



**UNIVERSITY OF KERALA**  
**Preliminary Minutes of the Meeting of the**  
**Special Syndicate held on 19.04.2021**

Place of Meeting : University Buildings  
 Thiruvananthapuram  
 Time : 02.00 PM

**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. Sri.Bijukumar.G
6. Dr.B.Unnikrishnana Nair
7. Dr.K.G.Gopchandran
8. Dr.S.Nazeeb
9. Adv.G.Muralidharan Pillai
10. Sri.Jairaj.J
11. Dr.M.Vijayan Pillai
12. Sri.Arunkumar R
13. Adv.A.Ajikumar
14. Prof.K.Lalitha

**Online presence**

1. Dr.V.Mathew
2. Smt.Renju Suresh
3. Sri.Vijayakumar.R, Additional Secretary, Higher Education Department.

**Item No.01 Implementation of UGC Regulations, 2018 in the University- Direct recruitment and CAS- Approval of templates and preliminary score sheet-Consideration of-reg. (Ad.DII)**

A sub committee has been constituted with Dr. K.G.Gopchandran, Professor, Department of Optoelectronics, Dr.A.Gangaprasad, Dean, Faculty of Science and Dr.R.Jayachandran, Dean, Faculty of Oriental Studies as members for preparing Preliminary Score sheet for direct recruitment as well as PBAS Proforma and templates for facilitating CAS promotion as per UGC Regulations, 2018 vide UO no.734/2020/UOK dated 24.02.2020.

The sub-committee has submitted the score sheet, PBAS proforma and templates for facilitating recruitment and placement of teachers of University Departments under Career Advancement Scheme of UGC Regulations, 2018. As per the orders of the Vice-Chancellor, the same is placed before the Standing Committee of the Syndicate on Academics and Research.

The Standing Committee of the Syndicate on Academics and Research held on 25.01.2021 considered the matter and recommended to refer the matter to the Syndicate incorporating the below mentioned suggestions made in this regard by the Committee:-

**\*note below the Table 1 Assessment Criteria and Methodology for University/college Teachers** mentioned in UGC Regulation 2018 such that *"For the purpose of assessing the grading of activity at Serial No.1 and Serial No.2, all such period of duration which have been spent by the teachers on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The*

teachers shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations as per the acts statues and ordinances of the parent institution." is to be included in the report submitted by the sub committee.

**\*the following note below the Table 2 Methodology for University and College Teachers for calculating Academic/Research Score** mentioned in UGC Regulation 2018 is to be included in the report submitted by the sub committee

Paper presented if part of edited book or proceeding then it can be claimed only once.

For joint supervision of research students, the formula shall be 705 of the total score for Supervisor and Co- Supervisor. Supervisor and Co- Supervisor, both shall get 7 marks each.

For the purpose of calculating research score of the teachers, the combined research score from the categories of 59b).Policy document and 6. Invalid lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

The research score shall be from the minimum of three categories out of six categories.

\* Same applicant summery sheet is prepared for placement from academic level 10 to 11, 11 to 12 and 12 to 13A. with service requirements /Qualifications mentioned as follows:-

1. Completed years of service in existing stage
2. MPhil or similar degrees in subject relevant/allied/relevant discipline
3. Ph.D Degree in subject relevant/allied/relevant discipline
4. The teacher has undergone required number of refresher courses/short term course/Workshop etc. as specified in UGC regulation section 6.4 B I/II/III as the case may be.

One of the criteria mentioned in the regulation for placement to Associate Professor ie, **"Evidence of having guided at least one Ph.D candidate"** is to be included in the Applicant Summary sheet of Associate Professor (ie, Academic Level 13 A).

The portion of verification of research score in appendix II Table 1 and 2 is to be included in the score sheet of both Academic Level 13 A and Professor.

**The Syndicate held on 27.01.2021 vide item no. 22.61.D16 considered the matter and resolved to refer the item to the next Syndicate. The Syndicate held on 17.02.2021 vide item no. 23.119 again considered the matter and resolved to refer the item to the next Syndicate for detailed discussion. The Syndicate held on 13.04.2021 vide item no.26.55 again considered the matter and resolved that the item be referred to the special syndicate scheduled on 19.04.2021.**

**The Vice-Chancellor has accorded sanction to implement the Syndicate resolution. Meanwhile, the subcommittee constituted for templates have submitted template for Senior Professor also.**

**Hence the score sheet, PBAS proforma and templates for facilitating recruitment and placement of teachers and Senior Professor of University Departments, under Career Advancement Scheme of UGC Regulations, 2018 and the above suggestions made in this regard by the Standing Committee of the Syndicate on Academics and Research is placed before the Syndicate for consideration and appropriate decision thereof.**

***Resolution of the Syndicate***

The Syndicate considered the preliminary Score Sheet for direct recruitment and templates for facilitating CAS promotion as per UGC Regulations 2018 and **RESOLVED** to authorise the Vice-Chancellor to submit a detailed report for the implementation, after seeking legal opinion.

