	Sd/-
21	Dr. Meera T. Pillai, School of English	Sd/-
22	Dr. M. Sainaba, ORI & MSS Library	Sd/-

23	Dr. D.S. Jaya, Head, Dept. of Environmental Sciences	Sd/-
24	Dr. A. Biju Kumar, Dept. of Aquatic Biology.	Sd/-
25	Dr. S.M.A. Shibili, Head, Dept. of Chemistry.	Sd/-
26	Dr. G. Prasad, Head, Dept. of Zoology	Sd/-
27	Dr. Rajesh, Head, Dept. of Archeology.	Sd/-
28	Dr. A.P. Pradeep Kumar Head, Dept. of Geology	Sd/-
29	Dr.V. Biju, Head, Dept. of Physics	Sd/-
30	Dr. T.S. Anirudhan, Director, Dept. of Chemistry	Sd/-
31	Dr. T. Vijaalekshmi, Dept. of Tamil	Sd/-
32	Dr. S. Kunjamma, Head, Dept. of Linguistics	Sd/-
33	Dr. C.A Shaila, Head, Dept. of Sanskrit	Sd/-
34	Dr. Annie Abraham, Head, Dept. of Biochemistry	Sd/-
35	Dr. Suresh Jnaneswaran, Director, Dept. of Social Sciences	Sd/-
36	Dr.S. Aji, Dept. of Computer Science	Sd/-
37	Dr. Beena Isaac, Dept. of Philosophy	Sd/-
38	Dr. M. Pushpam, Dept. of Sociology	Sd/-
39	Dr.R. Jayachandran, Dept. of Hindi	Sd/-
40	Dr. Achuthsankar S, Nair, Dept. of CBB & IQAC	Sd/-

*Extracts from*

**UGC GUIDELINES FOR UNIVERSITIES WITH POTENTIAL FOR EXCELLENCE  
(During the XII plan Period)**

**OBJECTIVES OF THE SCHEME**

(i) To achieve excellence in education, training, research and governance to face the challenges of future; (ii) To strengthen the academic and physical infrastructure for achieving excellence and innovation in teaching, learning, research and outreach programmes; (iii) To enhance the quality of the learning process and teaching at the undergraduate and postgraduate levels with the help of a flexible credit based modular system and a whole range of innovations currently accepted across the world; (iv) To promote academic programmes relevant to the social and economic needs of the nation in general and the region in particular; (v) To promote networking with other Centres/departments and laboratories in the country; (vi) To undertake any activity that may lead to excellence in all the domains listed above.

**THOSE WHO GOT IT SO FAR:** During the IX Plan period, 5 universities were selected under the Scheme, viz., J.N.U., Hyderabad University, Jadavpur University, Pune University and Madras University while during the X Plan period, against the target of 5 universities, only 4 universities were selected viz., Mumbai University, NEHU, Madurai Kamaraj University and Calcutta University. During the XI Plan Period, 6 more universities have been selected.

**ELIGIBILITY FOR APPLYING UNDER THE SCHEME:** The university aspiring for UPE/UE Status from UGC should have: - (i) **accreditation by NAAC with Grade "A"**, (ii) well

established and regularly functioning IQAC and (iii) evidence of regular high level research activities, quest of excellence, university-industry collaboration and community outreach

**FUNDING AVAILABLE:** Rs. 60 Crores for UPE status Universities

**PROCEDURE FOR SELECTION UNDER THE SCHEME:** Application for conferment of the UPE/UE status will be submitted by the interested universities fulfilling the eligibility requirements in the prescribed format. The Standing Committee will score the parameters from the proposal of the university and based on scores obtained by the universities, the Standing Committee will shortlist the universities for further evaluation. The Visiting Expert Committees will visit the short listed universities, hold discussions with the university authorities, faculty, students and other stake- holders, discuss and finalize the Action Plan as well as the Budget. The Standing Committee will consider the Report of the Visiting Expert Committee and recommend to UGC regarding conferment of the UPE/UE status.

#### **PARAMETERS/SECTORS CONSIDERED**

**ACADEMIC ACTIVITIES:** Total No. of students of the University who have passed the following Competitive examinations in the last five years [(a)UGC-CSIR (NET): b) SET: c) GATE: d) Indian Civil Service: (e) GRE: f) TOEFL: g) GMAT: h) Any other] ; No. of students of the University qualified in the UGC-CSIR/GATE examinations and who have registered for research in the University during the last five years.

