INTERNAL QUALITY ASSURANCE CELL

QUALITY THROUGH CONTINUOUS IMPROVEMENT

75+ YEARS

★ IQAC ★

MINUTES
9TH MEETING OF IQAC (CYCLE 03)

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

Minutes of the Ninth Meeting of IQAC, University of Kerala

Contents

Minutes of
The Ninth Meeting of IQAC, University of Kerala
Venue: Syndicate Room
Date: 29.03.2016

Members

01. Vice-Chancellor **(Chairman)**	**:**Sd/-
02. Pro Vice-Chancellor (Vice-Chairman)	:Sd/-
03. Dr. R.Jayaprakash (Member, Syndicate)	:Absent
04. Dr. Girish Kumar R. (Member, Syndicate)	:Absent
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., Vice-President & Centre Head, 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	: Absent
15. Dr. M.C. Subhash Peter, Professor, Department of Zoology	: Absent
16. Dr. C.R. Prasad, Professor, Department of Malayalam	: Absent
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.Q3.9.01: <u>**Confirmation of the minutes of the Eighth IQAC meeting held on 25.01.2016:**</u>-The minutes of the Eighth IQAC meeting held on 25.01.2016 as electronically circulated to the members may be confirmed.

Decision: Confirmed

Item No.Q3.9.02: <u>**Action Taken Report (ATR) on decisions of the previous meeting**</u>

Decision	Action Taken
Item No.Q3.8.03: <u>**Report on MARC**</u>**: -** Dr. A. Shaji tabled the report on MARC 2015. Members appreciated the event and authorized the Pro-Vice-Chancellor to convene meeting of School Directors and HoDs to discuss the publication procedure.	The Quality Consultation Meeting with all faculties was held on 5.02.2016, convened by the Pro-Vice Chancellor. Report is placed as Appendix A1. MARC publication was also discussed.
Item No.Q3.8.04: <u>**Report on Kerala University**</u>	Correction incorporated.

Annual Student Survey: - The report was approved and Director was authorized to incorporate corrections, if any. It was also noted that the survey is a highly useful one and also serves as a best practice of our University	
Item No.Q3.8.05: Compiling Innovations in Teaching from all teachers: - It was resolved to call for innovations in academics from all teachers.	A sample compilation already made to be tabled at the meeting. Circular to collect inputs from all made from Vice-Chancellor's office.
Item No.Q3.8.06: Annual Report of IQAC to be included in University Annual Report:-Approved.	Has been included in University Annual Report 2015.
Item No.Q3.8.07: Review of achievements of IQAC during 2015, based on Master Action Plan:- IQAC expressed satisfaction at the progress. It was resolved that the progress be maintained.	No Action Pending.
Item No.Q3.8.08: National Institutional Ranking Process – Reporting: Noted.	The publication list is yet to be uploaded, awaiting permission from NIRF.
Item No Q3.8.09: Preparing for UPE: IQAC discussed in detail the preparations for applying for UPE scheme. It was resolved that the standing committee of IQAC may prepare a discussion note. The Vice-Chancellor may approve the note and then a meeting of all school Directors & HoDs be called to discuss the matter further.	Note submitted to VC. Action progressing, meeting scheduled on 5.4.2016.
Item No Q3.8.10: Calling for Department Level Actions Plans (2016) from Depts:- IQAC decided to call for ATR on 2015 Department level plans and also to call for plans for 2016. The suggestions that the IQAC evaluate the ATR were considered, but it was generally agreed that it is better to place trust on the ability of the teachers to do critical evaluation of their own activities. After their own evaluation is received, if needed, IQAC may consider further steps.	Letters sent to all HoDs for both self-assessment of implementation of Dept. plans and the academic audits are expected to be completed in March 2016.
Item No Q3.8.11: Approving Environmental Audit Report: IQAC approved the report and authorized the Director to incorporate corrections noticed. It was also resolved to issue congratulatory notes by the Vice-Chancellor to the members of the committee. It was also resolved that the communication on open defense of PhDs should contain an instruction to follow Green Charter of the University. Sign boards in the campus may also be considered. Green Charter may be reissued as circular.	Corrections incorporated, rest of action pending.
Item No.Q3.8.12: Conduct of Energy Audit-Proposal from BSNL: - It was resolved to request the University to set apart Rs. 5 lakhs for energy audit in the budget for 2016-17.	Action Pending

Item No.Q3.8.13: <u>**Attracting Project Funding**</u>**:** - IQAC discussed the proposal in detail and resolved to go ahead with its implementation. A workshop on funding proposal preparation is to be conducted with a common session and 3 parallel sessions for Science & Technology, Social Sciences and Arts & Humanities. Special arrangements to support and process proposals to be made by DPD. The Vice-Chancellor was authorized to nominate a 4 member committee under DPD.	6 member committee constituted by the VC.
Item No.Q3.8.14:<u>**Review of NAAC Exit Recommendations**</u>**:-** IQAC discussed various activities done by the University during 2015 towards responding to the NAAC exit report suggestions and observed that the suggestions have been acted upon with varying levels of strength as indicated below: **High:** • *Establish central instrumentation facilities with state of the art technology:* <u>Central instrumentation facility is about to be opened.</u> • *E-Governance could be further strengthened and moved towards paperless administration:* <u>Director, Computer center confirmed that the process towards paper-less office is in full swing .</u> • *Timely declaration of results and strict adherence to academic calendar:* <u>Academic calendar is in place; its adherence is being monitored by the Chancellor himself on a trimonthly basis.</u> • *Go in for a better placement mechanism:* <u>Placement cell has been re-enlivened.</u> • *Design courses with industrial linkages for providing employment opportunities to students: <u>A course on Next Generation Sequencing was organized jointly with InApp</u> <u>Technologies, Technopark.</u>* • *Strengthen research culture in University departments and especially in the affiliated colleges: Research policy is on the anvil.* • *Introduce more inter and multi – disciplinary courses: <u>MPhil in integrative Biology is</u> <u>newly being launched.</u>* • *Arrange for more lectures by eminent academicians drawn from all over the country: <u>Impressive progress is being made in this aspect</u>*	Action Continuing

