



UNIVERSITY OF KERALA
Preliminary Minutes of the Meeting of the
Special Syndicate held on 22.06.2021

Place of Meeting : University Buildings
 Thiruvananthapuram
 Time : 12.00 Noon

Members present:

1. Prof.(Dr.) V.P.Mahadevan Pillai (*In the Chair*)
 Vice-Chancellor
2. Prof.(Dr.) P.P.Ajayakumar
 Pro-Vice-Chancellor
3. Adv.B.Balachandran
4. Sri.B.P.Murali
5. Adv.K.H.Babujan
6. Adv.G.Muralidharan Pillai
7. Dr.K.G.Gopchandran
8. Dr.S.Nazeeb
9. Sri.Bijukumar.G
10. Dr.K.B.Manoj
11. Sri.Arunkumar R
12. Sri.Jairaj.J
13. Adv.A.Ajikumar
14. Dr.B.Unnikrishnan Nair
15. Smt.Renju Suresh
16. Prof.K.Lalitha

Online Presence

17. Dr.M.Vijayan Pillai

Item No.1 Conduct of University Examinations 2021 – reg.

Conduct of University Examinations 2021

To proceed with the existing mode

- 1) If exams are possible to be conducted from 28th June **or** latest by 5th July, the results can be published by mid August before Onam holidays.
- 2) University has provided centers in all ten districts outside the jurisdiction (11 Centres).
- 3) Further provision has also been given to candidates to choose any affiliated college of their convenience to appear for the University Examinations.
- 4) Practicals also to be conducted without centre change option.

- 5) Project Viva can be conducted online.
- 6) For the purpose of sanitisation and purchase of Soap, sanitizer, mask etc, University will provide an additional financial assistance of Rs.5,000/- (Rupees Five thousand only) to colleges with student strength upto 500 and Rs.10,000/- (Rupees Ten Thousand Only) to colleges with student strength above 500.
- 7) Evaluation will be done as usual by the University.

Alternative Plan

To dispense with the examinations in total and to award average marks

- a. Total marks for ESE, ie, 80 marks shall be divided into two, 50 and 30. 50 marks shall be arrived at by normalizing the marks of Core papers and 30 marks by conducting Online Viva-Voce. ESE marks of two Core papers (Written Examinations) of Semester 1 to Semester 5 for which the candidate has secured highest marks be converted to a maximum of 50 marks and be reckoned as the marks given to each theory paper of Semester 6. Online VIVA VOCE carrying a maximum of 30 marks to be conducted for each theory paper with an internal and external examiner.
- b. Project Viva to be conducted online for which soft copy of the project shall be shared with the external examiner by the Colleges sufficiently in advance.
- c. CE marks carrying a maximum of 20 marks are to be reckoned as such.
- d. Practical Examinations to be conducted by the respective colleges and the marks are to be submitted to the University.
- e. In case of inability to conduct the practical Examinations as above, in the wake of high TPR, the average marks of the practical examinations of the previous examinations converted to a maximum of 50 marks be taken to arrive at the average marks to be given to each practical paper of Semester VI. Online VIVA VOCE carrying a maximum of 30 marks to be conducted for each practical paper with an external examiner.

Reforms suggested for the Conduct of odd semester UG Regular Examinations

University of Kerala has adopted Outcome Based Syllabus for all UG/PG Programmes from the academic year 2020-21. For the successful implementation of OBS, the mode of examination also needs proper reform. The practice of conducting written examination for 80 marks shall be replaced by a variety of examinations that include oral, seminar presentations, objective type tests, etc. In this context it will be better to redesign the examination system in such a way that the odd semester exams shall be conducted at the colleges itself from 2021-22 admission onwards.

It is proposed to reduce the maximum marks of each paper of the Odd Semesters from 80 marks to 60 marks; reducing the duration of the Examination from 3 hours to 2 hours.

Valuation to be done internally by the Colleges followed by a chief valuation by an external examiner appointed by the University. The Chief Examiner shall revalue a minimum of 30% of the answerbooks.

VIVA VOCE carrying a maximum of 20 marks to be conducted for each paper with an external examiner.

CE marks carrying a maximum of 20 marks are to be reckoned as such.

The valued answerbooks are subject to anytime scrutiny by the University and the colleges shall maintain them safely for a period of one year.

There shall be provision for revaluation of answerbooks.

Resolution of the Syndicate

RESOLVED to approve the above proposals and forward the same to the Higher Education, Department, Government of Kerala for perusal and favourable action.

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Item No.2 08.05.2021 മുതൽ 16.06.2021 വരെയുള്ള ലോക്ക് ഡൗൺ കാലയളവിൽ ദിവസവേതന/കരാർ ജീവനക്കാർക്ക് വേതനം അനുവദിക്കുന്നതിനും, കാലാവധി നീട്ടി കൊടുക്കുന്നതിനുമുള്ള ഉത്തരവ്- സംബന്ധിച്ച്.

