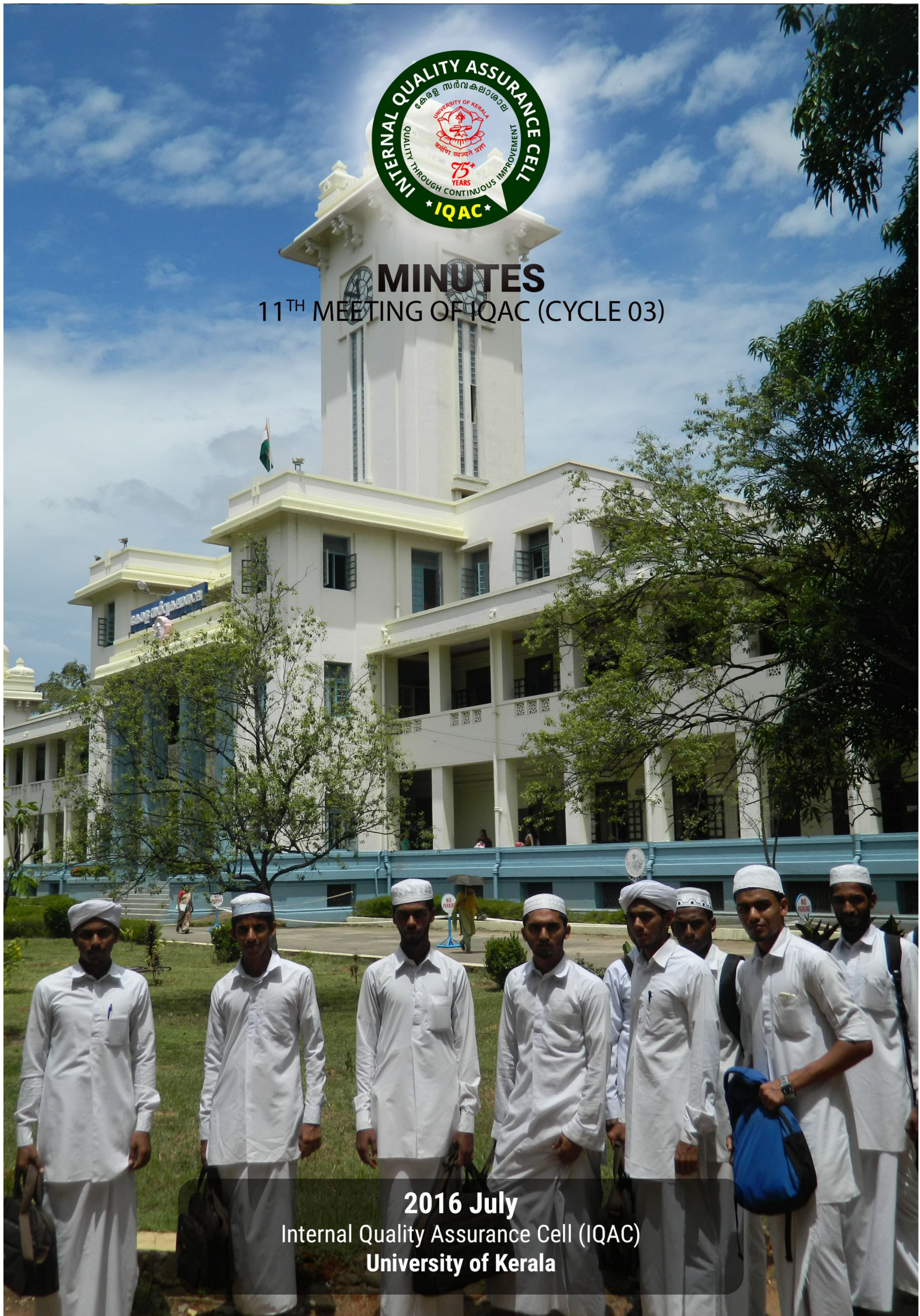




MINUTES

11TH MEETING OF IQAC (CYCLE 03)



2016 July
Internal Quality Assurance Cell (IQAC)
University of Kerala

Minutes of the Eleventh Meeting of IQAC, University of Kerala

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**Minutes of
The Eleventh Meeting of IQAC, University of Kerala
Venue: Syndicate Room
Date: 18-07-2016**

Members

01. Vice-Chancellor (Chairman)	: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	:Sd/-
09. Director, College Development Council	:Sd/-
10. Director, Computer Centre	:Sd/-
11. Shri. Santhosh C. Kurup, CEO, ICT Academy of Kerala	:Absent
12. Shri. Narayanan S represented by Rajagopal K, Senior Manager, Quest Global, Technopark.	:Sd/-
13. Dr. G. Suresh Singh, Professor, Department of Mathematics	:Absent
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 (Invitee).	:Absent

Item No.Q3.11.01: Confirmation of the minutes of the Tenth IQAC meeting held on 30.05.2016:-The minutes of the tenth IQAC meeting held on 30.05.2016 as electronically circulated to the members may be confirmed.

Decision: Confirmed.

Item No.Q3.11.02: Action Taken Report (ATR) on decisions of the previous meeting

Decision	Action Taken
Item No.Q3.10.03: <u>AQAR for 2015</u> : IQAC approved the AQAR and entrusted the Vice-Chancellor for taking further steps.	Vice-Chancellor approved the AQAR invoking provision 10(13) in the Kerala University Act.
Item No.Q3.10.04: <u>Research Paper Impacts during 2015</u> : IQAC noted the statistics and expressed satisfaction. It was resolved that	Draft letters submitted to VC's office.