Medium: • *Make the campus differently abled friendly:* <u>*All Depts now have disabled access in ground floor, access to higher floors need to be acted upon. In the senate hall, lifts are available.*</u> • *Go in for more MoUs at national and international levels:* <u>*Some are being processed*</u> • *Encourage teachers to innovate and apply for patents: Two patent applications* <u>*have been filed in 2015. IPR literature has been supplied to selected departments.*</u> **Low:** • *Take steps to fill up the vacancies; Core faculty to enhance to teaching learning resources in outstation centers:* <u>*On both the above aspects, IQAC noted that filling up vacancies is subject to legal and administrative issues being solved.*</u> • *Strengthen mentoring and counseling systems.* • *Encourage teachers to go for PDF and undertake sponsored research projects.* • *Activate and energize Alumni Association* • *Institutionalize grievance redressal and feedback mechanism.*	
Item No.Q3.8.15: <u>**Tri-monthly Report to the Chancellor**</u>**: -** As the committee has been serving for a year, it was resolved that the committee be re-constituted by the Vice-Chancellor.	Committee reconstituted.
<u>**Item NO.Q3.8.16**</u>**:-** <u>**Virtual Internationalization**</u>**:-** IQAC discussed the possibilities and recommended further action. It was resolved to authorize Dr. Girish Kumar R., Member, Syndicate, to make a proposal to the Vice-Chancellor with specific suggestions.	Action pending

Decision: IQAC Noted the actions taken

Q3.9.03: <u>IQAC News Letter</u>

A newsletter explaining all activities of the IQAC during 2015 has been produced. The standing sub-committee of IQAC has edited the matter and approval of Vice-Chancellor was obtained. It is being distributed to all faculty, research scholars, libraries and also selected external organisations. The matter is reported to IQAC.

Decision: IQAC noted the activity and resolved that the newsletter be continued on an annual basis.

Q3.9.04: Brief Report of Quality Consultation Meeting on 5/2/2016
A Quality consultation meeting with all faculty of the University was held on 5/2/16. Various activities of IQAC, both current and future were discussed and valuable inputs were received. Detailed report is appended. (Appendix A1).
Decision: IQAC noted the matter and approved action as per the minutes of the meeting.

Q3.9.05: Report of Curriculum Fair held on 1/3/2016
"University of Kerala Curriculum Fair" was held on 1st March 2016 at the Dept. of Education, Thycaud. The purpose of the fair was to showcase unique practices in curriculum design and transaction. Posters were invited from teachers of University departments and affiliated colleges. 25 posters were displayed and about 100 participants took part. A detailed report is being compiled and will be tabled in the next meeting. The event was jointly organized by IQAC, Curriculum Development Centre, University of Kerala, Dept. of Education, University of Kerala and FLAIR project, Govt. of Kerala. It was done in a small scale as it was the first time. It is now planned that it is done in a bigger scale with more visibility, next year. IQAC may advice.

Decision: The IQAC appreciated the novelty and usefulness of the event and resolved that it be conducted in a more visible and wide-based manner next year.

Q3.9.06: Bench Marking Report
Two benchmarking reports have been already produced. A third one on "University Profiles in Numbers" has now been compiled. It shall be tabled at the meeting. IQAC may note.

Decision: IQAC appreciated the new bench making report as highly commendable and insightful compilation. It was especially noted that University of Kerala was the top-most University in the world as far as gender profile of the students was concerned. It was resolved that the series should continue. Based on suggestion by the Chairman, Depts.Union, it was resolved that the case for a common rest room would be proposed.

Q3.9.07: Report on Letters to Industries
To encourage our research to be more closely tied to real life problems and issues, the Vice Chancellor has written to 125 industries/Organizations seeking their suggestion for research problem (see Appendix A3). It is planned to compile them and make it available to faculty and researchers for consideration. Each Department may also be asked to produce suggestions from their choice of expected organisations or alumni. IQAC may advice.

Decision: IQAC resolved that solid steps be taken to achieve collaborations based on the inputs received now. The standing sub-committee of IQAC shall propose action.

Q3.9.08: Talk on Faculty Productivity in Universities
Prof. William G. Tierney, Wilbur Keiffer Professor of Higher Education, Pullias Center for Higher Education, University of Southern California (currently Fullbright Fellow in New Delhi & Erudite Fellow,

KSHEC, Govt of Kerala) gave a talk at the Dept. of Education , University of Kerala. It was organised by Kerala State Higher Education Council, Dept. of Education and IQAC of University of Kerala. The matter is reported to IQAC.