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**Item No.02      Dept of Zoology - Purchase of two air conditioners from the DDF – Consideration of reg.**

**(Ad.Misc)**

Prof. Dr. G. Prasad, Head, Department of Zoology, vide letter no. Zool/Ac Purchase/2020 dated 24.08.2020 has informed that the HOD room of the Department of Zoology is situated in the Western side of the building and a full wall is covered by windows where from 12 o' clock onwards,

the sunlight and heat is too high. Further informed that the said room is a hall like room where the Doctoral Committee for PhD aspirants is held, Professors from other institutions and dignitaries are hosted and all the PG and M.Phil viva and evaluation of the Answer scripts are done. To uphold the dignity of this Department it is highly felt that there should be air-conditioning in the room. The Department Council met on 13.08.2019 to discuss this aspect and the members have unanimously agreed to request to the University to grant permission to purchase two air conditioners for use in the HoD room using money from the Department Development Fund (DDF) account of the Department of Zoology.

As per letter no. Zool/AC Purchase/2021 dated 19.01.2021, the HoD forwarded quotations in original along with the minutes of the Department Council meeting, Quotation Verification Report issued by the CLIF and the Quotation notice.

Finance branch has remarked that as per U.O.No. Ad.Misc.2/DDF/2012 dated 13/12/2019 , the limit of expenditure that can be incurred at a time from the DDF by the H.O.D's without prior approval of the Vice Chancellor is Rs.25,000/-. The Vice-Chancellor after examining the matter ordered to place it before the Purchase Committee for recommendation.

The Local Purchase Committee held on 20.03.2021 considered the matter and recommended to "purchase 2 numbers of VOLTAS AC 1.5 T 3 Star and V Guard Stabilizer from the M/S. Jaya Agencies, Trivandrum for an amount of Rs. 75,000/- (Rupees Seventy five thousand only) including GST for use in the Department of Zoology meeting the expenditure from the Department Development Fund (DDF) account of Department of Zoology. The Committee also recommended that the University Engineer shall be directed to ensure the capacity of Electrical substation to support the Air Conditioners newly installed and submit the report.

The above recommendation was considered by the Vice-Chancellor and ordered to place the matter before the Syndicate for consideration.

As ordered by the Vice-Chancellor, the matter of purchasing 2 air conditioners in the Department of Zoology from the invited quotations utilizing the Department Development Fund (DDF) and the recommendation of the Local Purchase Committee held on 20.03.2021 is placed before the Syndicate for consideration.

**Resolution of the Syndicate**

**RESOLVED** to purchase two numbers of air conditioners for an amount of Rs.75,000/- including GST for the use in the Department of Zoology meeting the expenditure from the DDF.

**Item No.03      OBE Orientation Workshop – Payment of Honorarium to the Resource Person, Prof. N. J. Rao – Consideration of-Reg.**

**(IQAC)**

As directed by the Hon'ble Vice Chancellor, a **Special Workshop on OBE was organized by IQAC on April 8 & 9, 2021 with four sessions.** This Workshop was hosted for all the faculty members of the University considering our implementation of OBE curriculum.

**Prof. N.J. Rao, retired Professor of IISC, Bangalore was the Resource Person.** The Honorarium for Prof. N.J. Rao is **Rs. 5000/- (Rupees five thousand only) per session of 90 minutes.** Accordingly we have to pay **Rs.20,000/- (Rupees twenty thousand only) for the 4 sessions.**

As directed by the Hon'ble Vice-Chancellor, the matter is placed is placed before the Syndicate for approval on the following:

- **to release an amount of Rs.20,000/- (Rupees twenty thousand only) to Dr. Gabriel Simon Thattil, Director, IQAC towards meeting the expenses for the payment of Honorarium to Prof. N. J. Rao, retired Professor of IISC, Bangalore for the 4 sessions of OBE Orientation Workshop held on April 8 & 9, 2021.**

The matter is placed before the Syndicate for consideration and approval.

**Resolution of the Syndicate**

**RESOLVED** that the above proposal be agreed to.

**Item No.04 Leave without Allowance for joining spouse-Smt. Smitha K.P, Assistant, Ac.E.I Section-Consideration of-reg.**

**(Ad.G)**

Smt. Smitha K.P, Assistant, Ac.E.I Section has submitted an application for Leave without Allowance for joining spouse for a period from 01/05/2021 to 28/02/2023. Leave without Allowance for joining spouse may be sanctioned to Officers under provisions in Appendix XII C, Part I KSR, subject to the following conditions.