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: <u>Approval of Academic Audit 2015:</u> 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.	No Action pending at present
Item No. Q3.10.06: <u>Approval of Gender Audit 2015:</u> (i) IQAC approved the Gender Audit and a detailed discussion on gender issues was conducted. (ii) 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. (iii) The suggestion that an appropriate nomenclature for third gender may be evolved was also consented and Director, IQAC was authorised to take necessary steps.	(i) No Action (ii) Registrar addressed (iii) Director IQAC has proposed action to Department Union Chairman.
ItemNo.Q3.10.07: <u>MOOC- Reconsideration:</u> (i) 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. (ii) 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. (iii) It was also resolved to authorise the Vice-Chancellor to nominate a committee to advice on the project.	(i) No action pending (ii) U.O issued on implementing MOOC (iii) MOOC advisory committee: Dr. Theresa Susan(Education), Dr. C.A Lal(IDE), Anantha Lakshmi Ammal(C-DAC), Dr. Jaikiran (FLAIR, Govt. of Kerala), Dr. Achuthsankar S. Nair(Director, IQAC)
Item No. Q3.10.08: <u>Research led Teaching-Reporting:</u> Noted.	No Action pending
Q3.10.09: <u>ASAP- Reporting progress:</u> Noted	No Action pending
Item No. Q3.10.10: <u>Preparing for UPE: Reporting:</u> The Vice-Chancellor was authorised to nominate a committee from among School Directors and Heads of Depts/Centres for enabling early	Vice-Chancellor has nominated a committee consisting of Dr.J Prabhash (Political Science), Dr. Suresh Jnaneswaram (History), Dr. Manoj

<p>preparations.</p>	<p>Changat (Future Studies), Dr. P.M Radhamany (Botany), Dr. Subhash Kuttan (Comm. & Journalism), Dr. V. Biju (Physics), Dr. Thajudeen A.S (Arabic), Dr. Bijukumar A.(Aq. Biology & Fisheries), Dr. Humayoon Kabir (Library & Info Science).</p>
<p>Item No. Q3.10.11: <u>Attracting Project Funding: Reporting:</u> 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 assists this project.</p>	<p>Action pending</p>
<p>Item No. Q3.10.12: <u>Promoting Consultancy: Reporting:</u> IQAC noted the development and remarked that this is an important step in promoting consultancy.</p>	<p>No action pending</p>
<p>Item No. Q3.10.13: <u>Promoting Patents:</u> It was resolved that the posters may be displayed as proposed and the collaboration of KSCSE be obtained in patent promotion.</p>	<p>Posters have been printed and distributed for display.</p>
<p>Item No. Q3.10.14: <u>GIAN Courses – Reporting Status:</u> IQAC expressed happiness in one of the proposals being accepted.</p>	<p>No action pending. The official communication also now has been received by the Vice-Chancellor. Two more courses have now been approved.</p>
<p>Item No.Q3.10.15: <u>Promoting Journals Published by the University:</u> IQAC authorised the Vice-Chancellor to nominate a committee to study the matter and report.</p>	<p>Vice-Chancellor has nominated <u>Journal Study Committee:</u> Dr. M. Sargadharan (Dean, faculty of Commerce), Dr. Pradeepkumar A.P. (Geology), Dr. Aji. S (Comp. Science), Dr. Meena .T. Pillai (English), Dr. Shaji. E (Geology), Dr. Ani Unni (Political Science), Dr. Vinod Chandra (Director, Comp. Centre), Dr. Achuthsankar S. Nair (Director, IQAC).</p>
<p>Item No. Q3.10.16: <u>Promoting URKUND-Anti-plagiarism software :</u>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.</p>	<p>Posters have been issued (copy appended). Training under design.</p>

Item No. Q3.10.17: <u>Placing of Policies and Charters in Syndicate:</u> Noted	Placed in the syndicate held on 18.6.2016
Item No. Q3.10.18: <u>Promoting Start-ups:</u> IQAC expressed satisfaction at the developments. It was resolved that the services of IQAC members representing the industry be sought in promoting start-ups.	No action pending
Item No. Q3.10.19: <u>Induction programme for 2016:</u> IQAC approved above proposals.	No action pending
Item No.Q3.10.20: <u>Mock NET/JRF Exams:</u> 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.	Letter given to Guidance Bureau & Union Chairpersons.
Item No.Q3.10.21: <u>Arts Workshop:</u> IQAC resolved to agree to the proposal and entrusted IQAC director to take necessary steps.	Awaiting inputs from Departments Union
Item No.Q3.10.22: <u>Seeking inputs from Stake holders:</u> IQAC resolved to take the following steps: (i) To suggest to all HODs to seek inputs from 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.	(i) Action initiated (ii) Action Registrar (iii) Action initiated (iv) Action Shaji
Item No.Q3.10.23: <u>Any other item permitted by the chair:-</u> (i). <u>Week Survey Results:</u> : 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. (ii) <u>Meta-University:-</u> IQAC noted this development and opinioned 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.	No Action Pending

Item No.Q3.11.03: Disabled Support Centre: The University of Kerala has now implemented ramps to enable disabled people to have easy access to Depts and libraries. A lift is available in the Main building and a lift is being established in the Kerala University library. However the

support for the disabled students is far from satisfactory and needs to be expanded. Therefore, the following suggestions are put forward:

1. To establish a Disabled Support Centre in a minimal way to start with.
2. To provide two wheel chairs and one scooter suiting the disabled, to be issued to departments on request. These may be kept under the custody of the Campus Administration/Engineering Unit and circulars may be issued to all departments and University Brochure may also include the information.
3. To enable visually challenged students, a special lab may be set up. The following facilities may be arranged in the lab. The facility may be housed in the CSS Office/Sophisticated Instrumentation Centre.
 - i. A Personal computer/Digital notebook which can be used to read out text interactively. The “Daisy Notebook” is considered an internationally accepted facility for this. At least one note may be provided.
 - ii. Basic literature about the University may be printed in Braille and kept in the lab.
 - iii. On request of visually challenged students, all departments may be instructed to provide core reading material in Braille.

