

**Minutes of the Online Meeting the Internal Quality Assurance Cell held on  
22-9-2021, 02.30 p.m.**

**PRESENT:**

1. Prof.(Dr.) Sabu Thomas, Vice-Chancellor
2. Prof.(Dr.) C.T Aravindakumar, Pro Vice Chancellor
3. Dr. Sreejith C.M, Controller of Examinations
4. Prof.(Dr.) Robinet Jacob, Director, IQAC
5. Dr. Syllas V.P, Joint Director, IQAC.
6. Prof.(Dr.) Jayachandran K, Director, School of Bio Sciences
7. Prof.(Dr.) Beena Mathew, Director, School of Chemical Sciences.
8. Prof.(Dr.) Bismi Gopalakrishnan, School of Indian Legal Thought
9. Prof.(Dr.) Sajimon Abraham, School of Management and Business Studies
10. Prof.(Dr.) Harikumaran Nair, School of Bio Sciences
11. Smt. Josmin Jose, Marthoma College, Thiruvalla

The Online Meeting started at 02.30 p.m. Prof. (Dr.) Sabu Thomas, Vice-Chancellor presided over the meeting. He extended a warm welcome to all. The meeting discussed the following items

1. Resolved to recommend the installation of a life size statue of Mahatma Gandhi at the Main Gate of the Campus/courtyard of the Administrative Block.
2. Resolved to recommend the implementation of a Journal Management System to aid the publication efforts of the Research Scholars and other students.
3. Resolved to recommend the commencement of a Mushroom farming Course with the help of DLLE for the benefit of the public.

4. Resolved to recommend the purchase of the paid version of Grammarly Software at University Library and the Teaching Schools.
5. Resolved to recommend the development of a humanoid robot to operate as Reception Assistant. It could be named as 'Native Operative Reception Assistant (NORA)'
6. Resolved to recommend the establishment of a Kiosk at the Pareeksha Bhavan to aid the visiting students.
7. Resolved to recommend the development of a Vehicle Tracking System.
8. More faculty development programmes focusing on e content development shall be organized for the benefit of the members of faculty. Steps to promote the Faculty members in e content development shall be adopted.
9. Resolved to recommend the establishment of a Souvenir Shop and Selling point inside the Campus.
10. Resolved to recommend the establishment of an HEI-Industry Linkage cell in association with BIIC.
11. An online webinar on NEP shall be organized for the students of the Campus.

The meeting concluded at 04.30 pm



DIRECTOR

INTERNAL QUALITY ASSURANCE CELL




VICE CHANCELLOR



**ATR OF THE MEETING OF IQAC HELD ON 12-07-2021, 2.30 p.m**

| Sl. No. | Item  | Action Taken   |
|---------|---|--|
|         | <p>.CAS Promotion<br/>To recommend and forward the reports of the IQAC on the CAS Promotion along with the service files in respect of the following teachers for further necessary action.</p> <ol style="list-style-type: none"> <li>1. Dr. Gigi P.V, School of Indian Legal Thought Associate Professor (Stage 4) to Professor (Stage 5).</li> <li>2. Dr. Rajeesh A.P, School of Indian Legal Thought Associate Professor (Stage 4) to Professor (Stage 5)</li> <li>3. Maghesh Rajan. M Assistant Librarian (Sel Grade) to Deputy Librarian (Level 13 A)</li> <li>4. Dr. Saji Mathew, School of Letters Assistant Professor(Stage 3) to Associate Professor (Stage 4)</li> <li>5. Dr. Muhamad Mustaffa. K, School of Behavioural Sciences Assistant Professor (Level 12) to Associate Professor (Level 13 A)</li> <li>6. Dr.Anie. Y, School of Bio Science Assistant Professor(Level 12 ) to Associate Professor (Level 13 A)</li> </ol>   | <p align="center">IQAC resolved the CAS promotion of concerned faculties</p> |
|         | <p><b>NAAC Accreditation and Associated matters :</b> NAAC Peer Team will visit the University during October 2022. Before the NAAC visit, the area with the highest priority is the implementation of Outcome Based Education(OBE) in the University Schools / Centres. Process of implementation of Outcome Based Education (OBE) were started in 2020 by conducting one 5 day workshop in the University with the help of experts from IIT Chennai. All Schools / Centres were directed to submit OBE syllabus on or before June 20, 2021. Only 4 Schools - School of Tourism Studies, School of Indian Legal Thought, School of Bio Science and School of Environmental Sciences- have submitted syllabus of all semesters as per OBE. For successful implementation of OBE, following recommendations were made</p> <p>* The CSS Regulation and evaluation should be converted to OBE. Syllabus of all semesters are to be made OBE and approved before implementation. Those who have not submitted the full syllabus should submit it before July 31, 2021. In the revised curriculum, steps are to be taken to offer maximum academic flexibility to the student community.</p> <p>* Rubrics- a set of criteria for grading assignments - is to be introduced. Rubrics defines what is expected from students and what will be assessed, making grading and ranking simpler, more transparent, and fairer. Books describing Rubrics is available in the market. Every academic Schools Draft #18 of File 2831/IQAC/1/2020/IQAC Approved by VICE CHANCELLOR on 26-Jul-2021 04:34 PM - Page 2 / Centres</p> | <p align="center">Under Process</p>  |



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| <p>have to purchase the book using Department Development Fund.</p> <p>* Meeting recommended the introduction of OBE in the School of Bio Sciences from academic year 2020-21. It was also recommended to implement Outcome Based Education in all other Schools / Centres of the University from academic year 2021-2022 onwards.</p> <p>* Conduct workshops and awareness programmes on OBE to faculty members as well as students under UGC -STRIDE programme.</p>  |  |
| <p><b>Institutional / Faculty / Student award</b></p> <p>It has been decided to give 3 categories of awards.</p> <p>I. MGU Award for excellence in Teaching and Learning<br/> II.MGU Award for Excellence in Research and Innovation<br/> III.MGU Award for Academic Leadership</p> <p>Besides the University will award "VICE CHANCELLOR'S TROPHY FOR BEST PERFORMING COLLEGE" for the best affiliated college under the University.</p> <p>Draft of guidelines for these awards are prepared and submitted in the meeting. It is proposed that these guidelines are to be circulated among the IQAC members and can be finalised in the next meeting of IQAC.</p>  | <p>Under Process</p>   |
| <p><b>New Quality Initiatives to be implemented</b></p> <p>I.The Cambridge University Press has offered a package, "Read and Publish" to our University. Under this package, they have listed 196 plus 1 journals. On purchasing this package, faculty members and research scholars can publish their articles without remitting article processing charges. They assure regular Researcher training programmes and publication support services. This is very helpful for Upcoming NAAC accreditation process. All research scholars need a mail id in the University domain to publish the articles in the journals. Meeting recommended to issue Email ids to the research scholars in the University Domain and to purchase the package offered by Cambridge University Press.</p> <p>II.It is proposed to develop a centralised feedback system as part of the Management Information System developed for the IQAC.</p> <p>III.The Senate has proposed to develop a software by the University to help the NAAC Accreditation process in affiliated colleges. But the meeting came to the conclusion that there is no need of a new software because the submission of NAAC Application is done online.</p> | <p>Directives have been issued to concerned authorities.</p>  |



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