

**Minutes of the Online meeting of Internal quality Assurance Cell (IQAC)**  
**held on 28.04.2022 at 2PM**

Members Present:

1. Dr. M V Narayanan, Vice Chancellor - Sd/-
2. Dr. M B Gopalakrishnan, Registrar - Sd/-
3. Sri Sunilkumar S, Finance Officer - Sd/-
4. Dr. Mini T, Director, IQAC - sd/-
5. Smt. Sarada Mohan Member, District Panchayat - Sd/-
6. Dr. M.S Muraleedharanpillai, Director Pl&D - Sd/-
7. Dr. Sheeba K M, HoD, Dept. History - Sd/-
8. Dr. Yamuna K, HoD, Dept. of Sanskrit Vyakarana - Sd/-
9. Dr. Saju T S, HoD, Dept of Geography - Sd/-
10. Dr. Biju Vincent, HoD, Dept of Sociology - Sd/-
11. Dr. K Muthulekshmi, Professor, MC-Kalady - Sd/-
12. Dr. Reshma Bharadwaj, Asst Prof, MC- Kalady - Sd/-
13. Dr. Sathian M, Associate Professor, MC- Kalady - Sd/-
14. Dr. Ninitha R, Assistant Professor, MC-Kalady - Sd/-
15. Dr. Sangeetha Thiruvall P P, Asst. Prof, RC- Thuravoor - Sd/-
16. Dr. Niveditha K, Asst Prof, MC- Kalady - Sd/-
17. Dr. Arun Jaganathan V R, Asst Prof, MC- Kalady - Sd/-
18. Dr. Padmadas K L, Asst Prof, MC- Kalady - Sd/-
19. Dr. Sujeesh G, Research Scholar - Sd/-
20. Dr. Athulya Raj, Student Representative - Sd/-

And the members present through online mode

1. Dr. Sasidharan, Syndicate Member
2. Dr. E Dinesan, Director, Kerala State Archeology Department
3. Dr. Herman P J, Asso Professor, MC- Kalady
4. Dr. Pushpadasan Kuniyil, Asso. Professor & CD, RC- Koyilandy
5. Dr. G Chandravada, Asst. Professor & CD, RC- Ettumanoor
6. Dr. Omana P.V, Asso. Professor, RC, Thiruvananthapuram
7. Dr. Anitha A, Asst. Professor, RC Payyannur
8. Dr. Santi Nair, Professor, MC- Kalady
9. Dr. Sridevi, Asst. Professor, RC Tirur
10. Sri. Suresh K Divakar, JR (Admin)

The meeting began at 2pm and Dr. T Mini, Director, IQAC welcomed the members to the meeting. Dr M .V Narayanan, who took charge as Vice Chancellor w.e.f 08.03.2022, appreciated the University community and IQAC for obtaining A+ grade during the second cycle of reaccreditation, and requested the IQAC to take steps ahead for a better future of the University.

The Vice Chancellor reminded IQAC to

- focus on Research & Publication, which are now the weaker areas as per NAAC report
- act as umbrella of all Academic Bodies
- monitor & coordinate all academic activities and document the same
- monitor the issuance of news letter with emphasis on academic contributions
- frame subcommittees for each specified works allotted to IQAC

### **Agenda Item no 1:**

The committee discussed the NAAC Peer Team recommendations and resolved to implement the recommendations which are acceptable and suitable to the University and frame plan of action for the same . It was resolved to constitute the following sub committees to work in support with IQAC with the following faculty members as conveners.

1. Curriculum revision - Dr Ninitha R, Assistant Professor
2. Research & Development- Dr K Muthulekshmi, Professor
3. Publication - Dr Nivedita K, Assistant Professor
4. Induction Programme - Dr Reshma Bharadwaj, Assistant Professor

Dr Nidheesh Kannan –Coordinator for UG Induction Programme

Dr Padmadas L- Coordinator for PG Induction Programme

( Separate committees are to be constituted in regional campuses at the time of conduct of Induction Programmes)

5. Green Initiatives - Enquired the present status of the existing committee and resolved to reconstitute the existing committee.
6. NIRF - Dr Biju Vincent, Assistant Professor
7. Institutional Collaboration - Dr Abhilash M, Assistant Professor
8. Regulations for International Collaboration – Dr Reshma Bharadwaj,

Asst. Professor

(Formation of an International Affairs section )

## **Agenda Item no 2:**

IQAC has cooperated well in commencing the project “Institutional Development Plan” and resolved to compile the suggestions from all departments and regional campuses. –Decided to include Dr Reshma Bhardwaj in the core committee of IDP. The plan of action should be framed based on this compilation. The committee also resolved to conduct a meeting of all teachers with IDP core committee members on third week of June 2022.

## **Agenda item No.3**

Resolved to introduce Digital Humanities and Academic writing centre as best practices. Also resolved to authorize Dr Sheethal S Kumar, Assistant Professor, Dept. of Sociology as coordinator for the best practice Academic writing centre.

## **Agenda Item no 4:**

It was noted that at present there exists no system of follow up. It would be better if each committee constituted for specific purposes submit a periodical report which is informal in nature but specific at regular intervals to the Director IQAC/ section concerned. Hence resolved to put in practice the same with immediate effect. Also resolved to collect feedback from the stakeholders of the University in the revised feedback form prepared.

## **Agenda Item no 5:**

The non-teaching staff are a crucial constituent of this institution. The representations submitted to the Vice Chancellor by the SUSA & SUEU, the two non-teaching service organizations, for the academic development of the university was handed over to IQAC for consideration. The Vice Chancellor reported that the representation of student community regarding the academic development of the University which is kept with him shall be handed over to IQAC immediately.

## **Agenda Item no 6:**

It was resolved to protect the Samaveda Chanting Recordings available in the University by uploading it to the cloud storage system and Dr Padmadas L, Assistant Professor was entrusted for the same.

**Agenda Item no 7:**

The Vice Chancellor requested the IQAC members to go through the report of NAAC Peer Team (II cycle) and submit suggestions based on it to the Director, IQAC

**Agenda Item no 8:**

The committee unanimously resolved to constitute a student affairs cell for assisting students in academic matters as well as assist in finding the possibility to avail scholarships/fellowships from inside and outside the country.

**Agenda Item no 9:**

The Committee resolved to entrust the student representatives of IQAC to submit the suggestions of research scholars, after consulting with them.

**Agenda Item no 10:**

Resolved to entrust STRIDE to conduct training programmes for research supervisors and also entrusted the Director, IQAC for the conduct of OBTLE training for the entire teachers in the University.

The meeting came to an end at 5 pm

**Sd/-  
Prof.M.V Narayanan  
Vice Chancellor**