



MINUTES

6TH MEETING OF IQAC (CYCLE 03)

മകാബ്രാട്ടെ സായനമും വാലിയുറേട്ടെ നായ
ലും അറിഞ്ഞു. നിരവധിനാളുകൾക്കു മുമ്പെ
ന്നു മഹാകവിയുടെ അഭിപ്രായം അറിയാൻ കഴി
യെന്നു കരുതിയിരിക്കാം. അദ്ദേഹം അന്നു
വേദവേദം പഠിപ്പിച്ചിരുന്നതിനാലാണിത്. അദ്ദേഹം
അന്നു അധികൃതനായിരുന്നതിനാലാണിത്.

2015 September
Internal Quality Assurance Cell (IQAC)
University of Kerala

Minutes of The Sixth Meeting of IQAC, University of Kerala

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**Minutes of
The Sixth Meeting of IQAC, University of Kerala
Venue: Syndicate Room
Date: 30.09.2015**

Members

01. Prof. P. K. Radhakrishnan, Vice-Chancellor (Chairman)	: sd/-
02. Dr. N. Veeramanikandan, Pro Vice-Chancellor (Vice-Chairman)	: sd/-
03. Dr. R. Jayaprakash (Member, Syndicate)	: sd/-
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. Dr. Mohammed Basheer K., Registrar	: sd/-
08. Dr. Mini Dejo Kappen, Director, Planning & Development	: sd/-
09. Dr. M. Jayaprakas, Director, College Development Council	: sd/-
10. Dr. Vinod Chandra S.S., Director, Computer Centre	: Absent
11. Shri. Santhosh C. Kurup, CEO, ICT Academy of Kerala	: Absent
12. Shri. Narayanan S., President, Network Systems and Technologies Ltd.	: Absent
13. Dr. G. Suresh Singh, Professor, Department of Mathematics	: sd/-
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. Shri. John Williams, Chairman, Departments' Union	: sd/-
20. Dr. Achuthsankar S. Nair, Director, IQAC	: sd/-
21. Special Invitee: Dr. T. S. Anirudhan, Vice-Chairman, CSS	: sd/-

Item No.Q3.6.01: Confirmation of the minutes of the fifth IQAC meeting held on 17.06.2015:-The minutes of the fifth IQAC meeting held on 17.08.2015 as electronically circulated to the members may be confirmed.

Decision:-Resolved to approve the minutes.

Item No.Q3.6.02: Action Taken Report (ATR) on decisions of the previous meeting

Decision	Action Taken
Item No.Q3.5.03: <u>Recommending Policies and Charters</u> :-The council discussed some of the draft policies in detail and the members raised many critical and creative remarks aimed at improving the draft. The following were resolved: (a) Based on the discussions, a first level revision be done and be placed before the Council at its next meeting. (b) For Admissions Policy, Policy on handling Academic Dishonesty & Plagiarism,	Placed again for consideration in the sixth (present) meeting.

<p>Interdisciplinarily Policy and IP Policy, Vice-Chancellor is authorized to form 3 member committee, as in the case of other policies.</p> <p>(c) After the IQAC approves the draft policies, the same may be circulated among all faculty and student Unions and a seminar be convened to seek critical inputs from them.</p> <p>(d) After incorporating the feedback from seminar mentioned above, the policies may be placed before the syndicate and thereafter before Academic Council and Senate.</p> <p>(e) The Graduate Attributes may be used as such for induction programme.</p>	
<p>Item No Q3.5.04: <u>Inadequate Student Diversity in Teaching Departments</u>:-The Council observed that the student diversity figures are alarmingly low. Earlier recommendation of the council regarding early announcement of admissions on a national basis is one of the ways to enhance student diversity. Further it is recommended that 1 seat/programme, over and above the sanctioned seats, may be reserved for students from outside the state.</p>	Action to be taken by AcD section
<p>Item No Q3.5.05: <u>Implementing Right to Service Act 2012</u>:-The council resolved to entrust the DCDC to chair a committee consisting of J.R. (Academic), J.R (Exams), and P.R.O to report on the implementation of "Right to Service Act, 2012".</p>	Committee report awaited
<p>Item No Q3.5.06: <u>Research Survey by Manipal University</u>:- The council noted the matter and resolved to consider it when research issues are taken up for discussion.</p>	No action pending
<p>Item No Q3.5.07:- <u>Official registration/signup in SCOPUS</u>:-It was resolved to entrust Director, KUCC with the official signup in SCOPUS.</p>	Action Pending
<p>Item No Q3.5.08: <u>Feedback on New Education Policy</u>:- The Council noted the matter.</p>	No action pending