1. The Officer shall lose seniority during the currency of the period of leave, including seniority in the higher grade (s) with reference to her juniors who might get promoted to such grade (s) before the rejoins duty.
2. The Officer shall also lose service benefits including Earned Leave, Increment, Gratuity, Pension etc during the period.
3. The Officer shall not accept any other employment abroad/within the country during the currency of the period of leave, without prior sanction from the University.
4. No other kind of Leave except leave under Appendix XII A shall be granted in combination with or in continuation of the leave under these rules.

As ordered by the Hon'ble Vice-Chancellor, the request of Smt. Smitha K.P, Assistant, Ac.E.I Section, is placed before the Syndicate for Consideration and appropriate recommendation.

***Resolution of the Syndicate***

**RESOLVED** to sanction leave without allowance for joining spouse for a period from 01/05/2021 to 28/02/2023 to Smt.Smitha.K.P, Assistant, Ac.E.I Section under provisions in Appendix XII C, Part I KSR.

**FURTHER RESOLVED** to entrust the Registrar to submit a detailed report of employees who are availing LWA, before the next Syndicate.

**Item No.05 PG and Professional Courses – Granting relaxation of one more year to claim grace marks in the wake of Covid-19 pandemic – Consideration of-reg.**

**(Ad.DI)**

Sri.Jairaj.J, Member Syndicate, has requested to grant a relaxation of one more year for claiming the grace marks for the PG and Professional courses for the academic year ended in 2019-20 and ending in 2020-21 in the wake of Covid-19 pandemic, since the students were unable to submit their application for the same in time.

It may be noted that as per the U.O No.Ad.DI.1.1276/Sports/Grace Marks/2007 dtd.12.08.2009, Grace marks shall be awarded to the candidate on the basis of his/her performance in the respective academic year. **The student shall claim the Grace Marks within one year after completion of the course** but prior to the issue of Degree Certificates.

The Vice Chancellor has ordered to place the request before the Syndicate for consideration. Accordingly the matter is placed before the Syndicate for consideration and appropriate decision.

***Resolution of the Syndicate***

**RESOLVED** to extent the period to apply for grace marks for the UG, PG and Provisional Courses for the academic year 2019-20 upto June 30, 2021 in the wake of Covid-19 Pandemic.

**Item No.06 School of Distance Education - erstwhile LSCs - refund of caution deposit - four centres - reporting of – reg.**

**(Ad.Misc)**

The Vice – Chancellor, by invoking the provision under section 10 (13) of the Kerala University Act, 1974, has sanctioned an amount of Rs.8,00,000/- (Rupees Eight lakhs only) towards the refund of caution deposit, remitted by four erstwhile LSC's of SDE, viz. (1) Taluk NSS Union (Mannam Memorial NSS College), Anandhavalleswaram, Kollam, (2) Sree Sankaracharya College of Management, Kannur, (3) SN Samithi, Kayamkulam and (4) National Service Society (Mission College), Perinthalmanna, meeting the expenditure from ' Part I – NP – MH : 48 - SDE - 4/4236 – Learner Support Centres' provided in the previous year's budget estimates of the University.

U.O. No. 1838/2021/UOK dated 26.03.2021 was issued accordingly.

The above action taken by the Vice - Chancellor is reported to the Syndicate.

***Resolution of the Syndicate***

**RESOLVED** that the action taken by the Vice-Chancellor in having accorded sanction as detailed above, be noted.

***Item No.07 Framing IT Policy of the University –Consideration of-reg.***

***(Ad.DI)***

The Syndicate at its Meeting held on 10.11.2020, vide Item No.04, has resolved to constitute a Sub-Committee for framing IT Policy of the University and the same was constituted vide U.O.No. 321/2021/UOK dated 23.01.2021.

The Director, Computer Centre has forwarded a detailed Back-Up policy framed by the Sub Committee to be implemented in the university.

In addition, the Director, Computer Centre has forwarded the State IT Policy and has informed that the same may be considered for the IT Policy of the University.

The Registrar has recommended to submit both proposals forwarded by the Director, Computer Centre before the Syndicate for approval.

The Hon'ble Vice-Chancellor has ordered to place the matter before the Syndicate.

Accordingly, the proposals of State IT Policy and Back up Policy (submitted by the Sub - Committee for framing IT policy of The University) was placed before the Syndicate and the Syndicate at its meeting held on 13.04.2021 vide Item no. 26.102 resolved to refer the above item to the Special Syndicate scheduled on 19.04.2021.

