



KANNUR UNIVERSITY

Internal Quality Assurance Cell

Minutes of the meeting of the IQAC, held on 27/07/2022 at 10.30 am in the Conference Hall 2, Students Amenity Centre, Thavakkara.

Members present

1. Prof. Gopinath Ravindran (Vice Chancellor), Chairperson, IQAC (Sd/-)
2. Prof. Sabu A., (Pro Vice Chancellor), Director, IQAC (Sd/-)
3. Prof. Joby K. Jose, Registrar (i/c) (Sd/-)
4. Dr. Seetha Kakkoth, Assistant Professor, Department of Rural & Tribal Sociology (Sd/-)
5. Dr. Nafeesa Baby T. P., Director of Student Services (Sd/-)
6. Dr. Muraleedharan T. K., Asso. Prof. & Head, Department of Mathematical Sciences (Sd/-)
7. Prof. Anil Ramachandran, Director, Research & Development Cell (Sd/-)
8. Prof. Anup K., Department of Biotechnology & Microbiology (Sd/-)
9. Dr. Soorej M. Basheer, Associate Professor, Department of Molecular Biology (Sd/-)
10. Dr. Sony Augustine, Assistant Professor, Department of Studies in English (Sd/-)
11. Dr. M. K. Radhakrishnan, Development Officer (Sd/-)
12. Dr. Sunil Kumar R. K., Director, I T (Sd/-)
13. Smt. Priya T. K., Deputy Librarian (i/c) (Sd/-)

Also Present

14. Dr. Sreebitha P. V., Associate Professor & Head, Department of Studies in English (Sd/-)
15. Dr. Reeja V., Associate Professor & Head, Department of Malayalam (Sd/-)
16. Prof. Bindu B., Department of Anthropology (Sd/-)
17. Prof. Mini N., Professor & Head, Department of Music (Sd/-)
18. Sri. Hareendran P., Assistant Professor & Head, Dept. of Rural & Tribal Sociology (Sd/-)
19. Dr. Preethi K., Associate Professor & Head Department of Hindi (Sd/-)
20. Prof. Prasadana P. K., Prof. & Head, Department of Zoology (Sd/-)
21. Dr. Pradeepan Periyat, Associate Professor & Head, Department of Environmental Studies (Sd/-)
22. Dr. Ganesh Gopal T. M., Asst. Prof. & Head, Department of Wood Science & Technology (Sd/-)
23. Dr. Manoj K., HoD (i/c), School of Behavioral Sciences (Sd/-)

24. Prof. Sudheesh S., Prof. & Head, Department of Chemistry	(Sd/-)
25. Sri. Vidhu Sekhar P., Asst. Director, Centre for Management Studies, Mangattuparamba	(Sd/-)
26. Ms. Drisya M. Assistant Professor (On contract), Department of Statistical Sciences.	(Sd/-)
27. Dr. Sheena Shukkur, Asst. Prof. & Head, School of Legal Studies	(Sd/-)
28. Dr. Abdul Majeed K. C. Asso. Prof. & Head, Department of Library & Information Science	(Sd/-)
29. Ms. M. Shyja Karunakaran, Asst. Director, Centre for MBA, Nileswaram	(Sd/-)
30. Dr. V. Shaharban, Associate Professor & Head, Department of Economics	(Sd/-)
31. Dr. M. S. Mahendrakumar, Asso. Prof. & Head, Department of Anthropology	(Sd/-)
32. Dr. T. K. Prasad, Asso. Prof. & Head, Department of Geography	(Sd/-)
33. Dr. M. Jayachandran, Assistant Professor & Head, School of Pedagogical Sciences	(Sd/-)
34. Dr. N. S. Sreekanth, Associate Professor & Head, Department of IT	(Sd/-)
35. Dr. K. M. Nissamudeen, Associate Professor & Head Department of Physics	(Sd/-)
36. Sri. Madhusoodhan K. V., Deputy Registrar, IQAC	(Sd/-)

Decisions.

