

Minutes of the meeting of IQAC Committee held on 11.09.2023

Venue: IQAC Committee Room

Time: 3.00 pm

Date: 11.09.2023

Members Present:

1. Prof. M.V Narayanan, Vice Chancellor - Sd/-
2. Prof. K Muthulekshmi, Pro Vice Chancellor - Sd/-
3. Dr. M.B Gopalakrishnan, Registrar - Sd/-
4. Dr. T Mini, IQAC Director - Sd/-
5. Dr. Yamuna K , Professor, Department of Vyakarana - Sd/-
6. Dr. K. M. Sheeba, Professor, Department of History - Sd/
7. Dr. Jose Antony, Professor, Department of Social Work - Sd/-
8. Dr. Sangeetha Thiruvai P.P., Assistant. Professor,
Department of Malayalam, RC Thuravoor - Sd/-
9. Dr. Reshma Bharadwaj, Asst. Professor, Department of Social Work - Sd/-
10. Dr. Sheethal S Kumar , Asst. Professor, Department of Sociology - Sd/-
11. Dr. Padmadas K. L., Asst. Professor, Department of Sanskrit Sahitya - Sd/-
12. Sri. Sukhesh K Divakar, Joint Registrar - Sd/-
13. Sri. Srikanth S., Deputy Registrar - Sd/-
14. Ms. Athulya Raj, Research Scholar (Sahitya) - Sd/-

Members present through Online Mode

1. Dr .Sathian M, Asso.Professor, Department of Sahitya, RC Tirur
2. Dr. Pushpadasan Kuniyil, Asso.Professor, RC Koyilandy
3. Dr. G Chandradana, Asst.Professor, RC Ettumanoor
4. Dr. P V Omana, Asst. Professor, RC Thiruvananthapuram

Dr. T Mini, Director IQAC welcomed the members to the meeting. The Hon'ble Vice Chancellor chaired the meeting with an introductory speech. The Director presented the agenda and discussions were held on each agenda. The following decisions were taken:

Agenda 1

NIRF 2023

The committee analyzed the data submitted by the University in NIRF, 2023. After detailed discussions, resolved to constitute a committee comprising of following members to study the methods to be adopted by the University so as to

improve the criteria- Research and Professional Practice in NIRF. The said committee was also entrusted with the responsibility to identify the bottlenecks existing in the University which restricts the faculties to take up the research projects and devise methods to overcome the same. The committee shall also submit a detailed report regarding FCRA registration modalities required to be completed by the University, in order to receive foreign funds.

1. Dr. Jose Antony, Professor, Dept. of Social Work - Convener
2. Dr. Yamuna K , Professor & Head, Dept. of Sanskrit Vyakarana
3. Dr. Susan Thomas, Professor, Dept. of History
4. Dr. Reshma Bharadwaj, Asst. Professor, Dept. of Social Work
5. Dr. Sheethal S Kumar, Asst. Professor & Head, Dept. of Sociology
6. Dr. Abhilash M, Asst. Professor, Dept. of History

The IQAC members were directed to submit suggestions, if any, related to NIRF, at the earliest to IQAC.

Agenda 2

Remedial Coaching

While analyzing the Graduate Outcome criteria of NIRF, the IQAC observed that the main reason for the low pass percentage of UG Sanskrit programmes is failure in English additional language courses. In order to overcome this situation the IQAC decided to provide remedial coaching to UG students in languages especially in English. The service of research scholars in English and other language departments shall be utilized for providing remedial coaching. Also decided to offer a training programme to research scholars to implement this scheme. The IQAC also recommended to utilize the service of Dr. Kunhammad K K, Professor, University of Kannur for providing training to Research Scholars.

Agenda 3

Stakeholder Feedback

Approved the draft stakeholders feedback forms (Annexure I) prepared in bilingual format by the feedback committee. It was also decided to conduct an orientation programme for students on feedback submission and its effect on quality improvement of the institution. After the orientation programme, the students shall be directed to submit their feedback using the Student Portal.

Agenda 4

Academic and Administrative audit

Resolved to conduct Academic Audit and Administrative Audit in the University. The Departments shall be requested to submit the data through online mode and a peer team visit shall also be arranged in this regard. It was also decided to convene a Department level NAAC Coordinators meeting before the academic audit.

Agenda 5

Gender Audit

Recommended conducting a Gender Audit in the University and entrusted Dr Sheeba K M, Professor and Head, Department of History to submit a proposal in this regard within a month positively.

Agenda 6

Energy audit and waste management audit

Recommended conducting an energy audit and waste management audit in the university and entrusted the same with the Haritha Keralam committee, within a month positively.

Agenda 7

MoU with KDISC

The Committee discussed the matter of MOU entered between SSUS and Kerala knowledge Economy Mission of KDISC to design and offer skill based short duration courses to meet the needs of job seekers and society. The IQAC decided to entrust the University level Committee constituted for KDisc to identify the short term skill courses to be offered in collaboration with Kerala Knowledge Economy Mission and submit a proposal in this regard within a month positively.

Agenda 8

AQAR 2022-23

It was resolved to direct all the Departments, Regional Campuses, Teachers and Administrative sections to submit the data required for AQAR 2022-23 using the online portal of IQAC

Agenda 9

FMTS/Accounting Software of finance section/UNISPARK

The committee considered the status reports regarding FMTS, Accounting software of the Finance Section and UNISPARK submitted by IT, Finance & Accounts and Bill B sections respectively and resolved the following.

1. Direct the IT in charge to extend FMTS software to the Departments and Regional Campuses of University.
2. In the case of Finance Software, based on the report of the Section, recommended to implement the software completely in University H Q and Departments.
3. UNISPARK- decided to forward the report submitted by the Bill Section to Ad.A, B & C and direct them to complete the modalities within three months.

Agenda 10

LMS Training to UG students

Recommended to provide training in Learning Management System(LMS) to all First year UG students of the University(2023 admission) by utilizing the service of Dr K M Sangamesam, Professor, Dept of Sanskrit Sahitya and entrusted Dr Saritha T P, Asst Professor, Dept of Sanskrit Nyaya to initiate further course of action in this regard.

The meeting came to an end at 4.30 p.m.

**Sd/-
Dr M V Narayanan
Vice Chancellor**