**TEACHERS:** Total number of sanctioned posts: Total number of filled up posts on regular basis: Total number of filled up posts on adhoc/temporary basis: Total number of vacancies: Percentage of vacancies to the sanctioned post: Category –wise No of teaching staff: Category Female, Male, total, SC/ST/OBC/PWD/General/Total, Number of permanent and temporary members of the teaching staff at present. Ratio of full-time teachers to part-time/contract teachers: No of teaching staff recruited during the last five years: From the same From other State, Same Institution, Other institutions. Does the university have a mechanism (other than self-appraisal) to evaluate teachers on teaching, research and other activities. What are the national and international linkages established for teaching and Research? Details of beneficiaries of linkages:

**STUDENT ENROLMENT AND STUDENT SUPPORT:** Bridge/remedial courses to the educationally disadvantages students? No. of students who have received financial aid (from State and Centre separately) during the last two years.

**ADMISSION PROCESS:** How are students selected for admission to various courses? Through special entrance tests, through interviews, through their academic record, through combination of the above.

**DISTANCE EDUCATION PROGRAMME DETAILS.**

**RESEARCH, CONSULTANCY AND EXTENSION:** No. of teachers actively involved in research: Guiding M.Phil/Ph.D, Operating research projects, Offering Consultancy. Give

details of Research projects approved and completed during the last 5 years On-going research project approved during last 5 years. No. of the full-time research scholars having fellowship/scholarships such as JRF/SRF, No. of Post-doctoral fellows currently working in the university, No. of the Post-doctoral fellows having Ph.D. degree of other universities: Is there a separate Research Committee to facilities and monitor research?

- a) Research papers published by the teachers in referred journals and periodicals International , National :Average impact Factor of the Of the papers published: Patents c) Number of Books published ;d) Number of Ph.Ds awarded ;e) Awards/recognition for research work, International ;, National :
- b) Consultancy: Does the university publicise the expertise available for consultancy services? Does the university have industry linkage? If yes, give details. Does the university have a designated person for extension activities?
- c) Various extension activities of the University: i Community development, ii social work, iii Health and hygienic awareness, iv Medical camp v. Adult education and literacy vi Blood donation camp, vii AIDS awareness viii Environmental awareness, ix Any other
- d) Does the university have an IPR cell? If yes, give details. If no, what steps are being taken to establish the same?

**ORGANIZATION DESCRIPTION:** Mechanism provided for the effective implementation of Autonomous Colleges, Has the University conducted an academic audit of its affiliated colleges? If yes, give details regarding frequency and its usage, If no, give reasons for not doing academic audit.,

**EXAMS:** Question Bank developed,; a) Subject(s),b) No. of items/ Questions c) Field / Testing etc. Number of malpractice cases reported during the last 3 years and how they are dealt with. Does the University provide the photocopy of answer scripts to students? If yes, when this practice was started?

**ACADEMIC AND PHYSICAL INFRASTRUCTURE:** No. of laboratories ;, No. of Research Labs, No. of class rooms, No. of workshops Support services available in the University:-Central Library, Departmental Libraries, Computer center, Internet Facility, Health center, Sports facilities Press, Workshop, Hostels, Guest house, Housing, Canteen, Grievance redressal cell, Placement Cell, Non-resident centre, ICT as learning resource, Any other

**INFRASTRUCTURE AND LEARNING RESOURCES: Need Assessment:** How does the University assess the students' needs? How does the University assess its teaching, learning activities? How does the University plan to augment its infrastructure to keep pace with Academic growth? How does the University ensure maintenance of its infrastructure facilities? **Libraries:** Are there departmental libraries for the use of teachers and students? Apart from classroom instruction, what are the other avenues of learning provided for the students? (Example: Projects, Internships, Field trainings, Seminars, etc.) How does the University ensure optimum use of its infrastructure facilities? Does the library provide the following facilities to the students? Indicate the frequency of utilization against each? Reprographic facilities, Audio & Video Cassettes, Internet facility, Any other (specify)



**Computing Facility:** Is there is a central computer facility in the University? If yes, give the following details: Number of computers and services, Configuration and other hardware and software details , No. of PCs per hundred students, No. of PCs for teachers, Working hours, Training for University personnel, Developing computer-aided learning packages, software for administration/accounts, etc., Frequency of Utilization of the central computer facility : Does the University make use of INFLIBNET / IUC /similar facilities?