Decision: IQAC noted the matter. It was resolved that *International/National Annual Quality Seminar* may be held by IQAC with NAAC funding.

Q3.9.09: <u>Linnaes Palme Scheme</u>
The Linnaes Palme programme of collaborations with University of Lund has progressed to Phase-2 with one of our faculty members Dr. M.S Harikumar and two students of Dept. of Commerce & Journalism visiting University of Lund, Sweden. Report is appended (Appendix A5).

Decision: IQAC noted the progress

Q3.9.10: <u>International Student Programmes-Reporting Progress</u>
The centre for Global Academics (earlier Centre for International Academics) reorganized with Dr. K.C. Sunny as Director and Dr. A. Bijukumar and Dr. Bismi Gopalakrishnan as Assistant Directors have taken the international student programmes to a higher phase. The Semester-in India programme started in 2014 has been restarted this year with 7 American students joining the University of Kerala for one semester of studies from February 2016 to May 2016. They are from St. Mary's College of Maryland and Hendrix College, Washington. They have registered for courses offered by the following Depts: Psychology, Archaeology, Philosophy, Environment, History, Bioinformatics, Aquatic Biology, and English. On completion of their courses, their credits will be transferred to the US Universities. The CGA has also been successful in clinching participation in "Generation UK –India" programme. Under this programme, a cohort of UK students (expected to be 50) will study at University of Kerala for 3 weeks, under specially designed syllabus and interact with students in campus and take part in socio-cultural activities. Both above programmes mark an excellent growth in CGA activities.

Decision: The IQAC noted the developments and also discussed some issues that resulted in some students discontinuing the programme. It was suggested that CGA will discuss these matters. It was also clarified that Generation UK – India programme is of a different kind where the students are not admitted to our University, but attended an orientation programme in Indic/Kerala Studies.

Q3.9.11: <u>German Research Opportunities Introduced</u>
A seminar on opportunities for Higher Education, Research & Research Funding in Germany was held at Botany Seminar Hall, Kariavattom, It was organised by German House for Research and Innovation, New Delhi, Centre for Global Academics and IQAC of University of Kerala. Faculty members and research scholars were presented. The matter is reported to IQAC.

Decision: IQAC noted the event. Again, it was resolved that follow up is required to have fruitful collaborations. It was resolved that the committee with Dr. Gopchandran as convener shall address this.

Q3.9.12:<u>On-line Grievance Redressal Mechanism implemented</u>
The UGC has directed all Universities to implement on-line Grievance Redressal mechanism through their website. The Vice Chancellor has appointed Dr. A. Shaji as co-ordinator and the system is now

operational (See Appendix 7 & 8). This is a major step in the area of student support. IQAC may note and advice.

Decision: Dr A Shaji presented the status of implementation and IQAC noted the development as a major one in student support. It was also appreciated that steps were taken by IQAC to create awareness about the system through posters. It was recommended that grievances regarding CSS programmes (such as non-admissibility of medical leaves) shall be routed through the on-line system and thereafter addressed by CSS student Grievance Redressal sub-committee as per clause 11 of CSS PG Regulations. It was also resolved to recommend to the CSS Vice-Chairman to activate the CSS Student Grievance Redressal subcommittee.

Q3.9.13: Reporting of T-LARC Meeting
The first meeting of T-LARC (Teaching, Learning and Assessment Review Committee) constituted by IQAC was held on 1 March 2016. The compiled student feedback of 2015 was placed before the committee. The minutes of T-LARC are appended in Appendix A9.

Decision: IQAC resolved that the student feedback system must be implemented with no loopholes for identification of students. The idea of providing video lectures was also noted for detailed consideration.

Q3.9.14: Video Conferencing Facilitation
Dr. Bushra Beegum of Dept. of Sociology has been practicing use of Skype facility to provide lectures by eminent faculty from abroad for the Dept. students. This is a good practice that can be used by the Departments. However, the technological supports for this need to be given until the teachers feel confidence to run it themselves. Either Skype or other suitable video conferencing facility may be used. IQAC may advice.

Decision: Director of Computer Centre shall submit a proposal for enabling Skype/A-view software in teaching departments.

Q3.9.15: Promotion of PG/MPhil Admissions
It is brought to the notice of the IQAC that CSS Academic Committee has taken effective steps to broaden the reach of the admission announcements. PRO has taken steps for placing advertisements. The CSS Vice-Chairman has conducted a live interactive session through Doordarshan on 5th March 2016. In addition, IQAC has prepared posters and mailed to colleges.

- Notification issued on February 24th with application deadline of April 4 for MPhil and April 24 for PG.
- State wide and National advertisements placed (Appendix A10).
- CSS Vice –Chairman gave a live Q & A session in Doordarshan.
- KUCC Director sent SMS to all UG students of Kerala University.
- Poster printed by IQAC and mailed to 200 institutions (Appendix A11)
- Attempts on to publish an article in Malayalam News Papers.

Decision: The meeting appreciated the efforts and resolved to (1) draw up a time line of actions for 2017 admissions to further better the process (2) print copies of CSS Handbook and distribute to all present

PG students and to include it in PG Brochure from next year onwards and (3) authorize Dr. P.M. Radhamony to take steps to ensure that present final year PG students are enabled to apply for MPhil. The last date for MPhil application may be suitably shifted, if necessary.

