



# MINUTES

15<sup>TH</sup> MEETING OF IQAC (CYCLE 03)

**2017 April**  
Internal Quality Assurance Cell  
University of Kerala



# Contents

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

Item No.	Item	Page No.
Q3.15.01	Approval of the Minutes of the 13 <sup>th</sup> IQAC Meeting held on 05.12.2016	2
Q3.15.02	Action Taken Report (ATR) on decisions of the Thirteenth meetings	2
Q3.15.03	Action Taken Report (ATR) on decisions of the Fourteenth meetings	5
Q3.15.04	Review of Committees appointed by IQAC	6
Q3.15.05	Research Student Survey:	9
Q3.15.06	University Departments - Open Day	9
Q3.15.07	Department Level Alumni Association	10
Q3.15.08	Cost of Education (per unit)	10
Q3.15.09	Format for Certificate of Appreciation	10
Q3.15.10	Online Data Entry	10
Q3.15.11	Status of Patenting	11
Q3.15.12	Outreach Activities: Action proposed by designated committee	12
Q3.15.13	Innovation Contest	12
Q3.15.14	Green Squads	12
Q3.15.15	Report on Innovation Portfolio in UCE	12
Q3.15.16	Report on Annual Researchers Survey:	12
Q3.15.17	NIRF ranking of University of Kerala	12
Q3.15.18	Chancellor's Award	13
Q3.15.19	Setting up UGC-NET/JRF and Soft Skill Collections in Depts Libraries	13
Q3.15.20	Industry sponsored research (Tata Steel)	14
Q3.15.21	Performance of Depts and Institutions in Uty Youth Festival, 2017	14
Q3.15.22	Curriculum Fair 2017	14
Q3.15.23	Young Scientist Award for University Faculty	14
Q3.15.24	Promoting Drug free Campus	15
Q3.15.25	Decision of Academic Council - Reporting	15
<b>Appendix</b>		
A1	Report on International Seminar on 'Quality of Research'	16
A2	Order of Re-constitution of Innovation Council	17
A3	Draft Certificate of Appreciation	18
A4(a)	Minutes of the first Meeting of the ULC Committee.	19
A4(b)	Minutes of the Second Meeting of the ULC Committee.	20
A4(c)	Extension Activities	21
A5	Poster for Innovation Contest	28
A6	Go Green Poster	29
A7	Report on Kerala University Curriculum Fair	30

**Minutes of**  
**The Fifteenth Meeting of IQAC, University of Kerala**  
**Venue: VC's Chamber**  
**Date: 15.04.2017**

**Members:**

1. Vice - Chancellor (**Chairman**)
2. Pro Vice - Chancellor (Vice-Chairman)
3. Convener, Standing Committee of the Syndicate on Academics & Research, UoK.
4. Convener, Standing Committee of the Syndicate on Depts. & other Insts. of the Uty, UoK.
5. Registrar, UoK.
6. Finance Officer, UoK.
7. Vice -Chairman, CSS, , UoK.
8. Director, Computer Centre, UoK.
9. Chairman, Departments Union, UoK.
10. Shri. Anoop M. Ambika, CEO & M.D, Cognub-Decision Solutions, Technopark, Tvpm
11. Dr. K.P Jaikiran, Programme Director, FLAIR, Kerala State S&T Museum, Tvpm
12. Dr. M. Sarngadharan, UGC Emeritus Professor, UoK 'Saravana', Sreekaryam P.O, Tvpm
13. Dr. Jayachandran R., Associate Professor & Head, Dept. of Hindi, UoK
14. Dr. K.S Chandrasekhar, Professor, Institute of Management in Kerala, UoK
15. Dr. E. Shaji, Assistant Professor, Dept. of Geology, UoK
16. Dr. Mushtaq Ahammed, Assistant Professor, IDE(Commerce), UoK
17. Dr. Joseph Antony, Associate Professor, Dept. of Political Science, UoK
18. Dr. Bushra Beegom R.K., Assistant Professor, Department of Sociology, UoK.
19. Dr. Shaji A., Assistant Professor, School of Distance Education, UoK.
20. Dr. Achuthsankar S. Nair (**Director**)

**Item No.Q3.15.01: Confirmation of the minutes of the Fourteenth IQAC meeting held on 02.02.2017:-** The minutes of the Thirteenth IQAC meeting held on 05.12.2016 as electronically circulated to the members may be confirmed.

**Decision:** Confirmed

**Item No.Q3.15.02: Action Taken Report (ATR) on decisions of the Thirteenth meeting:**

Decision	Action Taken
<b>Q3.13.03 Item No.Q3.13.03: <u>Proposal for publishing Reference Book containing 60 articles on 60 subjects of study to commemorate 60<sup>th</sup> Anniversary of the formation of Kerala State:</u></b> It was resolved that the Vice-Chancellor may nominate an editorial board with Dr. M. Sarngadharan as General Editor (as already agreed in the 12 <sup>th</sup> meeting). The proposal in Appendix 1 was approved by the IQAC.	Letters issued to all the committee members.
<b>Q3.13.04: <u>Visibility of University of Kerala in Scopus &amp; Indian Citation Index:</u></b> -IQAC noted the figures and after detailed discussions recommended as follows: (i) Director, IQAC may put up proposal for holding a seminar on "Quality in Research" (ii) A circular may be issued to all research scholars to indicate their affiliation in all publications as "Research Scholar, University of Kerala" along with the name of the research Centre. (iii) Similar instruction may be included in registration order from now on. (iv) Students who receive University research fellowship may acknowledge the same in the 'Acknowledgements' section.	(i) Seminar on Quality of Research held on the 13 <sup>th</sup> of February at Kariavattom. Report appended as Appendix A1. (ii) Circular Issued (iii) Note Issued, Action pending. (iv) Note Issued,
<b>Q3.13.05:<u>Promoting Drug Free Campus:</u></b> The Vice-Chancellor was authorized to nominate a committee to submit an action plan based on Appendix 2 and also the suggestions put forward by Narcotics Control Bureau, supported by Suraksha Setu Society received by the Vice-Chancellor.	Letters issued to all the committee members.
<b>Q3.13.06: <u>Progress in Master Action Plan in 2016:</u></b> Detailed discussions were held on the progress reported, which was generally considered as good. It was noted that attention needs to be focused in Governance sector. Vice-Chancellor was authorized to nominate a committee to propose action in this regard. A performance/administrative audit needs to be designed and implemented by this committee. Director IQAC was authorized to make specific suggestions for inclusion in budget, to enable quality initiatives	Letters issued to all the committee members. Suggestions made to the budget speech.
<b>Q3.13.07: <u>Utilising TCS Model Curriculum &amp; Syllabus Revision Workshops:</u></b> IQAC approved the suggestion.	Letter issued to HOD's of Bio-informatics, Future Studies & Computer Science. Action awaited.

<b>Q3.13.08: <u>Student Success Center:</u></b> IQAC authorized the Vice-Chancellor to nominate a committee to submit a detailed proposal	Committee formed. Letters issued to all the committee members.
<b>Q3.13.09: <u>Award for Innovation in Teaching:</u></b> IQAC approved the proposal	Circular issued, Applications received were placed before IQAC in the 14 <sup>th</sup> Meeting
<b>Q3.13.10: <u>Internal Accreditation of Courses:</u></b> IQAC appreciated the proposal and resolved to accept the same for implementation. It was observed that this has the potential to be a best practice of the University.	Circular issued. Applications expected by the end of the Semester.
<b>Q3.13.11: <u>Book on issues of disabled in University of Kerala:</u></b> IQAC agreed to the proposal.	Appreciation certificates issued
<b>Q3.13.12: <u>Enhancing extension/outreach activities:</u></b> It was resolved that a University level co-ordinator and a University level committee for extension/outreach may be nominated by the Vice-Chancellor. The U.L.C may be nominated after inviting expression of interest from Dept. faculty. Till the ULC is nominated, Director IQAC shall hold charge of the ULC and initiate activities.	Committee formed and letters issued to all the committee members. Two meetings of the committee were held. (Proposals are placed as item in this meeting (Q3.15.12))
<b>Q3.13.14: <u>Data Readyng in Departments:</u></b> It was resolved to authorize Director, IQAC to design and produce an activity documentation register for all departments, drawing inputs from a similar effort initiated by former IQAC Director, Dr. M. Jayaprakash in 2008-09.	Action ongoing.
<b>Q3.13.15: <u>Proposal to Start Public Outreach through AIR-“Gaveshana Vaani”:</u></b> The proposal was discussed and accepted with the change that the programme be named as “Kerala Sarvakalashaala Vaani”. Vice-Chancellor was authorized to nominate a committee headed by HoD, Dept. of Journalism and Communication, to manage the contents.	Committee formed and letters issued to all the committee members. Committee met and has initiated the recording of first set of programmes.
<b>Q3.13.16: <u>Individual Quality Initiatives from Faculty &amp; Administrative Staff:</u></b> IQAC accepted the proposal	Circular issued, so far one response received.
<b>Q3.13.17: <u>Library Quality Audit 2017:</u></b> It was resolved that the University Librarian may be asked to conduct the Library Quality Audit 2017, modeled after 2015 audit, and additionally including “Library Utilization Index”. The audit may be completed by February 2017.	Letter issued to the Librarian (in Charge). Audit is understood to be nearing completion.
<b>Q3.13.18: <u>Gender Audit 2017:</u></b> IQAC noted that Gender audit of 2015 was a mere repetition of 2014 audit. Every year improvements are to be attempted to better the utility and in this regard, the report was not up to the mark. Vice-Chancellor was authorized to nominate a new committee to design Gender Audit 2017 which is suggested to include a gender survey in	Letters issued to all the committee members. It is understood that the committee has designed the questionnaire for Teachers, Students & Admin. Staff separately.