<p>Item No Q3.5.09: <u>Conducting Student Feedback</u>:-The Council authorized the Director, IQAC to form committees of 2 faculty members for each block to conduct the feedback. It was also resolved that the suggestion of Dr. K.S. Chandrasekhar regarding an on-line, anytime feedback system may also be implemented at the earliest.</p>	11 teams formed and communication issued.
<p>Item No Q3.5.10: <u>Opportunities for Funding/Consultancy</u>:- It was resolved that the Vice Chancellor write to concerned HODs to tap the opportunity.</p>	Vice-Chancellor's Office has completed action
<p>Item No Q3.5.11: <u>MOOC on "Sanskrit" through Coursera</u>:-The council approved the proposal for applying for a CourseraMOOC in Sanskrit. It was also resolved that all HODsmay be called upon to consider applying for launching their courses on similar platforms.</p>	Ongoing
<p>Item No Q3.5.12: <u>Conduct of Various Audits</u>:- The Vice-chancellor was authorized to nominate committees to conduct/propose the conduct of the audits. The 2015-16 IQAC budget may be used for the same.</p> <p>Item No Q3.5.13: <u>Any other Item Permitted by the chair</u>:- Thousand Wiki Lights: Sri John Williams proposed that an initiative to contribute 100 Wikipedia articles each year by the students and researches may be organized, jointly by Dept. and Research Unions and IQAC. This will involve a workshop in which students are given a training on contributing to Wikipedia and then they are asked to contribute one article each in a unique and possibly local theme in any language of their choice (Malayalam, English, Tamil, Arabic, Hindi, Sanskrit). The IQAC approved the proposal.</p> <p><u>International Student Leader's Summit</u>:- Sri John Williams also proposed that an international summit of student leaders be organized with both present and past student Union leaders and student organization leaders with a view of discussing student activism and its positive transformation. It was also proposed that agencies like British Council could provide partnership in this. IQAC approved the</p>	<p>Committees formed</p> <p>Action Pending</p> <p>Action Pending</p> <p>No action pending</p>

<p>proposal.</p> <p><u>Improving student skills:-</u> The Vice – Chancellor highlighted the need to float programmes to empower students in making presentations, facing interviews etc. Dr Suresh Singh pointed out the activities of Skill Acquisition Clubs in this regard. Dr. Subash Peter opined that such activities should be broadened to Inter-Departmental level. It was also brought to the notice of the IQAC that USAP courses currently designed has courses to address personality and soft skill development.</p> <p><u>Library Quality Audit Report:-</u>The Library Quality Audit Report was tabled in the meeting. It was resolved that a 3- member committee may be constituted by the Vice-chancellor to propose immediate action on the report.</p>	<p>Committee constituted, report awaited.</p>
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Decision: The committee noted progress on various items and resolved as follows:

- (i) The proposals for policies and charters may be placed before the Syndicate through the Syndicate sub-committee on Research & Academics, for further consideration
- (ii) On item 3.5.4, Ac D section to act and report
- (iii) On other items that require action, IQAC director may put up notes.

Item No.Q3.6.03: Report on Induction Programme: The 3-tier Induction programme was successfully conducted. A detailed report is being drawn up and will be tabled in the next meeting.

Decision: Noted

Item No.Q3.6.04: Peer Review & Academic Audit of the Depts.: It is proposed that all teaching departments be asked to conduct a peer view and academic audit each year. This may be conducted in January each year. The department council may identify a subject specific peer-group of 3 experts, one from outside the state or country, one from outside University area and one from industry or scholarly academies or R & D organizations. The annual report of the department along with a profile as enclosed in appendix may be sent out to the peer team. The peer team may be asked to study the report and give an assessment report. All these documents may be compiled together and submitted to IQAC along with action plan on it, as concluded by the department councils..

Decision: IQAC approved the proposal and authorised the Director to act.

Item No.Q3.6.05: Promoting Research in Affiliated Colleges

Both 'Master Action Plan' to improve quality and the NAAC Exit Report had prioritised the need to promote research in affiliated colleges. Towards this it is proposed that a meeting of all research guides and students in affiliated colleges be convened to understand their issues and perceptions. Based on this action can be formulated. It is proposed that a "Seminar as Improving Quality of Research in Affiliated Colleges" be held jointly by College Development Council and IQAC. The matters may be discussed further after the report of the seminar is tabled.

Decision: Resolved that a committee be constituted by the Vice-Chancellor for studying the matter.

Item No.Q3.6.06: Percentage of Budget Earmarked for Research:

In many assessments, the percentage of budget ear-marked for research is ascertained. A working definition of the same is to be evolved a figure formally announced each year. The suggested component of the same is as follows:

1. University fellowship for research scholars.
2. Budget for sophisticated Instruments
3. 25% of salary of recognized guides of teaching departments (assuming that they denote $\frac{1}{4}$ of the time to research guidance)
4. Deprecation of existing costly infrastructure like Central Computing facility, sophisticated Instrumentation Centre.
5. 50% of library budget
6. UGCInflibnetcharges
7. Provision for all announcements related to research in budget speech.