(എഡി.എ VIII)

ദിവസവേതന/കരാർ അടിസ്ഥാനത്തിൽ നിയമിതരായിട്ടുള്ള ജീവനക്കാർക്ക് കോവിഡ് പശ്ചാത്തലത്തിൽ സർക്കാർ പ്രഖ്യാപിച്ച ലോക്ക് ഡൗൺ കാലയളവിൽ ജോലിക്ക് ഹാജരാകാൻ സാധിക്കാതിരുന്ന ദിവസങ്ങൾ ഡ്യൂട്ടി ആയി പരിഗണിച്ച് വേതനം അനുവദിക്കുന്നത് സംബന്ധിച്ച് 14/06/2021 ലെ GO(P) No. 82/2021/Fin പ്രകാരം സർക്കാർ ഉത്തരവ് ഇറക്കിയിട്ടുണ്ട്. പ്രസ്തുത GO സർവകലാശാലയിൽ 17/06/2021 ലെ UO No. AdAV. 2872/2021/UOK മുഖേന നടപ്പിലാക്കിയിട്ടുണ്ട്. ടി ഉത്തരവുകൾ അനുസരിച്ച് 08/05/2021 മുതൽ 16/06/2021 വരെയുള്ള കാലയളവിൽ സർവകലാശാലയിൽ നിയമിതരായിട്ടുള്ള എല്ലാ ദിവസവേതനക്കാർക്കും, അത്യാവശ്യ ഘട്ടത്തിൽ ആവശ്യപ്പെട്ടാൽ ജോലിക്ക് ഹാജരാകുമെന്ന് മേലുദ്യോഗസ്ഥർ സാക്ഷ്യപ്പെടുത്തുന്ന പക്ഷം ലോക്ക് ഡൗൺ കാലയളവിലെ മുഴുവൻ പ്രവർത്തിദിനങ്ങളും ഡ്യൂട്ടി ആയി പരിഗണിച്ച് വേതനം അനുവദിക്കുന്നതിനും ടി ലോക്ക് ഡൗൺ കാലയളവിൽ ആദ്യത്തെ 89 ദിവസം പൂർത്തിയാക്കിയവർക്ക് തൊട്ടടുത്ത പ്രവർത്തി ദിവസം ബ്രേക്ക് നൽകിയിട്ട് അടുത്ത 89

ദിവസത്തേയ്ക്ക് കാലാവധി നീട്ടിക്കൊടുക്കുന്നതിനുമുള്ള ഉത്തരവിനായി ഫയൽ സമർപ്പിച്ചപ്പോൾ 22/06/2021 നു ചേരുന്ന സ്പെഷ്യൽ സിൻഡിക്കേറ്റ് മുൻപാകെ ടി വിഷയം പരിഗണനയ്ക്ക് സമർപ്പിക്കുവാൻ ബഹു. വൈസ് ചാൻസലർ ഉത്തരവിട്ടിരിക്കുന്നു.

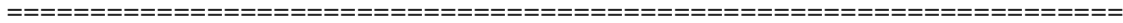
കഴിഞ്ഞ വർഷത്തെ ലോക്ക് ഡൗൺ കാലയളവിൽ ജോലിക്ക് ഹാജരാകാൻ സാധിക്കാത്ത ദിവസവേതന / കരാർ ജീവനക്കാർക്ക് ടി കാലയളവിലെ പ്രവൃത്തി ദിനങ്ങൾ ഡ്യൂട്ടി ആയി പരിഗണിച്ച് ശമ്പളം അനുവദിക്കുകയും, ടി കാലയളവിൽ ആദ്യത്തെ 89 ദിവസം പൂർത്തിയാക്കിയവർക്ക് അടുത്ത പ്രവൃത്തി ദിനം ബ്രേക്ക് നൽകിയിട്ട് തുടർന്നുള്ള 89 ദിവസത്തേക്കു കാലാവധി നീട്ടിക്കൊടുക്കുകയും ചെയ്തിരുന്നു. 14/06/2021 ലെ GO ഇറങ്ങിയതിന് ശേഷം സർക്കാർ വകുപ്പിലും സ്ഥാപനങ്ങളിലും ജോലി ചെയ്യുന്ന താൽക്കാലിക/ കരാർ ജീവനക്കാർക്ക് മുൻ വർഷത്തെ പോലെ ലോക്ക് ഡൗൺ കാലയളവിലെ ശമ്പളത്തിൽ കുറവുണ്ടാകുകയില്ലായെന്ന പത്രവാർത്തയും ഇതിനാൽ സവിനയം ശ്രദ്ധയിൽപ്പെടുത്തുന്നു.

മേൽ സാഹചര്യത്തിൽ 08/05/2021 മുതൽ 16/06/2021 വരെയുള്ള ലോക്ക് ഡൗൺ കാലയളവിൽ ദിവസവേതന/ കരാർ ജീവനക്കാർക്ക് വേതനം അനുവദിക്കുന്നത് സംബന്ധിച്ചും കാലാവധി നീട്ടിക്കൊടുക്കുന്നത് സംബന്ധിച്ചും ഉചിതമായ തീരുമാനം കൈക്കൊള്ളുന്നതിനായി കുറിപ്പ് സിൻഡിക്കേറ്റ് മുൻപാകെ സമർപ്പിക്കുന്നു.