Q3.9.16: <u>Annual Quality Assurance Report(AQAR)</u>
IQAC had compiled AQAR for 2014-15 and submitted it to the syndicate for approval and it is still pending approval. Meanwhile, another year has almost been completed. It is now proposed that the AQAR may be modified to cover the calendar year 2015. This has the advantage that the data can be compiled from the annual report and it is convenient to synchronize AQAR with Annual Report. IQAC may advice.

Decision: IQAC approved the proposal to draw up a revised AQAR covering calendar year 2015. The standing sub-committee of IQAC shall prepare this and submit to the Vice-Chancellor for further action. It was noted that timely submission of AQAR is a matter of importance for future accreditation**.**

Q3.9.17. Any other items admitted by the Chair: Arts Workshop: IQAC noted with pleasure that the students of Karyavattom Campus came third in University Youth Festival. It was resolved that, as a student support initiative, Arts workshop shall be organized jointly by DSS, DU, RU and IQAC. The Director, IQAC shall submit a proposal to the University for the same, in consultation with stake holders. This workshop should give need based training to students who plan to participate in Youth Festival next year.

Director, IQAC   Vice-Chancellor
                                                                                                               Chairman, IQAC

APPENDICES

A1. Quality Consultation Meeting

A meeting of the teaching faculty of the University of Kerala was convened at 3 pm on Friday the 2nd of February 2016. As per the direction given from the office of the Hon'ble Vice Chancellor, the teaching faculty members participated in the meeting at the scheduled time. The meeting was chaired by Dr. N. Veeramanikandan, Hon'ble Pro-Vice Chancellor. Sri. Naushad, Joint Secretary, MARC 2015 offered the welcome address. Dr. Shaji A, Conference Secretary, MARC 2015 made the theme presentation on the publication of proceeding volume of MARC 2015. Dr. Achuthsankar. S. Nair also addressed the audience. There was healthy discussion on various quality aspects especially with regard to the publication of MARC 2015. Dr. Shifa. S, Joint Secretary, MARC 2015 delivered the vote of thanks. Certificates for the volunteers of MARC 2015 were distributed before the commencement of the meeting. The details of the decision taken in the meeting are as under:

1. Mode of Publication – The publication of the selected papers should be done in the University Journal 'University Communicator' after Peer Reviewing. Existing ISSN Number will be used.

2. Selection of papers- Selection of papers at Department Level should be done by the Department council and should be forwarded to the School level committee.

3. Peer Review Committee- Journal Editorial board can use the service of School level committee for Peer Reviewing. The possibility of using School level organizing committee as Guest Editorial board for special issues may be probed so that the experts in each field can be identified and contacted without difficulty.

4. Uniform Methodology to be followed by papers- To ensure uniform formatting, a template will be prepared and send to the corresponding authors. Maximum page limit in terms of pages or words should be fixed.

5. How to divide into volumes?- Divisions will be based on School level and the volumes will be brought out in the Alphabetic order of Names of Schools.

6. Role of Central Organizing Committee – Central organizing committee will play the role of a facilitator for the publication process.

7. Plagiarism – Plagiarism will be checked before review making use of the facility provided in the UGC site.

8. Copyright form – Copy right from for the University journal will be signed before publication.

9. Acceptance of the Journal by BoS- Efforts will be initiated for including the University Journal in the accepted list of journals of all BoS (PG) of University of Kerala.

Members Present

1. Dr.S.Prema., Assistant Professor, Dept. of Linguistics
2. Smt. Maggie.J., Dept. of Communication & Journalism.
3. Dr.S. Kunjamma.,Asso.Prof. & Head., Dept. of Linguistics

4. Dr.C.A.Shaila, Asso.Prof. & Head, Dept. of Sanskrit
5. Dr. Geetha Janet Vitus., Asst. Prof. Dept. of Education
6. Dr.Bindu.D, Asst. Prof., Dept. of Education
7. Dr. Resia Beegum., Prof. & Head, Dept. of Commerce
8. Dr.Sindhu Thulaseedharan, Assistant Professor, Dept. of Law
9. Dr.Jaya D.S., Asso. Prof. & Head, Department of Environmental Sciences.
10. Dr.PadmaKumari.O, Assistant Professor & Head, ORI & MSS Library
11. Dr.Rejani R.S., Assistant Professor, ORI & MSS Library
12. Dr. Sainaba.M., Asst.Professor, ORI & MSS Library
13. Dr.G.Raju., Professor, Department of Commerce
14. Shri.P.V.Yaseen, Associate Professor, Dept. of Communication & Journalism
15. Dr.C.Ganesh, Prof., Dept. of Commerce.
16. Dr.Johnson R., Asst.Prof, Department of Psychology
17. Dr.S.A.Shanavas, Prof. & Head, Dept. of Linguistics
18. S.M.A.Shibli, Asso. Prof & Head, Dept. of Chemistry
19. Dr.Pramod KiranR.B., Assistant Professor, Dept. of Aquatic Biology & Fisheries
20. Dr. Balu B., Asst. Prof; SDE
21. Dr.S.R.Sheeja. Assistant Professor, SDE
22. Dr.S.Ajitha; Asst.Prof.; SDE
23. Dr.K.Mushtaq Ahammed, Assistant Professor, SDE
24. Dr.E.A.Siril., Assistant Professor, Department of Botany
25. Dr.Madhu S.Nair.,Asst.Prof., Department of Computer Science
26. Dr.SajinKumar.K.S., Assistant Professor, Department of Geology
27. Dr.Subodh G., Assistant Professor, Department of Physics
28. Dr.K.Satheesh Kumar, Asst. Professor, Department of Future studies.
29. Dr.AnilChandran S., Assistant Professor, Dept. of Demography
30. Dr.Arun A. Rauf., Assistant Professor., Department of Bio-Chemistry
31. Dr.P.G.Biju, Assistant Professor., Department of Bio-Chemistry
32. Dr.SajaK., Assistant Professor. ,Department of Bio-Chemistry
33. Dr. Annie Abraham, Professor & Head, Department of Bio-Chemistry
34. Dr.Bindu R.Nair, Assistant Professor; Department of Botany
35. Dr.Rajalakshmi R. Assistant Professor, Department of Botany
36. Dr.Suhara Beevy S., Assistant Professor, Department of Botany
37. Dr.Sreejith.P., Assistant Professor, Department of Zoology
38. Dr.A.Jayakumaran Nair, Asst.Prof. & Head, Department of Bio- Technology.
39. Dr.T.S. Anirudhan, Professor, Dept. of Chemistry
40. Dr.S.N.Kumar., Asso. Prof; Department of Geology
41. Dr. Joseph Antony, Asso.Prof, Department of Political Science
42. Dr.M.Wilscy, Prof. & Head, Department of Computer Science
43. Smt.ManjuV.N., Assistant Professor, Department of Mathematics