addition to mere statistics.	
<b>Q3.13.19: <u>Documentation on Hostels:</u></b> IQAC approved the proposal.	Questionnaire for the survey prepared and sent to all the wardens. Data being collected separately.
<b>Q3.13.20: <u>Documentation of Centre/ Non-teaching Depts./ Cells/ Committees/Squads:</u></b> IQAC appreciated the useful documentation.	No action pending.
<b>Q3.13.21: <u>Reporting of the workshop on POGIL:</u></b> IQAC noted the activity	No action pending.
<b>Item No.Q3.13.22: <u>Reporting of International Seminar on Attracting Research Funding:</u></b> IQAC appreciated the value of the seminar and resolved to request VC to issue certificates of appreciation to Dr. A. Shaji and Dr. K. Gopchandran for their initiative and efforts in achieving this event.	Appreciation letter sent.
<b>Item No.Q3.13.23: <u>Reporting of Two day training programme for Junior Faculty:</u></b> IQAC appreciated the event and resolved to request the VC to issue certificate of appreciation to Dr. K.S. Chandrasekhar.	Appreciation certificates sent.
<b>Item No.Q3.13.24: <u>Training on Quality Initiatives for newly recruited assistants:</u></b> IQAC authorized Director, IQAC to take necessary steps.	Action ongoing.
<b>Item No.Q3.13.25: <u>Research Student Survey:</u></b> Members suggested some additions to the proposed questionnaire and Director IQAC was authorized to incorporate the same into the questionnaire and conduct the survey.	Survey administered. Report tabled in this meeting.
<b>Item No.Q3.13.26: <u>Student Feedback 2016:</u></b> IQAC noted the completion and the inclusion of MPhil also in the feedback	No action Pending.
<b>Item No.Q3.13.27: <u>Compilation of Innovation in Teaching:</u></b> IQAC commended the activity.	No action Pending.
<b>Item No.Q3.13.28 <u>Compilation of Stake holder's Inputs:</u></b> IQAC commended the activity.	No action Pending.
<b>Item No.Q3.13.29: <u>Proposal of MARC 2016-17:</u></b> Dr. A Shaji reported that the meeting of faculty suggested that due to Indian History Congress being held in the campus during December 2016, MARC may be held from Feb 15-March 15, 2017. From 2017-18 onwards the same may be scheduled in the Academic Calendar. It	No action Pending at the moment. Open day suggestion placed as an item in this meeting. (Q3:15:06)

was also noted that the quality of induction programs have gone down in some Depts. The absence of a common session is felt and may be re-introduced next year. Dr. Bushra Beegom R. K. also suggested that an Open Day may be organized before commencement of admissions and IQAC agreed to the suggestion.	
<b>Item No.Q3.13.30: <u>Annual Student Survey 2016:</u></b> IQAC commended the activity.	No action Pending.

**Decision:** IQAC noted progress. IQAC also resolved that the Director, put up proposal to hold MARK, in 3 streams. It was also resolved that issues of outstanding payment for MARC-1 be put up before the VC.

**Item No.Q3.15.03: Action Taken Report (ATR) on decisions of the Fourteenth meeting:**

Decision	Action Taken
<b>Item No.Q3.14.03: <u>Consideration of Annual Quality Assurance Report (AQAR) for the Year 2016:</u></b> IQAC reviewed the AQAR and authorized the standing sub-committee to finalise the AQAR incorporating comments from the members, within 7 days and submit it to the Vice-chancellor for further action.	AQAR incorporating the suggestions received has been put up on 20/03/2017, and has been approved by the VC. Uploaded in the IQAC website and also emailed to NAAC.
<b>Item No.Q3.14.04: <u>Reporting of Research Impact of Teachers &amp; Researchers during 2016</u></b> IQAC resolved to authorize a committee consisting of Director, Computer centre, Dr. K.P. Jaikiran and Dr. E. Shaji to study the matter and submit a revised statement.	Action ongoing.
<b>Item No.Q3.14.05: <u>Scopus Data on University of Kerala:</u></b> Noted.	No action pending.
<b>Item No.Q3.14.06: <u>Compilation of Booklet on Scientific Infrastructure:</u></b> IQAC approved the report.	No action pending.
<b>Item No.Q3.14.07: <u>Audit on Persons With Disability (PWD):</u></b> IQAC suggested that the report may include photographs of facilities such as ramps. The Pro-vice-chancellor suggested the term "Differently Abled" in preference to "Disability." Director, IQAC was authorised to incorporate changes and finalise the report.	Action ongoing.
<b>Item No.Q3.14.08: <u>Innovation Council:</u></b> Dr. K.S. Chandrasekhar suggested that an IPR expert as well as a couple of PG students who show promise in innovative projects may be included in the council. Sri. Anoop Ambika offered to provide inputs to the innovation activities. It was also suggested that guidelines, if any, issued by UGC regarding innovation may be studied. IQAC resolved to authorise the VC to constitute the council taking into account the above points.	Innovation Council has been constituted and order has been issued (appended as Appendix A2.
<b>Item No.Q3.14.09: <u>Award for Best Faculty Web page:</u></b> IQAC resolved to accept the single nomination as the best faculty page for 2016 and issue a certificate of appreciation. In view of the need felt to enhance faculty	Action ongoing.

web pages, it was recommended the IQAC should organize an IT awareness programme for the faculty, without overprescribing IT in teaching.	
<b>Item No.Q3.14.10: Award for Innovation in Teaching:</b> The Vice-Chancellor was authorised to nominate a 3 member committee consisting of the members external to the University to decide on the best innovation in teaching.	Action ongoing.
<b>Item No.Q3.14.11: IQAC News Letter:</b> It was resolved that the newsletter may be printed in full color. The Director was authorised to submit the proposal for printing to the Vice-Chancellor.	Newsletter is being printed in the University press.

**Decision:** IQAC noted progress. The superintendent of the press was summoned by the Vice Chancellor and directed to complete the printing forthwith. IQAC also resolved that its circulars be issued to all faculty members and not HoDs alone.