**Health/Sports** Does the University have a Health Centre? If yes, give details of the staff structure, and of the facilities available there. Give details of usage? What are the physical and infrastructure facilities available in the sports and physical education Centre?

**Vision & Mission:** State the Vision and Mission statements of the University. What are the goals and objectives of the University and where are these stated? How is the university geared to achieve its specific goals and objectives? What major considerations (viz, education; training; employment; access; equal opportunities) are addressed by the goals and objectives? Are the major considerations of the goals and objectives prioritized? How are University's mission and goals reflected in the curricula?

**Governance:** What efforts were made by the University to improve the functioning of organisation and management? How long does it take to introduce a new programme of study after it has been conceptualized? How long does it take to announce the results after completion of examinations? How long does it take to award degrees after the announcement of results? How long does it take to complete the evaluation of Ph.D thesis after it is submitted?

**Academic Calendar, Reservation, Admissions, and Learner Support:** How is the academic calendar prepared each year? How does the administration ensure the regular implementation of the academic calendar? How does the University ensure the implementation of the reservation policy? Does the University maintain confidential reports of the administrative staff? The University has an effective mechanism to use student feedback for the quality enhancement. • The prospectus of the University gives clear guidance to students about admission and completion requirements for all programmes, the fee-structure and refund policies, financial aid, student support services and students entitlements. What are the initiatives taken by the University for Administrative Staff Development Programmes? What is the basis for fixing the tuition fees? Give details. Is the University sensitized to the latest managerial concepts such as strategic planning, team-work, decision making and computerization? What are the practices of the University to impart value based education? How does the University inculcate civic responsibilities among the students? What are the University's efforts towards all round personality development of the learners? What are the University's efforts to bring in "community orientation" in its activities? Indicate the efforts to promote general / transferable skills among the students such as a. Capacity to learn, b. Communication skills, c. Numerical skills, d. Use of information technology. e. Work as part of a team and independently. What percentage of the members of the Boards of Studies (BOS), or such other academic committees, are external? Enclose the guidelines for BOS or such other Committees. To what extent laboratory work, field work and projects are incorporated in each of the programmes of study? Furnish details of the following aspects of curriculum design) Innovation such as

modular curriculum) Inter/multidisciplinary approach. What is the admission policy of the University with regard to overseas students? Has the University produced e-learning materials for the development of teaching/learning? If yes, give details regarding the courses covered, No. of units covered, etc.

**EXAMINATION & EVALUATION:** Does the University monitor the overall performance of students to ensure the achievements of the course objectives? What type of evaluation method is currently being followed? During the last 5 years, how many times has the method of evaluation been changed? How is the question papers set to ensure the achievement of the course objectives? State the policy of the University for the Constitution of board of question paper setters, board of examiners and invigilators.

How regular and time-bound are conduct of examinations and announcement of results? Substantiate with details of dates of exams. And announcement of results for the last 5 years.

**STUDENTS' FEED BACK AND COUNSELLING:** Pass percentage after the minimum period of study: Dropout rate:, Does the University collect teaching and campus environment feedback from students regularly? Does the University publish its updated prospectus annually? Do the students get the benefit of academic and career counselling? To what extent do teachers participate in academic and personal counselling? Does the University have a Placement Cell and a Placement Officer who offers career-counselling services to students? How many students were gainfully employed through placement services during the last year? Does the Placement Cell encourage students to be self-employed? How are the prospective students informed about the criteria for admission, rules & regulations, facilities available, etc?

**BUDGET:** Give a summary of the last annual budget of the University with details of plan and non-plan revenue / expenditure (Attach separately). What is the University's 'unit cost' of education? [Unit cost = total annual expenditure (budget accruals) divided by the number of students enrolled] Unit cost calculated excluding the salary component may also be given. What percentage of the total budget is allocated to the academic programmes? Furnish the amount spent under the various heads of expenditure last year. Head of expenditure Budget provided Amount spent Reasons for unspent balance, if any Funds generated through self-financing courses:

**ORGANIZATIONAL CHALLENGES:** Problems of linking academic programme to National Goals Constraints in preparing students for National & International occupations, Problems of inculcating ethics of values among students, teachers & nonteaching Staff, Handicaps in utilization of ICT resources, Problems in mobilizing budgetary resources on a predictable basis, Problems in enhancing quest for higher levels of performance in Teaching and Learning.