44. Aparna C.S., Department of Mathematics.
45. Dr.A.Helen., Asso.Prof., Department of Bio- Chemistry.
46. Dr.C.Satheesh Kumar, Associate Professor, Department of Statistics
47. Dr.E.I.Abdul Sathar, Assistant Professor, Department of Statistics
48. Dr.M.S.Jayakumar, Asst.Prof., Department of Sociology.
49. Dr.Meena T.Pillai, Associate Professor, Institute of English
50. Shri. Vishnu Narayanan, Assistant Professor, Institute of English
51. Smt.Thara Prabhakaran, Assistant Professor, Dept. of Future Studies
52. Dr.Beena Isaac; Asso.Prof & Head, Department of Philosophy.
53. Dr. Manju S. Nair, Asso.Prof & Head, Department of Economics.
54. Dr.G.Lesitha, Associate Professor & Head, Department of Statistics
55. Dr.C.S.Suchith, Asst. Prof., Department of Hindi
56. Dr.Rajan T.K., Asst. Prof. Department of Hindi & SDE.
57. Dr.Darwin L., Assistant Professor, Department of Linguistics
58. Dr.P.Jayakrishnan, Assistant Professor, Department of Tamil
59. Dr. D. Muhammad Noorul Mubharak, Asst.Prof. Department of Computer Science.
60. Dr.Aji.S, Asst.Prof. Department of Computer Science.
61. Dr.A.K.Ampotti, Asst.Prof. Department of Islamic Studies
62. Dr.Bindhu.R.L., Asst.Prof. Department of Education
63. Dr.V.P.Mahadevan Pillai, Prof. & Head, Department of Opto-Electronics.
64. Dr.K.S.Chandrasekhar, Prof., IMK.
65. Dr.P.Mohanachandran., Associate Professor& Head., Dept. of Demography
66. Dr.K.G.Gopchandran., Assistant Professor, Department of Opto-Electronics
67. Dr.A.Ganga Prasad. ,Assistant Professor, Department of Botany
68. Dr.Lal C.A., Asst.Prof; SDE.
69. Dr.Saif, Asso. Prof., Department of Political Science.
70. Dr.Anu Unni; Asst.Prof., Department of Political Science.
71. Dr.BushraBeegum R.K., Assistant Professor, Department of Sociology
72. Dr.Pushpam.M, Asst.Prof & Head, Department of Sociology
73. Dr.Suresh R., Associate Professor, Department of Political Science
74. Dr.V.Biju, Asst.Prof & Head, Department of Physics
75. Dr.Shaji A. Asst.Prof, Department of History
76. Sri.Noushad V., Assistant Professor, Department of Arabic
77. Dr.Theresa Susan A, Reader & Head, Dept. of Education
78. Dr.Asha. J.V,Assistant Professor, Dept. of Education
79. Dr.Achuthsankar.S.Nair, Prof. & Head, Dept. of Comp. Bio. & Bio- Informatics.
80. Dr.S.Shifa; Asso.Prof. Department of Malayalam.

A2: Poster of Curriculum Fair 2016.

Kerala University

Curriculum Fair 2016

A Platform to show-case innovations in curricular practices

Organized jointly by
**Department of Education
Curriculum Development Centre
Internal Quality Assurance Cell,**
*University of Kerala
& FLAIR, Govt of Kerala*

Date: **1 March 2016**
*Venue: Dept. of Education, Thycaud
Thiruvananthapuram*

Organizing Committee:
Patron: Prof P.K. Radhakrishnan,
Vice-Chancellor, University of Kerala.
Chair-person: Dr. P.J. Jacob,
Dean, Faculty of Education, UoK
Members
Dr. Theresa Susan.A,
HoD, Dept. of Education, UoK
Dr. Asha J .V,
Hon. Director, Curriculum Dev. Centre, UoK
Dr. Achuthsankar S. Nair,
Director, IQAC, UoK

