MINUTES

1st MEETING OF IQAC

Held on 24-04-2018

UNIVERSITY OF KERALA

Minutes of the First Meeting of IQAC, University of Kerala

Date: 24-04-2018   **Time: 3 pm**   **Venue: Syndicate Room**

Members: Present

1. Prof. Gopinath Ravindran, Vice - Chancellor **(Chairman)**
2. Dr. P. M. Radhamany, Convener, Standing Committee of the Syndicate on Academics & Research
3. Sri. K. S. Gopakumar, Convener, Standing Committee of the Syndicate on Departments & Other Institutions of the University
4. Dr. R. Jayachandran, Registrar
5. The Finance Officer
6. Dr. T. S. Anirudhan, Vice -Chairman, Credit and Semester System
7. Dr. Vinod Chandra, Director, Computer Centre
8. Sri. Athul S., Chairman, Departments' Union
9. Sri. Vishnu K. P., Chairman, Researchers' Union
10. Dr. B. Hariharan, Professor, Institute of English
11. Dr. K.G. Gopchandran, Associate Professor & Head, Dept. of Optoelectronics
12. Dr. Joseph Antony, Associate Professor & Head, Dept. of Political Science
13. Dr. S. Mini, Associate Professor & Head, Dept. of Biochemistry
14. Dr. E. Shaji, Assistant Professor, Dept. of Geology
15. Dr. S. R. Sheeja, Assistant Professor of Economics, School of Distance Education
16. Dr. S. Aji, Assistant Professor & Head, Dept. of Computer Science
17. Dr. Gabriel Simon Thattil, Director, IQAC

Members: Absent

1. The Pro - Vice - Chancellor (Vice-Chairman)
2. Sri. Anoop. M. Ambika, CEO & Managing Director, Cognub-Decision Solutions Pvt. Ltd, T4, 7th Floor, Thejaswini Building, Technopark, Thiruvananthapuram
3. Dr. Bivesh U.C., RO & Nodal Officer, RUSA, State Office, Thiruvananthapuram
4. Dr. K.S. Chandrasekhar, Professor & Head, Institute of Management in Kerala

Item No.01.01: Workshop for Renovation of Examination Wing:- In budget speech the committee recommended to authorize the Controller of Examination and, Director, IQAC submit a proposal on the item and place before the next syndicate. The workshop on Renovation of Examination will be conducted on 2nd & 3rd May 2018.

-----*Decision*-----: Resolve to accept the proposal on organizing the workshop on Renovation & Automation of Examination wing. Workshop to be conducted during 2nd and 3rd May 2018.   Prof. C. Raveendranath, Hon'ble Minister of Education to be invited to inaugurate the workshop and involve experts from C-DIT, Kerala Technological University, UST Global and experts from Examination wing of Osmania University, Pune University, Pondicherry University and Mysore University.   The outcome of the workshop would be to form of Student Life Cycle Management System to be presented before next Syndicate meeting of the University.

Item No.01.02: Institution of Eminence: A Presentation before the Empowered Expert Committee for the declaration of Institutions as Institution of Eminence on 7th May 2018 at New Delhi.

-----*Decision*-----: The IQAC Director presented the 10 slides elicited from the report submitted to UGC for identification under Institution of Eminence scheme. The Director reported on the team to make the presentation before the Empowered Executive Committee at New Delhi on 7th May 2018.

Item No.01.03: Budget Implementation Cell: Minutes of the meeting of the Budget Implementation Cell held on 11-04-2018 at 11.30 am – 5.00 pm on Vice-Chancellors Chamber.

Item No.01.03.01: Talent Bank: In Budget speech, the committee recommended to authorize the Director, IQAC to submit a proposal on the item and place before the Standing Committee of the Syndicate on Planning & Development**.**

-----*Decision*-----: With reference to the proposal on the creation of Talent Bank, the same was accepted **(Appendix I).** Resolved to accept the proposal and create a core group of experts to invite suggestions from students, teachers, scholars and other employees. The suggestion would be screened and based on the grading awards would be declared for suggestions with strongest impact on the University in terms of improvements in performance, qualitative change and creation of better standards. The core committee to comprises of the Directors of all schools of the University.