#### **Q3.15.04: Review of Committees appointed by IQAC.**

A number of committees have been appointed by IQAC in the third cycle. A summary of the status of the deliverables from these committees are noted below. IQAC may consider further action:

<b>Sl. No.</b>	<b>Subject of the Committee and Members</b>	<b>Remarks</b>
1.	<b>Vision &amp; Mission Statement (2015):</b> Dr. J. Prabhash (Political Science), Dr. S. Rasiah Beegam (Commerce), Dr. Suneesh C.V. (Chemistry).	Completed
2.	<b>Attributes of Graduates (2015):</b> Dr. Achuthsankar S. Nair (Bioinformatics), Dr. Jayasree E.G. (Chemistry), Dept. Union Chairman.	Completed
3.	<b>Quality Policy(2015):</b> Dr. K.S. Chandrasekhar (IMK), Dr. Saja K. (Biochemistry), Dr. K.G. Gopchandran (Optoelectronics)	Completed
4.	<b>Extension and Social Responsibility Policy(2015):</b> Dr. S. Venumohan (SDE), Dr. Shaji A. (SDE), Manju V.N. (Maths).	Completed
5.	<b>Library Policy(2015) :</b> University Librarian, Dr. Mini Devi (Library), Dr. Rejani R.S. (ORIMSL)	Incomplete
6.	<b>Open Source Policy(2015):</b> Dr. K. Satheesh Kumar (Futures Studies), Dr. Aji S. (Computer Science), Dr. Yamuna A. (Optoelectronics).	Completed
7.	<b>Cyber Policy (2015):</b> Dr. Vinod Chandra S.S. (Computer Centre), Dr. Manoj Changat (Futures Studies), Dr. M.N. Mubarak (Computer Science).	Completed
8.	<b>IP Policy:</b> Dr. Sindhu Thulaseedharan (Law), Dr. Siril E.A. (Botany), Dr. S.M.A. Shibli (Chemistry).	Completed
9.	<b>Policy on Creating &amp; Enhancing Infrastructure:</b> Dr. Mini Dejo Kappen, Dr. A. Bijukumar (Aquatic Biology), Dr. S. Mini (Biochemistry).	Completed
10.	<b>Gender Policy:</b> Dr. G.S. Jayasree (English), Dr. Sindhu Thulaseedharan (Law), Sri. Siddik R. (Economics).	Completed
11.	<b>Green Charter:</b> Dr. P.M. Radhamani (Botany), Dr. R. Vasanthagopal (IMK), Dr. M.S. Jayakumar (Sociology)	Completed



12.	<b>Student Charter:</b> Student Syndicate Member, Dept Union Chairman, Dept Union Advisor.	Incomplete
13.	<b>Citizen Charter:</b> Dr. G. Raju (Commerce), Dr. Sharafudeen S. (Islamic Studies), Smt. Preethy K. (Demography).	Incomplete
14.	<b>Environment Audit (2015):</b> Dr. Bijukumar A, Dr. Pramod Kiran R.B. (Aquatic Biology), Dr. Jaya D.S. (Environmental Science), Dr. T. Vijayalakshmi (Tamil), Dilip R. (Joint Registrar).	Completed
15.	<b>Energy Audit:</b> Dr. P. Raghavan (Joint Registrar), Dr. A.P. Pradeep (Geology), Dr. I.N. Jawahar (Physics), Dr. Philomina Simon (Computer Science). Presently JR (campus administration) has taken up the matter.	Incomplete
16.	<b>Gender Audit (2015):</b> Dr. E.I. Abdul Sathar (Statistics), Dr. A.K. Prasad (Economics), Dr. Suja Kurup (English), Ms. Asha Rani (Secretary, Women's Club).	Complete, but without any improvement from last year.
17.	<b>Interdisciplinarity Policy:</b> Dr. E. Shaji (Geology), Dr. Manju S. Nair (Economics), Sri. Noushad V (Arabic).	Completed
18.	<b>Anti-Plagiarism Policy:</b> Dr. Anu Unny (Political Science), Dr. Madhu S. Nair (Computer Science), Dr. A. Ashraf (Islamic Studies).	Completed (Now Deans council has drafted a policy)
19.	<b>Admission Policy:</b> Dr. G. Prasad (Zoology), Dr. S. Prema (Linguistics), Dr. C. Satheesh Kumar (Statistics).	Completed
20.	<b>To Compile a Research Methods Handbook:</b> Dr. P.R. Sudhakaran, Dr. M. Sarngadharan, Dr. Jameela Beegam.	Incomplete
21.	<b>To Compile a book on attracting research funding:</b> Dr P.R. Sudhakaran, Dr. Bismi Gopalakrishnan, Sri. Vishnu Narayanan	Incomplete
22.	<b>For Proposing Action on Library Audit:</b> Prof. A. Gopikuttan, (Library Science) (KUL), Smt. Gayathri K. (Deputy Librarian)	Incomplete
23.	<b>ASAP Executive Committee:</b> Dr. Achuthsankar S. Nair (Director, IQAC), Dr. M. Sarangadharan (Dean, Faculty of Commerce), Dr. Bushra Beegom (Sociology), Dr. Sibi. K.S (Physics), Dr. Jayasree (Chemistry).	Action taken by the committee, but no response from the Govt.
24.	<b>Attracting External Funds for Research:</b> Dr. K.G. Gopchandran (Opto-Electronics), Dr. M.C. Subhash Peter (Director, School of Life Sciences), Dr. Suresh Jnaneswaran (Director, School of Social Sciences), Dr. Meena. T. Pillai (Director, School of Foreign languages), Shri. P.K. Raju (Finance Officer), Dr. S.V. Sudheer ( Director, UGC-HRD Centre).	Completed.
25.	<b>eBook Editorial Committee:</b> Dr. S. Kevin (Former PVC, University of Kerala), Dr. Jameela Ibrahim (Retd. Prof. Institute of English), Dr. E.V. Sonia (Scientist, Rajiv Gandhi Centre), Dr. J. Devika (Centre for Development Studies).	Completed first Phase.
26.	<b>T-LARC committee:</b> Dr. N. Veeramanikandan (Pro-Vice-Chancellor), Dr. P.J. Jacob (Dean, Faculty of Education, University of Kerala), Dr. P. Theresa Susan (HoD, Dept. of Education), Dr. A. Biju Kumar (HoD, Dept. of Aquatic Biology &	Active and met in 2015 and 2016.

	Fisheries), Dr. Pushpam. M (HoD, Dept. of Sociology), Dr. G.S. Jayasree (Director, Institute of English), Dr. Jameela Beegum. A, (Former Director, Institute of English), Dr. Rajoo Krishnan. S (State Co-ordinator, ASAP), CSS Vice-chairman.	
27.	<b>MOOC Advisory Committee:</b> 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)	Active and first MOOC has been launched.
28.	<b>Preparing for UPE Scheme:</b> Dr. J. Prabhash (Political Science), Dr. Suresh Jnaneswaram (History), Dr. Manoj Changat (Future Studies), Dr. P.M Radhamany (Botany), Dr. Subhash Kuttan (Communication & Journalism), Dr. V. Biju (Physics), Dr. Thajudeen A.S (Arabic), Dr. Bijukumar. A. (Aquatic Biology & Fisheries), Dr. Humayoon Kabir (Library & Info Science).	Incomplete
29.	<b>Promoting Journals Published by the University:</b> 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. Anu Unni (Political Science), Dr. Vinod Chandra (Director, Comp. Centre), Dr. Achuthsankar S. Nair (Director, IQAC).	Incomplete
30.	<b>Preparation of NIRF 2017:</b> Dr. A. Shaji (IDE), Dr. Anil Chandran S., (Demography), Dr. Annie Abraham (Bio-chemistry) and Director (KUCC).	Completed
31.	<b>Examination Reforms:</b> Dr. C. Satheesh Kumar (Statistics), D.S. Ajitha (IDE), Dr. A.P. Pradeepkumar (Geology), Dr. S. Prema (Linguistics), Dr. C.S. Suchith (Hindi), Dr. Biju P.G. (Biochemistry), Dr. P. Sreejith (Zoology), Dr. Bindu R.L (Education), Dr. Josekutty C.A (Politics), Dr. Bindu. P (Psychology), Dr. K. Satheeshkumar (Future studies)	Incomplete
32.	<b>Academic Performance of Students from disadvantaged groups:</b> Dr. Pushpam M. (Sociology), Sri. Noushad V (Arabic), Dr. A Rosemary (Linguistics), Dr. B.V. Sasikumar (Malayalam), Dr. A. Ganga Prasad (Botany), Smt. Jeejakumari. K (Zoology), Dr. Sony George (Chemistry), Smt. Sajna A (History), Dr. Saiful Islam A (Politics)	Incomplete
33.	<b>Campus Development Master Plan:</b> Dr. E. Shaji (Geology), Dr. M.S. Harikumar (Journalism), Dr. Bushra Beegom R.K. (Sociology), Dr. Josekutty C.A (Politics), Smt. Sajna (History)	Incomplete
34.	<b>Promoting Innovation:</b> Dr. T. S Anirudhan (Chemistry), Dr. K.G Gopchandran (Opto Electronics), Dr. A Bijukumar (Aquatic Biology), Dr. Satheesh (Futures Studies), Dr. E Shaji (Geology), Dr. Sainaba. M, (ORI), Dr. Saja K, (Biochemistry), Dr. Achuthsankar S. Nair (Director, IQAC)	Completed(designe d KUGC)
35.	<b>Reference Book containing 60 articles on 60 subjects to commemorate 60th Anniversary of Kerala:</b> Dr. M. Sarngadharan (General Editor). Editors: Dr. Meena T. Pillai (Institute of English), Dr. S. Prema (Linguistics) Dr. C. R Prasad (Malayalam), Dr. Achuthsankar S. Nair (Bioinformatics), Dr. P. M. Radhamany (Botany)	Ongoing
36.	<b>Progress in Master Action Plan in 2016:</b> Dr. G. Prasad, Dr. R. Vasanthagopal, Dr. Meena. T. Pillai	Incomplete