**A6: Minutes of the meeting of the committee setup the IQAC for  
“Attracting Project Funding”.**

Venue: IQAC Conference Hall:

Date 30.04.2016, 11AM.

Members:

1. Dr. K.G. Gopchandran, Dept. of Opto-Electronics (Convener)	Sd/-
2. Dr. A.S. Thajudeen, (Representing School of Foreign Language)	Sd/-
3. Dr. Achuthsankar S. Nair, Director, IQAC.	Sd/-
4. Sri. P.K. Rajan, Finance Officer.	Sd/-
5. Dr. Suresh Jnaneswaran, Director, School of Social sciences	Sd/-
6. Dr.M.C.Subhash Peter, Director, School of Life Sciences	Absent
7. Dr.S.V.Sudheer, Director, Academic Staff College	Absent

The committee was constituted to discuss and propose implementation of the suggestions made by Dr. K.G. Gopchandran to observe two months as “Project proposal months”, as during which, effort is to be made to get all faculty members to submit project proposals to funding agencies. The committee discussed Dr. Gopchandran’s suggestions and recommended as follows:

1. All faculty members may be requested to participate in the project submission programme either as principal Investigator/Co-Investigator. The Vice-Chancellor may write directly to all faculties in this regard. All faculty members may be requested to submit maximum number of projects of different agencies. A few international projects may also be conceived. About 100 proposals with total cost of around 15 cores may be targeted by this initiative. After submission, without considering whether it is awarded or not, all these hypotheses can be tested with available resources and infrastructure. About 100 to 200 high quality research papers may come up from testing these hypotheses. A few patents may also be expected. About 50 new project fellows can be expected to be recruited in 2017-19 period. By 2020 all faculty members should aim to have at least one research project in hand.
2. The following types of projects may be considered:
  - 2.1 University level mega-projects submitted to central and state Governments for inclusion in next budget. The suggested themes for those projects are (i) Research into computational linguistic studies in Sanskrit and also for e-learning of Sanskrit (ii) Multi-disciplinary projects for publishing manuscripts and traditional knowledge on Ayurveda and allied areas (iii) Survey on School Education and Quality Assessment (iv) Post-graduate skill Acquisition Programme
  - 2.2 School/Dept. level projects: These may involve number of Depts. and number of faculty and themes may be chosen accordingly. Translation of works between Malayalam and other Indian Languages and Foreign Languages may be one of the areas.
  - 2.3 The University should investigate probability of tapping corporate social responsibilities (C.S.R) funds which is now mandatory as per “Companies (co-

operate Social Responsibility Policy Rules 2014”). According to the new rules, 2% of the average net profit of companies for last three financial years is to be used for C.S.R. projects or activities. One of the venues is to seek support of leading IT companies like Infosys and TCS to upgrade our Central Computing Facility in Kariavattom.

- 2.4 State and Central Governments are promoting student start-ups. Effective steps may be taken to tap these schemes through student start-ups. Director, IQAC clarified that the Industry Incubation Centre (IIC) of the University established in 2006 has been renamed as “Kerala University Technology and Business start-up Centre (KU-IBSE)” and steps are being taken to enliven it.
3. The meeting discussed the pragmatic issues of the bureaucratic hurdles. These exist at two levels: Submission level: and project fund release and settling levels. It was proposed that:
  - 3.1. A green channel for submission of projects may be provided. It should receive the projects as soft copy and take care of the submission. Help for neat printing and binding of proposals may be provided.
  - 3.2 Assurance to teachers (i) for release of Grant as and when received by the University.(ii) relief from the project as soon as the final audited statement to expenditure and UC is submitted. (iii) Using 80% of overhead charges by PIs without any University sanctions and remaining 20% to DDF. (iv) Help for neat printing & binding of proposals with some uniformity. (v) Arrangements for applying statistical tools in CCF for helping teachers in data analysis with cutting edge tools and presentation formats (especially for Humanities & Languages. An on-line system for project related processing may be implemented (it is understood that the e-Governance system due to come up shortly will have such a system).
4. A workshop can be conducted in the first week of July to clear doubts if any for the faculty members in writing the project proposals. The workshop will focus on points at which the premier funding agencies are looking for while evaluating it.. The meeting entrusted Dr. Achuthsankar S. Nair, Director, IQAC and Dr. Gopchandran to organize the workshop.
5. It is suggested to convene a meeting of the faculty members by the University to discuss this matter in the second half of June, 2016 and finalize the period of submission of projects and other details if any.