Decision: IQAC discussed the matter in detail and resolved as follows:

- (a) 1 wheel chair/block and one 3-wheeled scooter may be purchased and made available to PWD students. The J.R. Administration shall be the custodian of the scooter.
- (b) Two daisy note books may be purchased
- (c) Basic literature on the University may be produced in Braille and kept in library.
- (d) IQAC members may visit the PWD students and gather their requirements.

Item No.Q3.11.04: Submission of AQAR: The 10th IQAC meeting has approved the AQAR for 2015 and entrusted the Vice- Chancellor for taking further steps. The VC, invoking provision 10(13) of the Kerala University Act, approved the same. It is reported to the IQAC that AQAR 2015 has been submitted to NAAC and acknowledgment for the same has been received via email. The AQAR has also been uploaded on the IQAC Website.

Decision: Noted.

Item No.Q3.11.05: Cycle 3 Planner: As the first AQAR of Cycle 3 has been submitted for the period of Jan- Dec 2015, the subsequent years may also follow the same pattern. Therefore the Cycle 3 Planner approved earlier may be modified accordingly. The proposed modified planner is appended (**Appendix A1**).

Decision: Approved the modifier planner.

Item No.Q3.11.06: Multi-level comprehensive Data Collection: The biggest challenge for IQAC is the collection of data regarding on-going activities and also basic statistics. There is a resistance (if not rejection) to demand for data, possibly due to the uninteresting process itself

and also due to heavy demand on the time which is otherwise profitably spent on interesting scholarly pursuits. While data collection cannot be done away, steps are required to mitigate its burdening effect on teachers and academics. A multi-level comprehensive capturing of data in two phases is proposed to be implemented. The data collection dockets for HODs and teachers have now been prepared and shall be tabled. This shall suffice for Annual Report, AQAR, Academic Audit, NIRF, Chancellors Award and also private ranking exercises like Week, India Today etc. Separate data collection forms for centres, research scholars, affiliated colleges etc are being designed. An on-line format can also be considered as the next step.

Decision: The data collection booklets were approved and it was resolved that as next step an online option may be given to teachers, Dr. C.R Prasad was authorised to con-ordinate the data collection.

Item No.Q3.11.07: Integrated MPhil-Phd: നമ്മുടെ സർവകലാശാലയിൽ integrated M.Phil, PhD കോഴ്സുകൾ ഇല്ല എന്നത് ഒരു പരിമിതിയായി തോന്നുന്നു. കേരളത്തിലെ മറ്റു പല സർവകലാശാലകളിലും നമ്മുടെ മിക്ക കേന്ദ്ര സർവകലാശാലകളിലും integrated M.Phil, PhD കോഴ്സുകൾ ഉണ്ട്. നമുക്ക് ഇപ്പോൾ നിലവിലുള്ള M.Phil, സീറ്റുകളിൽ രണ്ടോ മൂന്നോ സീറ്റുകൾ integrated M.Phil, PhD കോഴ്സിനായി നീക്കിവെച്ചാൽ നമ്മുടെ ഗവേഷണത്തെ കൂടുതൽ കാനൂള്ളതാക്കി മാറ്റാൻ കഴിയും. നിലവിൽ നാം നേരിടുന്ന പ്രധാന പ്രശ്നം പുതിയ PhD രജിസ്ട്രേഷൻ നൽകാൻ അധ്യാപകർക്കു vacancy ഇല്ല എന്നതാണ് , integrated M.Phil, PhD കോഴ്സുകൾ ഈ വർഷം ആരംഭിച്ചാൽ പുതിയ PhD നൽകാതെ തന്നെ അടുത്ത വർഷത്തേക്കുള്ള PhD വിദ്യാർത്ഥികളെ നമുക്ക് ലഭിക്കും, കൂടാതെ ചുരുങ്ങിയ കാലയളവിൽ നമുക്ക് നല്ല പ്രബന്ധങ്ങൾ പുറത്തിറക്കാനും കഴിയും. The above proposal by Department's Union Chairperson is placed before IQAC.

Decision: The proposal was accepted in principle and it was resolved to refer it to Dean's Council.

Item No.Q3.11.08: Completion of eBooks Phase-1: Six eBooks have now been released through IQAC website, after whetting by editorial committee consisting of Dr. S. Kevin, Former Pro-Vice Chancellor, University of Kerala (Chairperson), Dr. A. Jameela Beegum, Retd. Professor of English, Dr. E.V Sonia, Scientist, Rajiv Gandhi Centre for Biotechnology and Dr. John Jacob Kattakkayam, former Prof. of Sociology). The e-Books are:

1. "Innovation in University of Kerala" by Dr. Achuthsankar S. Nair.
2. "Navamadhya-mangalile Nadodithangal" by Dr. C.R. Rajagopalan.
3. "Daughters of Kali: Women's Bhakti Poetry in Southern India" by Suchetha Sankar.
4. "Post-Traumatic Stress Disorders (PTSD) among Tsunami Survivors" by V.N. Sreekumar
5. "Vailoppily to digital magazine" by Seethal V.S.
6. "Parallel programming- A pedagogic introduction" by Biji C.L.