Decision: The Committee resolved to approve the components, with the addition of the following.

8. Project funds
9. Travel Grants
10. Seed money
11. M Phill Scholarships
12. Non-University Fellowship for research scholars
13. Publication grants
14. Thesis publication grants
15. Journal publication grant
16. ASPIRE fellowship
17. Innovative projects
18. SC/ST Research Scholar Fellowships.

Item No.Q3.6.07: Improving Post Doctoral Programmes

The number of post-doctoral candidates in teaching departments is meager. In addition to Universities' scheme, there are candidates with external funding. A well defined scheme will strengthen this programme which will contribute to research output of the University. A committee may be constituted to study the present status and propose a detailed scheme for implementation.

Decision: Resolved to refer the matter to Dean's Council.

Item No.Q3.6.08: State & National Science Congress participation enhancement:

The participation of the University in State Science Congress has been good last year. The National Science Congress participation needs to be enhanced. All HODs of Science departments may be called upon to work towards this. IQAC may consider recommending to the University that students who get papers accepted may be provided with TA/DA.

Decision: Resolved that the matter be referred to joint meeting of Standing committee on Research& Academics and Standing Committee on Finance of the Syndicate

Item No.Q3.6.09: Enhancing Patenting of Inventions

Patenting attempts from University of Kerala are very meagre. Apart from early 6 attempts (the final outcome is unknown, no data is traceable) of University of Travancore in 1930s and 40s, the following are the patent fittings/grants from University of Kerala.

Sl. No.	Patent No/Year	Patent Title and Inventor(s)
1	No.133161 of 1973 24/11/1973	Method for manufacture of a Protein and Polysaccharide fraction from Black Gram, Dr. P.A. Kurup, Dept of Bio-Chemistry .
2	No. 100332 of 2005 (International Patent)	A synthetic Diamino Ketothiazole, its process of preparation and its use as a micro-tubule inhibitor, Dr. K. N. Rajasekharan & team, Dept. of Chemistry (RGCB Collaboration)
3	2005	Filing abandoned due to Beaurocratic delays, Dr. Kalyesa Raj, Dept. of Bio-Chemistry .
4	No. 239492 dt 23/03/2010	Solid-phase method for preparation of Diamino ketothiazole, Dr. K. N. Rajasekharan & team, Dept. of Chemistry (RGCB Collaboration)
5	No. 8158806132 of 2012 (US Patent), WIPO International Patent No. WO/2005/100332	Solid-phase method for preparation of Diaminoketothiazole, Dr. K. N. Rajasekharan & team, Dept. of Chemistry (RGCB Collaboration)
6	2883/CHE/2009 dt 24/11/2009	A Novel format of Examination Answer Booklet Dr. Achuthsankar S. Nair, Dept. of Computational

		Biology & Bioinformatics.
7	3181/CHE/2009 dt 1/7/2011	Novel Examination Answer Book Design, Dr. A. Jayakrishanan, Vice-Chancellor
8	2008, Abandoned	Inhibitors of Hepatitis C Virus. Dr. Achuthsankar S. Nair & team, Dept. of Computational Biology & Bioinformatics.
9	840/DEL 2013 dt 10/4/2013	Bio-degradable, Bio-compatible, Wound healing composition, Dr. G. Muraleedhara Kurup, Dr. Arun Rauf & Team, Dept. of Bio- Chemistry.
10	3567/CHE/2015 A dt 31/7/2015	Retrieval of separated Endodontic files from Human Root Canals, Dr. S. M. A. Sibli & collaborators, Dept. of Chemistry.
11	5076/CHE/2015 dt 22/08/2015	Ayurvedic wound healing formulation for Diabetic Ulcer, Dr. P.R. Sudhakaran & team, Dept. of Computational Biology & Bioinformatics.

IQAC may consider steps to be taken to promote and accelerate patenting process.

Though every Department can innovate, it is more likely in Science and Technology Departments and also some other selected non-science Departments such as Journalism, Management etc. The candidate Departments with scope for generating patents are: Physics, Chemistry, Aquatic Biology, Zoology, Botany, Bio-Chemistry, Future Studies, Geology, Mathematics, Statistics, Library Science, Bio-technology, Bioinformatics, Computer Science, Optoelectronics, Environmental Science, Linguistics, Management, Commerce, Education and Psychology. Looking at tradition, the Departments of Chemistry and Bio-Chemistry have greatest potential in our University for bringing out innovations. The initiative to promote innovation can start with a focus on these two Departments, before spreading it to others. To begin with, Chemistry and Bio-Chemistry Departments may be considered for special attention. The following actions are suggested.