Dr. K. G. Gopchandran (Convener)

**A7. Patent from Dept. of Comp. Biology**

Controller General of Patents, Designs and Trademarks  
Department of Industrial Policy and Promotion  
Ministry of Commerce and Industry

[Patent Search Engine Help](#)

Welcome to IPAIRS Version 2.0

Granted Patents	Published Applications	<b>Application Status</b>	Agent Register	Patent Eregister
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Detail	
APPLICATION NUMBER	5076/CHE/2015
APPLICANT NAME	1.DEPARTMENT OF COMPUTATIONAL BIOLOGY & BIOINFORMATICS 2. DR.P.R.SUDHAKARAN 3. DR.SALINI.D.N 4. MR.AMJESH.R , et al.
DATE OF FILING	23/09/2015 13:04:16
PRIORITY DATE	NA
TITLE OF INVENTION	"DIAWOUND CARE" AYURVEDIC WOUND HEALING FORMULATION FOR DIABETIC NON HEALING ULCER AND A PROCESS FOR PREPARATION OF THE SAME
PUBLICATION DATE (U/S 11A)	08/04/2016

Application Status	
Request For Examination Date	14/01/2016 14:43:24
Status	Application Awaiting Examination

<a href="#">Print</a>	<a href="#">Back Report</a>	<a href="#">View Complete Specification</a>	<a href="#">View E-register</a>	<a href="#">View Examination Report(s)</a>	<a href="#">Order(s)/Decision(s)</a>
<a href="#">View Documents</a>					

**A8. Patent from Dept. of Chemistry**

Controller General of Patents, Designs and Trademarks  
Department of Industrial Policy and Promotion  
Ministry of Commerce and Industry




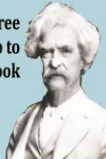








(12) PATENT APPLICATION PUBLICATION	(21) Application No. : 3567/CHE/2015
(19) INDIA	
(22) Date of filing of Application : 13/07/2015	(43) Publication Date : 31/07/2015 Journal No. - 31/2015

(54) Title of the invention : SYSTEM AND METHOD TO FACILITATE THE RETRIEVAL OF SEPARATED ENDODONTIC FILES FROM HUMAN ROOT CANALS