37.	<b>Promoting Drug Free Campus:</b> Dr. Suresh. R (Politics), Dr. Mushtaq Ahammed (IDE), Dr. E. Shaji (Geology).	Incomplete
38.	<b>Proposal for Student Success Center:</b> Dr. Bismi Gopalakrishnan(Law), Dr. Bindu. P (Psychology), Dr. T. Vijayalekshmi (Tamil), Dr. C. Satheesh Kumar (Statistics)	Incomplete
39.	<b>Enhancing Extension/Outreach Activities:</b> Dr. A. Bijukumar (Aquatic Biology & Fisheries), Dr. C. R. Rajagopal (Malayalam), Dr. E. Shaji (Geology), Dr. S. Raju (Psychology), Dr. Sainaba M(ORI), Dr. Rajesh. S. V. (Archeology), Dr. R. Rajalekshmi (Botany), Dr. Aji. S (Computer Science)	Committee met & put up proposal, (placed in this meeting as item Q3:15:12)
40.	<b>Committee on managing AIR Programme-“Sarvakalasala Vaani”:</b> Dr. M.S. Harikumar (MCJ), Dr. Sindhu Thulaseedharan (Law), Dr. Saja. K (Biochemistry), Dr. V. Biju (Physics), Director, IQAC.	Committee met, action ongoing.
41.	<b>Gender Audit 2017:</b> Dr. Bushra Beegom R. K (Sociology), Dr. Indu K. V (IDE), Dr. S. Ajitha (IDE), Dr. Christabell P. J. (Future Studies), Dr. A. Rosemary, (Linguistics), Director, IQAC, Dr. Rose Mary George, Asst.Prof., IDE	Committee met, action ongoing.

**Decision:** IQAC noted that most committees have delivered successfully but some are defunct. It was resolved to authorize the VC to reconstitute committees No. 5, 12, 13 (Dr. Joseph Antony volunteered for this committee and it was also resolved that two administrative staff Jr (Admn.) and JR (Ac.) may be included), 20, 21 (retaining present committee in advisory role), 28, 29, 31, and 36. It was also resolved that follow-up mails shall be issued to members of committee Nos. 32 and 38. It was further resolved that “Save Energy” “Save Water” posters may be issued, Dr. Bushra agreed to take the lead in this.

#### **Q3.15.05: Research Student Survey:**

As per the decision Q3.13.25, a Research Student Survey has been done and their report will be tabled before the IQAC for approval. It is hoped that the survey will throw light on the research practices of the students and point out issues and problems faced by them.

**Decision:** IQAC appreciated the survey report. It was resolved that all Depts. libraries and Kerala University Library and Campus Library be issued hard copies

#### **Q3.15.06: University Departments - Open Day**

Dr. Bushra Beegom, member, IQAC has proposed that the university may conduct a Visit day/Open day programme for attracting the best students to the concerned department as most of them are not aware about the possibilities after their Higher Secondary Education and Post-Graduation. In this programme the faculty members may explain the courses they are handling, research in which they are engaged at present and what kind of impact they have done so far in their respective areas (publications and engagement with society). This could be recorded and uploaded in the website. Student representatives (two senior students in the Department in each course) are also to do some presentations. Every faculty member should explain to the audience about how the particular subject is suitable and useful to the students. And a campus tour may be conducted in the afternoon.

A typical programme Schedule is given below:-

- Registration 9.30 - 10.00 am

- 10.00-10:10 am Welcome Note by the Head of the Department: 10 minute (Introducing himself/herself, courses research activities, their collaborations with other universities, research projects,)
- 10.10- 10:20 Snapshot lectures of every faculty members in the department (15-20 minutes for each faculty) *time based upon the number of faculty members in each department*)
- Refreshment. (each department has to arrange )
- Placement Data – (include the name and description with salary)
- Student experience (One from each course): 5 minutes only
- Campus Tours.

IQAC may consider the above proposal.

**Decision:** Director, IQAC was authorized to take steps to implement the open day.

### **Q3.15.07: Department Level Alumni Association**

Alumni activities are going on in most teaching departments. However, large scale Alumni activity is absent in the University as a whole. IQAC has taken effort to compile a list of prominent alumni of all teaching Departments (more than 1000 names have been collected). It is proposed that a meeting of all the Alumni be organized in the University Senate Hall and an Alumni Association may be formed at the University Level for all Teaching Departments together. (Proposed name: University Teaching Departments Alumni Association: “UniTeD Alumni”). 2017-18 budget has provided Rs. 2 lakhs for alumni activities and hence IQAC may decide further action.

**Decision:** Director, IQAC was authorized to put up proposal for implementing the idea.

### **Q3.15.08: Cost of Education (per unit):**

Per-unit cost of education is a figure sought by both ranking agencies and Govt. from time to time. A proper research is required to define and calculate it. It is proposed that Dept. of Economics may be entrusted with this task.

**Decision:** IQAC agreed to the proposal.

### **Q3.15.09: Format for Certificate of Appreciation:**

IQAC meetings have made many decisions on issuing of letters of appreciation to faculty and students for innovation, excellence and achievement. It is now proposed that a standard certificate be printed and used on such occasions. The proposed design is given as Appendix A3.

**Decision:** IQAC suggested some changes and the revised certificate is appended as Appendix A3.

### **Q3.15.10: Online Data Entry:**

The computer center has designed and implemented an online data capturing system based on the data dockets introduced last year by the IQAC. Online data capture is a suggestion that had evolved during the first meeting of the IQAC itself and finally has been realized. It is hoped that IQAC activities including preparation of AQAR, and various study reports will be greatly benefited by the new online system. The drudgery caused by the repeated call for data will also be mitigated by the new system. IQAC may note and advice further action.



LOGIN

Department :

Staff :

Password :

**Decision:** IQAC noted the progress and observed that it would go a long way in documentation of academic activities. It was decided that certificate of appreciation be issued to Dr. Vinod Chandra and Sri. Johnson of KUCC, for the successful implementation

**Q3.15.11: Status of Patenting:**

Master action plan (MAP) for Quality Improvement of University of Kerala has identified enhancement of patenting as an area of focus. The aim is to gradually raise the rate of patenting to around 5 patents per year. Even though the patenting has not reached 5 patents per year, it is noted that there is steady increase in patenting in the University. The following table is presented before the IQAC:

Sl No.	Patenting Activity	Granted	Filed
1	1937 to 2000	1	6
2	2000 to 2010 (In collaboration with RGCB)	2	3
3	2011 to 2014 (In collaboration with RGCB)	1	4
4	<b>2015</b> (i) Dr. S.M.A Shibli, et.al "System and Method to Facilitate the Retrieval of Separated Endodontic Files from Human Root Canals" (ii) Dr. Achuthsankar S. Nair et.al "Ayurvedic Wound Healing Formulation for Diabetic Non Healing Ulcer and a Process for Preparation of the Same"		2
5	<b>2016</b> (i) Dr Sankar Raman, et.al "A novel method of synthesizing stabilized silver nano particles" (ii) Dr Sankar Raman, et.al "Synthesis of Metal Nano Particles using Continuous Wave Low Power Laser in Liquid Medium" (iii) Dr. Salom Gnana Thanga "Biodegradation of Chlorpyrifos an organophosphorus pesticide by Ochrobactrum thiophenivorans isolated from tropical agricultural soil of South Kerala, India"		3
5	<b>2017</b> (i) Dr. V.P Mahadevan Pillai "Method and Apparatus for Authenticating Security Holograms"		1 ( + 1 under processing )

	(ii) Dr. V.P Mahadevan Pillai : Under Process		
--	---	--	--

**Decision:** IQAC noted satisfaction on the gradual rise in patenting. It was resolved that a meeting of patent applicants may be called to felicitate them. It was also resolving that a meeting of teachers interested in patenting may be held and awareness be given, on the occasion

**Q3.15.12: Outreach Activities: Action proposed by designated committee:**



University level committee for Extension Activities has met twice after the formation and made proposals for accelerating outreach activities. The minutes of the first and second meeting of the ULC are appended as Appendix A4(a) and A4(b). The committee also conducted a pilot home visit to the home of a school student of the Govt UP School at Karyavattom. IQAC may consider the proposals drawn up by the committee and approve action. 2017-18 budget has provision for enhancing outreach activities.