It is now hoped that more teachers and researchers will come forward to enrich the output further.

Decision: IQAC noted the milestone.

Item No.Q3.11.09: Conduct of MOOC: Consequent to decision 3.10.7, Director IQAC submitted a proposal to the Registrar. U.O has been issued authorizing Director IQAC to implement MOOC. Director IQAC has already tested out a micro pilot without incurring expenditure and many faculty members have taken part in the MOOC. This was done to create awareness and also to encourage other faculty to offer MOOC in future. The feedback has been very encouraging. Steps are on to offer the pilot course (tentatively planned on “Making Powerful Multimedia Presentation”). The course is likely to be offered in August 2016. After evaluating the pilot, IQAC can decide on launch of more MOOCs.

Decision: IQAC noted the developments. Director IQAC reported that the MOOC Advisory Committees had met and recommended to hold a workshop on e-Content Development. IQAC resolved to hold the same.

Item No.Q3.11.10: Preparation for NIRF 2017: National Institutional Ranking Framework (NIRF) is a new ranking system introduced by MHRD/UGC and published for the first time in 2016, based on data of last 3 years. Only CUSAT from Kerala appears in this ranking. Other universities including our University couldn't complete the data uploading in time and could not appear in the ranking. The data is voluminous and early preparation is needed to upload it successfully according to stringent requirements of NIRF. Therefore it is proposed that a committee be constituted to oversee this. Also a team of 2 DEOs be trained ahead and they may be posted on work arrangement in Computer Centre for a week, when the data uploading is open.

Decision: It was resolved that a team consisting of two Assistants, a few faculty members and representative of KUCC be constituted by the VC. The Assistants may be trained to handle the NIRF data uploading well in advance. Registrar may nominate 2 Assistants.

Item No.Q3.11: Syllabus Revision in 2018 & Curriculum Development Workshop: Most Departments had done major syllabus revision prior to last NAAC visit. A major revision is due in another 3 years. Therefore it is proposed to request all departments to comprehensively revise their syllabus, giving ample time for the same and enabling it with effective procedures and workshops. The following is suggested:

(i) To organise a curriculum development workshop.

(ii) To request HoDs to plan for a comprehensive revision of PG & MPhil curriculum before 2018.

(ii) To request HODs to hold workshops for the above and funds may be allotted for the same.

(iv) To propose a common template for consideration.

(v) To request all HoD to seek peer review from external experts, both academic and industry/field.

(vi) To ensure integration of research with teaching

(vii) To consider flexi modules in syllabus (one module which is generic and has scope for interpretation by lecturer concerned and is evaluated only internally and not in ESA)

(viii) To request all HoDs to ensure that there is at least one innovate aspect in the revised curriculum.

(ix) To request the Dean's Council to revise the syllabus of research methodology coursework

(x) To request all BoS related to course run in UITs, UIIMs, and UTECs, to revise the syllabus.

(xi) To request BoS in Engineering to ensure that the B.Tech syllabus of UCK is on par with revised syllabus of KTU

Decision: IQAC discussed the matter in detail. It was resolved the curriculum Development Workshop should be organized in 3-tiers and the revision should be completed before 2018 admissions.

Item No.Q3.11.12: Examination Reforms: We had only minor examination reforms to report in AQAR 2015. A committee may be constituted to propose major reforms.

Decision: The Vice-Chancellor was authorised to constitute a committee.

Item No.Q3.11.13: Admission Statistics & Analysis (2015): The admission statistics and analysis for 2015 has been compiled and will be tabled at the meeting. IQAC may decide on steps to enhance demand for some departments for which the demand ratio is low.

Decision: A meeting of HoDs of Depts. with demand ratio of less than 1 may be convened by the PVC to discuss ways to improve their applications.

Item No.Q3.11.14: Academic performance of students from disadvantaged groups: There is no data available to study the academic performance of students from disadvantaged groups. IQAC may consider means of compiling this data for further study and analysis.

Decision: IQAC resolved that a committee may be constituted to study this matter and foreign students may also be included in this study.

Item No.Q3.11.15: Research Summaries Compilation (2015): Based on the suggestions made by the Pro-Vice-Chancellor in one of the earlier meetings, PhD summaries have been compiled. Out of 343 PhD awarded in 2015, 60% have been compiled. Before releasing PhD notification, it may be made mandatory to submit such a summary.

Decision: It was resolved to print 100 copies of the PhD summaries and send to libraries.

Item No.Q3.11.16: Faculty development Programmes: Dr. K.S Chandrasekhar has proposed that Faculty development programme be offered through Academic Staff college for Assistant Professors/Associate Professors (restricting to 30 nos.) initially on the following: (a) NAAC details including IQAC activities (b) Higher education reforms (c) E-governance etc. This training programme should be only two days. This training will enable and equip junior faculty to contribute to IQAC in future.

Decision: IQAC agreed to the proposal. Dr. K.S. Chandrasekhar to give a specific proposal for implementation under his leadership.

Item No.Q3.11.17: Eco parks Dr. K.S Chandrasekhar has proposed that the University keep aside at least 25 acres in Kariavattom campus for eco parks (which will have varieties of plants, trees in turn attracting more birds to co-exist).

Decision: Dept of Botany may be requested to give a proposal.

Item No.Q3.11.18: Educational Loans: Enlisting Banks: Dr. K.S Chandrasekhar has proposed to enlist banks who could offer educational loans for the students admitted to our programmes.