Item No.01.03.02:   Performance Audit: In Budget speech, the committee recommended to authorize the Director, IQAC to submit a proposal on the item and place before the Standing Committee of the Syndicate on Academics & Research.

-----Decision-----: The IQAC Director presented the proposal for performance audit. Members discussed various ways and means through which the performance audit is to be conducted. Resolved to form a committee of experts external to the University involving experienced and renowned members from diverse faculty with administrative experience as well to act as performance auditors. The audit is to be undertaken once in a year based on parameters created by NAAC.

Item No.01.03.03: Marxian Study & Research Centre: In the Budget speech, the committee recommended to authorize the Director, IQAC to submit a proposal on the item and place before the Standing Committee of the Syndicate on Academics & Research.

-----Decision-----: The IQAC resolved to nominate Prof. Joseph Antony, Dept. of Political Science & Member of IQAC to create a proposal and forward the same to be placed before the Standing Committee of the Syndicate on Academics and Research.

Item No.01.03.04: Integrated PG Programme in Science & Humanities: In Budget speech, the committee recommended to authorize the Director, IQAC to submit a proposal on the item and place before the Standing Committee of the Syndicate on Academics & Research.

-----Decision-----: The matter was put forward for discussion and the Chairperson, Hon'ble Vice-Chancellor suggested to include Social Science along with Sciences and Humanities. Thus IQAC resolved to recommend proposals for integrated PG programme in Sciences, Humanities and Social Science. The meeting resolved to nominate the following members to identify the integrated programmes.

Integrated Programme in Science: Dr. S. Mini, Asso. Professor, Dept. of Biochemistry
Integrated Programme in Social Science: Dr. S. R. Sheeja, Asst. Professor of Economics, School of Distance Education
Integrated Programme in Humanities: Dr. B. Hariharan, Professor, Institute of English

Item No.01.03.05: Student Helpdesk @ Senate House Campus: In Budget speech, the committee recommended to authorize the Director, IQAC to submit a proposal on the item and place before the Standing Committee of the Syndicate on Students services.

-----Decision-----: IQAC discussed the issue and it was felt that help desk @ Senate House Campus could be initiated on completion of the Student Amenity Centre and PRO Office functioning under the same. Similarly a help desk could be constituted at an easily accessible and visible point at the Kariavattom Campus. An automated student facilitation centre must be part of the help desk. A proposal on creation of the

desk would be prepared in consultation with the Registrar and Director, Computer Centre.

Item No. 01.03.06. Research Renovation Workshop: In Budget speech, the committee recommended to authorize the Director, IQAC to submit a proposal on the item and place before the Standing Committee of the Syndicate on Academics & Research.

-----*Decision*-----: A 5 day workshop to be organized on research methods and use of packages for analysis and interpretation of data. The workshop would be organized during June 2018. Based on recommendation made by Prof. Joseph Antony it was resolved to hold a one day training programme for research guides as well. Dr. Aji S., Asst. Professor, Department of Computer Science and Dr. K. Satheesh Kumar, Asst. Professor, Department of Future Studies to initiate a detailed proposal and act as coordinators for the workshop to be organized in association with Researchers Union**.**

Item No.01.03.07: Interaction with Eminent Scholars: In Budget speech, the committee recommended to authorize the Director, IQAC in consultation with the Director, Research to submit a proposal on the item and place before the Standing Committee of the Syndicate on Academics & Research. It was also recommended to authorize the Director, Computer Centre to submit a proposal on setting up a Video Conference Hall at Kariavattom and place before the Standing Committee of the Syndicate on Academics & Research.