Resolution of the Syndicate

14.06.2021 ലെ സർക്കാർ ഉത്തരവ് പ്രകാരം, സിൻഡിക്കേറ്റ് യോഗം താഴെപ്പറയുന്നത് നടപ്പിലാക്കാൻ തീരുമാനിച്ചു

1. 08.05.2021 മുതൽ 16.06.2021 വരെ ലോക്കഡൗൺ കാലയളവിൽ ജോലിയിൽ ഉണ്ടായിരുന്ന ദിവസവേതന/ കരാർ ജീവനക്കാർക്ക് ടി. കാലയളവിൽ ജോലിക്ക് ഹാജരാകാൻ സാധിക്കാത്ത പ്രവർത്തിദിനങ്ങളിൽ മേലധികാരിയുടെ സർട്ടിഫിക്കറ്റിന്റെ അടിസ്ഥാനത്തിൽ ഡ്യൂട്ടിയായി പരിഗണിച്ച് ശമ്പളം അനുവദിക്കാവുന്നതാണ്.
2. 89 ദിവസത്തെ രണ്ട് കാലാവധി പൂർത്തിയാക്കിയ താൽക്കാലിക ജീവനക്കാർക്ക് 2-ാമത്തെ കാലാവധി പൂർത്തിയാകുന്ന ദിവസംവരെ ശമ്പളം അനുവദിക്കാവുന്നതാണ്.
3. 08.05.2021 മുതൽ 16.06.2021 വരെയുള്ള കാലയളവിൽ ആദ്യത്തെ 89 ദിവസം പൂർത്തിയാകുന്ന കാഷ്വൽ ലേബറർമാർക്ക് അടുത്ത പ്രവർത്തിദിവസം ബ്രേക്ക് അനുവദിച്ചുകൊണ്ട് തുടർന്നുള്ള 89 ദിവസത്തേക്ക് കാലാവധി നീട്ടിക്കൊടുക്കാവുന്നതും ലോക്കഡൗൺ ദിനങ്ങളിൽ അനുവദനീയമായ ശമ്പളം അനുവദിക്കാവുന്നതുമാണ്.



Item No.3 Minutes of the Meeting of the Standing Committee of the Syndicate on Departments and Other Institutions of the University held on 21.06.2021 – approval – reg.

(Ad.A.VII)

A meeting of the Standing Committee of the Syndicate on Departments and Other Institutions of the University was held on 21.06.2021 at the Syndicate Room, University Buildings, Palayam, Thiruvananthapuram.

Due to the exigency, recommendations on Item No. 1 and Item No.32 of the agenda of the meeting by the Standing Committee of the Syndicate on Departments and Other Institutions of the University held on 21.06.2021 are placed before the Syndicate for consideration and approval.

MINUTES OF THE MEETING OF THE STANDING COMMITTEE OF THE SYNDICATE ON DEPARTMENTS AND OTHER INSTITUTIONS OF THE UNIVERSITY

Date : 21.06.2021

Time : 02.00 p.m.

Venue : Syndicate Room

Members

• Sri. J. Jairaj	-	Sd/-
• Adv. K. H. Babujan	-	Sd/-
• Sri. B. P. Murali	-	Sd/-
• Adv. G. Muralidharan Pillai	-	Sd/-
• Dr. S. Nazeeb	-	Sd/-
• Adv. B. Balachandran	-	Sd/-
• Dr. K. G. Gopchandran	-	Sd/-
• Dr. M. Vijayan Pillai	-	Sd/-
• Smt. Renju Suresh	-	Absent
• Sri. Riyas Vahab	-	Sd/-

Item No.3.1: RRV Centre of Excellence for Visual Arts, Mavelikkara – Extension of Sri. Bipin B. Chandran, Lecturer in Art History on contract basis – reg.

As per UO No.1883/2020/UOK dtd 24.06.2020, Sri.Bipin B Chandran, Saraswthy Bhavan, Stadium Road, Kallara PO, Thiruvananthapuram was engaged as Lecturer in Art History on Contract basis in Raja Ravi Varma Centre of Excellence for Visual Arts, Mavelikkara for a period of 11 months w.e.f 24.03.2020.

Vide Letter No.10/RRCEVA/2021, dtd 20.01.2021 the Director, Raja Ravi Varma Centre of excellence for Visual Arts, Mavelikkara has requested to extend the tenure of Sri. Bipin B Chandran, for a period of 11 months w.e.f 25.02.2021 after giving a break on 24.02.2021. The Pro Vice Chancellor has accorded sanction for the extension of service of Sri.Bipin B Chandran. However the sanction has not been communicated as yet.