This one-day event provides opportunity for teachers of University and affiliated colleges to showcase their curricular practices that are unique. Those who are interested to partake may prepare posters of maximum size 90cm x 90cm depicting the unique curricular practices along with pictures. Pins for mounting the poster will be provided at the site. The posters should be printed in a single sheet and it should have good printing quality. The posters can be printed in photo-paper / cloth etc.(Posters printed on flex are not allowed.). The title should be Arial / 80pt / Bold with the names of the authors and affiliations in Arial / 48pt / Bold-Italic. The subheadings should be bold with 48pt character size and all text including figure/ photo legends in 28pt character size. The posters may depict following aspects of curriculum:

Innovation (in the classroom , in the curriculum, innovative application and execution skills, Continuous improvement)

Learning (Genuine learning environment/Learner-centered approach/ Continuous learning process/Learning in real-life situations)

Engagement (Students' academic engagement/self-development and development of the affective domain/enhancement of thinking skills/Faculty engagement and dissemination of knowledge)

The posters shall be put up at the fair venue and non-competitive evaluation will be done by an expert team. Teachers and Teacher Education students shall be invited to view the posters and interact with the teachers. Certificate of participation shall be issued to all participants.

For submission and enquiries:
utydeptedn@gmail.com
Mobile: 9447043489
**Dept. of Education, Thycaud
Thiruvananthapuram**

A3. Text of Letter from VC to Industries/Organisations

Dear ………………………………..

Greetings from University of Kerala. I am happy to let you know that University of Kerala has been recently re-accredited with A-Grade by National Assessment and Accreditation Agency (NAAC), early this year. The University is now in a process of upgrading its quality further by identifying areas of improvement and acting upon them. I write this in connection with improving our research and innovation.

The University of Kerala's research programs are by and large a process of research training. Though it does produce new and useful knowledge, there is no effort to translate the research results to field. One of the reasons identified is that the research problem is chosen without concern for the field application. Therefore, the University is making an attempt to contact R & D organizations, Govt. Departments as well as Industries and compile a set of problems that they are interested in. This may involve a new process, product or material. Such a compilation would be a starting point to transform University's research to industry/business needs, which I am sure, you agree, is a key point in innovation.

I therefore request you to kindly seek suggestions for research from scientists, technologists and managerial experts of your organisation. Both minor and major problems can be suggested, without concern for facilities and funds, at this point of time. A very brief description of the suggested problem for research (3- 4 sentences) along with name of proposer and email may be provided. If the skill sets, infrastructure and interests match, then the student/faculty can contact proposer and seek details before proceeding with the problem. The compilation will be published by the University so as to trigger interest among research and post-graduate students of the University and also of other Universities and colleges.

I request your good office to animate scientists, technologists and managerial experts of your organization to cooperate with this socially useful attempt to create University- Industry Linkage.

With warm Regards,
Sincerely

Prof. P.K Radhakrishnan

A4: Erudite Lecture Notice

Erudite Lecture Notice

Prof. William G. Tierney
Wilbur Kieffer Professor of Higher Education
Pullias Center for Higher Education,
University of Southern California.
(Currently Fullbright Fellow in New Delhi &
Erudite Fellow, KSHEC, Govt of Kerala)

Faculty Productivity in Universities

at the Dept of Education, University of Kerala
(Thycaud, Thiruvananthapuram)

Date & Time: **28 January 2016, 10.30AM**

Organisers:
Kerala State Higher Education Council
Dept of Education, University of Kerala
Quality Assurance Council, University of Kerala

A5. Linnaeus-Palme Fellowship Programme Second Phase

Linnaeus- Palme International fellowship programme and academic exchange between the Departments of Communication and Journalism in University of Kerala and Lund University in Sweden entered the second phase with the visit of a faculty member and two students from Kerala to the Swedish University in January 2016.

Dr. M.S Harikumar, Assistant Professor from the Department of Communication and Journalism, UoK has visited Lund University as the Linnaeus- Palme faculty fellow for a period of one month starting from January 13th 2016.He has lectured at the department of Communication and Media in Lund and presented a seminar titled 'Social media and democratic Participation' jointly organized by the department and the South Asian Study Center at the Lund University campus. He was also invited to other campuses of Lund University which are situated in Helsingborg and Malmo city in Sweden. He also visited the Public service Television channel of Sweden, SVT and their radio counterpart in Malmo city.Ms. Anju Jacob and Parvathy Vijayan , Master students of DCJ, UoK are doing a half-semester journalism programme of three months duration at the same department in Lund University. They will be awarded 15 European credits for completing the program, which exposes them to an international newsroom and foreign internship. They will also work as interns in the newsroom of the most popular Swedish daily from Malmocity, *the Sydesvenkan.*

In the first phase of the programme two Journalism students from the Lund University Mr. Oscar Schau and Ms.Josefin Wennag have completed their three months study at DCJ at Kariavattom, UoK. Dr. Mia Marie Hammerlin ,Associate Professor at the department of Communication and Media, Lund University had also spent four weeks teaching students of DCJ in December 2015 – January 2015.

This fellowship was introduced by the Swedish government in 2000 in memory of the renowned Swedish Scientist Karl Linnaeus and the late Prime Minister of sweden Olof Palme. It is the first time that a Department from the UoK winning this fellowship. The initial term of the fellowship is for one year which can be extended upto eight years and fully financed by the Swedish Government.

