Minutes of the meeting of IQAC held on 12.01.2023

Venue: Media Centre
Time:10.30 a.m.
Members Present:

1. Prof. M.V Narayanan, Vice Chancellor - Sd/-
2. Prof. K Muthulekshmi, Pro Vice Chancellor - Sd/-
3. Dr. M.B Gopalakrishnan, Registrar - Sd/-
4. Dr. T Mini, IQAC Director - Sd/-
5. Dr. Yamuna K , Professor, Department of Vyakarana - Sd/-
6. Dr. Shanti Nair, Professor, Department of Hindi - Sd/-
7. Dr. Saju T.S, Asso.Professor, Department of Geography - Sd/-
8. Dr. Biju Vincent, Asst. Professor, Department of Sociology - Sd/-
9. Dr. Sheethal S Kumar , Asst. Professor, Department of Sociology - Sd/-
10. Dr. K L Padmadas, Asst. Professor, Department of Sanskrit Sahitya - Sd/-
11. Dr. Nivedita K, Asst. Professor, Department of Comp.Literature - Sd/-
12. Dr. Arun Jaganathan V R , Asst. Professor, Department of Sahitya - Sd/-
13. Dr. Sukhesh K Divakar, Joint Registrar - Sd/-
14. Ms. Athulya Raj, Research Scholar (Sahitya) - Sd/-

Members present in Online

1. Dr .Sathian M, Asso.Professor, Department of Sahitya, RC Tirur
2. Dr. Pushpadasan Kuniyil, Asso.Professor, RC Koyilandy
3. Dr. G Chandravadana, Asst.Professor, RC Ettumanoor
4. Dr. P V Omana, Asst. Professor, RC Thiruvananthapuram
5. Dr. Sangeetha Thiruval P P, Asst. Professor, RC Thuravoor
6. Dr. Tolin, CEO Tolin Tyres

Dr. T Mini, Director IQAC welcomed the members to the committee. The Hon'ble Vice Chancellor chaired the meeting and also made introductory remarks.The Director presented the agenda one by one and decisions were made as follows.

Agenda 1
Status Report on the activities of Sub Committees

a) **Sub Committee on NIRF**

Dr. Biju Vincent, Asst. Professor, Department of Sociology reported the status of NIRF Sub Committee

b) Sub Committee on Research & Development

Dr. Muthulekshmi Pro Vice Chancellor and Covener, R&D Cell explained the proposed activities of R&D cell like Writing workshop for Research scholars, Research scholars Conclave etc..

c) Subcommittee on Institutional & International Collaboration

In the absence of the Sub Committee Convener, Dr. Abhilash M the AR (IQAC) reported the status of MoU With Groningen University, Netherlands.

d) Sub Committee on Induction Programme

Dr. Padmadas K L, Asst. Professor & Coordinator PG Induction programme reported that the PG induction programme was effective and received positive responses from students in this regard. He also reported the status of uploading Samavedha chanting in cloud storage systems and the difficulties facing.

Committee reviewed the reports of various Sub Committees and following decisions were taken

1. To implement the OBTLE scheme in PhD Course work from the next academic year onwards and also recommended to reconstitute the committee formed for implementing OBTLE in PhD vide U.O No. Acd.B1/15732/SSUS/2021 dated 07.12.2021 by incorporating the following persons recommended by the R&D Cell.
    a. Dr. Sajitha K R, Professor, Dept. of Malayalam
    b. Dr. Susan Thomas, Professor, Dept. of History
    c. Dr. K Sreelatha K , Professor, Dept.of Hindi

2. To convene the meeting of the subcommittee for Institutional and International Collaboration urgently to finalize the draft regulation for International Collaboration. Dr. Reshma Bharadwaj, Asst. Prof. Dept Of Social Work, who was entrusted with framing the regulation for International collaboration/Institutional affairs shall submit the draft regulations on that meeting. The Sub Committee shall also be entrusted with framing model MoUs separately for International & National Collaboration
3. The meeting noted the merging of IQAC Sub Committee constituted for publication with the University level publication committee and decided that publication committee shall ensure that the articles/research papers published in UGC-CARE listed journals of the university shall be properly peer reviewed and also ensure that the subscription/ sale proceeds are in proper.