Vide letter dated 09.02.2021, the Director has requested not to extend the tenure of Sri. Bipin B Chandran as there were several complaints from students regarding irresponsible behaviour , frequent skulking off scheduled lecture classes, shifting of timings of classes, instances of resorting short cuts in presentation of topics which needed elaboration . He was not putting any effort to improve despite of the Director's repeated advice, request and warning to engage classes as per the time table and carry out his duties with dedication.

The Vice chancellor has ordered to place the matter before the Standing Committee of syndicate on Departments and other Institutions.

As per the orders of the Vice Chancellor the matter is placed before the Standing Committee of Syndicate on Departments and Other Institutions for consideration and appropriate recommendation.

Recommendations:

The Committee recommended to hear the Director, RRV Centre of Excellence for Visual Arts, Mavelikkara and Sri.Bipin B. Chandran by a sub-committee consisting of the Convener, Standing Committee of the Syndicate on Departments and Other Institutions of the University, Adv. B. Balachandran, Sri.B.P. Murali. Members, Syndicate on 30.06.2021 at 11.00 a.m. at the Syndicate Room.

(Ad. A IV Section)

Resolution of the Syndicate

RESOLVED that the above recommendation of the Standing Committee of the Syndicate on Departments and Other Institutions of the University held on 21.06.2021, be approved.

Item No.3.2.32: UIM Punalur - shifting the Centre to another building - reg

The Principal (i/c), UIM, Punalur has forwarded a request for shifting the centre from "Deva Star Homes", the building in which UIM, Punalur is now functioning to the First floor of Punalur Primary Co-Operative Agricultural and Rural Development Bank, in this month itself.

It may be noted that, as per the Syndicate decision dated 10-11-2020, the present Rent deed was executed with Sri. Sabu Alex, owner of the building that houses UIM, Punalur for the period from 01.07.2020 to 30.06.2021 or up to the shifting of centre to another building whichever is earlier for a rent of Rs.44,000/- (Rupees forty four thousand only) per month. The agreement period will expire on 30.06.2021. Now the owner has requested to shift the building in the month of June 2021 itself.

The Principal (i/c), UIM, Punalur has also stated in the request that, Sri.Muraleedharan Pillai, Member, Syndicate and Sri. Jairaj J, Convener, Standing Committee of the Syndicate on Departments and Other Institutions had visited the centre and found a building o Primary Co-Operative Agricultural and Rural Development bank, Punalur. The authorities of the bank has agreed to rent out the building for a rent of Rs.20,000/-(Rupees Twenty thousand only) per month. Since it is in a town area, it is useful for students and teachers. It will lead to the overall development of the institution. and hence the building may be shifted before this month.

The Principal (i/c) has also requested for financial support from the University for partition of rooms in the proposed building since there is no sufficient amount in the PTA Fund. (Principal room -1, Office-1, classrooms- 3, staff room -1, Library -1).An expenditure of about Rs.2,50,000/- (Rupees Two Lakh and fifty thousand only) is needed for shifting of the Centre and partition of the rooms.

It may also be noted that, Sri, Sabu Alex, the present owner also demanded to pay six months rent amount due to him as early as possible.

In this circumstances, the whole matter regarding the shifting of the centre, UIM, Punalur and payment of rent is placed before the Standing Committee of the Syndicate on Departments and Other Institutions for consideration.

Recommendations:

The Committee recommended to place the matter before the Syndicate for further action.

(Ad. C Section)

Resolution of the Syndicate

RESOLVED to intimate the Principal, UIM Punalur to submit a detailed estimate for shifting of the Centre and partition of the rooms.

FURTHER RESOLVED to entrust Adv.G.Muraleedharan Pillai and Smt.Renju Suresh, Members Syndicate to have a meeting with MLA and Local Authorities, request to take necessary steps for developing the UIM, Punalur.

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Item No.4 UG/PG/B.Ed Admission – Minutes of the meeting for revamping software - approval of - reg

(Ac.H)

A meeting was convened at the Syndicate room for discussing the revamping of software of UG/PG/B.Ed Online admissions on 16.06.2021. The minutes of the meeting is prepared and attached herewith.

The Vice Chancellor has ordered to place the minutes before the Syndicate for approval.

Hence the minutes of the meeting for revamping online admission software is placed before the syndicate for consideration and approval.

