

Actions Taken on the Minutes of the IQAC meeting on 06.01.2021		
Sl. No.	Decision	Action
1	Decided to complete the submission of AQAR 2019-20 by the end of January 2021. Prof. Sabu A., Director, IQAC is entrusted with the task.	The AQAR 2019-20 was approved by the Syndicate on 16.02.2021. Preparation for submission is in progress.
2	Head, Department of Anthropology is to revise the SAP-II project to get the fund released from the UGC. Proposal with regard to this is to be placed before the next meeting of the Syndicate.	Revision of proposal for resubmission of SAP II, as per the revised guidelines in this regard, is in progress.
3	Prof. Anoop K., Department of Biotechnology and Microbiology, is to submit the proposal for DBT BUILDER program before 31.01.2021.	Proposal submitted.
4	All HoDs are required to follow directions from the IQAC for submission of project proposals to various funding agencies.	Minutes sent to all HoDs with a request to comply.
5	Dr. Kunhammad K. K., Dept. of English is to submit the final report on revised guidelines for admission to Kannur University academic programmes before 20.01.2021.	Final Report submitted on 19.01.2021. The report has been circulated to the members of IQAC.
6	All members of the subcommittees of the IQAC are directed to attend the meetings of the respective committees without fail.	Minutes sent to all committee convenors with a request to comply.

7	Budget allocation from <i>Haritha Keralam</i> will be utilized for initiating campus beautification program.	Action for campus beautification is in progress. Fund is being released from <i>Haritha Keralam</i> scheme.
8	Common design for sign boards will be placed in the next meeting of the IQAC. Dr. Anil Ramachandran is to report in the next meeting.	Design prepared and circulated to Heads of the Departments / Course Directors / Asst. Directors and Campus Directors.
9	Decided to place the proposed works in connection with the NAAC Peer Team visit to the next meeting of the Syndicate. After approval, the works will be executed by the University.	Proposal approved by the Syndicate on 19.01.2021.
10	Installation of CCTV cameras is to be completed before the next meeting of the IQAC. Proposal for the same shall be vetted by Director, IT cell.	Tender documents have been handed over to Director, IT for technical evaluation.
11	Decided to sanction Rs 5000/- to all departments with a scope for campus placement for the preparation of placement brochure.	Amount sanctioned to the 17 Teaching Departments / Centres proposed by the Coordinator, Career Guidance and Placement Cell. The Coordinator has requested the Heads of the Departments / Course Directors / Asst. Directors concerned to initiate action to prepare the brochure.
12	Decided to sign MoU with North Malabar Chamber of Commerce and Industry on 08.01.2021.	MoU signed.
13	Decided to submit the draft rules/guidelines for the alumni association before 15.01.2021 and to register the Alumni Association on or before 31.01.2021.	Draft of the Bye-Law has been prepared and circulated to the members of IQAC.

14	Deputy Librarian is to submit a report on orientation programme on e-resources.	Orientation programme conducted and reported.
15	All academic documents prepared by the departments are to be checked for plagiarism by the HoD concerned.	Minutes sent to all HoDs with a request to comply.
16	Decided to launch the new website of the University by 01.02.2021.	Security auditing of the Website is in progress.
17	Registrar will write to all HoDs to collect a list of accumulated e-wastes from all departments.	Letter sent.
18	Decided to reallocate required furniture to the Dept. of Physics before 10.01.2021.	Re allocated.
19	Activities related to the publication of journals are to be finalized by 15.01.2021.	Proposal for the publication of Journals have been submitted.
20	Prof. Sadasivan, Dept. of Biotechnology & Microbiology is to take steps to restructure the Intellectual Property Rights (IPR) Cell.	IPR Cell reconstituted.
21	Campus Directors are to submit requirement for fire extinguishers, water purifiers/dispensers, napkin vending machines and incinerators within two days.	Submitted.
22	Minutes is approved for implementation.	

Sd/-

Director, IQAC.