Decision: Dr. K.S. Chandrasekhar may submit a detailed note to enable a first level meeting of Banks to be called.

Item No.Q3.11.19: Programmes for UG students: Dr. K.S Chandrasekhar has proposed to solicit programme details from university departments for organizing one day programme in their area of expertise to under graduate students. IQAC should fund the programme and University should instruct the students from the UG colleges to attend. This can be done during the month of October every year after the admissions for both UG and PG are over in the month of August.

Decision: Approved.

Item No.Q3.11.20: Community Radio: Proposal by Depts' Union Chairperson: കാമ്പസിൽ MCJ ഡിപ്പാർട്ട്മെന്റിന്റെ സഹകരണത്തോടെ ഒരു "കാമ്പസ് കമ്മ്യൂണിറ്റി റേഡിയോ" തുടങ്ങാവുന്നതാണ്. റേഡിയോ നിലയത്തിൽ നിന്നും വിദ്യാർത്ഥികളുടെ പരിപാടികൾ ഇൻറർവെൽ സമയത്തു പ്രക്ഷേപണം ചെയ്യണം. എല്ലാ ക്ലാസ്സ് റൂമുകളിലും, ലാബുകളിലും കാൻറീനിലും വെയ്റ്റിങ് ഷെഡ്യൂളുകളിലും റേഡിയോ ബോക്സ് ഉണ്ടായിരിക്കണം. ക്യാമ്പസ് അഡ്മിനിസ്ട്രേഷന്റെ പൊതു അറിയിപ്പുകൾ, സർവകലാശാല ഔദ്യോഗിക അറിയിപ്പുകൾ, വിവിധ പഠന വകുപ്പുകളിലെ സെമിനാറുകൾ, യൂണിയൻ പരിപാടികൾ എന്നിവ ഈ റേഡിയോ വഴി പ്രക്ഷേപണം ചെയ്യാൻ കഴിയണം.

Decision: The idea was very much welcomed and it was resolved that MCJ department together with PRO be asked to give a proposal.

Item No.Q3.11.21: Campus News Letter: Proposal by Depts Union Chairperson: MCJ ഡിപ്പാർട്ട്മെന്റിന്റെ സഹകരണത്തോടെ ന്യൂസ് ലെറ്റർ ഇറക്കാം. 5 രൂപ എന്ന ചെറിയ വിലയിട്ടു വായനക്കാർക്കു നൽകാം, മാസത്തിൽ ഒന്ന് എന്നതാകും നല്ലത്. കാമ്പസിലെ വാർത്തകൾ മാത്രം നൽകിയാൽ മതിയാകും.

Decision: IQAC approved the proposal.

Item No.Q3.11.22: Reforms in Union Ceremonies: Proposal by Depts Union Chairperson: നമ്മുടെ വിദ്യാർത്ഥി യൂണിയനുകൾ സത്യപ്രതിജ്ഞ ചെയ്യുന്ന പതിവ് ഉണ്ടാക്കണം.

യൂണിയൻ പ്രവർത്തനത്തിന് സർവകലാശാല നൽകുന്ന മാർഗ നിർദ്ദേശപ്രകാരം ബഹുമാനപ്പെട്ട വൈസ് ചാൻസിലർ ആണ് യൂണിയൻ patron. ആയതിനാൽ വൈസ് ചാൻസിലർ തന്നെ സത്യപ്രതിജ്ഞ ചൊല്ലിക്കൊടുക്കണം. അതിനു ശേഷം മാത്രമേ യൂണിയൻ ഔദ്യോഗിക പരിപാടികൾ നടത്താൻ പാടുള്ളൂ എന്ന വ്യവസ്ഥയും കൂടി ഉണ്ടാക്കണം. സത്യപ്രതിജ്ഞ ചടങ്ങിൽ മുഴുവൻ HODമാർ, സ്കൂൾ ഡയറക്ടർമാർ എന്നിവരും അദ്ധ്യാപകരും വിദ്യാർത്ഥികളും നിർബന്ധമായും പങ്കെടുക്കണം. സത്യപ്രതിജ്ഞാ വേളയിൽ സർവകലാശാല നൽകുന്ന പ്രത്യേക ഔദ്യോഗിക വേഷമോ, തൊപ്പിയോ യൂണിയൻ ചെയർമാനും ജനറൽ സെക്രട്ടറിയും അണിഞ്ഞിരിക്കണം. ഇങ്ങനെ യൂണിയൻ പ്രവർത്തനത്തെ സർവകലാശാലയുമായി ഒന്നുകൂടി ഔദ്യോഗികമായി അടുപ്പിക്കാനാകും. യൂണിയൻ കൂടുതൽ ഉത്തരവാദിത്തമുള്ളവരായിമാറും. ഇതു നടപ്പാക്കാൻ നിലവിലുള്ള യൂണിയൻ പ്രവർത്തന മാർഗ നിർദ്ദേശങ്ങളുടെ കൂടെ ഇതു കൂടി ഉൾപ്പെടുത്തി ബഹുമാനപ്പെട്ട വൈസ് ചാൻസിലർ ഉത്തരവിറക്കിയാൽ മതിയാകും എന്നു തോന്നുന്നു.

Decision: IQAC approved the proposal & authorised Director, IQAC to take necessary steps. It was also resolved that a Mike set & Projector is purchased and kept in the custody of staff advisor.

Item No.Q3.11.23: Directing Research towards the University: Vide Item 3.4.4, IQAC, had resolved to promote and recognize research work directed towards the University. Dept of Futures Studies has produced a project report on “Performance assessment of 100kW solar power plant installed at university campus Karyavattom”. This is in line with earlier decision and IQAC may consider recognizing this.