(51) International classification :A61C (31) Priority Document No :NA (32) Priority Date :NA (33) Name of priority country :NA (86) International Application No :NA Filing Date :NA (87) International Publication No : NA (61) Patent of Addition to Application :NA Number :NA Filing Date :NA (62) Divisional to Application :NA Number :NA Filing Date :NA	<b>(71)Name of Applicant :</b> <b>1)P BINU</b> Address of Applicant :VIJAYSREE, HOUSE NO.42, NPP NAGAR, LANE 2, PEROORKADA P O, THIRUVANANTHAPURAM, Kerala India <b>(72)Name of Inventor :</b> <b>1)P BINU</b> (India) <b>2)JOSEPH SAM</b> (India) <b>3)SMA SHIBLI</b> (India) <b>4)J N SEBEELAMOL</b> (India)
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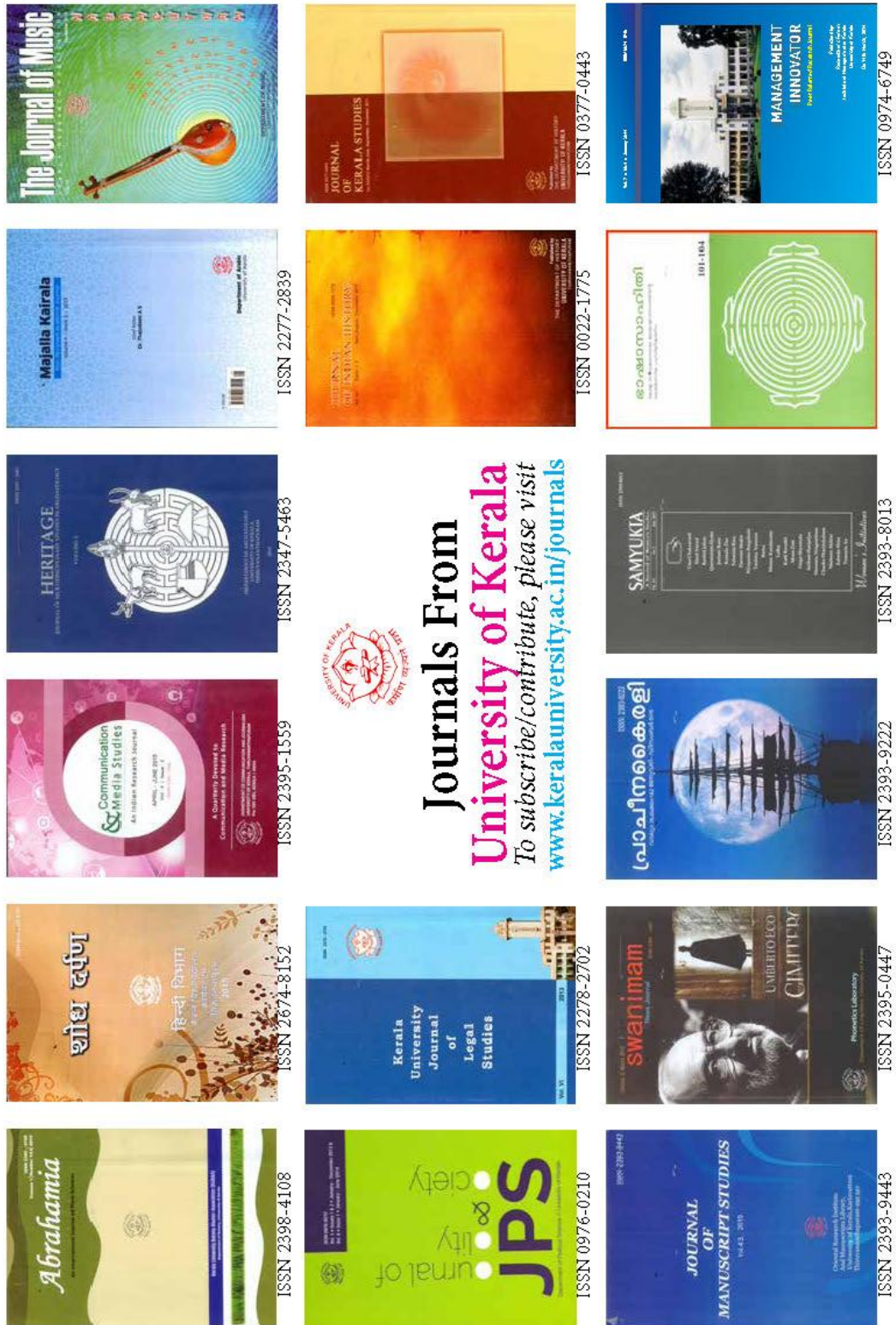
(57) Abstract :  
 System and method to facilitate the extraction of separated endodontic files from human root canals is disclosed. Said method facilitates the removal of separated NiTi and SS endodontic files trapped inside root canals through electrochemical process, without the removal of radicular dentin. The system comprises of an electrolytic cell created inside the root canal, wherein the trapped file is converted to anode, wherein said system further features a means to periodically check the dimensions of the file as well as means to replenish the electrolyte during the course of the procedure, and remove accumulated byproducts of the dissolution process from said root canal.  
 FIG1