1. A meeting of all faculty, researchers & students of these two Departments may be convened by the Vice-Chancellor and a call may be made.
2. Provide an effective awareness and training programme in innovation to all faculty, researchers and students. This should not be limited to scholarly lectures, but should involve actionable knowledge like TRIZ problem solving methodology, creative thinking, patent process, patent claim writing etc. Local case studies should be discussed and persons who have patented and transferred technology to industries must be invited for interactions.
3. Identify even remotest scope of innovation in MSc, MPhil, PhD projects of last 3 years. The students and/or guides may be supported to try patenting them. This should not end up in red tape, a person must be authorized to process it in a time bound manner.
4. A panel of patent Attorneys may be called for and selected. Rates may be negotiated with them and the details communicated to the Departments, so that they can engage any one of them for the filing process. The expenses for filing should be met from DDF/Project funds, if available, otherwise University should provide. A budget of 7 lakhs must be provided each year (estimating the cost to be around 60-80,000 for each filing, for maximum of 10 filings a year).

5. The official procedure for proceeding with filing shall be as per the IP policy approved by the University. The approach should be followed in the letter and spirit: *“University level decision on patenting shall be made liberal to encourage every kind of new ideas so that inventors are not inhibited in putting up a proposal for patenting”*.
6. The Dept. should meticulously identify list of client industries/institutions/business organizations/Govt. Departments that might even be remotely interested in utilizing the project/research results of the Department. An edited summary of all projects at MSc, MPhil & PhD levels should be produced and sent out to these clients. They may also try to get these institutions to suggest problems to work on, and then direct students to choose from such problems, thereby creating a useful relationship with the clients.
7. Visibility: The visibility of innovation activities is almost nil in University of Kerala. In the Department notice boards, web sites and media, with colorful graphics, innovation activities and achievements need to be promoted. In addition, the public relation Department should liaise with media to carry stories of innovations from Kerala University. Also, brochures, newsletters etc need to be prepared and widely circulated, especially to target industries.

The IQAC may advice action.

Decision: Resolved that the above proposal be agreed in principle. A committee consisting of Dr.P.M.Radhamani, Dr.T.S.Anirudhan and Director, IQAC may study and submit a report. Simultaneously the Vice-Chancellor may address the members of Department of Chemistry and Biochemistry to start motivating them into prioritizing patents.

Item No.Q3.6.10: Lateral Mobility in PG (CSS) Programmes.

Student mobility is a modern key-word in higher education and lateral and vertical mobility are considered student friendly systems. Towards this, systems need to be evolved. The following is proposed for consideration. In the PG (CSS) programmes of teaching departments, students may be provided with multiple exit points.

Total Credits	Exit Point	Award
18	Any time after Sem 1	Certificate
36	Any time after Sem 2	PG Diploma
54	Any time after Sem 3	Awarded PG Diploma

Decision: Resolved that the matter may be referred to CSSAcademic Committee.

Item No.Q3.6.11: Central Body of review Teaching, Learning & Assessment

The teaching and learning and assessment process in University of Kerala, by and large, remains centrally unmonitored. The Department Councils &HODs have exercised

review and monitoring at their levels by a central review body as envisaged by NAAC/UGC is not in existence. It is therefore proposed that such a central body be set up with the following constitution.

Teaching, Learning and Assessment Review Committee

Pro-Vice- Chancellor, Chairman
Vice Chairman,-CSS Vice-Chairman
Dean, Faculty of Education
One HOD for Science Dept., nominated by VC
One Social Science Dept., - nominated by VC
One Arts/Humanities Dept., - nominated by VC
Two Educational experts nominated by the VC
Head, Dept. of Education (Convener).

The body may meet twice a year and should discuss student feedback and also review the Academic Audit Report of Depts, from the perspective of Teaching, learning & assessment.

Decision: Resolved to approve the proposal with Director, IQAC as convenor.

Item No.Q3.6.12: MPhil/PG Admissions – weightages for Research/Activities

To encourage and recognize research activities by students at both UG and PG levels, it is proposed that 5% grace mark may be given to applicants for both PG and MPhil programmes of University Teaching Departments based as research activities. The criteria may be finalized by the CSS Academic Committee. The following is proposed:

1. Participation in Kerala Science Congress – 1
2. Participation National Science Congress - 2
3. Presentation of paper in State Level Conference/Seminar – 3
4. Presentation of paper in National Level Conference/Seminar – 4
5. Publication of paper in peer-reviewed journals of
Minimum 10 years standing/patent filing- 5

Each Department Council may decide on admissibly of grace mark on a case by case basis.

Decision: Resolved that participation need not be given credit. The matter may be referred to CSS Academic Committee and thereafter to the Syndicate sub-committee on Academics & Research.

