

Minutes of the meeting of IQAC held on 26.11.2024

Venue : IQAC Hall

Date : 26.11.2024

Time : 11.30 AM

Members Present :

1. Dr. Ajith Kumar K V, Director IQAC& :Sd/-
2. Dr. Ibrahimkutty P H, Prof. & NAAC Coordinator Dept of Hindi :Sd/-
3. Dr Jinitha K S, Associate Professor,& NAAC Coordinator
Department of Vyakarana :Sd/-
4. Dr Saritha T P, Assistant Professor & NAAC Coordinator
Department of Nyaya :Sd/-
5. Dr Athira Jathavedan, Assistant Professor & NAAC Coordinator
Department of Sanskrit General :Sd/-

Members attended through online

1. Dr Geethakumary K K, Vice Chancellor
2. Dr Sandhya Aravind, Assistant Professor & Teacher i/c, Department of Psychology
3. Dr Lima Raj, Guest Lecturer & NAAC Coordinator, Department of Psychology
4. Dr Niveditha K, Assistant Professor & NAAC Co-ordinator, Department of Comparative Literature
5. Dr. Jimly.P, Assistant Professor & Teacher i/c, Department of Comparative Literature
6. Dr Suresh Selvaraj, Guest Lecturer & NAAC Co-ordinator, Department of Geography
7. Dr Sheeba S, Professor & NAAC Coordinator, Department of Sanskrit Vedanta
8. Dr G Narayanan, HoD, Sanskrit Vedanta
9. Dr Lola Kesavan , Assistant Professor & NAAC Co-ordinator, Department of Music
10. Dr Manju Gopal, Professor & HOD, Department of Music
11. Dr C M Manoj Kumar , Professor & HOD, Department of English
12. Dr. Ani Tresa Ephrem, Professor & NAAC Coordinator, Department of History
13. Dr Jose Antony, Professor & HoD, Department of Social Work
14. Dr. Luis P Thomas, Guest Lecturer & NAAC Co-ordinator, Department of Social Work
15. Smt. Usha P K, Assistant Professor & NAAC Co-ordinator, Department of Theatre

16. Smt Rejitha Ambili, Assistant Professor & Teacher i/c, Department of Sanskrit General
17. Dr Athira Jathavedan, Assistant Professor & NAAC Coordinator, Department of Sanskrit General
18. Dr Jensi M, Assistant Professor & NAAC Coordinator, Department of Sanskrit Sahitya
19. Dr Saritha T P, Assistant Professor & NAAC Coordinator, Department of Sanskrit Nyaya
20. Dr Renuka K C, Associate Professor & HoD, Department of Sanskrit Nyaya
21. Dr Preeya S, Professor & NAAC Coordinator, Department of Malayalam
22. Dr Sunitha Gopalakrishnan, Professor&HOD, Department of Hindi
23. Sri Aswin, Guest Lecturer & NAAC Coordinator, Department of Painting
24. Dr T G Jyothilal, Associate Professor & HoD, Department of Painting
25. Smt Aswathi M, Guest Lecturer & NAAC Coordinator, Department of Mohiniyattam
26. Dr Abu K M, Assistant Professor & Teacher i/c, Department of Mohiniyattam
27. Sri Sreekuttan, Guest Lecturer & NAAC Coordinator, Department of Bharatanatyam
28. Dr Muhammed Abdul Kareem, Guest Lecturer & NAAC Coordinator, Department of Arabic
29. Dr Kamarunneesa. K, Assistant Professor & Teacher i/c, Department of Urdu
30. Dr Ittoop J Ancheril , Guest Lecturer & NAAC Coordinator, Department of Ayurveda
31. Sri Arifkhan P Y, Guest Lecturer & NAAC Coordinator, Centre for Translation Studies
32. Sri Sunny P.J. , Assistant Professor & NAAC Coordinator, Department of Philosophy
33. Dr Syamala K, Associate Professor & HOD, Department of Philosophy
34. Dr Radhakrishnan S, Assistant Professor & NAAC Coordinator, RC, TVM
35. Dr Kamalakumari. R, Professor & CD, RC, Thiruvananthapuram
36. Dr Linosh M, Guest Lecturer & NAAC Coordinator, RC, Panmana
37. Smt. Maheswari Pillai.S, Associate Professor & CD, RC, Panmana
38. Dr. Arun Jaganathan V R , Assistant Professor & NAAC Coordinator, RC, Ettumanoor
39. Dr Shefi A E, Assistant Professor & NAAC Coordinator, RC, Tirur
40. Dr Ashraf M, Assistant Professor & NAAC Coordinator, RC, Koyilandy
41. Dr Vishnu Namboothiri, Professor & Director , RC, Payyannur
42. Dr Lisha C R, Assistant Professor & ANO, NCC
43. Dr Moossa M, Professor & Director, RC, Tirur
44. Dr K A Ravindran, Professor & Co-ordinator, Centre for Vedic Studies