4. On the basis of the status report presented by Dr. Padmadas K L. the IQAC recommended to provide the fund required for the digitalization and uploading of Samaveda chanting from the Head of A/c 9246-01-(Video repository) earmarked in the current year's budget under plan head.

Agenda 2

Review of the decisions in the last meeting

Consultancy & training

The committee noted the report regarding the activities of SSUS C-MACH and decided to explore the possibilities of industry linkage to offer consultancy projects in Mural, Painting, Sculpture etc. The Committee also decided to direct the HoDs to initiate consultancy activities from all Departments and proposed to share 50% of the net revenue generated from consultancy activities for the developmental activities of that Department.

Agenda 3

Intellectual Property Rights

The Committee resolved to approve the proposal submitted by the Director, IQAC and to apply for Intellectual Property Rights (IPR) for original works of the University.

Agenda 4

DPR preparation for Centre of Excellence

The meeting discussed the scope of Centre of Excellence and in view of the stand of KSHEC in the proposal of Centre of Excellences, the IQAC decided to keep the matter in abeyance. Also explore the possibility of including proposals for the Centre of Excellence as part of Institutional Development Plan (IDP) of the University.

Agenda 5

Framing of Admission Manual

Resolved to constitute a committee with the following members to frame the Admission Manual. The Admission manual shall be prepared within one month.

1. Dr. Yamuna K, Professor, Sanskrit Vyakarana - Convener
2. Dr. Shanti Nair, Professor, Hindi - Member
3. Dr. Sajitha K R, Professor, Malayalam - Member
4. Dr. Manju Gopal, Asso. Professor, Music - Member
5. Dr. Biju Vincent, Asst. Professor, Sociology - Member

6. Smt. Sreeja M, Deputy Registrar(Acd & Exam) - Member
7. Smt. Rachel P.D, P S to PVC - Member Secretary
8. Sri. Muhamed Haris H, Assistant Registrar - Member
9. Sri , Prasad T S, Section Officer, Finance & Accounts - Member
10. Sri. Ahammed Kutty P P ,Section Officer(Acd B) -Member
11. Sri.Sam kumar P.B, Section Officer (Acd A) - Member
12. Sri. Sunil M, Senior Programmer - Member
13. Sri. Rahul V Nair, Sr. Grade Asst., IQAC - Member

Agenda 6

Separate NIRF Ranking for Language Universities

It is resolved to send a letter to NIRF authorities, requesting a separate ranking framework should be developed for language institutions in India by ensuring that these HEI shall also be part of General University framework and Overall ranking framework.

Agenda 7

Online Programmes/Short term courses

The IQAC recommended to provide a workshop to faculty members who have submitted proposals for starting online Short term/Certificate programmes. The committee also decided to use the Studio Facilities of other universities for developing online courses as setting up of studio facilities in the University takes time.

With regard to the offline certificate/short programmes, the committee resolved to restart the dorment programmes in the next academic year itself and also decided to direct the Academic B section to complete the procedures on the fresh proposals received from Departments/Teachers,so as to start the Courses/Programmes in the next academic year.

Agenda 8

AQAR 2021-22, Best Practice

Resolved to consider IQAC data collection software developed by the University as the best practices during the year 2021-2022.

Agenda 9

Faculty/Staff Training 2022-23

Resolved to provide training to regular faculty members during the first week of february 2023 on the topics NIRF,Online teaching,OBTLE etc. Also Decided to provide training to Administrative staff before March 2023.

Agenda 10

Updation of University Website

Decided to update the existing website urgently and also resolved to explore the possibility of developing a new dynamic and user friendly website**.**

The meeting came to an end at 1.30 p.m.

Sd/-
Vice Chancellor