Item No.Q3.6.13: Policy on gifted learners

NAAC peer team during its last visit had enquired if University of Kerala had any scheme to cater specially to gifted learners. It is proposed that such a scheme be put in place by amending the CSS Regulation to effect the following

Each Department council may recommend a student as a gifted learner if it is convinced of such a status after verifying the following:

- 1) Exceptional Performance in exams in UG level and also in Semester 1 of current enrolled programme
- 2) Academic achievements outside curricular frame work, such as publication its top journals, grant of patents etc

Once a student is recommended as a gifted learner, a committee chaired by the Vice-Chancellor with 2 eminent scholars in the area shall interview the student and decide on granting the status to the student. Once the status is granted, the student may be given exemptions from the limits of no of courses that can be registered in each semester or other specific requests made by the gifted learner, without violating the total number of credits require to be earned as per regulations. The requirement for minimum attendance shall also be waived and the marks for the same shall be awarded deeming 100% attendance.

Decision: Resolved to refer the matter to CSS Academic Committee and thereafter to Research & Academic Standing Committee of the syndicate.

Item No.Q3.6.14: Decisions unimplemented:

Some decisions of earlier IQAC meetings remain unimplemented. These include (i) completing Best Department contest, Uploading PhD and Masters dissertation in Shodhganga and ShodhGangothri, OPAC login monitoring, 3-tier Alumni formation etc. IQAC may advice.

Decision: Resolved that IQAC Director may put up notes to initiate action.

Item No.Q3.6.15: Safety and first-aid to Students:

Safety is a major concern for campus students now. The number of students losing their life inside the campus is much more now compared to yester years. Accidents happening inside campuses, sudden cardiac arrest during class time or in hostel (*due to lack of timely medical attention*), accidents happening in the road (also during study tours) are examples for lose of student's lives. According to the statistics of Ministry of Road Transport around 75,000 youths lost their lives in road accidents in India and a good portion of it are students. (*See attached docs*). AICTE is also concerned about the safety students in technical campuses and recently issued a circular on it along with a guideline for study tours.

A team of volunteers including medical professionals, social activists, journalists, technocrats etc are actively engaged in teaching safety and BLS to campuses under a charity organization namely Help for Helpless under the leadership of Dr.Muralee Thummarukudy, Chief, Disaster Management, UNEP. (*See appendix*). Such training programme has been conducted in a number of institutions including University of Calicut, National Institute of Technology, CUSAT etc. Training a group of students and building a team capable of managing emergencies in the campus may be considered.

Decision: Resolved to refer the matter to NSS co-ordinator.

Item No.Q3.6.16: Virtual International Workshop: The University of Roehampton, London, one of the premier research focused universities in the UK, has expressed their interest in conducting virtual workshops at the University of Kerala on “Internationalisation of Higher Education” in November 2015. The University of Roehampton has a strong international student community and is a pioneer in various initiatives for enhancing the international student experience including the PICASA project on the internationalisation of higher education. The proposed cross-disciplinary workshops cover a wide range of subjects of great interest to both faculty and students in the current climate of growing internationalisation and global co-operation in higher education. Topics include Programme design, staff development, internationalisation policy and strategy, international collaboration, virtual internationalisation as well as data and insights from the PICASA project. Dept.Of Zoology is taking lead in the event and the organizing secretary has expressed interest in collaborating with IQAC. The Council may advice.

Decision: Resolved to approve the proposal.

Item No.Q3.6.17: Urkund software for plagiarism:

INFLIBNET Centre has selected 'Urkund' Anti-Plagiarism software from M/s. eGalactic, Pune (www.orkund.com) through the global tender and access is recommended on 1st August, 2015 onwards. Universities who have signed MoU and eligible for funding from UGC will be getting the software free of cost from INFLIBNET Centre. The accounts will be created on 1st August 2015 .University Coordinators who are recommended for managing Anti plagiarism software by the University will be receiving the invitation mail from noreply@orkund.se. Once the account is created the system will create an analysis address for each of the trial account eg. manoj.infl@analysis.orkund.com. The system will send them an email with this analysis address and also a link to allow them to create a user account. The link is available for 48 hours and hence the members need to complete the registration within the next 48 hours. In order to test the document, user can email to the analysis address contained in their registration email or upload through the user account. Results once generated will be mailed to the mail address. Once successful, one can enter into their Dashboard for managing the submissions.*Mr. Manoj Kumar K, Scientist-D (CS) at manoj@inlibnet.ac.in or shodhganga@inlibnet.ac.in from INFLIBNET Centre are the contact persons.*

URKUND is owned and developed by PrioInfo AB. It originated in the academic world. A team of teachers developed the idea of a web-based service that would help them detect and deter plagiarism and URKUND was born in the autumn of 2000. URKUND matches submitted text against material from mainly three different source areas: (i) The Internet (ii) Published material and (iii) Previously submitted student texts (over 11,5 million. June 2014). When the documents arrive at URKUND, they are analyzed against the content of three source areas: the Internet, Published Material and Student Material. When the analyses are finished, the documents and generated reports are forwarded to the teachers. Students can send their documents via e-mail, web upload or LMS to their teachers/professors. With the e-mail option, no software needs to be installed. The result of the analyses and the student documents are forwarded to the teacher's e-mail

address of choice, straight into an LMS or the URKUND web based inbox. URKUND provides easy, straight-forward plagiarism prevention with minimum workload. IQAC may consider taking steps to utilize Urkund in University of Kerala.

