

**MINUTES OF THE MEETING OF THE IQAC HELD ON 13.09.2022 AT 10.00 AM IN THE
VICE CHANCELLOR'S CONFERENCE HALL**

Present

1. Prof. (Dr) Sabu Thomas, Vice Chancellor (Chairman)
2. Prof. (Dr) C.T. Aravindakumar, Pro Vice Chancellor
3. Prof. (Dr) Prakash Kumar B , Registrar
4. Prof. (Dr) Robinet Jacob, Director, IQAC
5. Sri. Biju Mathew, Finance Officer
6. Dr. Syllas V.P, Joint Director, IQAC
7. Prof. (Dr) Santhosh P Thampi, School of Management and Business Studies
8. Prof. (Dr) Sajimon Abraham, School of Management and Business Studies
9. Prof. (Dr) Beena Mathew, School of Chemical Sciences
10. Prof. (Dr) Bismi Gopalakrishnan, School of Indian Legal Thought
11. Prof. (Dr) Saji Mathew, School of Letters
12. Prof. (Dr) Tony K Thomas, School of Tourism Studies
13. Prof. (Dr) Harikumaran Nair, School of Bioscience

14. Prof.(Dr.) Minikutty A, School of Pedagogical Science
15. Prof.(Dr.) Johny Johnson, School of Management and Business Studies
16. Prof.(Dr.) Cyriac Joseph, School of Pure and Applied Physics
17. Prof.(Dr.) Jisha M.S, School of Food Science and Technology
18. Dr. Rajesh Komath, School of Social Sciences
19. Dr. Baiju KR, School of Environmental Science
20. Dr. Biju Lekshmanan, School of Gandhian Thought and Development Studies
21. Dr. Anas S, School of Chemical Science
22. Dr. K.K Jose, School of Mathematics and Statistics and School of Data Analytics.

The meeting commenced on 10.00 am. Prof. (Dr.) Sabu Thomas, Vice – Chancellor presided over the meeting. He extended a warm welcome to all. Each criterion committee members discussed the following items and resolved as follows:-

I. Employing more hands

Immediate steps shall be taken to increase the number of cleaning staff employed in the University. More housekeeping hands should be deployed to Convergence Academia Complex.

II. Online travel agency

The wisdom created and seated in the University could be used generating revenue for the the institution. It has been resolved to start an online Travel Agency at STS and to entrust a faculty member for the development of this venture.

III. Training programmes in partnership

MGU Innovation Foundation shall be developed in such a way as to spearhead the University's progress in the advanced age. The Foundation shall endeavour to partner with private and public players in education industry to impart training in cutting edge technology to the students. Organizations which are interested in working with the University shall be roped in to design job oriented upskilling. Programmes new gen courses and training programmes to equip students to compete in the present day job market with an edge.

IV. Better Accessibility to resources

Developing scientific temper in the society is a duty vested with institutions of eminence like Universities. Mahatma Gandhi University shall strive for it. Hence IQAC resolved recommend to the University to make its sophisticated instruments, including those instruments that are part of SAIF, accessible to Students, faculty, enthusiasts etc. from outside the University.

V. Developing COE

Online education has great future. The University has pioneered in the field with COE. In order to spearhead and become a leader in the field surpassing other universities, the functioning of the COE shall be diversified. Necessary steps must be taken to propagate information on the existence and functioning of COE among the students and attract them to it.

VI. Developing DASP

DASP has great potential and prominence when it comes to the development of the University, alike COE. It is recommended to constitute a committee including syndicate members to assess the functioning of COE and DASP and to suggest measures for expanding short term skill development programmes of DASP to its affiliated colleges too.

VIII. Punching

It has been decided to recommend installation of biometric punching machines with face detection in the University.

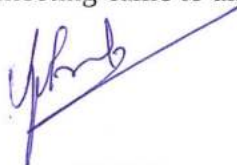
IX. Gross Enrolment Ratio

A special committee shall be formed to suggest measures to improve the gross enrolment ratio.

X. Assistance for DVV Process

It is resolved to recommend hiring the service of a special software to assist in data collection and its processing with respect to 4th Cycle NAAC Accreditation process.