**Decision:** IQAC commented the initial activities and proposals for school adoption and centralized outreach activities in addition to Dept-level activities were approved for implementation. It was also recommended that local Residents' Associations may also be covered in the outreach.

**Q3.15.13: Innovation Contest:**

As follow up of earlier IQAC decision, a poster designed for innovation contest is enclosed as Appendix A5. IQAC may approve.

**Decision:** IQAC approved the proposal for implementation..

**Q3.15.14: Green Squads:**

IQAC had proposed a green charter in 2014 (which, along with other policies and charters, has now been approved by the syndicate for placing before the Academic Council). It is observed that many functions organized by the Departments continue to flout the charter, perhaps due to lack of awareness about the same. It is therefore proposed that Depts. may be asked to form Green Squads and the members of the squad may be given a brief awareness programme and be entrusted with intervention related to implementation of green charter. It is proposed that a poster (given as appendix A6) may be circulated.

**Decision:** IQAC approved the proposal.

**Q3.15.15: Report on Innovation Portfolio in UCE:**

The University College of Engineering has produced a report titled "Innovation Portfolio in UCE" which will be tabled. IQAC may note the same and consider further action.

**Decision:** IAQC resolved to issue certificate of appreciation to UCE and resolved further that an innovation portfolio of University Departments be compiled

**Q3.15.16: Report on Annual Researchers Survey:**

The Annual Researchers Survey was completed and the report is tabled for consideration by IQAC.

**Decision:** Withdrawn

**Q3.15.17: NIRF Ranking of University of Kerala:**

The NIRF, an initiative of MHRD, Govt. of India to rank Higher Educational Institutions in India, has announced its rankings for 2015-16 on April 3, 2017 and the University of Kerala

is ranked 29<sup>th</sup> in whole of India among Universities and 1<sup>st</sup> in Kerala. This is indeed a matter of great achievement for the University system and its stake holders. The Master Action Plan adopted by the IQAC in the beginning of the this cycle had prioritized visibility in the State, National and International rankings. Having won the first Chancellor's award at the state level, the national level rankings reconfirms the march of the University in quality and excellence. The results of International rankings (THES) is awaited. In rankings of leading national publishers (Week and India Today) also our University ranks first in Kerala. The following table gives a summary of comparisons:

Sl.No.	University	Rank
1	Indian Institute of Science, Bangalore	1
2	J.N.U	2
3	University of Kerala	29
4	IIST	35
5	University of Madras	41
6	Calicut University	57
7	MG University	67
8	CUSAT	86
9	University of Kannur	Not featured in Rankings.

The data compilation and uploading was a massive effort from the following members: Dr. Shaji Anirudhan, Dr. Vinod Chandra S.S, Dr Anil Chandran S; Smt. Raji Leela, Smt. Deepthi G. It is proposed that IQAC may consider issuing congratulatory certificates to the concerned.

**Decision:** IQAC resolved as follows: (i) IQAC places on record its appreciation of the efforts taken by Dr Shaji Anirudhan, Dr. Vinod Chandra S.S, Dr Anil Chandran S; Smt. Raji Leela, and Smt. Deepthi G. for their excellent efforts in NIRF data compilation and uploading. Certificates of appreciation may accordingly be issued. It was also noted that the office of the Vice-chancellor supported the activity efficiently. (ii) It was resolved that the Vice-chancellor may write a letter of appreciation to all faculty members for the achievement of top ranking from Kerala.

#### **Q.3.15.18: Chancellor's Award:**

University of Kerala came second in the Chancellor's evaluation for the best University in the state. In the previous year, the University was ranked first. Many of the data submitted by the University were not accepted during the verification by a team of officials, which seems to be the reason for the change from last year's position. A team consisting of Dr. Shifa, Dr. Binoj, Dr. Darwin and Director IQAC had led the voluminous compilation of data with inputs from all HODs. This is brought to the notice of IQAC.

**Decision:** IQAC places on record its appreciation of the efforts taken by Dr Shifa, Dr. Binoj, and Dr. Darwin, in data compilation and presentation for the Chancellors Award. It was resolved to request the Vice-chancellor to take up the matter of data submitted by the University being cut down, arguably in an arbitrary manner.

#### **Q.3.15.19: Setting up UGC-NET/JRF and Soft Skill Collections in Department Libraries:**

It is proposed that departments may be advised to set up UGC-NET/JRF collection in the department libraries, keeping together books related to the same in a visible manner and also notifying the same in the notice boards and email groups. Additional titles/volumes may be

acquired after seeking suggestions from students. Similarly, a collection on Soft Skills may also be set up. This may include books on Communication Skills, Time management, Thinking Skills, Creativity, Critical Thinking, Globalization, Introduction to foreign languages such as German, Arabic, Japanese, Chinese and French. Both English and Malayalam books may be acquired. Suggestions for both students and teachers and experts may be taken. IQAC may consider.

**Decision:** IQAC approved the proposal.

#### **Q.3.15.20: Industry sponsored research (Tata Steel):**

Dr. S.M.A Shibli has been awarded a industry sponsored research project for Rs. 11 lakhs for “Development of Anit-fouling Galvanised Coating on IF (Interstitial-Free) steel”. This involves incorporating nano oxide particle in the galvanized coatings through hot dip process. The funding is from Tata Steel Ltd, Jamshedpur. The MOU has been signed in 1<sup>st</sup> March 2017. This important industry linking is brought to the notice of the IQAC.

**Decision:** IQAC noted the development as an important one involving consultancy and technology transfer. It was recommended that certificate of appreciation be issued accordingly.

#### **Q.3.15.21: Performance of Depts and Institutions in University Youth Festival, 2017:**

For this second time in a row, the University Departments bagged the third place in the Kerala University Youth Festival with 77 points. Aparna S. Anil of Institute of English has also won the coveted Kalathiklakam title. In addition, UIT and KUCTEs have also bagged one prize each. This commendable student achievements in cultural arena is brought to the notice of IQAC. The final points table is as follows:

→ × [results.keralauniversityunion.in/scoreboard.php](http://results.keralauniversityunion.in/scoreboard.php) ☆ :

OVERALL POINTS		SI No	College	Music	Dance	Literary Events	Theatre Events	Fine Arts	Total
COLLEGE	POINTS	1	Mar Ivanios College, TVM	62	79	28	18	2	189
Mar Ivanios College, TVM	189	2	Mar Baselios College of Engg. and Tec., Nalanchira, TVM	17	60	3	12	0	92
Mar Baselios College of Engg. and Tec., Nalanchira, TVM	92	3	University Campus Karyavattom	13	9	37	13	5	77
University Campus Karyavattom	77	4	SST College of Music, TVM	63	12	0	0	0	75
SST College of Music, TVM	75	5	Govt. College for Women, TVM	26	6	22	12	0	66
Govt. College for Women, TVM	66	6	University College, TVM	5	0	23	21	0	49
		7	College of Engg., TVM	9	1	16	0	13	39
		8	Fathima Matha National College, KLM	0	4	5	5	8	22
		8	Milad E-Sherif Memorial College, Alappuzha	5	12	5	0	0	22

First in Vanchippattu: KUCTE Kumarapuram, Tvm

First in Duffmatt : UIT Neyyattinkara

**Decision:** IQAC noted the coveted achievement in cultural arena. It was recommended that certificate of appreciation be issued accordingly to all winners.

#### **Q3.15.22: Curriculum Fair 2017:**

Curriculum Fair 2017 was jointly organized by Curriculum Development Centre, UoK & IQAC, UoK on March 15-16, 2016 at the Senatate Hall, UoK Palayam. The report is appended as Appendix A7.