Decision: Resolved that a committee with Head, Dept. of Library & Information Science, Deputy Librarian (i/c) of University Library, Director, Computer Centre, Co-ordinator of Central Computing Facility and Dr.Madhu S. Nair, Assistant Professor, Computer Science may be entrusted with the task of studying the matter and proposing action.

Any other matter Admitted by the Chair

The Director reported the status of GIAN projects of MHRD for which Dept. of Computer Science and Dept. of History have given projects. He also informed the status of British Council visiting students. 45 foreign students are joining the University this year through ICCR and the effective steps taken by CGA Director Dr. K. C. Sunny, Assistant Director Dr.Bismi Gopalakrishnan and Section officer of Ac D section Sri. Suresh were brought to the notice of the IQAC.

It was resolved that the next meeting will be in 23rd November 2015.

Director IQAC

Vice-Chancellor

APPENDIX:**A1. Dept. Profile for Academic Audit**

Name of Dept:		
Website of the Dept:		
Names of Permanent Faculty:		
Name of Contract Faculty:		
Guest/Visiting/Emiritus Faculty:		
Programmes offered (other than PhD)	Masters	No. of Applications received No. of seats No. of Females No. of outside state students No. of foreign students
	MPhil	No. of Application attended No. of Seats No. of Females No. of outside state students No. of foreign students
	Others	No. of Application received No. of Seats No. of Females No. of outside state students No. of foreign students

PhD Programme	No. of Guides in the Dept.
	No. of External guides
	No. of FT students
	No. of PT Students
	Total No.(FT+PT):
	No. of females
	No. of students from outside state
	No. of foreign students
	No. of PhDs submitted last year
	No. of PhDs awarded last year
	No. of PhDs awarded in last 3 years/No. of guides
Post Doctoral	No. of Post Doctoral Fellows:
No. of Publications by faculty and/or students	In peer reviewed journals approved by Board of Studies (Nos): In other peer-reviewed journals Conference proceeding Seminar proceedings
Patents, if any, filed/granted	
Library Utilization (Books issued/member)	
No. of funded projects (current)	
Total amount of above	

No. of Consultancy assignments	
Total outlay of the above	
MoU active during the year (name institutions)	
Journals Published by Dept. (Yes/No)? Issues brought out in the year:	
No. of Major syllabus revisions in last 3 years:	
Dept. Brochure given to all students?	
List most important instruments or facilities in the Dept. (indicate if newly acquired)	
No. of PG dissertations approved	
No. of PG dissertations done in external institutions (list institutions)	
No. of MPhil dissertations approved	
No. of MPhil dissertations done in external institutions (list institutions)	
List (briefly in 1-2 sentences) unique/best academic practices (indicate if new).	Please
External electives done by Dept. Students (a) within school (b) outside school	
No. of students qualified the NET/SET/GATE/other competitive exam (specify) during the year	
No. of books/edited books published by the faculty during the year	
No. of conferences /Seminars/ Workshops/ Symposia organized by the dept. during the year	
No. of extension activities conducted	Masters..... MPhil
Students progression (%)	Masters..... MPhil
Any other note-worthy academic activity	

To be appended:

- 1. Question papers of all examinations during last year including internal test and assignment questions.*
- 2. Synopsis of all PhDs awarded last year, Masters dissertation, MPhil dissertation.*

Appendix A2: H4H Brochure R Profile



Safety and First Aid for College Students

College students are a high risk group when it comes to accidents. In 2012, close to two thousand people in the age group 15-29 lost their lives in accidents in Kerala, most of them college students. For every accident leading to a death, there are many more living with lifelong disabilities, physical scars and mental trauma. In addition to the emotional and economical pressure this puts on the family, accidents prevent our youngsters from reaching their full potential, a tragedy for them and the society.

Many of the accidents and consequent deaths could be prevented by basic safety awareness and ability to respond to accidents in a professional manner. Safety awareness, first aid and training on basic life support are integral part of schooling around the world. However, these issues are not yet part of our education system. Consequently students in campuses are not even aware of basic aspects of first aid or emergency life support.