Minutes of the meeting for revamping of Online admission software

Date: 16.06.2021

Time: 11.00 AM

Venue: Syndicate's Office

Members

- | | |
|---|--------|
| 1. Pro Vice - Chancellor (Chairman) | : Sd/- |
| 2. Adv. Muralidharan Pillai. G, Convenor, Standing Committee
of the Syndicate on Affiliation of Colleges | : Sd/- |
| 3. Dr. Vijayan Pillai. M (Member, Syndicate) | : Sd/- |
| 4. Sri. Jairaj. J (Member, Syndicate) | : Sd/- |
| 5. Dr. B. Unnikrishnan Nair (Member, Syndicate) | : Sd/- |
| 6. Dr. K. B. Manoj (Member, Syndicate) | : Sd/- |
| 7. Sri. Arun Kumar. R (Member, Syndicate) | : Sd/- |
| 8. Registrar | : Sd/- |
| 9. Director, Computer Centre | : Sd/- |
| 10. Dr. Jayamol Mathews (Associate Professor, Scientific Officer i/c
of Technical Officer University Computer Centre | : Sd/- |

Item No.4.1: Provision for inviting request for marginal increase through College Portal - reg

There should be a provision for all colleges to submit requests for marginal increase through college portal and the section shall have provision to access it through section login for consolidation of the same. After the sanctioning of marginal increase section shall have provision to make necessary corrections. Programme shall be developed for preparation of seat matrix also.

The committee considered the matter and recommended that the programme for preparation of seat matrix shall be handed over to the section this academic year itself. Since the requests for marginal increase has already been invited the provision for submitting the same through college portal and accessing the same through section login shall be implemented in the next academic year.

Resolution of the Syndicate

RESOLVED that the above recommendation of the meeting of the revamping of software of UG/PG/B.Ed Online admissions held on 16.06.2021, be approved.

Item No. 4.2: Provision for viewing seat matrix at every stage of allotment in the section – reg.

There should be a provision to view the current existing seat matrices of the institution at the section level at every stage; that is, before allotment, after allotment and admission. This will reduce confusion and will bring more transparency.

The Committee considered the matter and recommended to agree with the same. Also recommended that instructions shall be given to all colleges to update the admit list of candidates on the day of admission itself. If time is given to any of the candidates to submit documents, the details of such candidates shall be updated before the date of closure of the admission prescribed for each allotment.

Resolution of the Syndicate

RESOLVED that the above recommendation of the meeting of the revamping of software of UG/PG/B.Ed Online admissions held on 16.06.2021, be approved.

Item No.4.3: Provision to view the registration details of candidates /effecting corrections at the section level – reg.

At present corrections are not handled directly by the section. Email/applications received from the candidates are forwarded to the KUCC. Corrections made at the KUCC. After effecting the correction, the replies such received are communicated to the candidates concerned, by the section This certainly involves a delay. Corrections may be permitted at the section level on approval of S.O/A.R. Necessary privileges be granted in this regard.

1. A section level window be necessary be provided so that, necessary modifications can be suggested from time to time.
2. There should be a window at the section level to intervene at points where the candidates are either struck or make errors. Such corrections in errors may be made available to the section itself.
3. Change of password after the registration must be made mandatory.

The committee considered the matter and recommended to agree to the proposal. Also recommended that provision shall be given to the candidate to set password once the application number is generated. The facility for forgot password/ reset password shall be provided in the home page and change password provision shall be provided in the profile of the candidate. An OTP shall be send to the registered mobile number or email id of the candidate for resetting password.

Further recommended that master login shall be provided to the section for effecting all necessary modifications, viz., for viewing and effecting corrections on the profile of the candidate on request, view rights of the college login etc from the time of registration till the closure of admission. This may also include the provision to intervene at points where the candidates are either struck or make errors at the time of registration.

Resolution of the Syndicate

RESOLVED that the above recommendation of the meeting of the revamping of software of UG/PG/B.Ed Online admissions held on 16.06.2021, be approved.

Item No.4.4: Provision for effecting corrections and issuance of Re-admit memo from the section after allotments – reg.

Whatever allotments are done, section does not have the view rights. Whenever it requires verification, section seeks application number (user-id) and password of the respective candidate for opening document, which is not a recommended method vis-à-vis internet standards. Hence the online platform may be so equipped that Section may be given right to make necessary corrections and to issue corrected allotment memo. Corrections if any effected should be reflected in the college portal.

The committee considered the matter and recommended that a master login shall be provided to the section to verify the profile of the candidate, if required. Provision shall be given to the section to effect corrections and issue re-admit memo at the section level itself. Also the section shall have the provision to view college wise last index mark at each stage of allotment for effecting corrections in the defect memo.

Resolution of the Syndicate

RESOLVED that the above recommendation of the meeting of the revamping of software of UG/PG/B.Ed Online admissions held on 16.06.2021, be approved.

Item No.4.5: Provision for viewing admit list and provision for including candidates admitted by creating additional seats – reg

There should be a provision for viewing college admit list and including additional seats granted by OAMC, in the college admission page strictly observing the hierarchy at the University level.

The Committee considered the matter and recommended to agree the same.

Resolution of the Syndicate

RESOLVED that the above recommendation of the meeting of the revamping of software of UG/PG/B.Ed Online admissions held on 16.06.2021, be approved.

Item No.4.6: Mode of conducting Spot Admission – reg

At the time of spot allotment there should be a provision to view, and display existing and arising vacancies instantly. Once allotted the same must be effected in the online admission portal and college portal.

The committee considered the matter and recommended to explore the feasibility of conducting the spot allotment through online mode.