Decision: It was resolved that VC may send a congratulatory letter to the students and guide.

Item No.Q3.11.24: Status of GIAN Courses: It is reported that out of the 6 proposals given to MHRD under GIAN scheme, 2 have been accepted. One is under review and 3 have been rejected. GIAN course brochure is appended (**Appendix A3**).

Sl. No	Course Name	Faculty	Area	Foreign Faculty	Tentative Schedule
Courses approved by Chairman, Sectional Committee					
1.	Principles and Applications of Wide-field and Confocal Microscopy/Image Analysis and Live Cell Imaging	Dr.Sreejith Parameswara Panicker, Dept. of Zoology, University of Kerala	Life Sciences & Healthcare	Scott J. Howell, Ph.D, USA	08-08-2016 to 13-08-2016
2.	Geochemistry and Isotope Geochemistry: Fundamentals to Applications	Dr. A.P Pradeep kumar, Dept. of Geology, University of Kerala	Earth & Environment Sciences	Prof. Dr. Ernst Josef Hegner, Germany	15-02-2017 to 25-02-2017
Courses under review process					
3.	Is Ethical Behaviour Essential in Marketing? Why or Why not?	Dr. C. Ganesh Professor, Dept. of Commerce	Management	Sumesh Nair, Singapore	08-08-2016 to 12-08-2016

Decision: IQAC noted the development.

Item No.Q3.11.25: Research Methodology Workshop: കേരള സർവ്വകലാശാല ഗവേഷക വിദ്യാർത്ഥി യൂണിയൻ കഴിഞ്ഞ വർഷം സംഘടിപ്പിച്ചിരുന്ന ഗവേഷണ രീതിശാസ്ത്രത്തിൽ (Research Methodology) ദ്വിദിന ശില്പശാല (Two Day Workshop) ഈ വർഷവും സംഘടിപ്പിക്കുവാൻ തീരുമാനിച്ചിരിക്കുകയാണ്. 2016 ജൂലൈ 18 , 19 (തിങ്കൾ, ചൊവ്വ) തീയതികളിൽ കേരള സർവ്വകലാശാല കാര്യവട്ടം കാമ്പസിൽ വെച്ച് വർക്ക്ഷോപ്പ് നടത്താൻ ഉദ്ദേശിക്കുന്നു. ഈ വർക്ക്ഷോപ്പിന് IQAC യുടെ പൂർണ്ണ സഹകരണം ഉണ്ടാകണമെന്നും, യൂണിയൻ ഫണ്ട് വളരെ പരിമിതമായതിനാൽ കഴിഞ്ഞ വർഷം IQAC നൽകിയ സാമ്പത്തിക സഹായത്തേക്കാൾ കൂടുതൽ തുക വർക്ക്ഷോപ്പിന് അനുവദിക്കണമെന്നും അഭ്യർത്ഥിക്കുന്നു. The above is a proposal received from Researcher's Union. It is placed before IQAC for approval.

Decision: IQAC approved the proposal and authorized Director IQAC to take necessary steps.

Item No.Q3.11.26: Campus Development Master Plan: The University Budget has approved intent to develop a master plan for campus development. IQAC may advice if any action from side of IQAC is required in this matter.

Decision: IQAC authorized the Vice-Chancellor to constitute a committee to study the same and report. It was also resolved to investigate possibilities of energy audit through KSEB.

Item No.Q3.11.27: Report on International Consultation Meeting on "International Linkages for Quality Enhancement" jointly by British Council, FLAIR, Govt of Kerala and University of Kerala (CGA & IQAC)

Date, time: Wednesday, 13 July 2016, 12:00 to 01:30

Venue: senate Chamber, University of Kerala, Palayam Campus

Purpose: To discuss quality enhancement through international linkages.

Audience: Total 40: Pro-Vice-Chancellor of University of Kerala, Deans, Heads of selected departments and selected faculty from various Departments and colleges in Kerala

Resource Persons: Dr. N Veeramanikantan, Pro-Vice-chancellor, Mr. Alan Gemmell (Country Director of British Council), Ms. Mei-kwei barker (South India Director of British Council), Bharath Joshi, Deputy High Commissioner, British High Commission, Dr. K.C. Sunny, Director, International Affairs, University of Kerala, Dr. Achuthsankar S. Nair, Director, Quality Assurance, University of Kerala, Dr. K P Jaikiran, Programme Director, FLAIR, Govt of Kerala, Dr. Praveen, Mahatma Gandhi University, Dr. Bismi Gopalakrishnan, Asst. Director, International Affairs

Topics Discussed:

1. Generation UK-India: University of Kerala will be hosting 47 students from the UK under "study placements" in August 2016. The meet discussed the Project and ways of its enrichments.

2. Flair Programme: British Council has been partnering with Department of Higher Education, Government of Kerala for the faculty capacity building programme "Fostering

Linkages in Academic Innovation and Research (FLAIR) from 2014. Under this programme 47 faculty members have so far been sent to UK universities for month-week long training in teaching/research. The training in the UK universities helped newly joined faculty members to experience high quality education delivery and broaden their international perspective. This is a fully funded programme by the Kerala government. The Department of Higher Education, Government of Kerala had signed a MoU with the British Council for carrying out International Internships in the UK. As per the MoU, British Council facilitated the programme by identifying UK Universities and mentors for the interns based on their interest and academic profile. Objectives: (i) To improve knowledge, skills and attitudes pertaining to teaching-learning process, research, instructional design and classroom assessment practices. (ii) To improve academic collaborations and partnerships with faculty and researchers in the UK universities. A total of 47 faculty members visited universities in the UK under the programme. The meeting reviewed output of FLAIR projects in University of Kerala: (1) Learner friendly assessment practices: University of Kerala and Nottingham Trent University: Implemented learner friendly assessment practices in a university department. (2) Workshop on “Virtual Internationalization-Making Effective Use of New Technologies to Enhance the Student Experiences”: University of Roehampton and Kerala University.