**Decision:** IQAC noted that the fair has been conducted in a better and bigger manner than last year. It was recommended to continue the event in coming years.

#### **Q3.15.23: Young Scientist Award for University Faculty:**



The Kerala State Young Scientist Awards by the KSCSTE are intended to honour talented young Scientists in recognition of their outstanding contributions in any branch of science and technology coming within the purview of the Council. The research carried out independently in Kerala by young scientists of Indian origin with Ph.D in any branch of Science & Technology who is working in Kerala for the last three years will be taken into consideration for the award. Dr. Subodh G. Assistant Professor & HoD, Dept. of Physics has won the prestigious award this year. This is brought to the notice of IQAC.

**Decision:** IQAC noted the coveted achievement by Dr Subodh and placed on record the appreciation of the IQAC. It was recommended that certificate of appreciation may be issued accordingly to all winners.

**Any other item Permitted by the chair:**

**Q3.15.24: Promoting Drug Free campus:**

The committee constituted by the IQAC on the above subject met and decided to conduct the following programmes.

1. one poster making competition (dept wise) on the theme "no to drugs and alcohol". each Dept will make one and the best poster will be given an award.
2. one awareness class for the whole campus by an eminent speaker
3. flash mob by students/ drama on drug free campus

**Decision:** IQAC resolved to agree to the following proposals.

**Q3.15.25: Decision of Academic Council - Reporting:**

The Academic council held on 15.04.2013 had taken many noteworthy decisions related to quality which are brought to the notice of IQAC:

- i. **Use of Video conferencing such as "Skype" in holding meetings of Board of Studies:** Participation of experts from all over the country, and internationally, if needed, can be ensured, without the experts having to travel at the expense of their academic duty at the Headquarters.
- ii. **PG Regulations:** The new PG regulations have provided many systemic changes which will go a long way in enhancing quality: These include a) Add-on and Additional skill courses. b) Ensuring student diversity. c) Ensuring Inter-disciplinarity d) Introducing negotiated courses e) Suggesting varied curriculum transaction strategies f) Defining extenuating circumstances and its handling (g) Providing horizontal mobility into and out of the programme (h) providing for credit transfer etc.
- iii. **Plagiarism Policy:** A scientifically drawn up Plagiarism Policy has been adopted.

**Decision:** IQAC noted the landmark decisions of the Academic council.

## **APPENDICES**

### **Appendix A1: Report on International Seminar on ‘Quality of Research’.**



An International Seminar on ‘Quality of Research’ was organized by Internal Quality Assurance Cell, University of Kerala on 13<sup>th</sup> February 2017 at the Darwin-Babbage Hall, Department of Computational Biology & Bioinformatics. The seminar was inaugurated by Prof. E.P. Madhava Bhattathiry, former Nobel Prize Committee member and

the function was presided over by Dr. Baboo M. Nair, Professor Emeritus, Lund University, Sweden. Dr. Achuthsankar S. Nair, Director, IQAC gave the welcome address and Dr. Ashalatha S. Nair, Director of Research felicitated the event. 86 registered participants from various departments in the University and nearby research institutes participated in the seminar. A short interactive session with Dr. Bhattathiry was arranged, in which the participants were keen to know the challenges faced by Dr. Bhattathiry during his research tenure and the difference between past and present approaches towards research. A panel of eminent scientists including Prof. P.R. Sudhakaran, Former Dean, Faculty of Sciences, University of Kerala, Dr. Baboo M. Nair and Dr. Gangan Prathap, Outstanding scientist, NIIST, Thiruvananthapuram presented their views towards improving the quality of research in Indian universities. The talks covered the various factors that influence research like passion, imagination and creativity of researchers. In the evening session, Dr. Amruth G. Kumar, Associate Professor, Central University of Kerala addressed the different critical questions that researchers should ask themselves to bring out the best research output. The final talk by Dr. D. Benjamin, former Head, Department of Malayalam, University of Kerala was a thought provoking session from the angle of arts and humanities, with emphasis on the importance of data collection, organization and framing of methodology in research related to literature. The seminar concluded with remarks from Dr. Baboo M. Nair on the diversity of research ideas put forward by the speakers and finally feedbacks were collected from the participants.

## **Appendix A2. Order of Constitution of Kerala University Innovation Council.**

**UNIVERSITY OF KERALA  
(Abstract)**

**Constitution of Kerala University Innovation Council – Sanctioned - Orders issued**

**INTERNAL QUALITY ASSURANCE CELL**

**No. IQAC/1/10/2017**

**Thiruvananthapuram dt: 28.03.2017**

Read: 1. Minutes of the meeting of IQAC held on 03.02.2017 (Item No.3.14.08)

### **ORDER**

The IQAC met on 03.02.2017 resolved to constitute an Innovation Council to lead initiatives to promote innovation and authorized the Vice-Chancellor to constitute the Council.

The Vice- Chancellor after considering all aspects of the matter, has accorded sanction to constitute the Innovation Council, with the following members.

1. Vice-Chancellor (Chairperson)
2. Pro-Vice Chancellor (Vice- Chairperson)
3. Ms. Philomina Simon, Assistant Professor, Department of Computer Science
4. Dr. Subodh G., Head of the Department, Department of Physics
5. Dr. Y. Anil Kumar, Assistant Professor, Department of Geology
6. Dr. Salom Gnana Thanga, Associate Professor, Department of Environmental Science
7. Sri. Robin Tommy, Head, Innovation Lab, TCS, Trivandrum
8. Sri. Gokul Alex, Senior Manager, Business Operations, UST Global
9. Sri. Anoop P. Ambika, CEO & Managing Director, Cognub-Decision Solutions Pvt. Ltd, T4, 7<sup>th</sup> Floor, Thejaswini Building, Technopark, TVPM
10. Ms. Vineetha V., Research Scholar, Department of Computational Biology and Bioinformatics
11. Sri. Prem Sankar Chakkingal, Research Scholar, Department of Future Studies
12. Sri. Sajjan Ambadiyil, Research Scholar, Department of Optoelectronics
13. Dr. V. Ajith Prabhu, Joint Director, KSCSTE, Sasthra Bhavan, Pattom, TVPM
14. Ms. Gayathri Ganesh, M.Sc. Physics, Semester 2, Department of Physics, University of Kerala
15. Ms. Amala Varghese, M.Sc. Chemistry, Semester 4, Department of Chemistry, University of Kerala
16. Director, IQAC (Convenor)

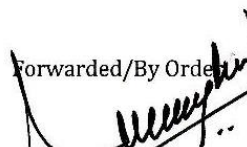
The Council will be known as “Kerala University Innovation Council” and the Council may advise IQAC on the steps to be taken to promote innovation.

Orders are issued accordingly

Sd/-  
**Dr. M. Jayaprakas**  
DCDC in charge of Registrar

To:

1. All Members
2. PSs to VC/PVC
3. PAs to Registrar/FO/CE/DP & D
4. PRO to hoist in the University Website
5. All Deputy Registrars concerned
6. Ad. Misc Section
7. All Audit section in Senate House Campus and Kariavattom
8. File/Stock file

Forwarded/By Order  
  
SECTION OFFICER

## Appendix A3. Draft Certificate of Appreciation

 INTERNAL QUALITY ASSURANCE CELL, UNIVERSITY OF KERALA  
iqac.keralauniversity.ac.in

### Certificate of Appreciation

Issued to ..... meeting of IQAC held on .....  
based on decision of the .....  
in recognition of .....

Date: .....  
Thiruvananthapuram

Vice Chancellor,  
Chairman IQAC



## **Appendix A4(a): Minutes of the first Meeting of the ULC Committee.**

Date :23-01-2017

Venue: Dept. of Computational Biology & Bioinformatics.

