



KANNUR UNIVERSITY

Internal Quality Assurance Cell

Minutes of the meeting of the Vice Chancellor, Registrar, IQAC Director, Teacher Members of the IQAC and the Conveners of the sub committees of the IQAC, held on 25.09.2020.

Present

1. Prof.Gopinath Ravindran (Vice Chancellor), Chairman, IQAC.
2. Sri. Mohammed E.V.P, Registrar (i/c)
3. Dr. Sabu A, Director, IQAC (Asso. Prof., Dept.of Biotechnology & Microbiology)
4. Dr. Joby K Jose (Asso. Prof., Dept. of Statistical Sciences)
5. Dr. Soorej. M. Basheer (Asso. Professor, Dept. of Molecular Biology)
6. Dr. Seetha Kakkoth (Asst. Prof., Dept. of Rural & Tribal Sociology)
7. Dr. Kunhammad K.K, (Asst. Prof., Dept. of Studies in English)
8. Dr. Muraleedharan T.K, Associate Professor, Dept. Mathematical Sciences.
9. Dr. B. Bindu, Associate Professor, Dept. of Anthropology
10. Dr. Gangadharan K, Professor, Dept. of Economics
11. Dr. Faisal U, Asso. Prof., Dept. of Management Studies
12. Dr. Wilson.V.A (Asst. Prof., School of Physical Education)
13. Dr. C. Sadasivan, Prof., Dept. of Biotechnology & Microbiology
14. Dr. Anil Ramachandran, Asso. Professor, School of Physical Education
15. Dr. Baiju K V, Asst. Prof., Dept. of Chemistry
16. Dr. Sunilkumar R.K, Asst. Prof., Dept. of Information Technology

Decisions/Suggestions.

1. At the outset, the Registrar reported the actions taken on the decisions of the meetings held on 17th and 18th Sept. 2020.
2. As per the decision of the previous meeting, the Conveners of the subcommittees spoke on the actions initiated by them.
3. Dr. Joby (Director, Research), the convener of the subcommittee for the criterion III (Research, Innovations and Extension) suggested to include the Asst. Registrar, Research Directorate in the subcommittee. The name of Dr. Prasad P. K., Member, Syndicate was included in this subcommittee by mistake and it is to be corrected as Dr. Prasad T. K., Associate Professor, Dept. of Geography.
4. Dr. Anil Ramachandran, Convener of the subcommittee for the criterion IV (Infrastructure and Learning Resources) suggested to collect the data on the existing infrastructure and the infrastructure to be updated.
5. Dr. Soorej M Basheer, Convener of the subcommittee for the criterion V (Student Support and Progression) suggested to include the Chairperson of the Students Union or a representative in the subcommittee and it was decided to seek the name from the Students Union. Further,

it was suggested to initiate action to formulate a common structure for the alumni associations and register alumni associations. It was also suggested that the HoDs shall keep accurate data on scholarships awarded to students.

6. Dr. Faisal U, Convener for the subcommittee for the criterion VI (Governance, Leadership and Management) suggested to include the following in the subcommittee
 - a. Dr.Sanal Sankar , Department of IT
 - b. Dr. S. Gregory, Prof. (Rtd.), Department of Anthropology
 - c. Mr. Zenith. O, Assistant, office of the Registrar
7. Dr. Seetha Kakkoth, Convener of the subcommittee for the criterion VII (Institutional Values and Best Practices) suggested to include more members in the committee. It was decided to include the following in the committee.
 - a. Dr. Anu Augustine, Department of Biotechnology and Microbiology
 - b. Dr. Sony Augustine, Department of English
 - c. Dr. Manoj. K, Department of Environmental Studies.

For the collection of data related to the criterion, the committee is to design a form and make it available to the Director, IT.

8. Dr. Bindu, Convenor of the subcommittee for coordinating the activities of maintenance and beautification of campuses suggested to include an official from the Finance Branch in the committee. It was also suggested to initiate action for allocating fund for the purpose. The committee is to submit a schedule and project proposal of the works to be done on various campuses.
9. Dr. Baiju K. V., Convener of the subcommittee for Bibliometrics related activities suggested to include more members in the committee. It was decided to include the following in the committee.
 - a. Dr. Shima P. D., Department of Chemistry
 - b. Dr. Manoj K., Department of Environmental Sciences
 - c. Dr. Arun B., Department of Biotechnology and Microbiology
10. Dr. Gangadharan, member, IQAC put forward the need for formulating/revamping policies of the University on various things related to research. It was also suggested to circulate the policy documents to the stake holders. Further, it was suggested to form a Research Ethical Committee for the University as a whole.
11. Decided to collect all data for the IQAC electronically (through google forms) through HoDs.
12. Decided to send communication to the stakeholders with regard to the collection of feedback data through appropriate channels.
13. Decided to modify the AQAR 2018-19 and submit to NAAC while reporting to Syndicate.
14. The subcommittee for the criterion IV (Infrastructure and Learning Resources) is to initiate immediate action for setting up Health Centres on each campus.
15. Decided to conduct academic and administrative auditing. Director, IQAC is to submit a fresh list of 2 or 3 faculty wise experts for the purpose of academic audit and the names of 2 experts for the administrative audit.
16. Decided to introduce the program **Earn while You Learn** suggested by Dr. Anil Ramachandran as a best practice especially for the research scholars with no or lesser amount

of fellowship by assigning them duty in libraries and laboratories.

17. Director, IT reported about the new website design and announced that it will be ready for launch by the second week of October 2020.
18. Decided to give direction for registration of alumni association.
19. Dr. K Gangadharan suggested to institute University Postdoctoral Fellowships and the meeting accepted the suggestion and decided to institute Postdoctoral Fellowships for the University Departments.

Sd/-

VICE CHANCELLOR