

Minutes of the Meeting of IQAC held on 09.10.2025 at 9:00 AM in the IQAC Conference Hall

Members Present

- Prof.(Dr.) C. T. Aravindakumar, Vice Chancellor (in chair)
- Prof.(Dr.) Johnney Johnson, Director IQAC
- Prof.(Dr.) Bismi Gopalakrishnan, Registrar
- Dr. Seno Jose, Member Syndicate, Nominee(Management) IQAC
- Dr. Chithra Mohan, SCS, Joint Director IQAC
- Prof.(Dr.) K. Jayachandran, SBS, Member IQAC
- Prof.(Dr.) Biju P. R., SPAP, Member IQAC
- Prof.(Dr.) Noushad P. P., SGTDS, Member IQAC
- Prof.(Dr) Dinesan V., SSS Member IQAC
- Prof.(Dr.) Keerthi T.R , SBS, Member IQAC
- Prof.(Dr.) Jose K. Manuel, SoL, Member IQAC
- Dr. Rohith P., SoL, Member IQAC
- Dr. Biju M. K., SMBS, Member IQAC (online)
- Dr. Smitha S, SPS, Member IQAC
- Prof.(Dr.) Robinet Jacob, STS, Special Invitee
- Mr. Bibin Jacob Kochett, Nominee(Industrialist/Employers) IQAC

The meeting commenced at 09:00 AM with the Hon. Vice Chancellor offering a warm and heartfelt welcome to all attendees. Director IQAC made a detailed presentation on the various initiatives taken by IQAC in the last two months in his introductory remarks.

Director IQAC presented the status report on applications received for the ANRF PM Professorship Programme. A total of **20 applications** were received for the programme. After careful evaluation, the following six proposals were approved and forwarded to the UGC for perusal:

- **Four Retired Professors from MGU:** Prof. Sabu Thomas, Prof. Nandakumar Kalarickal, Prof. Suresh Mathew, and Prof. Sanal Mohan P.
- **Two Professors from outside the University:** Prof. Balasubramanian Viswanathan (IIT Madras) and Dr. Jagan Pongubala (University of Hyderabad).

Director IQAC reported that a meeting was convened for all the 20 newly recruited teachers of Mahatma Gandhi University which was chaired by the Honourable Vice Chancellor. The Registrar & Director IQAC was also part of the meeting. All the 20 newly recruited faculty members were asked to submit their detail CV along with a plan of action for the next one year. A discussion on the plan of action submitted will be held in the next review meeting. They were

also asked to upload their teaching notes and tutorial contents for the courses they engage in the Learning Management System (LMS), by October 30th, 2025. Teachers were also asked to update their credentials in the FMS by the same date.

1. NIRF 2025 Rankings:

Dr. Seno Jose (Member Syndicate) thoroughly reviewed the performance of the University in NIRF 2025 Ranking. He made a very detailed presentation about the University's NIRF ranking over the last 3 years. Dr.Seno Jose pointed out several key areas for improvement such as **Student strength, Research, Graduate Outcome Outreach & Inclusivity** etc. for achieving better ranking in the upcoming years. Several strategies were proposed to enhance the score and overall ranking and it was resolved to take up the following actions immediately.

- a) For increasing the Students strength it is decided to introduce new **Engineering & Technology Courses**, in line with the recommendations of the 4th cycle NAAC Peer Team Report. Also urgent steps are to be taken for the re-acquisition of the **University College of Engineering, Muttom** by Mahatma Gandhi University. Apart from increasing the Student strength without affecting the faculty/student ratio this will also, facilitate in positioning Mahatma Gandhi University as a multidisciplinary University comprising of new age Engineering & Technology programmes apart from the conventional programmes.
- b) In order to improve the **Research** score of the university it is decided to conduct a department wise Research Audit and verify that all Researchers are giving primary affiliations to Mahatma Gandhi University while publishing their contents.
- c) Further in the area of **research**, all PhD scholars and newly recruited faculty members shall be provided with an institutional email ID (with domain - **mgu.ac.in**) for creating their Scopus IDs. They shall be instructed to use this Scopus ID for their future publications providing primary affiliation to Mahatma Gandhi University.
- d) To ensure a fair score in **Outreach & Inclusivity** it is resolved to device steps to increase International Students by formulating special scholarship schemes with the help of the Alumni. For attracting students from outside Kerala, 20% of the students shall be admitted from CUET rank list from 2026 admission onwards. This 20% shall be over and above the normal intake strength fixed for each schools/departments.
- e) For enhancing the Graduate Outcome, primarily to increase the Ph.D candidates it is resolved that
 - i. **PhD open positions** must be displayed on the website, both the University & Individual School websites regularly & should be propagated national wide regularly by use of new age social media platforms so that nationwide attention to ensure fill up of vacant seats.
 - ii. The entrance exam for PhD scholars may be restarted as per UGC guidelines and necessary initiatives may be taken to enroll the students from CUET. **Director of Research** is entrusted with the responsibility for a **feasibility study of conducting entrance exams and admission of students from CUET**.