Photo1: Dr. M.S Harikumar, Linnaeus – Palme fellow and Assistant Professor at the Department of Communication and Journalism, UoK presenting an invited lecture on Social media and democratic Participation at the Department of Communication and Media, Lund University, Sweden.
Photo2: Ms. Anju Jacob and Parvathy Vijayan, Master students of DCJ with their mentor Ms. Bindu, (PhD student in Lund from UoK) in front of the main building of Lund University, Sweden. Ms. Bindu herself was a beneficiary of Erasmus Mundus collaboration programme between University of Kerala and European Universities.

A6. German Research and Innovation Notice

Seminar on

Opportunities for
Higher Education, Research &
Research Funding in Germany

Organised by

German House for Research and Innovation, New Delhi
Centre for Global Academics, University of Kerala
Internal Quality Assurance Cell, University of Kerala
12 Feb 2016 @ 9.30 am :: Botany Seminar Hall, Karyavattom

FACULTY MEMBERS & RESEARCH SCHOLARS

AND ALL INTERESTED ARE WELCOME

A7: Report on UGC Online Students' Grievance Portal

The online Student's Grievance Portal System is a new initiative taken by the University Grants Commission that facilitates students/complainants to lodge his or her grievance, send reminder and view status on action taken with regard to their grievances. The basic aim of the portal is to ensure transparency in admissions, prevent unfair practices in higher education institutions and provide a mechanism for redressal of their grievances. The system also facilitates the Universities to search and browse grievances lodged against their University and post action taken against the complaints on the portal as well as contact the complainant directly through e-mail, phone or post.

The online Student's Grievance Portal System was inaugurated on 23 March 2015 by Union Minister of Human Resource Development Smt. Smriti Zubin Irani. Students can access the portal at www.ugc.ac.in in the Student Grievance link. Students of the University teaching departments and affiliated colleges can lodge their grievances. Dr. Shaji.A, Assistant Professor in History, School of Distance Education has been appointed as the Nodal Officer of the University of Kerala. Sufficient publicity on the portal system has been given by including it in the University website and circulating brochures. So far 12 complaints were lodged in the portal by the students. The details are as under:

Sl. No	Nature of grievance	Name of the candidate	Present status
1	Complaints, of alleged discrimination of students	JAYAPRAKASH SIVAJI	Under Process
2	Delay in conduct of examinations	ANI MUHAMMED K	Settled and closed
3	Irregularity in the admission process	AKHIL CS	Settled and closed
4	Misleading information in the prospectus	ROBIN V S	Settled and closed
5	Delay in conduct of examinations	SAUMYA MOL KAIRALI	Settled and closed
6	No provision of student amenities	OBEY KOSHY KOSHY	Under Process
7	delay in payment of scholarships to any student	SWARAJ M	Under Process
8	delay in payment of scholarships to any student	SARUN S	Settled and closed
9	Withhold or refuse to return any document	RESHMA R S	Settled and closed
10	Irregularity in the admission process	SUNIL SALARIA	Settled and closed
11	delay in payment of scholarships to any student	LAKSHMI SASIKUMAR	Settled and closed
12	Demand of money in excess of that specified in the declared admission policy	JITHU UNNI KRISHNAN	Settled and closed

Dr. Shaji A.
Nodal Officer

A8: Student's Grievance Portal Poster

Announcing

On-line
STUDENT'S GRIEVANCE
REDRESSAL PORTAL

University of Kerala

Reaccredited by NAAC with 'A' Grade

Highlights:

♦ Inaugurated on 23 March 2015 by Union Minister of Human Resource Development Smt. Smriti Zubin Irani.

♦ Facilitates the students / complainants to lodge their grievance, send reminders and view the status of action taken regarding their grievances.

♦ Students of the University teaching departments and affiliated colleges can lodge their grievances.

Nodal Officer @ University Of Kerala

Dr. Shaji A.

Assistant Professor in History, SDE,
University of Kerala
Palayam, Thiruvananthapuram
Kerala 695581

9447324831

shajideepam@gmail.com

Visit Student's Grievance link at

www.ugc.ac.in

Students are encouraged to use the facility to redress their grievances.

A9. Minutes of the first meeting of T-LARC
Minutes of the first meeting of the
Teaching, Learning and Assessment Review Committee (T-LARC)
held on 1 March 2016, 11 AM at Senate Hall Campus, University of Kerala

Members Present
1. Dr. N. Veeramanikandan, Pro–Vice-Chancellor, (Chairperson)
2. Dr. Jameela Begum A.
3. Dr. Rajoo Krishnan S.
4. Dr. T. S Anirudhan
5. Dr. Theresa Susan
6. Dr. Pushpam M.
7. Dr. Achuthsankar S. Nair, Director, IQAC

Members Absent
1. Dr. P.J. Jacob
2. Dr. A. Biju Kumar
3. Dr. G.S. Jayasree

The Pro-Vice-Chancellor welcomed the members to the first meeting of T-LARC. After preliminary discussions, the following decisions were arrived at.

1. The T- LARC is aimed to serve as a central body of the University to review teaching, learning and assessment process. It shall review the student feedback on courses, the academic audit report of Departments, samples of questions papers and allied matters.