Help for Helpless (H4H), an organization based in North Paravur (Ernakulam) has been working in emergency and trauma response over the past many years. We have come across hundreds of accidents involving college students and most of them ended up in tragedies for the families. It is this involvement which promoted H4H to design training course specially targeting college students. This programme, titled 'Safety and First Aid for College Students' is a specially designed to create awareness on safety risks and provide life skills to deal with emergency situations. The session will cover the following topics;



The session will cover the following topics

1. Typical Safety Risks for students on campus and off campus
2. First Aid for common incidents
3. Basic life support
4. Personnel Protective Equipment
5. Personal contingency planning

The overall session is for 3 hours and includes lectures, case studies and demonstrations. The sessions will be conducted in an interactive manner, including opportunities for participants to get hands own experience. The classes will be taken by a team of experts which include doctors, safety professionals and first responders. There will be a question and answer session in the end.

H4H has already conducted safety and first aid training courses in a number of campuses, including Department of Bioinformatics, Kerala University, Sacred Heart College, Thevara, Ernakulam, Institute of Land and Disaster Management, among others. In 2014, H4H is planning to conduct training courses in at least 50 campuses in Kerala, including major universities, engineering colleges and arts colleges.



HELP FOR HELPLESS

Educational and Charitable Society

H/No - 7/1195(A), Opp. Paravur Taluk Co-Operative Bank
St. Germans Road, North Paravur, Kochi - 683 513, India,
E-Mail: help4helpless@yahoo.com
Website: www.helpforhelpless.com, Helpline: +91 94000 00108

Help for Helpless

H4H owes its origins to community action that took place in Paravur Government Hospital during the Chikan Gunia episode in 2007. As the number of patients needing medical attention increased manifold, the existing systems in the hospital could not cope with the demands. At that point, a number of volunteers from the community came forward to support the doctors in dealing with the situation. This relationship between the doctors and the community volunteers continued even after the epidemic episode was over. The volunteers then started working with the doctors in providing rapid assistance to accident victims as well as looking after patients in the hospital who did not have anybody else to support them socially or financially; hence the name Help for Helpless.

Current Activities

The scope of activities H4H has evolved and expanded significantly in the recent period, primarily from the effort to be flexible in catering to the needs of the community. So while retaining the reactive role of rushing to help accident victims and others who need help, the organization broadened its activities to the following areas:

1. Awareness lessons on road safety
2. Promotion of organ donation
3. Training on Basic Life Support
4. Organizing medical camps

While undertaking ongoing reactive support, such as rescue of accident victims, and organizing planned events, such as medical camps, the H4H Team is fully trained and prepared to respond to major emergencies. During the floods in 2013, the H4H team provided guidance for evacuation and mobilized support to evacuees in the Paravur area.

While the core mission of H4H is to bring assistance and support to the poor and the needy, H4H also consider creating awareness and skills among the youngsters a major part of its mission. We hope creating awareness among the youth will make them act as responsible adults and societal change agents.

The Team

As mentioned previously, H4H is a fully voluntary organization, registered under Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act XII of 1955. The membership consists of doctors, medical students, social activists and volunteers who pool together their skills to deliver maximum support to the community. Currently there are about 100 volunteers in H4H, 30 of them being women.

Funding

So far H4H has been operating based on contribution from the volunteers and well wishers. In 2013, a multi-purpose vehicle was donated to H4H by Prarthana Foundation. All funds received by H4H are accounted for and periodically audited.



Appendix A3: Recent Patents Filed



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

(12) PATENT APPLICATION PUBLICATION	(21) Application No. : 840/DEL/2013
(19) INDIA	
(22) Date of filing of Application :10/04/2013	(43) Publication Date : 12/12/2014 Journal No. - 50/2014
(54) Title of the invention : BIODEGRADABLE, BIOCOMPATIBLE WOUND HEALING COMPOSITON	
(51) International classification :A61K (31) Priority Document No :NA (32) Priority Date :NA (33) Name of priority country :NA (86) International Application No :NA Filing Date :NA (87) International Publication No : NA (61) Patent of Addition to Application Number :NA Filing Date :NA (62) Divisional to Application Number :NA Filing Date :NA	(71)Name of Applicant : 1)DEPARTMENT OF BIOTECHNOLOGY Address of Applicant :BLOCK 2, 7TH FLOOR, C.G.O. COMPLEX, LODI ROAD, NEW DELHI- 110003, INDIA Delhi India 2)UNIVERSITY OF KERALA (72)Name of Inventor : 1)KURUP, G. MURALEEDHARA (India) 2)THOMAS SABU (India) 3)RAUF, ARUN A. (India) 4)SULAIMAN, MOHSIN (India)
(57) Abstract : The present invention provides a Biodegradable, Biocompatible wound healing composition. The further present invention also provides an ointment of biodegradable, biocompatible wound healing composition. The invention also provides of dressing material, bandage, a kit comprising an ointment and bandage or dressing material comprising Biodegradable, Biocompatible wound healing composition	