3. Newton-Bhabha Researcher Links Workshop: British Council in collaboration with Royal Society of Chemistry provides Newton Bhabha Fund Researcher Links Workshop Grant to bring together early-career researchers from India and the UK to build international connections which can support them in improving the quality of their research. These grants are funded under the Newton Bhabha Fund which aims to promote the economic development and social welfare of India or through working with India. The scope of this was discussed.

Decision: IQAC noted the report.

Item No.Q3.11.28: Consultancy for IT Mission: The Director of IT Mission, Govt. of Kerala, has communicated to the Director, IQAC that many of the e Governance initiatives of Govt. of Kerala require research- based evaluation and has indicated that some funding may be available for this. It is proposed that a circular be sent to faculty seeking interest, and a meeting may then be convened with IT Mission Director.

Decision: IQAC approved the proposal.

Item No.Q3.11.29: Workshop on SPSS: The chairman of the Research Union has put forward a proposal to conduct a workshop on SPSS at a cost of Rs.15, 000 in collaboration with IQAC. This is placed before IQAC.

Decision: IQAC approved the proposal.

Item No.Q3.11.30: Input from Industries on Research: Input from industries on research has been sought by Vice-Chancellor and a press release to invite suggestions from general public

and organisations have been issued. The draft of the compiled inputs so far will be tabled at the meeting. IQAC may advise further action.

Decision: IQAC noted the compilation as a major step in connecting research to local needs. It was recommended that all Depts. may be asked to enrich the compilation.

Item No. Q3.11.31: Skill Test: Association of Indian Universities has invited our University to take part in “Wheebox Employability Skill Test” to measure competencies of students, free of cost. The matter is placed before IQAC.

Decision: Noted.

Item No. Q3.11.32: Promoting Innovation: It is proposed that “Kerala University Challenge” be floated to promoted innovation. A pilot challenge on developing an electronic low-cost portable sensor for detecting pesticide in vegetable is announced.

Decision: The Vice-Chancellor was authorized to constitute a committee to design the challenges, and IQC may announce them.

Appendices

A1: Cycle 3 Planner

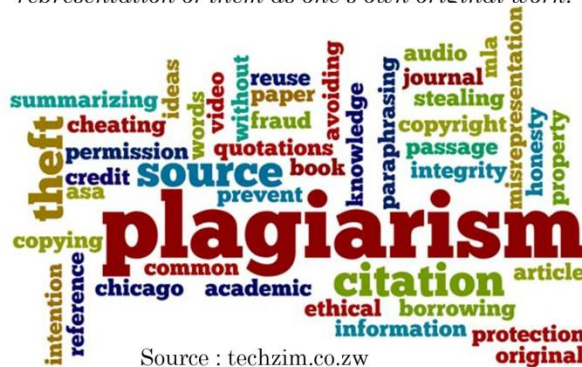
KUIQAC CYCLE 3 PLANNER(REVISED in 2016) 2015-2020			
Mon	Yr	Month & Year	Key Activity
1	1	Jan 2015	NAAC Cycle 2 Concluded; Cycle 3 Begins: IQAC Reconstitution
2	1	Feb 2015	1 st Meeting of IQAC
3	1	Mar 2015	2 nd Meeting of IQAC; Approval of Preliminary Master Action Plan
4	1	Apr 2015	Trimonthly Report to Chancellor
5	1	May 2015	3 rd Meeting of IQAC
6	1	June 2015	4 th Meeting of IQAC
7	1	July 2015	Trimonthly Report to Chancellor
8	1	Aug 2015	5 th Meeting of IQAC, Publication of University Prospectus.
9	1	Sept 2015	6 th Meeting of IQAC
10	1	Oct 2015	Trimonthly Report to Chancellor
11	1	Nov 2015	7 th Meeting of IQAC
12	1	Dec 2015	8 th Meeting of IQAC
13	2	Jan 2016	Annual Report, Trimonthly Report to Chancellor
14	2	Feb 2016	9 th Meeting of IQAC
15	2	Mar 2016	10 th Meeting of IQAC, Filing of AQAR-1
16	2	Apr 2016	Trimonthly Report to Chancellor
17	2	May 2016	11 th Meeting of IQAC
18	2	June 2016	12 th Meeting of IQAC
19	2	July 2016	Trimonthly Report to Chancellor
20	2	Aug 2016	13 th Meeting of IQAC
21	2	Sept 2016	14 th Meeting of IQAC
22	2	Oct 2016	Trimonthly Report to Chancellor
23	2	Nov 2016	15 th Meeting of IQAC
24	2	Dec 2016	16 th Meeting of IQAC
25	3	Jan 2017	Annual Report, Trimonthly Report to Chancellor, Reconstitution of IQAC
26	3	Feb 2017	17 th Meeting of IQAC
27	3	Mar 2017	18 th Meeting of IQAC, Filing of AQAR-2
28	3	Apr 2017	Trimonthly Report to Chancellor
29	3	May 2017	19 th Meeting of IQAC
30	3	June 2017	20 th Meeting of IQAC
31	3	July 2017	Trimonthly Report to Chancellor
32	3	Aug 2017	21 th Meeting of IQAC, Moving for UPE status
33	3	Sept 2017	22 nd Meeting of IQAC
34	3	Oct 2017	Trimonthly Report to Chancellor
35	3	Nov 2017	23 rd Meeting of IQAC
36	3	Dec 2017	24 th Meeting of IQAC
37	4	Jan 2018	Annual Report, Trimonthly Report to Chancellor

