



KANNUR UNIVERSITY

Internal Quality Assurance Cell

Minutes of the online meeting of the IQAC held on 07/12/2020

Members present

1. Prof.Gopinath Ravindran (Vice Chancellor), Chairman, IQAC.
2. Registrar (i/c).
3. Director, Research Directorate.
4. Director, IT Cell
5. DSS
6. Development Officer.
7. Dr. K. Gangadharan, (Prof), Department of Economics.
8. Dr. Kunhammad. K.K (Asst. Prof), Department of English.
9. Dr. B. Bindu, (Asso.Prof), Department of Anthropology
10. Dr. Baiju. K.V, (Asst.Prof), Department of Chemistry
11. Dr. U. Faisal, (Asso.Prof), Department of Management Studies
12. Dr. Muraleedharan.T.K,(Asso.Prof),Department of Mathematical Sciences
13. Dr.N Sajan, Cunsultant-Colleges
14. Dr. Sabu A, Director, IQAC, (Prof.), Department of Biotechnology & Microbiology.

Also Present

15. Dr. T.P. Ashraf, Member, Syndicate.
16. Sri. Pramod Kumar. K.V, Member, Syndicate.
17. Dr.Anil. R, (Asst.Prof), School of Physical Education and Sports Sciences.
18. Dr. Soorej. M. Basheer,(Asso.Prof), Department of Molecular Biology.
19. Dr. Seetha Kakkoth, (Asst.Prof), Department of Rural & Tribal Sociology.
20. Dr. C. Sadasivan, (Prof.), Department of Biotechnology & Microbiology.
21. Sri. Anish Kumar K.P (Asst. Prof), Department of Management Studies.
22. Sri. Hareendran. P (Asst. Prof), Department of Rural & Tribal Sociology.
23. Dr.Rajesh B, (Asst. Prof), Department of Kannada.
24. Sri.Vinod K, (Asst. Engineer).
25. Smt.Priya T K, (Deputy Librarian).

Decisions

1. Decided to recommend the purchase of Rosetta and Grammarly Softwares to give language training.
2. Decided to send reminders regarding permission for signing MoU to the Principal Secretary, Dept. of Higher Education by 08.12.2020.
3. Dr. P K Prasad to update IQAC regarding signing of MoU with Oregon State University.
4. The draft report prepared by the committee to prepare suggestions regarding admission to various academic programmes of Kannur University is to be revised within one week.
5. Decided to remind HoDs for submission of data for AQAR on or before 09.12.20 and report compliance to Vice Chancellor by email.
6. All the teachers who have not submitted feedback are to be directed by the HoDs concerned to submit the same by 08.12.2020.
7. Registrar to seek explanation from Dr. Mahendrakumar, Asso. Professor, Dept. of Anthropology and Dr. T. V. Ramakrishnan, Asso. Professor, Dept. of Mathematical Sciences for not accepting the department level IQAC coordinatorship.
8. Decided that Registrar will submit the requirement of cleaning staff and work schedule of activities before 10.12.2020.
9. Decided to make arrangements for installing biogas plants on all campuses. Dr. Sabu A., Director, IQAC, Dr. Rajesh B., Dept. of Kannada and Dr. Soorej M Basheer will facilitate the process. Dr. Sabu A. will submit proposal before 15.12.2020.
10. Decided to initiate the e resources orientation programme on 12.12.2020.
11. Decided to nominate Dr. Shima P. D., Asst. Professor, Dept. of Chemistry as the Nodal Officer for GATI programme of DST.
12. Decided to constitute a committee to join Unnat Bharath Abhiyan with Dr. Jayapal G., Asso. Professor, Dept. of Geography as convenor and Dr. Hareendran P., Asst. Professor, Dept. of Rural & Tribal Sociology and Smt. Nisa James, Asst. Professor, Dept. of Management Studies as members. Dr. Jayapal G. will submit the proposal to IQAC by 17.12.2020.
13. Decided to form a task force for submitting data for NIRF ranking under the Convenorship of Dr. Soorej M Basheer, Dept. of Molecular Biology with Dr. Sadasivan C., Dept. of Biotechnology & Microbiology, IQAC Director, Director of Research, Dr. Baiju K. V., Dept. of Chemistry, Development Officer and Dr. Sreebitha P. V. as members. Dr. Soorej M Basheer will submit the report in the next IQAC meeting.
14. Decided to convene a meeting of the Campus Directors on 11.12.2020.
15. Decided to constitute a committee for content preparation and updating of IQAC website under the convenorship of Dr. Sebastian George, Dept. of Statistical Sciences with Dr. Ajees A. P., Dept. of Information Technology and Dr. Sony Augustine, Dept. of English as members.

16. Finance Officer will prepare a revised procedure for spending Permanent Advance (PA) in a most flexible manner.
17. Decided to sanction advance to HoDs and Campus Directors for repair and maintenance activities after the proposals are cleared by the IQAC.
18. Decided to entrust the Controller of Examinations to give a report on waste / used answer scripts on various campuses and schedule for removal before 15.12.2020.
19. Registrar to take steps for the disposal of e waste including unused equipment. HoDs to prepare a list of computers and peripherals to be disposed with details of procurement and present status by 15.12.2020.
20. Decided to reallocate the surplus furniture accumulated on different campuses by convening a meeting of the departments concerned.
21. Proposals are to be prepared for establishing wood workshop for the Dept. of Wood Technology and recording studio for the Dept. of Mass Communication & Journalism.
22. Decided to start journals in Life Sciences, Human Sciences, Sports Sciences and English. Editors are directed to submit detailed proposals with names and details of editorial board members.
23. Decided to revise the draft of the Handbook on Code of Conduct.
24. Decided to go for centralised purchase of fire extinguishers, water dispensers, CCTV cameras, napkin vending machines and incinerators etc.
25. DSS to expedite the steps for registration of Alumni Association in consultation with HoDs and complete the formalities within one month.
27. Next meeting of the IQAC will be on 28.12.2020 at 2 pm.
28. The minutes is approved.

Sd/-

Vice Chancellor.