Resolution of the Syndicate

RESOLVED that the item be referred to the next Syndicate.

Item No.4.7: Processing Community Quota Allotment along with merit seat normal allotment – reg.

As an improvement to the existing procedure of allotment, community quota allotment may be processed along with the normal allotment. In order to make this happen we propose the below.

1. Once the candidates' registration is completed and when the college and program option is selected, the corresponding program at the same college (If the college has community quota seats) should be enabled just below the option (only if the candidate belongs to the same community of the management who runs the college). If the candidate is interested in the community seat, he has to check (tick) the box against the program enabled.

2. Thus the candidate should be allowed to opt a maximum of 10 options as explained above. Also if the candidate has to opt community colleges/programs other than ones enabled the provision to select the programs (community quota) should be provided at the end of the program list given.
3. Once the candidate selects all his option (20+10) he/she may be allowed to rearrange the options, if priority has to be changed, later.
4. Once the priority is set the allotment has to be run as which processes now but by including the community option as well. If the candidate gets selection in the community quota, the same should be mentioned in the allotment memo.

The candidate can keep the higher options if the current allotment is not satisfactory. Also if there is a change for the candidate from Community to merit in the next allotment, the vacant community seat can be filled automatically in the same allotment.

The committee considered the matter and recommended that processing of community quota allotment along with general allotment be considered from the next academic year. Also recommended to continue the community quota allotment process same as the last year for this academic year, with 20 options for community quota admission.

Resolution of the Syndicate

RESOLVED that the above recommendation of the meeting of the revamping of software of UG/PG/B.Ed Online admissions held on 16.06.2021, be approved.

FURTHER RESOLVED to constitute a sub-committee consisting of Adv.G.Muraleedharan Pillai, Dr.S.Nazeeb, Dr.B.Unnikrishnan Nair, Dr.K.B.Manoj, Sri.R.Arunkumar and Sri. J.Jairaj, Members Syndicate to study and submit a detailed report regarding the processing of community quota allotment along with general allotment for the next academic year

Item No.4.8: Provision for a Mobile application for admission – reg.

Currently the candidates apply for admission only via the admission website. Section proposes to implement a mobile application which can be downloaded from the play store for the easiness of the students.

The committee considered the matter and recommended to implement the same in the current academic year positively.

Resolution of the Syndicate

RESOLVED that the item be referred to the next Syndicate.

Item No.4.9 : Change to the communication process to students other than Bulk SMS service – reg.

Currently the communication regarding the admission and allotment is through Bulk SMS service which cost a lot the University. As a replacement to this the section propose that

1. The communication should be sent to the email id of the candidates who applied.
2. Or should be through the WhatsApp by compulsorily getting the WhatsApp number of the candidates while registration. This has to be done in the programming software.
3. Or by creating the Telegram group and sending all communications in the group.

The committee considered the matter and recommended to discuss the feasibility of sending communication through whatsapp with the service provider entrusted with the bulk sms service.

Resolution of the Syndicate

RESOLVED that the above recommendation of the meeting of the revamping of software of UG/PG/B.Ed Online admissions held on 16.06.2021, be approved.

Item No.4.10: Provision for an application form in a downloadable pdf format – reg.

A provision may be given in the home page for downloading the format of the application form in a pdf format. This will help the applicants to fill the application and submit them to the akshaya centre or any other computer centres. This will also reduce the mistakes in registration.

The Committee considered the matter and recommended to agree the same.

The meeting came to an end at 2.15 PM.

Resolution of the Syndicate

RESOLVED that the above recommendation of the meeting of the revamping of software of UG/PG/B.Ed Online admissions held on 16.06.2021, be approved.

Item No.5 UGC Regulations, 2016- Issue of Special Certificate- Reg.-

(Ac.EII)

The evaluation of Ph.D. thesis in respect of the candidates registered under UGC Regulations, 2016 has been initiated. As per the guidelines for the implementation of UGC Regulations, 2016, Clause **13.2**, *the candidate shall be issued a separate certificate prior to the actual award of the Degree, to the effect that the Degree has been awarded in accordance with the provisions of the UGC(Minimum Standards and Procedure for awards of MPhil/ Ph.D. Degree) Regulations, 2016.*

As per the Orders of the honourable Vice- Chancellor the matter was placed before the Standing Committee of the Syndicate on Academics and Research to consider and make recommendations on the following.

1. Whether the candidates registered under the purview of UGC Regulations, 2016 and whose Open Defense have been successfully completed be directed to submit application for Special Certificate.
2. Whether the prescribed fee of Rs.265/- for special certificate be levied from the candidates mentioned above.
3. Whether Verification Report duly endorsed by the HOD (Chairman, Doctoral Committee) and the Dean of the concerned faculty be insisted in this case.