## A9. Patent Information Centre – Kerala

PATENT INFORMATION CENTRE – KERALA	
MYTHS & FACTS ABOUT IPR	
Myths	Facts
Patenting is a recent phenomenon	<ul style="list-style-type: none"> <li>● 1<sup>st</sup> US Patent granted to Samuel Hopkins on 31.07.1790 for his new process of making potash.</li> </ul>  
Only R&D Institutions/Industries can file Patents	<ul style="list-style-type: none"> <li>● 1<sup>st</sup> Indian Patent – An efficient punkah pulling machine by George De Penning in the year 1856.</li> <li>● Mark Twain, famous writer obtained three patents for his inventions; adjustable strap to tighten shirts (1871), self-pasting scrapbook (1873) and history trivia game (1885).</li> <li>● Josephine Garis Cochran, a house wife was granted Patent for a dishwasher on December 28, 1886.</li> </ul>  
Publishing is important than Patenting.	<ul style="list-style-type: none"> <li>● Publishing the inventions destroys its novelty (newness) which prevents the inventions from getting Patent. First file Patent, then it publish it.</li> </ul> 
One can get a Patent for an idea.	<ul style="list-style-type: none"> <li>● Patents are granted for new, inventive and useful inventions (products/processes)</li> </ul> 
Patent granted in one Country is automatically enforceable in other Countries.	<ul style="list-style-type: none"> <li>● There is nothing like a World Patent or International Patent. Patent rights are territorial rights and are valid only in the Country which granted Patent.</li> </ul> 
Only complex inventions are patentable	<ul style="list-style-type: none"> <li>● Patent for safety pin was granted to Walter Hunt in 1849.</li> <li>● Patent for the needle of sewing machine was granted in 1854</li> </ul>  
Age a bar to get a Patent	<ul style="list-style-type: none"> <li>● Youngest one to get a Patent was Sydney Dittmana, a four year old girl from Houston, Texas, for an aid for grasping round knobs</li> <li>● Six year old boy (Robert Patch) was granted Patent for his toy truck</li> </ul>  
 <p style="text-align: center;"><b>PATENT INFORMATION CENTRE – KERALA</b>  Kerala State Council for Science, Technology &amp; Environment  Sasthra Bhavan, Pattom P.O, Trivandrum – 695 004, Kerala  Tel: 0471-2543234, 2548315 Fax : 0471-2543234 e-mail : patentcentre@gmail.com  Website : www.patentcentre.kerala.gov.in</p>	



## A10. Journals





## **A11. Promoting Start-up Circular**



### **UNIVERSITY OF KERALA**

No. 292/16.1/IQAC

Thiruvananthapuram, dated, 6.5.2016

#### **CIRCULAR**

Sub: Kerala University Technology and Business Start-up Centre  
(KU-TBSC)-Proposal for business start-up-called for-reg.  
Ref: U.O. Pl.A1.2806/IQAC/15 dt 12.4.2016.

As per the U.O. cited, the Industry Incubation Centre of the University has been renamed as Kerala University Technology and Business Start-up Centre (KU- TBSC) and the Director IQAC has been put in additional charge of the Director, KU-TBSC. The MoU already approved by the University in the case of Industry Incubation Centre shall remain in force.

In order to accord sanction for the Start-ups in the Departments concerned, the proposal for the start-up are to be approved by a committee constituted for the purpose. Therefore, all the Heads of Departments/Directors of Schools are hereby requested to forward proposals from students for the launching of start-ups in the Departments concerned. The proposals are to be received in the office of the Director, IQAC, SH campus, Palayam not later than 15.6.2016. A meeting of the interested faculty and students to clarify doubts is being held on 2.6.15, details of which will be intimate separately.

All the Heads of Departments are requested to bring the contents of this circular to all the members of the faculty and all students in the Departments concerned. A poster regarding the same is enclosed for display in Notice Board.

**REGISTRAR**

To:

- 1) All Directors of Schools & All Heads of Teaching and Non- Teaching Departments.
- 2) PS to VC/PVC
- 3) PAs to Registrar/ FO/CE/DP&D
- 4) The Director KU-TBSC
- 5) File/Stock file.

**MOU with \_\_\_\_\_ (company name)**

**Memorandum of Understanding**

Between

**University of Kerala and \_\_\_\_\_ (company name)**

**Concerning the usage of KU-TBSC facilitated by University of Kerala.**

This Memorandum of Understanding (hereinafter called the “MoU”) is entered into by University of Kerala (hereinafter called “University of Kerala” or “University”) and \_\_\_\_\_ (company name), a company registered under the \_\_\_\_\_ Act.

And WHEREAS University of Kerala facilitated an Industry Incubation Centre (vide order no. PLA/418/2006 dated: 14/06/06), renamed as Kerala University Technology and Business Start-up Centre, KU-TBSC, (vide order no. P1.A1/2806/IQAC/15 dated 12/04/2016) for promoting entrepreneurship in University students.