The meeting came to an end at 12.30 P.M.



Director, IQAC



Vice Chancellor



ATR-MEETING OF IQAC HELD ON 15.07.2022

Sl.No	Item	Action Taken
	<p>Resolved to recommend and forward the API score reports of the IQAC on the CAS promotion along with the service files in respect of the following faculty members for the required administrative sanction.</p> <p>1 Sri. Rajesh E.SOBS 2 Dr. Chitra MohanSCS 3 Dr. Girish Kumar R.SIRP 4 Dr. Sibu G. NettoSPS 5 Dr. Biju M.K.SMBS 6 Dr. Jayasree P.SPS 7 Dr. Biju P.R.SPAP 8. Dr. Baiju K.R.SES 9 Dr. Radhakrishnan E.K.SBS 10 Dr. Biju Lekshmanan 11 Dr. Anas S. 12 Dr. Noushad P.P.SGTDS 13 Dr. K.P. SureshSPS 14 Dr. C.R. Harilakshmeendra Kumar 15 Dr. Sylas V.P.SES 17 Dr. Ismail ThamarasserySPS 18 Dr. Aju K.N.SOL</p>	<p>Approved and Files handed over to sections.</p>
	<p>IQAC resolved to introduce NPTEL Local Chapters in the University and Dr.Bindu V.R., Professor,School of Computer Sciences is entrusted to do all the matters in this regard.</p>	<p>Under Progress</p>
	<p>It is resolved to form a committee comprising of the faculty members Dr.Biju M.K, Asst Professor, SMBS, Dr.Lirar Pulikkalakath, Asst. Professor, SIRP, Dr.Arathi P.M., Asst. Professor, SILT and Dr. Mahesh Mohan, Asst. Professor, SES for collecting and analyzing the feedback from teachers, students, alumni and employees</p>	<p>The process of taking feedback is under progress.</p>
	<p>Resolved to maximize the number of value added courses under criteria 1.</p>	<p>under progress</p>
	<p>The OBE implementation committee shall review the revised syllabus thoroughly to ensure common Pattern</p>	<p>Directions issued</p>
	<p>An OBE workshop shall be conducted immediately for teachers to familiarize them with Scheme, evaluation, module wise mapping etc.</p>	<p>Workshop conducted on 22-07-2022</p>
	<p>IQAC resolved to have a comprehensive alumni review report.</p>	<p>Entrusted Joint Director to prepare the report</p>
	<p>Resolved to approve the Mentor-Mentee List submitted by</p>	<p>Approved the List</p>

	the schools.	
	It is recommended to open a Dash Board of LMS portal for the ease of access and IT Director is entrusted to do it at the earliest.	Dash Board created by IT Cell
	IQAC has recommended to disburse the Post-Doctoral Fellowship urgently by the University.	Under Progress
	For releasing the seed money to the newly appointed faculty members and an amount of Rs.10,00,000/- (Rupees ten lakhs only) is to be allotted additionally in the head of account.	Additional authorization sought
	Good quality videos and photos of the University are essential for the NAAC accreditation. Hence it authorized Dr. Aju K.N., Associate Professor, School of Letters, to do these matters urgently.	Dr. Aju K N intimated
	It is recommended to convene a meeting with Uralunkal Labour Society, Kannur for the maintenance of Hostel, Canteen and other infrastructure facilities in the University campus	Meeting was presided over by the Vice chancellor and attended by The University Engineer, Estate Officer, Hostel Warden etc.
	Dr. Rajesh Mani, Asst. Professor, SGTDS is entrusted to prepare an international booklet for the university.	Intimation sent to Dr. Rajesh Mani
	It is recommended to conduct one day as Open day in the University Campus and all extension activities are to be interconnected with this event. Dr. Anas S., Asst. Professor ,SCS is entrusted to do these activities urgently.	Open Day conducted on 26.08.2022
	It is resolved to create a bank account in favour of MGU Alumni Association and Finance Officer is entrusted to do the same. Each school shall raise their Alumni Fund separately and should function as chapters of MGU Alumni Association.	Alumni Association registered and bank account created
	It is resolved to conduct an award function to recognize faculty members who made commendable achievements on 26 August 2022 at the IIRBS Auditorium and a medal and certificate shall be issued to the faculty concerned. Dr. Mahesh Mohan, School of Environmental Sciences is entrusted to co-ordinate the programme.	Programme conducted Intimated Dr. Mahesh Mohan.
	It is resolved to collect audited statements, AMC details, bills and vouchers from various works which were done during the last year from finance and administrative wing accordingly.	AMC details, audited statements, bills and vouchers Collected
	It is resolved to declare MGU as an Eco-Campus. The following steps shall be taken to achieve this goal. 1. Proper signage shall be provided.2. To declare the	Under Process