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

(12) PATENT APPLICATION PUBLICATION	(21) Application No. : 3567/CHE/2015
(19) INDIA	
(22) Date of filing of Application :13/07/2015	(43) Publication Date : 31/07/2015 Journal No. - 31/2015
(54) Title of the invention : SYSTEM AND METHOD TO FACILITATE THE RETRIEVAL OF SEPARATED ENDODONTIC FILES FROM HUMAN ROOT CANALS	
(51) International classification :A61C (31) Priority Document No :NA (32) Priority Date :NA (33) Name of priority country :NA (86) International Application No :NA Filing Date :NA (87) International Publication No : NA (61) Patent of Addition to Application Number:NA Filing Date :NA (62) Divisional to Application Number :NA Filing Date :NA	(71)Name of Applicant : 1)P BINU Address of Applicant :VIJAYSREE, HOUSE NO.42, NPP NAGAR, LANE 2, PEROORKADA P O, THIRUVANANTHAPURAM, Kerala India (72)Name of Inventor : 1)P BINU (India) 2)JOSEPH SAM (India) 3)SMA SHIBLI (India) 4)J N SEBEELAMOL (India)
(57) Abstract : System and method to facilitate the extraction of separated endodontic files from human root canals is disclosed. Said method facilitates the removal of separated NiTi and SS endodontic files trapped inside root canals through electrochemical process, without the removal of radicular dentin. The system comprises of an electrolytic cell created inside the root canal, wherein the trapped file is converted to anode, wherein said system further features a means to periodically check the dimensions of the file as well as means to replenish the electrolyte during the course of the procedure, and remove accumulated byproducts of the dissolution process from said root canal. FIG1	

Appendix A4: Urkund

The screenshot displays the Urkund website interface. At the top, the Urkund logo is visible, followed by a navigation menu with links: HOME, ABOUT URKUND, SERVICES, SUPPORT, STUDENTS, LOGIN, and REGISTRATION. A red box highlights the 'LOGIN' and 'REGISTRATION' links. Below the navigation bar, a central banner features a diagram with 'XML' and 'JSON' in the center, flanked by 'Browser Client Objects' on the left and '.Net Objects' on the right, with arrows indicating data flow. To the left of the banner, a 'DEMO' button is present. Below the banner, a section titled 'Contact information' lists regional offices: Continental Europe, URKUND France, URKUND España, URKUND Nederland, URKUND Belgium, URKUND Deutschland, URKUND Türkiye, URKUND Polska, and Central and South America. To the right of the banner, a text block describes Urkund's functionality: 'Used extensively by academic organizations around the world URKUND is a practical aid in plagiarism control and certifying the authenticity of professional texts. URKUND automatically checks texts against the Internet, archives and databases and reports any similarities and off source track-back in an easy to operate analysis. URKUND is available via the web, via e-mail through integrations with existing platforms such as MS Sharepoint. URKUND helps to improve the quality of education by providing pedagogical support in the writing process and to save time otherwise spent on verifying the contents of written assignments. URKUND can also be integrated into external systems, allowing users of a Learning Management System and other customer specific systems to use URKUND as part of an already familiar environment. The new web service has all the nuts and bolts to make the interaction between partners and URKUND both more modern and flexible. The new web service uses completely different technology and we have therefore in connection with the revamp also improved major parts of both the flow and the logic. Among other things, we move away from e-mail as a means of transmitting documents in favour of a REST-based protocol using XML or JSON over HTTP. URKUND is already integrated with a number of common Learning Management Systems, such as Moodle, Blackboard, Fronter, SharePoint, FutureLearn, Canvas LMS, Blackboard, and others.'



Regional Training Programme on URKUND (An Anti-Plagiarism Detection Tool)

by INFLIBNET Centre
at



<div>Delhi Jawaharlal Nehru University</div> <div></div> <div>21/09/2015</div> <div>Contact</div> <div>Dr. Ramesh C Gaur University Librarian Jawaharlal Nehru University New Delhi - 110067 Phone: +91-11-26742605, 26704551 Fax: +91-11-26741693 Email: regaur@mail.jnu.ac.in</div>	<div>Chennai Anna University</div> <div></div> <div>22/09/2015</div> <div>Contact</div> <div>Dr. G. Krishnamoorthy University Librarian Anna University Chennai - 600025 Mobile: 09444611355 Email: krishnamoorthy.g@annauniv.edu</div>	<div>Kolkata Rabindra Bharati University</div> <div></div> <div>23/09/2015</div> <div>Contact</div> <div>Mr. Sudeep Mitra, Information Scientist Rabindra Bharati University Email: info.scientist@rbu.ac.in Mobile: 09163365919</div>	<div>Ahmedabad Gujarat University</div> <div></div> <div>24/09/2015</div> <div>Contact</div> <div>Dr. Yogesh Parekh Offg. Librarian Gujarat University, Ahmedabad - 380019. Phone: +91-11-26301919 Email: yogeshparekh14@yahoo.com</div>
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in collaboration with
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eGalactic, Pune

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Urkund AntiPlagiarism Software selected by INFLIBNET Centre for Universities