WHEREAS \_\_\_\_\_ (company name) is a start up by the students of University of Kerala, offering services and/or products in the domain of \_\_\_\_\_ (area of work).

THIS MEMORANDUM sets out the principles of association and roles expected from both parties as follows.

1. The company being incubated shall agree to all terms and conditions as stated here in and further as decided by the University from time to time.
2. The company shall be a registered entity within 6 months of starting its operations. All operations of the company shall be governed by provisions of the acts under which it is registered.
3. The University shall not be held responsible/made a party in any legal dispute arising out of either direct or indirect actions of the company or the direction of the company.
4. The company shall be responsible for upkeep of the space allotted to them and also for the working condition of the equipments allotted to them, except normal wear and tear.
5. The equipments allotted to the company shall be used only for activities of the company. Space shall not be sublet to any other individual/operations.
6. Rental for the space and equipments shall be fixed by the University according to guidelines evolved by Advisory Board of BHC. Any default in payment of rentals by due date shall be penalized at less than 10% of the amount concerned for first 6 months and at rates fixed unilaterally by the University.
7. Rental shall be fixed initially at less than 25% of market rates (excluding Technopark), and re-fixed unilaterally after first year by University.
8. Rental for all equipments like PC, Printer etc. shall be at mutually agreed rates.

9. Any running expense incurred other than routine expenditure (like installation of heavy loads etc.) shall be reported to the KU-TBSC and shall be charged as per actuals.
10. If the company makes working profit from third year of its existence, it shall payback twice the amount of subsidy in rentals or 25% of its net profit whichever is higher.
11. Any utilization of services of faculty/facilities of Departments/Centers shall be as per existing consultancy guidelines of University and variation shall be with express permission of Advisory Board of KU-TBSC.
12. The Company shall ensure that their activities do not disrupt any of the activities of the Departments in the Campus. They shall also abide by the general rules and guidelines of conduct of the campus, in so far as it is applicable to them. The University shall, subject to the above, ensure smooth operational environment to the company.
13. Any dispute arising out of the MoU shall be attempted to be settled by mutual discussions between the advisory board and the representatives of the company, before recourse to legal action with Trivandrum Jurisdiction.
14. Any interaction between University and the company which involves IPR shall be based on a written agreement, in the absence of which the concerned IPR shall vest with the University.
15. The undersigned have read and agreed to all the terms above.

For \_\_\_\_\_ (company name)  
Director

For University of Kerala  
Registrar

Witness:

1.

2.

## A12. Promoting Start-up Poster



*Dreaming of a*  
**Student**  
**Start-Up?**

*Apply to*

**KU-TBSC**

*(Kerala University*

*Technology & Business Start-up Centre)*

- Technology Business Start-ups in our University Campus
  - Space and equipments at nominal rent
  - Mentorship and Guidance from Experts
- Utilise host Dept. Facilities on consultancy basis  
*(requires consent of Dept)*

**Apply by 15 June 2016**

Attend a seminar/discussion forum on **2 June 2016** to clarify doubts  
(email [team.iqac@gmail.com](mailto:team.iqac@gmail.com) to register for seminar)

**Contact:** Director, KU-TBSC, C/o IQAC, University of Kerala,  
Thiruvananthapuram  
[team.iqac@gmail.com](mailto:team.iqac@gmail.com)

### **A13. Promoting Start-up**

## **Start-up Experience Sharing** *(floating solar panels)*

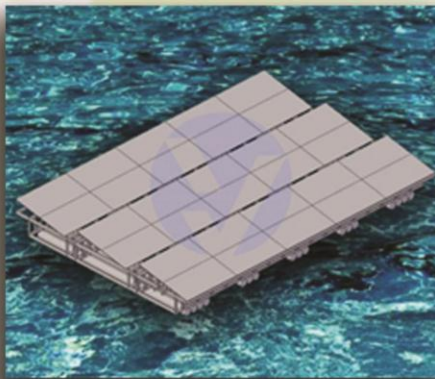
Talk by  
Mr Ajay Thomas  
CEO, Vatsaa Energy Pvt Ltd

(Student Entrepreneur from Govt Engg College, Wayanad)

2016 April 18 : 2.30 PM

@ Darwin Babbage Seminar Hall

Department of Computational Biology & Bioinformatics



Organized by  
IQAC, University of Kerala

*All are Welcome for the talk*