	<p>university campus as a plastic free zone under 'Project Prithvi'.</p> <p>3. More Waste Bins and Metal Sitting Chairs shall be provided in the University campus.</p> <p>4. It is resolved to approve the Core Values of University and it is to be displayed in the University website.</p>	
	<p>It is resolved to conduct Persons With Disability (PWD) audit (Access audit) and Gender audit.</p> <p>Dr.Baburaj P.T., HoD, SOBS is entrusted for PWD audit.</p>	Under Process
	<p>It is resolved to have pedestrian friendly path-ways and designed parking area for each school and center.</p>	University Engineer entrusted with finding suitable spaces
	<p>Vehicle Tag System shall be implemented at all entry points of the campus.</p>	Under progress
	<p>Resolved to approve the report by Dr.Toney K. Thomas, HoD, STS, on designated parking areas with four zones and recommended implementation on designated parking areas for vehicles. Also resolved to restrict vehicle entry in the buffer zone of the University.</p>	Report approved Remaining: Under Progress
	<p>Resolved to conduct a Mega Job Fair in the University campus in collaboration with IQAC during the month of August 2022.</p>	A mega Job Fair named 'Bright Minds 2022' conducted on August 27, 2022
	<p>It is resolved to constitute a committee comprising of Dr. Bismi Gopalakrishnan , Professor SILT, Dr. Toney K. Thomas Director STS and Dr. Saji Mathew, Asst. Professor, School of Letters as members to study and report the renovation of University Canteen, Guest House and Hostels.</p>	Preparation of report is under progress
	<p>It is resolved to implement "MGU Padasala" at the earliest.</p>	Under Progress
	<p>It is resolved to implement the project named "University of the Third Age" for pooling the activities of senior citizens as contributors to the society and a committee comprising of Dr.A.P.Thomas, Hon. Director ACCESSD and Dr.Toney K. Thomas, HoD, STS has been constituted initiating its activities in the University.</p>	The Committee is currently preparing the Project Report
	<p>It is resolved to establish KSEB electric vehicle charging station behind the Co-Operative Society in the campus.</p>	Under progress Meeting with KSEB and ANERT concluded
	<p>It is resolved to constitute an academic writing centre in the University and constituted a committee comprising of Dr. M.H.Illias, Director, IMPSS & Dr.Sanal Mohan, SSS to carry out the work.</p>	The committee is going ahead with activities related to establishment of Academic Writing Centre

	Additional Wi Fi facility shall be provided throughout the campus and the bandwidth of the existing Wi-fi shall be also enhanced.	Campus brought under complete Wi Fi coverage. Contract firm asked to submit a report regarding expansion of band width.
	University Main website and schools' websites shall be updated soon and website monitoring committee has to monitor the progress of the same.	Content management section and website monitoring Committee, intimated
	Resolved to establish drinking water facilities at common places of the campus including Pareeksha Bhavan, Main Gate, Administrative Block etc. and public toilet/e-toilet facilities Pareeksha Bhavan, Main Gate, Administrative Block etc. and public toilet/e-toilet facilities shall be provided in the campus.	Drinking water points established. Construction of toilets is under progress.
	<p>IQAC proposed to start 2 new programmes in the existing schools.</p> <p>1. M.Tech. Polymer Science in School of Chemical Sciences</p> <p>2. M.Tech. Computer Science and Engineering in School of Computer Sciences.</p>	Under progress


 DIRECTOR
 INTERNAL QUALITY ASSURANCE CELL


 VICE-CHANCELLOR