Members Present:

Dr. A. Bijukumar (Aquatic Biology & Fisheries)

Dr. E. Shaji (Geology)

Dr.Immanual Thomas (Psychology)

Dr.Sainaba M. (ORI)

Dr. Rajesh S. V. (Archeology)

Dr. R. Rajalekshmi (Botany)

Dr.Aji S. (Computer Science)

Dr.Achuthsankar S. Nair (Co-ordinator i/c of ULC for extension activities)

Members Absent:

Dr. C. R. Rajagopal (Malayalam)

The meeting began at 12 noon at the Dept. of Computational Biology. Director, IQAC presently holding the charge of Co-ordinator, presented the backdrop of the IQAC decision to form the ULC Committee. The draft action policy was also discussed in the meeting. Each member expressed their opinion regarding problems and prospects in enhancing the extension activities. After detailed deliberations and discussions following recommendations were arrived at:

1. A compilation of possible extension activities aimed at school children from all departments may be made. Each committee member may contact the department head concerned and collect this information and communicate the same to the Co-ordinator i/c, who shall produce a poster/document that can be sent to schools, after presenting before the IQAC.
2. The Director, IQAC presented the profile and self-study report of the Govt. UPS Karyavattom prepared by him. After detailed discussions, considering the background of the students and proximity to the campus, it was resolved that Karyavattom UPS shall be a main point of outreach as it is a Govt. School, near to the campus. It is also suggested that the HoDs may send a faculty/research scholars to visit the school for a primary survey.
3. It is suggested that the outreach activities may be conducted, school wise or with participation from many departments, so that one full day can be effectively utilised for the visiting school students. The committee members can coordinate such programmes by allotting specific time for each department. While formulating the activities care may be taken to see that the programme is beneficial to the students and should be short but motivating activity.
4. It was resolved that the DPI, SSA Director, RSMA Director etc. may be contacted to seek support for programs similar to INSPIRE/INCULCATE etc. and also a "Little Scientist/Scholar" programme for attaching students to faculty.
5. It was resolved that a map of immediate locality of Kariavattom campus may be made and institutions, residence associations etc. in the region be identified for possible collaboration in extension activities.
6. Ultimately departments may selectively turn their project and research towards the immediate locality and provide useful inputs to the Local Self Government.
7. A small proposal may be submitted to the University for financial assistance.
8. It is suggested to organise an open house, once in year, involving all departments, for the school and college students as well as public.
9. It is resolved that HoDs may document and keep records of all the activities, with a small write-up, notice and photographs. The documents may be submitted to the IQAC for compilation.

The Meeting came to an end at 1.00 PM.

## **Appendix A4(b): Minutes of the Second Meeting of the ULC Committee.**

Date : 01-04-2017: 2 P.M.

Venue: Dept. of Computer Science.

Members Present:

Dr. A. Bijukumar (Aquatic Biology & Fisheries)

Dr. E. Shaji (Geology)

Dr.Immanual Thomas (Psychology)

Dr.Sainaba M. (ORI)

Dr. R. Rajalekshmi (Botany)

Dr.Aji S. (Computer Science)

Dr.Achuthsankar S. Nair (Co-ordinator i/c of ULC for extension activities)

Members Absent:

Dr. C. R. Rajagopal (Malayalam)

Dr. Rajesh S. V. (Archeology)

1. The ULC approved the revised profile of the Govt. UPS, Kariavattom, including student profiles and commented that the study sets a strong foundation for reaching out to the school.

2, The ULC decided to make a house visit to one of the student's house on 4<sup>th</sup> April 2017, 5pm and thereafter suggest to all departments to make house visits, based on a chart prepared by the committee.

3. The ULC approved the poster to be sent out to schools. It was suggested that the departments may continue with their own outreach plans. The events organized by ULC shall be over the above the Dept. efforts. They shall be coordinated by IQAC office and each dept. may only need to engage one hour for each student visit.

4. It was decided that the following teams shall visit SSA and RMSA Directors and seek their support for extension activities.

Dr. E. Shaji and Dr. M. Sainaba : SSA

Dr. A Bijukumar and Dr. Rajalekshmi: RMSA

5. The ULC also approved the extension activities list after making some corrections and additions and decided to use the same to provide information to visiting schools.

The meeting came to an end at 3 PM.

## Appendix A4(c): Extension Activities:

### **University-level Extension Committee Activities offered by various Depts of the University of Kerala for Visiting School Students**

#### **General**

*Screening of interesting and short videos on subjects related to the Dept,  
Quizzes on the subject related to the Dept.  
Screening of motivational videos.*

#### **1 Aquatic Biology**

- Visit to Aqua Museum
- Orientation on aquarium Keeping
- Awareness on Oceans and Marine Life
- Introduction to Life in Water and Water Conservation
- Demo of extraction of compounds from marine organisms and algal culture

#### **2 Arabic**

- Introduction to Arabic Language
- Arab words in Malayalam
- Write your name/favourite quote in Arabic

#### **3 Archaeology**

- Visit to Archaeology Museum

#### **4 Bio Chemistry**

- Visit to animal house
- Introduction to Biochemistry

#### **5 Bio Technology**

- Introducing the new trends and possibilities in Biotechnology
- lab visits
- Demonstration of microbial quality analysis of drinking water and food materials
- Awareness on: dreadful viral and other contagious diseases, food adulteration and management of house hold wastes, usage of chemical pesticides vs Bio pesticides and usage of bio fertilizers / Organic farming

#### **6 Bioinformatics**

- Fun-filled Science experiments based on Physics, Chemistry, Biology & Maths:  
(a) Light experiment (b) DNA isolation (c) Matchstick puzzles (d) Shape puzzles
- Puzzles and activities to assess and improve sense, sensibility, cognition and communication
- Tangram
- Craft making using palm leaves, paper, coconut tree leaves and other parts  
(a) Paper pen, kite making (b) Making *Olapanthu*, *Olapeeppi*

- Inter-disciplinary activities including music, dance and literature:  
(a)*Nadan Pattu* (b)*Nadan Kalilakal (Eerkil Kali, Valapottu Kali, Chakku Kali)*

## **7 Botany**

- Visit to museum in Dept,
- Visit to Lab,
- Visit to Thulaseevanam Garden
- Visit to seed Bank
- Visit to Kerala University Herbarium
- Introducing dashapushpam

## **8 Chemistry**

These programs are conducted in association with our affiliate of Indian Association for Hydrogen Energy and Advanced Materials.

- Students Hydrogen Energy Parliament. A school level debate competition to create the awareness about Hydrogen Energy and Advanced Materials [Exclusively for school students at the level of 11th / 12th standard].
- A National level Quiz Competition Rasathanthra for Science and Engineering Graduate students on Hydrogen Energy and Other Renewable Energy Resources.
- A school level program to create about the interest and awareness about Chemistry [Exclusively for 7th to 10th standard students from schools near Trivandrum]. This is conducted on or near to 28th February.

## **9 Commerce**

- Higher studies guidance and career orientation for +1&+2 students of Commerce stream

## **10 Communication & Journalism**

- Newspaper making
- News item analysis

## **11 Computer Science**

- Make your own web site
- Make an animation
- Make an Android App
- Introduction to resourceful web sites
- Awareness on “e-banking and security threats”.
- Career talk on IT
- Awareness on Internet/mobile abuses

## **12 Demography**

- Visit to micro census data station

## **13 Economics**

- Introducing world renowned economists

## **14 Education**

- Do an IQ test



- How to reduce examination anxiety
- How to learn more efficiently

## **15 English**

- visit to the 5 centres:  
(a) Centre for Canadian Studies (b) Centre for Cultural Studies (c) Centre for Australian Studies (d) Centre for English Language Teaching (e) Centre for Womens Studies
- Awareness on Effective Communication Skills
- Introduction to Soft Skills

## **16 Environmental Science**

- Demonstration of Water Quality testing
- Visit to the laboratories and instrumentation facility in the dept.
- Conduct quiz programme for school children.
- Video/ Film show related to Environment and its importance.

## **17 Future studies**

- Computational Modelling& Forecasting
- Visit to High Performance Computer Centre

## **18 Geology**

- Visit of rock minerals, and Fossil museum of the dept
- Lectures on volcano, earthquake, climate, soil, remote sensing etc.
- Video show for students
- A day with a geologist in the field

## **19 German**

- Introducing German language and culture

## **20 Hindi**

- Hindi Language lab visit
- Awareness on importance of Hindi – lectures at schools
- Inviting students during Hindi pakwada week.