The Standing Committee of the Syndicate on Academics and Research held on **04.05.2021** has recommended *to issue separate certificate prior to the actual award of the Degree, to the effect that the Degree has been awarded in accordance with the provisions of the UGC(Minimum Standards and Procedure for awards of MPhil/ Ph.D. Degree) Regulations, 2016 as adopted by the University. Further recommended to approve the format of the special certificate and the verification report. Further recommended that the fees to be levied for issuance of the above certificate may be decided by the Syndicate.*

The Syndicate held on **07.05.2021** resolved to approve the above recommendation, but has not taken any decision on the matter of fees to be levied for the issuance of the said certificate.

It may be noted that for candidates registered prior to 2009 regulation/ 2009 regulation is being levied a fee of Rs.265/- for issuing special certificate.

Hence as per the orders of the honourable Vice- Chancellor, *the matter of fees to be levied for the issuance separate certificate prior to the actual award of the Degree, to the effect that the Degree has been awarded in accordance with the provisions of the UGC(Minimum Standards and Procedure for awards of MPhil/ Ph.D. Degree) Regulations,*

2016 as adopted by the University is placed before the Syndicate for taking appropriate decision.

Resolution of the Syndicate

RESOLVED to levie a fee of **Rs. 265/-** for the issuance of separate certificate prior to the actual award of the Degree, to the effect that the Degree has been awarded in accordance with the provisions of the UGC (Minimum Standards and Procedure for awards of MPhil/ Ph.D. Degree) Regulations, 2016 as adopted by the University.

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Item No.6: Functioning of Cash Counter at Senate House Campus-reg

(FOS)

The Cash Counters, Senate House Campus is functioning after the lockdown period from 17/06/2021 onwards. Public however continues to be restricted, as the potential crowding in view of the Delta Plus strain of the COVID 19 still lurking at our midst does not augur well for the occupational safety. All, who approach (through Enquiry/Helpdesk also) are advised to opt for the present procedure of online payment mode. Remittances from the Departments/Colleges and to those of our staff, who are desirous to utilize the cash counter facility, are considered. To facilitate the same cash counter will work on all working days from 10.15 am to 3 pm.

As per COVID 19 protocol, the bank will be working only on Mondays/ Wednesdays and Fridays. Cash Collected on these days will be deposited to the bank on the same day itself.

It is submitted that we are compelled to maintain the cash at the Cash (Main) section's strong room chest on other days.

As a temporary measure it is requested that the cash counters may be permitted to retain the cash collection in the chest at Main Cash on Tuesdays and Thursdays, until the bank resumes normal functioning.

Resolution of the Syndicate

RESOLVED that the permission be granted to retain the cash collection in the chest at Main Cash on Tuesdays and Thursdays, until the bank resumes normal functioning.

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Item No.7 NSS College, Cherthala – Workload fixation of various teaching departments for the year 2019-20 – reg.

Ac.FII

The Syndicate at its meeting held on 11.06.2021 considered the proposal vide paper read for fixation of workload in the various teaching department in N.S.S College, Cherthala for the year 2019-20 and resolved to approve the same and decided to issue University Order to fix workload in various teaching departments in the college w.e.f 01.06.2019 onwards.

The Vice Chancellor has implemented the resolution of the Syndicate and U.O was issued vide U.O No. Ac.FII/1128/2021 dated 16.06.2021.

But later some discrepancies with regard to the allocation of workload in the subjects English, Malayalam, Environmental Science and Chemistry were noticed. The difference was occurred in the distribution of workload of B.Sc Environmental Science programme offered in the college.

As ordered by the Vice Chancellor, the matter regarding the fixation of workload in NSS College, Cherthala for the year 2019-20 incorporating the changes noted, as detailed below, is placed before the Syndicate for reconsideration.

Sl.No	Department	Workload Assessed
1.	English	133 Hours
2.	Sanskrit	19 Hours
3.	Malayalam	76 Hours
4.	Hindi	27 Hours
5.	Mathematics	127 Hours
7.	Chemistry	102 Hours
8.	Environmental Science	70 Hours
9.	Botany	59 Hours
10.	Zoology	59 Hours
11.	Physics	74 Hours
12.	Commerce	138 Hours
13.	Economics	121 Hours
14.	Politics	18 Hours
15.	Statistics	17 Hours
16.	History	46 Hours
17.	Physical Education	Above 1000 students (1478 Students)

Resolution of the Syndicate

RESOLVED to approve the fixation of workload in NSS College, Cherthala for the year 2019-20 as detailed below:

Sl.No	Department	Workload Assessed
1.	English	133 Hours
2.	Sanskrit	19 Hours
3.	Malayalam	76 Hours
4.	Hindi	27 Hours
5.	Mathematics	127 Hours
7.	Chemistry	102 Hours
8.	Environmental Science	70 Hours
9.	Botany	59 Hours
10.	Zoology	59 Hours
11.	Physics	74 Hours
12.	Commerce	138 Hours
13.	Economics	121 Hours
14.	Politics	18 Hours
15.	Statistics	17 Hours
16.	History	46 Hours
17.	Physical Education	Above 1000 students (1478 Students)

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Item No.8 KSMDB College, Sasthamcotta -Workload Assessment and Fixation of Staff strength for the academic year 2020-21- Approval reg-

(AcFII)

The Syndicate, at its meeting held on 11.06.2021 had considered the Workload fixation of KSMDB College Sasthamcottah vide item No 28.34.02 and resolved to approve the workload in the various teaching departments in the KSMDB College, Sasthamcottah for the academic year 2020-21 . The Syndicate resolved that since the workload for the year 2020- 2021 is the same as that of 2019-2020, the Syndicate decided to issue University Order to fix workload in various teaching departments in the College w.e.f 01.06.2019

onwards. Further resolved to correct the workload in the Department of Chemistry as 200 hours instead of 208 hours.