2. The Student feedback on courses offered at the PG level by various teaching Departments was held during last quarter of 2015 (in an anonymous manner by IQAC). The data were compiled and presented before T-LARC for consideration and action. The committee considered the statistical compilation and resolved the following:

It was first emphasized that the purpose of the student feedback should not be seen as fault finding with teachers. It is *to identify scope for improvement in course content, teaching methodology, assessment practices and support systems.* The General observations based on pattern seen across all the Depts is as follows: The student satisfaction in courses is generally satisfactory. Only in very rare cases there are signs of falls in expectations. The students seem to recognise the infrastructural facilities like libraries. The very prominent common observation is that use of IT such as use of smart class rooms, multi-media presentations and recommending web resources was wanting. Smart class rooms are provided in each Dept, but there seems to be a lack of training that may be the cause of non-use. All Depts may be alerted on these aspects.

The average scores at University level, stream level and Dept level may be graphically communicated to Depts, so as to enable them to realize their strengths and also locate areas for improvement, in comparison to overall averages. The committee noticed rare cases where feedback is indicative of serious problems. This may be communicated confidentially, by the chairman, directly to the concerned. Faculty or departments doing well may be congratulated and given due recognition.

3. It was resolved to recommend a 2-day refresher programme on teaching and assessment for all contract lecturers (which number over 50) be conducted.

4. It was resolved to recommend orientation programme on use of Smart class rooms for all teachers including contract lectures. Dr. Satheesh Kumar of Dept. of Futures Studies may be entrusted with the task.

5. After due consideration of the variability across streams (S & T, Social Sciences and Arts & Humanities), it was resolved that the present forms for feedback shall continue).

6. It was resolved that on–line feedback collection will raise the possibility of organized/ engineered feedback and for the time being the paper based feedback should continue. Administrating of feedback should be done with great care maintaining anonymity and confidentiality and students should be convinced of the same. Feedback should be sealed in the presence of the students themselves. Those who administer feedback in Depts falling under a stream (S & T, Social Sciences and Arts & Humanities) should be faculty members from another stream.

7. It was resolved that the next meeting of T–LARC shall be after the next feedback so as to compare the changes.

8. It was resolved that the report of Academic Audits of the Depts. shall be placed before the next meeting.

9. To review assessment practices and promote the best and identify scope for improvement, question papers of tests and assignments may be called for from the Departments by IQAC and End-sem assessment QP may be collected from CSS office, and placed before T–LARC. Similarly, seminar and project guidelines may also be called for.

The meeting came to an end at 1 PM.

Pro-Vice-Chancellor, Chairman, T-LARC

A10: PG/MPhil Admission Advertisement of University of Kerala

UNIVERSITY OF KERALA, Thiruvanathapuram - 695034
Reaccredited by NAAC with 'A' Grade

No.18651/Advt-.../2016/PR   No..............

2016-17 Admission for Masters/MPhil Programmes in Teaching & Research Departments

Apply before 25 April 2016
Entrance Exams at Kochi & Trivandrum :
For PG 22-27 May, MPhil : 18-22 April

Science & Technology Subjects *MSc & MPhil :* Botany (MSc Genetics & Plant Breeding, MPhil Advanced Botany); Zoology (Pure & Applied): Integrative Biology (MSc); Environmental Science (MSc, MPhil); Aquatic Biology & Fisheries (MSc, MPhil); Biotechnology (MSc, MPhil); Bio-chemistry (MSc, MPhil. Biochemistry, MPhil Genetics & Genomics); Physics (MSc(Applied Electronics), MPhil); Chemistry (MSc, MPhil); Mathematics (MSc, MPhil); Statistics (MSc, MPhil); Computer Aided Drug Design (MPhil); Nano-science and Nano Technology (MPhil); Nano Biology (MPhil); Bioinformatics (MPhil); Geology (MSc, MPhil); Demography (MSc, MPhil); Actuarial Science (MSc, MPhil); Psychology (MSc (Applied Psychology), MPhil Consulting Psychology, MPhil Learning Disability); Computational Linguistics (MPhil); Futures Studies (MPhil); Photonics (MPhil); Computer Science (MSc), Computational Biology (MSc); MTech Programmes in Computer Science, Optoelectronics & Futures Studies: *Admission process is separately announced*

Social Sciences and Legal & Business Studies *MA/MBA/MCom/MLISc/LLM & MPhil :* History (MA, MPhil); Archaeology (MA, MPhil); Islamic History (MA, MPhil); Political Science (MA, MPhil); Economics (MA, MPhil); Sociology (MA, MPhil), Social Work (MSW); Philosophy (MA, MPhil); Education (MEd and MPhil); Library and Information Science (MLISc, MPhil); Communication and Journalism (MCJ); Law LLM (Public Law and IPR) MPhil (Human Rights); Commerce (MCom & MPhil) (MA, MPhil); Management (MBA and MPhil)

Arts and Humanities: *MA & MPhil :* Arabic (MA, MPhil); German (MA, MPhil); Russian (MA, MPhil); English (MA, MPhil); Sanskrit (MA, MPhil); Malayalam (MA, MPhil); Hindi (MA, MPhil); Tamil (MA, MPhil); Linguistics (MA, MPhil); Music (MA, MPhil); Theatre Arts and Film Aesthetics (MPhil); Manuscriptology (MPhil)

Apply Online at
admission.keralauniversity.ac.in

Thiruvanathapuram   Sd/-
Date   Registrar

A11: PG/MPhil Admission Flyer/Poster