## **21 History**

- History Quiz

## **22 Islamic Studies**

- Introduction to West-Asian studies
- Islam in Kerala

## **23 Law**

- Awareness talk on Constitution, IT Law etc
- Awareness of Legal system

## **24 Library & Information Science**

- Visit to University Library

- Demo of LIDAS

## 25 Linguistics

- Etymology of Words
- Awareness on Place Name Study

## 26 Malayalam

- നാടോടിപ്പാട്ടുകൾ പഠിക്കാം
- കവിത ചൊല്ല് പരിശീലിക്കാം
- കടങ്കഥകൾ പറയാം
- പഴഞ്ചൊല്ല്കൾ പഠിക്കാം
- നാട്ടറിവുകൾ പരിചയപ്പെടാം
- കവിത - കഥ രചനയുമായി ബന്ധപ്പെട്ട സംശയങ്ങൾ പരിഹരിക്കാം
- കേരളീയ കലകൾ പരിചയപ്പെടുത്താം
- എഴുത്തുകാരനായി ചർച്ചകൾ നടത്താം
- പരമേശ്വരയ്യയുമായി അടുത്ത് ഇടപഴകാനുള്ള അവസരം ഉണ്ടാക്കാം
- മാതൃഭാഷാ സ്നേഹം വളർത്താം

## 27 Management (IMK)

- Group Discussions
- Mock Interviews
- Management Games

## 28 Maths

- Number Games
- Presentation on Famous Mathematicians

## 29 Music

- Introducing Carnatic music
- Demonstrating Musical Instruments

## 30 Optoelectronics

- LED Lamp Assembly
- Lab visit and familiarization of X Ray, Spectra, Raman, Laser etc.
- Science talks

## 31 ORI

- Visit to Manuscript Library
- See writing system of ancient India
- Write your name on plam leaf with Narayam

## 32 Philosophy

- Yoga Practice
- Awareness on Logic
- Awareness on Ethics

## 33 Physics

- Quiz programme
- Lab visit to students and experiment demo
- Sky watch – observatory – for students

### **34 Politics**

- Politics Quiz
- Awareness on different Political Ideologies

### **35 Psychology**

- Visit to Psychology Laboratory
- Psychological Tests (finger dexterity, manual dexterity, personality tests etc)

### **36 Russian**

- Introduction to Russian language and culture

### **37 Sanskrit**

- Introduction to Sanskrit

### **38 Sociology**

- Awareness on Social issues

### **39 Statistics**

- Why Statistics?
- How to conduct Sample Surveys?
- Introducing world renowned statisticians
- Introducing Statistical Packages
- Introduction to Official Statistics
- Statistics and Truth
- Experimental Statistics

### **40 Tamil**

- Introduction to Tamil language and culture

### **41 Zoology**

- Ornamental fish keeping (Aquarium keeping) : A video/ppt on different species of ornamental fishes can be displayed with explanation, Demonstration of fabrication and setting of aquarium tank can be done. Expected out comes are: (a) Students will learn fabrication and setting of aquarium.(b) Students will understand/experience the principle behind functioning of aquarium.(c) Students will understand the activities of each organism and its function.(d) Students will start admiring Nature/aesthetics (e)Looking after an Aquarium includes feeding water quality monitoring etc which will make him active/dynamic.
- Visit to Animal Biology lab
- Demonstration of Electron Microscope (SEM)
- Demonstration of PCR Machine
- View microscopic organisms through microscope

### **Other Institutions:**

- Visit to Scriptorium in ICKS
- Visit to Malayalam Lexicon (where the world's biggest dictionary of Malayalam is in the making)
- Visit to Sophisticated Instrumentation and Computation Centre which houses latest scientific instruments.
- Visit to Kerala University Computer Centre, oldest computer centre in the city and housing high-end server
- Visit to Observatory, founded in 1837 by Maharaja Swathi Thirunal.
- Visit to University Press

**Note:** Department of Nanoscience & Nanotechnology is not included as it is a new department.

## Appendix A5. Poster for Innovation Contest.

# Innovation Contest- 2017

(A Contest to ignite ideas on improving household items)



IQAC  
University of Kerala



Departments' Union  
University of Kerala



A grid of 15 household items, each with a label: PENCIL, CARRY BAG, MIRROR, MUG, COMB, WATER BOTTLE, TOOTH BRUSH, MOBILE PHONE, CELLOTAPE, CLOCK, WATER TANK, PILLOW, PEN, FAN, STAPLER, and BROOM.

*Prizes for winners & Certificates for all participants*

## Unleash your creativity...

Suggest any improvement in the above house-hold items.

This contest aims at promoting innovation by providing an opportunity to stimulate creative thinking in useful ways

**PG Students of any Subject can participate**

**Any idea is welcome**

**Some examples from the pilot contest:**

1. Pencil with color sensors, point to anything , copy color & draw
2. Mirror with photographic memory, to show you your yesterday.
3. Lie detecting Mobile phones.
4. A comb that detects lice, & dirt in the scalp and alert user to bath.


Send Entries by whatsapp to

 **7907967590**

on before **31 MAR 217**



## Appendix A6. Go Green Poster.



**Avoid**

- Plastic Carry Bags
- Plastic Cups
- Bottled Water
- Thermocol Plates
- Ball Point Pens
- Plastic-clad Reports/Assignments
- Plastic-clad Bouquets
- Junk Food
- Flex Banners
- Plastic Mementoes

**Promote**



- Healthy Food
- Ethnic decorations

**Respect Nature**

- Refuse
- Reduce
- Reuse
- Recycle
- Rethink

} Non- green products

**Go Green...**



See University's Green Charter  
[www.iqac.keralauniversity.ac.in](http://www.iqac.keralauniversity.ac.in)

**Appendix A7. Report of Kerala University Curriculum Fair 2017**  
**Jointly organized by Curriculum Development Centre, UoK**  
**& IQAC, UoK on MARCH 15-16-2016**



“Kerala University Curriculum Fair 2017” was organized under the joint auspices of Curriculum Development Centre, University of Kerala and IQAC, University of Kerala. Altogether, 42 posters articulating curriculum innovation which showed clear roadmap to encourage educators to defy the conventional norms and think outside of the box to reach all types of learners with individualized styles were presented in the Fair. Dr. Asha J.V, Hon. Director, Curriculum Development Centre was the Co-ordinator of the programme. This report compiles the proceedings, participants list and the posters. It is expected that the report would trigger wider participation in coming years.

The posters presented in the Curriculum Fair-2017 generally provided strong support for students’ social development. The entries in the Fair-2017 depicted blueprints of opportunities to work collaboratively, in pairs and in groups, and to develop the skills of teamwork and leadership. They also had rich opportunities for discussion and debate, often with representatives from the wider community and business. This was more than an academic exercise, since many of the posters illustrated ways to tackle real issues with real people. The Fair-2017 witnessed pockets of innovation sprouting up across the educational landscape. But our universities continue to keep at arm’s length in democratizing imperative of “giving voice” to the innovative ideas. The Curriculum Fair-2017 was in letter and spirit a platform for showcasing the reality that curriculum implementation is the reaction between the teachers, learners and other stake holders in education geared towards achieving the objectives of education. The Fair-2017 was also a platform which corroborated the academic insight and strength of the faculty of Kerala University departments to translate their idea into a workable blueprint and to develop program for it successful implementation.

The Curriculum Fair was designed for two days. Posters representing innovative ideas were invited from Teachers of Universities, Colleges and teacher education institutions sufficiently early. Forty two entries in the form of Posters were received for the Fair. All the posters were arranged on the Senate Hall Stage in a systematic way.

The inauguration of the Fair began with a prayer followed by the welcome address delivered by Dr. Asha J.V., the Hon. Director of the Curriculum Development Centre, Dept. of Education, University of Kerala. It was followed by a key note address by Prof. Achuthsankar S. Nair, Director, IQAC & HoD, Dept. of Bioinformatics and Computational Biology, University of Kerala. Prof. Theresa Susan, Head, Dept. of Education chaired the session. The formal Inauguration of the Fair was done by the team of experts Prof. K.R. Sivadasan, Prof V.Reghu, Prof. K.Reghunathan Pillai and Dr. K.Gopalakrishnan stepped in to view the posters and interacted with the presenters. There was a non competitive evaluation using a tool developed for the purpose. Teams of student teachers from different teacher education colleges along with their Teachers visited the Fair. Besides, teachers, Research Scholars, NGOs, teachers and students from Arts and Science Colleges and University Departments viewed the exhibited posters. The exhibition lasted till 5.00 pm in the evening on 16-03-2017. All the visitors appreciated the conduct of the Fair. Local hospitality was provided to the participants of the Fair.