-----*Decision*-----: Resolved to accept the proposal presented by the Director, a detailed proposal on guidelines for inviting Eminent Scholars and experts and ensuring involvement in the interaction process to be submitted by Prof. T. S. Anirudhan and Dr. Shaji in consultation with Director, Research and Director, Computer Centre (On Video Conference Hall at Kariavattom).

Item No 01.03.08. Publishing of Research Journals: In Budget speech, the committee recommended to authorize the Director, IQAC to submit a proposal on reviving the journals and place before the Standing Committee of the Syndicate on Academics & Research.

-----*Decision*-----: A committee consisting of Prof. K. G. Gopchandran, Dept. of Optoelectronics, Prof. Joseph Antony, Dept. of Political Science to review the existing journals being published by the University and also initiate steps on strengthening publication of quality and reputed journals within the University.

Item No.01.04: Proposal for partnership between Intershala and University of Kerala: Partnership with University of Kerala to help students to find meaningful internship.

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-----*Decision*-----: With regard to the MoU between Intershala and University of Kerala resolved to initiate the same only after further study in this regard.

Item No.01.05: Additional item permitted by the Chair:
- A proposal from Researchers Union to initiate a class on NET coaching n association with IQAC.- proposal accepted. **(APPENDIX II)**
- Resolved to accept the proposal submitted by Dr. Shaji E., Department of Geology on observance of water day. The proposal submitted by Dr. S.Nazeeb, School of Distance Education in water harvesting and recycling to be examined for further action by a committee comprising of Dr. Shaji and faculty members from the Department of Environmental Science.

APPENDIX I

TALENT BANK

Objectives
- Encourage talented students researchers, teachers, employees and administrators to involve in the internal quality building processes
- To ensure greater participation of students and researchers in all university initiatives to show case talent and creativity –academics, cultural activities, sports, EDC, Startups, Intellectual property, learning methods, research applications, live projects
- To initiate awards for contributions made to the university by students researchers, teachers, employees and administrators. The Significant contribution need to be beneficial to the University in strengthening its processes
- Building up a repository for Talent manifested

Budget: *Rs. 20,00,000/-(Rupees Twenty lakh Only)*

APPENDIX II

Date: 24/4/2018

കേരള സർവകലാശാല ഗവേഷകയൂണിയൻ കഴിഞ്ഞ
മൂന്നാനും വർഷങ്ങളായി നിരവധി സാംസ്കാരിക
പരിപാടികളും ഗവേഷകവിദ്യാർത്ഥികളുടെ ഉന്നമനത്തിനായി
നിരവധി അക്കാദമിക് പരിപാടികളും സംഘടിപ്പിക്കുന്നുണ്ട്.
കേരളസർവകലാശാല IQAC-ഉം ആയി ചേർന്ന്
മേയ്-ജൂൺ മാസത്തിൽ UGC-NET എക്സാമിന് മുന്നോടിയായ്
ഒരുമാസം നീണ്ടു നിൽക്കുന്ന പരിശീലന പരിപാടിയും,
ജൂൺ മാസത്തിൽ കോഴ്സ് വർക്ക് ക്ലാസിന മുന്നോടിയായി
Research Methodology two-day workshop-ഉം
ജൂലൈ മാസത്തിൽ Statistical analysis Using SPSS
and R എന്ന വിഷയത്തിൽ 5-day workshop-ഉം
സംഘടിപ്പിക്കാൻ അലോചിക്കുന്നു. ഈ പ്രവർത്തനങ്ങളിൽ
IQAC-യുടെ എല്ലാ വിഭാഗനവും സഹകരണത്തോടും
കൂടി വളരെ വിപുലമായ രീതിയിൽ സംഘടിപ്പിക്കാൻ
അലോചിക്കുന്നു.

വിശ്വസ്തതയോടെ
ചെയർമാൻ

വിഷ്ണു. കെ. പി

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