1. Decided that all the teaching departments shall offer Open Elective Courses, compulsorily in the 3rd semester.
2. Decided to make Open Elective Courses from other departments compulsory for all students.
3. Classes for Open Elective Courses shall be conducted on Tuesdays and Thursdays.
4. A review of all the aspects regarding the conduct of Open Elective Courses shall be made after each semester examination.
5. Sri. Karthikeyan P., Asst. Professor, Dept. of Management Studies is entrusted with the preparation of the guidelines for the conduct of Open Elective Courses.
6. A committee shall be constituted to monitor the conduct of Open Elective Courses with Sri. Karthikeyan P. as convener.
7. Heads of the Departments/Course Directors/Asst. Directors are to go through the NAAC Peer Team Report (2021), Peer Team Metric Wise Report (2021) and NAAC Accreditation Grade Sheet (2021), which are available on KU Website and submit suggestions and recommendations for improvement to the IQAC at the earliest. Further, weekly meetings are to be held in the Departments/Centres to discuss and review the progress of criteria wise activities.
8. Decided to initiate steps to increase the number of intake of students in the teaching departments/centres.
9. Decided to initiate steps to start more number of Integrated Programs in the teaching departments.
10. Decided to institute awards for the best teachers. Further decided to formulate criteria for the selection for awards.

11. All teaching departments/centres shall organize 2 workshops and 1 national/international conference annually. Remuneration to the Resource Persons will be provided by the University.
12. Decided to issue notification inviting applications under the Earn While You Learn Scheme.
13. Teaching departments/centres shall initiate steps to apply for the schemes/projects by the Dept. of Science & Technology regarding carbon neutral programs.
14. Decided to submit proposals under the *Pradhan Mantri Jan Vikas Karyakram*.
15. Decided to prepare a campus oriented plan for each campus in addition to the present Institutional Development Plan.
16. Decided to conduct the evaluation of the teaching departments/centres in terms of academic and research related activities. A schedule is to be prepared in this regard. The Heads of the Departments/Course Directors/Asst. Directors shall prepare a presentation of 15 minute duration on the progress of the department/centre in the area and future plan of actions.
17. The HoDs of the Dept. of Biotechnology & Microbiology and the Dept. of Anthropology shall accelerate steps for the settlement of the fund received under the FIST scheme and the UGC-SAP scheme respectively.
18. Decided to appoint one assistant for the office of the Campus Director, Mananthavady Campus. Further decided to appoint assistants in the departments/campuses where the absence/shortage of assistants is affecting the functioning of the offices.
19. Branches concerned shall speed up the steps to settle the advances sanctioned/reimburse the amount spent by the Heads of the Departments/Course Directors/Asst. Directors in connection with the NAAC Peer Team Visit.
20. Steps for the appointment of teachers on contract basis shall be accelerated and the process shall be completed at the earliest.
21. Decided to speed up the process for starting Value Added Courses.
22. Teaching Departments shall submit proposals for the appointment of Emeritus Professors.
23. Decided to take steps to provide financial support for the publication of research papers in reputed open access journals.
24. DSS shall accelerate the activities for the conduct of the Global Alumni Meet so that the event is not delayed further.
25. Research & Development Cell shall take immediate steps to award Post Doctoral Fellowships using unutilized fund. Necessary amendments to the Regulations in this regard shall be made to the effect that the designation of the guide/supervisor need not be insisted.
26. The Director, Research & Development Cell and the Deputy Librarian shall prepare and submit a proposal to employ the freshly passed out students in the University and the same shall be placed in the next meeting of the IQAC.
27. Campus Directors shall submit a report to the Registrar regarding the biogas plants installed on each campus.
28. Heads of the Departments shall submit nominations of meritorious candidates who can be given admission under the Student Adoption Scheme (SAS).

29. The first issue of the Journal in Physical/Chemical Sciences shall be published by Jan. 2023.
30. The second issue of the following journals shall be published by the end of August, 2022.
 - i) Journal in Life Sciences
 - ii) Journal in Sports Sciences
31. Decided that all the academic programs like seminars, workshops etc. conducted by the teaching departments and centres/University shall be recorded and uploaded on the official YouTube channel of the University. Dr. Muraleedharan T. K., Dept. of Mathematical Sciences is entrusted to coordinate the activities in this regard.
32. Decided to conduct the convocation in November-December 2022.
33. Decided to entrust Dr. T. K. Prasad, Dept. of Geography and the Public Relations Officer with the job of documentation of workshops, visiting faculty programs and the public lecture program conducted by the teaching departments/centres, the Research & Development Cell and the Career Guidance & Placement Cell in association with the IQAC.
34. Decided to revise the Consultancy Projects Policy of Kannur University. Dr. Anil Ramachandran, Director, Research & Development Cell is entrusted with the job.
35. Decided to collect feedback from students on Outcome Based Education (OBE).
36. Dr. Soorej M. Basheer, Nodal Officer, NIRF Committee reported the performance of the University in the NIRF Ranking 2022. Kannur University has secured a place in the rank band of 150-200 in the 2022 ranking. The meeting congratulated the NIRF Committee for the timely collection and submission of data for ranking.

(Sd/-)
Vice Chancellor.