38	4	Feb 2018	25 th Meeting of IQAC
39	4	Mar 2018	26 th Meeting of IQAC, Filing of AQAR -3
40	4	Apr 2018	Trimonthly Report to Chancellor
41	4	May2018	27 th Meeting of IQAC
42	4	June2018	28 th Meeting of IQAC
43	4	July 2018	Trimonthly Report to Chancellor
44	4	Aug 2018	29 th Meeting of IQAC
45	4	Sept2018	30 th Meeting of IQAC
46	4	Oct 2018	Trimonthly Report to Chancellor
47	4	Nov 2018	31 st Meeting of IQAC
48	4	Dec 2018	32 nd Meeting of IQAC
49	5	Jan 2019	Annual Report, Trimonthly Report to Chancellor, Reconstitution of IQAC
50	5	Feb 2019	33 rd Meeting of IQAC
51	5	Mar 2019	34 th Meeting of IQAC, Filing of AQAR-4
52	5	Apr 2019	Trimonthly Report to Chancellor,
53	5	May 2019	35 th Meeting of IQAC
54	5	June2019	36 th Meeting of IQAC, Preparation of Accreditation
55	5	July 2019	Trimonthly Report to Chancellor
56	5	Aug 2019	37 th Meeting of IQAC, Preparation of Accreditation
57	5	Sept2019	38 th Meeting of IQAC, Submission of SSR
58	5	Oct 2019	Trimonthly Report to Chancellor: Preparation of Accreditation
59	5	Nov 2019	39 th Meeting of IQAC, Mock visit in preparation of NAAC
60	5	Dec 2019	40 th Meeting of IQAC, NAAC Peer- Team Visit & Conclusion of Cycle 3
61	6	Jan 2020	Filing of AQAR-5 , Reconstitution of IQAC
62	6	Feb 2020	Accreditation visit
63	6	Mar 2020	Cycle 4 begins

A2: URKUND Poster

The poster features the University of Kerala logo on the left, the URKUND logo in the center, and a photograph of a building on the right. The text reads: "For attention of Researchers & Students ... Prevent Plagiarism* ! with URKUND".

**Plagiarism, according to Wikipedia, is the "wrongful appropriation" and "stealing and publication" of another author's "language, thoughts, ideas, or expressions" and the representation of them as one's own original work.*



*Use UGC recommended software: **Urkund** !!!*

Request your research supervisor/project guide to register with URKUND and get an email ID in the format: **Adhyapakn.Kerala@analysis.urkund.com**. Simply mail your thesis chapter or assignment to the URKUND ID of your teacher and he/she will get a report in his/her regular email which can be forwarded to you. With advice of your teacher, you can then revise your text to avoid the plagiarized content.

For registering with URKUND, Teachers may contact

Dr. H. Majeed,

Asst Librarian, Kerala University Library

(email: majeed@post.com, mobile: 9447388714).

The screenshot shows the URKUND website interface. The URL is www.urkund.com/en/. The navigation menu includes Home, About URKUND, Services, Student, Support, News & Press, Contact, and Quote. The main content area features a photograph of three students (two girls and one boy) looking at a laptop. A "Log in" button is visible. A circular badge on the right side of the page reads "INTERNAL QUALITY ASSURANCE CELL" and "IQAC". At the bottom, there is a search bar with "English" selected and a "Tweets by @URKUND" button.

A3: GIAN Brochure

Fees	<p>The participation fees for taking the course is as follows:</p> <p>Participants from abroad : US \$500 Industry/ Research Organizations: Rs.10,000 Faculty from academic Institutions: Rs. 5,000 Research scholars: Rs. 1000 Masters students: Rs.500</p> <p>The above fee includes course notes, and associated material, free internet usage, working lunch. Participants will have to pay for their own accommodation and transport. No TA/DA can be paid.</p>
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The Faculty



Prof. Ernst Hegner is from the Department für Geo- und Umweltwissenschaften, Sektion Mineralogie, Petrologie und Geochemie, Ludwig-Maximilians Universität Munich, Germany. He studies the geochemical evolution of Earth and is interested in geochronological and analytical methods. He is a Professor of Geochemistry and the Supervisor of the Radiogenic Isotope Facility of the University. <http://www.en.mineralogie.geowissenschaften.uni-muenchen.de/personen/profs/hegner/index.html>

The Coordinator



Dr AP Pradeepkumar heads the Department of Geology, of the University of Kerala, located in Trivandrum, India. His basic interest is in metamorphic petrology and mineralogy. He had his education in University of Kerala and Stuttgart, Germany. Several of his PhD students use geochemical and isotopic analyses in their work on the metamorphic evolution of the rocks of the southern granulite terrain, and some work on cosmogenic radionuclide dating of erosion and denudation. The Department of Geology, University of Kerala has access to the DST-PURSE funded trace element and isotope laboratory (ICPMS and LA), besides several other sophisticated instruments like AFM, SEM, XRD, FTIR.

For course details contact

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Website: <http://keralauniversity.ac.in/dept/deptHome.php?deptID=9&mID=1>