The Vice Chancellor had ordered to implement the above resolution.

It may be noted that as the workload statement was prepared on the basis of Half Yearly Returns submitted by the Educational Agency for the year 2020-21 along with the supporting documents for the year 2020-21. Here the Educational Agency has not submitted the Half Yearly returns of 2019-2020. More over workload is fixed for a particular year and not with effect from a particular date.

In the light of above mentioned facts , and as per orders of the Vice Chancellor, the matter regarding the fixation of workload in KSMDB College, Sasthamcotta for the academic year 2020-21 as detailed below is placed before the Syndicate for re consideration .

STATEMENT SHOWING THE ASSESSMENT OF WORKLOAD OF VARIOUS TEACHING DEPARTMENTS OF KSMDB COLLEGE, SASTHAMCOTTA

Sl.No	Department	Workload Assessed
1.	Mathematics	136 Hours
2.	Statistics	66 Hours
3.	English	247 Hours
4.	Malayalam	104 Hours
5.	Hindi	68 Hours
7.	History	52 Hours
8.	Political science	52 Hours
9.	Economics	122 Hours
10.	Physics	87 Hours
11.	Chemistry	200 Hours
12.	Botany	75 Hours
13.	Commerce	138 Hours
14.	Sanskrit	152 Hours
15.	Zoology	75 Hours
16.	Computer Science	13 Hours
17.	Physical Education	Above 1000 students (2533 students)

Resolution of the Syndicate

RESOLVED to approve the fixation of workload in KSMDB College, Sasthamcotta for the academic year 2020-21 as detailed below:

Sl.No	Department	Workload Assessed
1.	Mathematics	136 Hours
2.	Statistics	66 Hours
3.	English	247 Hours
4.	Malayalam	104 Hours
5.	Hindi	68 Hours
7.	History	52 Hours
8.	Political science	52 Hours
9.	Economics	122 Hours
10.	Physics	87 Hours
11.	Chemistry	200 Hours
12.	Botany	75 Hours
13.	Commerce	138 Hours

14.	Sanskrit	152 Hours
15.	Zoology	75 Hours
16.	Computer Science	13 Hours
17.	Physical Education	Above 1000 students (2533 students)

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Item No.9- Minutes of the Meeting of the Standing Committee of the Syndicate on Examinations held on 17.06.2021- reg.

(M&C.I)

Resolution of the Syndicate

RESOLVED that the item be referred to the next Syndicate.

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Item No.10- Minutes of the Meeting of the Examination Monitoring Committee held on 17.06.2021 –reg.

(M&C.I)

Resolution of the Syndicate

RESOLVED that the item be referred to the next Syndicate.

Registrar i/c

Pro-Vice-Chancellor

Vice-Chancellor

University Buildings,
Thiruvananthapuram,
22.06.2021



UNIVERSITY OF KERALA

Preliminary Minutes of the 29th Meeting of the Syndicate held on 02.07.2021

Place of Meeting : University Buildings
Thiruvananthapuram
Time : 10.00 AM

Members present:

1. Prof.(Dr.) V.P.Mahadevan Pillai (*In the Chair*)
Vice-Chancellor
2. Prof.(Dr.) P.P.Ajayakumar
Pro-Vice-Chancellor
3. Dr.M.Vijayan Pillai
4. Sri.Arunkumar R
5. Adv.A.Ajikumar
6. Dr.S.Nazeeb
7. Sri.Bijukumar.G
8. Dr.K.B.Manoj
9. Dr.B.Unnikrishnan Nair
10. Adv.K.H.Babujan
11. Sri.Jairaj.J
12. Sri.B.P.Murali
13. Adv.B.Balachandran
14. Sri.Riyas Vahab
15. Prof.K.Lalitha
16. Smt.Renju Suresh

Online presence

1. Dr.V.Mathew
2. Adv.G.Muralidharan Pillai
3. Dr.K.G.Gopchandran
4. Sri.Vijayakumar. R, Additional Secretary, Higher Education Department.

Item No. 29.05. Confirmation of the Preliminary Minutes of the Special Meeting of the Syndicate held on 22.06.2021 -reg.

(Ac.A.I)

The Syndicate considered and approved the Preliminary Minutes of the Special Meeting of the Syndicate held on 22.06.2021.

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