45. Dr Pushpadasan Kuniyil , Professor & Director , RC, Koyilandy
46. Dr. Sarun S, Assistant Professor, Co-ordinator, Centre for Disaster Studies
47. Dr Anitha A, Assistant Professor & NAAC Co-ordinator, RC, Payyannur

Agenda:AQAR 2023-24

The meeting commenced with introductory remarks by the Hon'ble Vice Chancellor, Dr. Geethakumary K K, followed by a welcome address from Dr. Ajithkumar K V, Director of the IQAC. Sri Muhammed Harris H, Assistant Registrar, gave a briefing on the criteria that are yet to be filled out in AQAR, as well as the names of the faculties, departments, and regional centers that have not yet completed their data submission on the portal. A discussion followed on each of the criteria, and the following decisions were made regarding the future actions:

1. It has been observed that as of November 25, 2024, approximately 92 teachers have not updated their profiles in the IQAC portal. All faculty members who have not completed their profiles are directed to do so by December 3, 2024.
2. The NAAC/IQAC Coordinators shall upload all the pending data, especially the following, on or before 03.12.24.
 - Data related to Field Projects, Internships, and similar activities under Criterion 1.3.4. (Final Project Dissertation Certificate or the front page of the PG Dissertation or other relevant internship certificates).
 - Criterion 2.1.1, which includes data on students from other states
 - Research publications, books, etc., either in the Faculty Profile portal or in the Department portal.
 - Data pertaining to students who qualified the NET/SET/JRF/KTET and other relevant government examinations.
 - The data on placements including placements in non-governmental institutions and also details of progression of students to higher studies.
 - Data pertaining to various scholarships and fellowships availed by the students
3. As per criterion 1.3.2, value added courses of varying durations (of at least 30 contact hours) which are optional and offered outside the curriculum of the programs Courses are to be offered. In order to strengthen this area it has been decided to introduce new value-added courses and certificate programmes. The HODs shall submit the proposals in this regard. Also decided to restart all the approved Certificate Courses in this academic year itself.
4. The meeting observed that the shortage of regular teachers became a hurdle for the academic activities especially the Departments having nominal faculty or no faculty, and decided to bring the matter to the attention of the university authorities.

5. Number of students from other states is an important criterion for NIRF Ranking also. Hence, necessary measures shall be taken to promote admission in this field
6. The use of the LMS portal should be improved to enrich the data for Criterion 2.3.2.
7. Data for Criterion 2.4.4, which pertains to Awards and Recognitions for Faculty, is currently insufficient. Teachers are urged to apply for all applicable National and State-level awards and work towards enhancing both the University's and their personal profiles in this regard.
8. There should be a greater focus on engaging in consultancies and establishing MoUs with other institutions and industries. Measures should be taken to initiate activities based on existing MoUs, such as those with Hyderabad University, KCHR, KUHS, Kottakkal, etc.
9. Departments and Regional Centres should actively participate in extension and outreach activities with local communities and institutions, in addition to NSS and NCC activities. A notable example is the extension initiative at the Regional Centre, Tirur, called Bhashamaduryam, which aims to promote Sanskrit among students in nearby primary schools. Departments such as Painting and Fine Arts should conduct public events like painting camps and art shows.
10. For Criterion 4.2.7, which focuses on E-content, teachers are required to offer courses through platforms such as SWAYAM and e-Pathshala.
11. Regarding Criteria 5.1.1 and 5.1.2, data on scholarships granted to students, the concerned department office staff will be tasked with uploading the scholarship details to the IQAC portal.
12. Data portals will be provided for the Director of Student Services (DSS), the Student Counselling Cell (SCC), and the Career Guidance and Counselling Cell (CGCC) to collect and manage data related to their activities. Data regarding scholarships and endowments to students handled in the Academic Section will be procured by opening a portal for the same.
13. All departments must conduct cultural activities and competitions, and ensure that geotagged photos of these events are uploaded to the IQAC portal. Fine Arts departments are particularly encouraged to observe significant cultural days like World Music Day and World Dance Day with various activities, making such events a regular feature in their departmental calendar.
14. It has been observed that alumni activities have been poorly documented, with only the Regional Centre Tirur uploading alumni contributions. Therefore, all departments are urged to immediately create alumni groups, hold meetings at least once a year, and collect contributions while issuing Transfer Certificates

(TCs). Efforts may be taken to upload Geotagged photos and reports of alumni meetings to the IQAC portal without fail.

15. To avoid duplication of data entry related to research and publications, the criteria for these will be disabled in the Department portal.
16. Finally, the concerns raised by teachers regarding funding for NET coaching classes and website updates have been addressed. It has been ensured that all possible measures will be taken to remove budget constraints and to facilitate the website's timely update.

The meeting concluded at 1:30 PM, with instructions for the Departments and Regional Centres to complete the remaining data uploads by December 3, 2024.

Sd/-
Dr. Ajithkumar K V
Director, IQAC