- iii. Since the age limit for a Co-guide is **70 years** as per UGC guidelines, faculty members with filled quota of PhD scholars may act as co-guides so that overall PhD intakes can be increased.
- iv. The **PWD quota** is to be included for PhD admissions.
- f) A new **NIRF Coordination team** is to be nominated by Director IQAC in order to strengthen the NIRF ranking initiatives. The newly recruited faculty members are to be associated with the team to ensure smooth continuation of this exercise.
- g) The previous decision to strengthen the **Statistical Wing** and **IQAC Section** with enhanced manpower and infrastructure to meet the increasing demands of various ranking and certification agencies was reiterated. A new computer assistant is to be appointed to Statistical Wing.

2. Individual and Departmental Assessment

It is resolved that a School/department-wise Assessment is to be initiated in October.

- a. All teachers, irrespective of permanent/temporary/contractual position shall provide their **individual achievements and their contributions for last three years starting September 1st 2022** till date to their respective dept. heads who shall present the same before the committee comprising the **Hon. Vice Chancellor, Registrar, and IQAC Director** during the Department visits, which will commence this month.
- b. This shall be a continuous exercise every quarter.

3. NAAC Criterion Presentations

The meeting discussed the follow-up actions from the previous IQAC meeting regarding the new NAAC accreditation framework. It is noted that UGC has not yet published the final framework and the preparation methodology or format for AQAR.

It is resolved that the **Pending criterion presentations** by Criterion coordinators will be done during the next IQAC meeting.

4. NAAC Criterion Committees:

The committee members for all NAAC criterion committees will be finalized by the Director IQAC. It is decided that the 20 newly recruited faculty members will be deployed in 10 criteria committees.

5. UI Green Metric World University Rankings

Dr. Toney K. Thomas, Assistant Professor, School of Tourism Studies, presented an update on the University's participation and strategy for the UI Green Metric World University Ranking. This ranking is a prestigious, annual assessment of global universities based on their commitment to environmental sustainability, encompassing academic discourse, social change

towards the Sustainable Development Goals (SDGs), and self-assessment of campus sustainability. The ranking is directly linked to the UN SDGs and involved approximately 1500 universities from 95 countries in the 2024 cycle.

Dr. Toney K Thomas outlined the ranking methodology, which evaluates University Policies and Practices across the main criteria and highlighted the key metrics requiring data collection and action, such as:

- University budget for sustainability effort
- Green Gas emission reduction programme and total carbon footprint
- 3R program for waste management.
- Water Management programs utilizing ICT
- Total research funds dedicated to sustainability and sustainability research funding ratio
- Availability of a University-run sustainability website and a sustainability coordinating office/unit

Currently, the University needs to answer 106 questions with supporting documents, of which data for 35 questions has been collected. The **recommended timeline** for submission includes: data location and organization from October 17-22, development of missing data from October 17-22, uploading of documents from October 22-24, and final validation and submission on October 25th, 2025.

Decisions and Action Points:

- i. **Sustainability Measures Entrusted to SES:** The School of Environmental Studies (SES) is to be entrusted with initiatives related to the *Waste Recycling* and *Energy & Climate Change* criteria for the ranking.
- ii. **Sustainability Office Formation:**
 - a. **Dr. Sibu Simon**, Associate Professor, SES, is to be nominated as the official **Sustainability Officer**.
 - b. A **Sustainability Office** is to be established under Dr. Sibu Simon at the School of Environmental Studies (SES).
- iii. **New Sustainability Section Proposal:** A new section dedicated to sustainability initiatives may be formed, and the IQAC is tasked with preparing a formal proposal for the same.
- iv. **Coordination Team:** **Dr. Chitra Mohan (Joint Director IQAC)**, **Dr. Mahesh Mohan, SES**, **Dr Smita from School of Pedagogical sciences**, **Dr.Sylas V.P, SES & Dr. Sibu Simon** shall work in tandem with Dr.Toney K Thomas in the ranking process.
- v. **Website Update:**

The official website of the University is to be updated with necessary changes, as suggested by Dr. Toney K. Thomas, to ensure adherence to the UI Green Metric guidelines For this it was resolved to seek the technical support of IT Cell & PRO section.

6. IQAC Excellence Awards - Initiation Process:

A detailed discussion was held regarding the finalization and rollout of the **IQAC Excellence Awards**. This award aims to recognize outstanding contributions across various domains within the university, such as the **Best Teacher**, **Best Research Guide**, and **Best Research Scholar**.

The Vice Chancellor raised significant apprehensions regarding the current structure of the proposed awards. The primary concern is the potential for institutional bias or lack of true competition in certain categories where a discipline is represented by only a single school or department within the University (e.g., the Language & Literature category). Awarding an excellence prize in such a scenario might not reflect a comparative standard of excellence, thus diminishing the prestige and integrity of the award itself.

Consequently, it is decided that the award process requires a **preliminary feasibility study** to address these concerns and ensure the awards are competitive, equitable, and meaningful across the entire University structure.

The previously formed Award Committee, constituted as per U.O no. 1290/P&D1/2025/MGU dated 06.02.2025, with members **Dr. Babu Michael (Member Syndicate)**, **Prof. Beena Mathew**, **Prof. P. S. Radhakrishnan**, **Prof. Jayachandran K**, and **Prof. Dinesan V**, is entrusted to prepare a revised and expanded mandate by conducting a comprehensive feasibility study.

7. Other Items

I. Mahatma Gandhi Global Inclusiveness Ranking

It was resolved to institute the **Mahatma Gandhi Global Inclusiveness Ranking** for Universities around the globe to measure their inclusiveness and implementation of the Gandhian Philosophy. A committee comprising the **Director IQAC**, **Prof. Seno Jose**, **Prof. Robinet Jacob**, **Prof. Noushad P.P.**, **Prof. Dinesan V**, and **Dr. Toney K. Thomas** is entrusted to frame the guidelines for this new ranking.

II. Faculty Management System (FMS) :

A need for the urgent and comprehensive updating of the University's **Faculty Management System (FMS)** was discussed. Several apprehensions regarding the current system were highlighted which impact its utility and alignment with institutional requirements such as,

- **Non-Alignment with UGC CAS:** The final output page or proforma generated by the existing FMS is **not similar to the application format specified by the UGC** for Career Advancement Scheme (CAS) promotions. This necessitates significant manual intervention and restructuring of data by faculty members.
- **Data Entry Difficulty:** There is a perceived **lack of ease and user-friendliness in the data entering process** within the current FMS, leading to inefficiencies and potential inaccuracies.

Given the critical nature of these issues, it was **decided to update the FMS urgently**. The **Web Developer of the IQAC** is assigned the responsibility for executing the necessary revisions and updates to the FMS by collecting direct feedback from a committee comprising of **Prof. Naushad PP, Dr. Anas S, Dr. Chithra Mohan, Dr. Roshna Varghese and Dr. Smitha S.**

III. Learning Management System (LMS) Updates

The teaching materials are to be uploaded, and online exams and classes are to be held through the LMS Vidhyamrutham platform.

- a) Guidelines are to be issued urgently to all schools/departments to avoid delays in updating the LMS portal by faculty members.
- b) The possibility of including LMS updates as a part of the **CAS promotion requirements** is to be studied.

IV. Research and Ethics:

- a) A **Faculty Ethical Committee** is to be formed by the Director IQAC.
- b) **AI Detection & Plagiarism Check software** is to be purchased for research related purposes..
- c) The possibility of recognizing affiliated colleges as independent research centers, similar to other universities, is to be considered.

V. Academic Outreach and Global Programs:

- a) An **Outreach Programme** is to be initiated with selected faculty members providing lectures for teachers of affiliated colleges & selected schools across the state. An SoP for this program is to be developed by a three-member **committee** comprising of IQAC members **Prof. Jayachandran K, Prof. Dinesan S & Mr. Bibin Jacob Kochett** (nominee from Industrialists).
- b) **Student Exchange Programmes** are to be initiated in all departments from next academic year & as a pilot case 5 students from each department may be selected for the same.
- c) **Dual Degree Programmes** are to be introduced in collaboration with Universities outside Kerala & India. Loan facilities from SBI are to be explored to support these programs.
- d) Admission offices are to be established **outside the state and outside India.**
- e) 20% of seats (over & above the sanctioned strength) are to be instituted in all departments for students outside Kerala & India .

VI. Updation of University Website & Portals

The website of the University and those of all schools & centres, all portals such as FMS, LMS, DMS etc of the University have to be maintained at a Global Standard with support mechanisms for the **differently abled** also. **Prof. Dr. Naushad PP, Dr. Rohit P & IT Director**

are entrusted with the same.

VII. Faculty Development Program (FDP)

It is resolved to conduct a five-day Faculty Development Program (FDP) for the newly recruited faculty members in collaboration with DCDC has to be conducted. **Prof. (Dr.) Biju PR** is entrusted to lead the same. Special emphasis may be given to introduction of **Faculty Management System (FMS)**, **Learning Management System (LMS)** & **Department Management System (DMS)**, revised NAAC criteria etc.

The meeting concluded at *1:00 pm* with all members agreeing to take follow-up action as per the discussions.



DIRECTOR IQAC



VICE CHANCELLOR