The Vice-Chancellor has ordered to implement the resolution of the Syndicate. Accordingly, the proposals of State IT Policy and Back up Policy (submitted by the Sub - Committee for framing IT policy of The University) are placed before the Syndicate for consideration and appropriate decision.

***Resolution of the Syndicate***

**RESOLVED** to implement the proposal of Backup Policy submitted by the sub-committee and State IT Policy as IT policy of the University.

***Item No.08. KSCSTE Fellowship - Payment of 1<sup>st</sup> year fellowship grant in respect of Ms.Shahina K, Research Scholar, Department of Computational Biology and Bioinformatics - reporting of -reg.***

***(Ac.EIII)***

The Kerala State Council for Science, Technology and Environment (KSCSTE),had sanctioned and released an amount of Rs.3,10,400/- (Rupees Three Lakh Ten Thousand and Four Hundred Only) towards the 1<sup>st</sup>year grant of KSCSTE Fellowship to Ms.Shahina K ,Research Scholar, Department of Computational Biology and Bioinformatics , University of Kerala.

Accordingly, Sanction has been accorded by the Vice-Chancellor for the payment and release of 1<sup>st</sup>year grant of KSCSTE Fellowship amounting to Rs.3,10,400/-(Rupees Three Lakh Ten Thousand and Four Hundred Only) to Ms.Shahina K,Research Scholar, Department of Computational Biology and Bioinformatics University of Kerala as per the norms of the sponsoring authority, subject to reporting to the Syndicate UO No.AcEIII.1/27026/KSCSTE/2021 dated 27/03/2021 was issued in this regard.

As per orders of the Vice-Chancellor, the matter is reported to the Syndicate.

***Resolution of the Syndicate***

**RESOLVED** that the action taken by the Vice-Chancellor in having accorded sanction as detailed above, be noted.

***Item No.09 KSCSTE Fellowship - Payment of 1<sup>st</sup> year fellowship grant in respect of Ms.Reji.R.V, Research Scholar, Department of Physics- Reporting of-reg.***

***(Ac.E.III)***

The Kerala State Council for Science, Technology and Environment (KSCSTE), had sanctioned and released an amount of Rs.3,10,400/- (Rupees Three Lakh Ten Thousand and Four

Hundred Only) towards the Ist year grant of KSCSTE Fellowship to Ms. Reji R.V, Research Scholar, Department of Physics, University of Kerala.

Accordingly, Sanction has been accorded by the Vice-Chancellor for the payment and release of 1<sup>st</sup> year grant of KSCSTE Fellowship amounting to Rs.3,10,400/- (Rupees Three Lakh Ten Thousand and Four Hundred Only) to Ms. Reji R V, Research Scholar, Department of Physics, University of Kerala as per the norms of the sponsoring authority, subject to reporting to the Syndicate UO No. Ac.E.III.1/27026/KSCSTE/2021 dated 27/03/2021 was issued in this regard.

As per orders of the Vice-Chancellor, the matter is reported to the Syndicate.

*Resolution of the Syndicate*

**RESOLVED** that the action taken by the Vice-Chancellor in having accorded sanction as detailed above, be noted.

**Item No.10**      ***KSCSTE Fellowship-Payment of extended period fellowship grant in respect of Ms.Reshma S, Research Scholar, Department of Chemistry-reporting of-reg.***

**(Ac.E.III)**

The Kerala State Council for Science, Technology and Environment (KSCSTE), had sanctioned and released an amount of Rs.1,75,000/- (Rupees One Lakh Seventy Five Thousand Only) towards the extended period grant of KSCSTE Fellowship to Ms. Reshma S, Research Scholar, Department of Chemistry, University of Kerala.

Accordingly, Sanction has been accorded by the Vice-Chancellor for the payment and release of extended period grant of KSCSTE Fellowship amounting to Rs.1,75,000/- (Rupees One Lakh Seventy Five Thousand Only) towards the extended period grant of KSCSTE Fellowship to Ms.Reshma S, Research Scholar, Department of Chemistry, University of Kerala as per the norms of the sponsoring authority, subject to reporting to the Syndicate UO No. Ac.E.III.1/24012/KSCSTE/2021 dated 27/03/2021 was issued in this regard.

As per orders of the Vice-Chancellor, the matter is reported to the Syndicate.

*Resolution of the Syndicate*

**RESOLVED** that the action taken by the Vice-Chancellor in having accorded sanction as detailed above, be noted.

**Item No.11**      ***Request from Shri Jayaprakash Sivaji for internal redo of MBA Course-Consideration of-reg.***

**(CSS)**

The request of Shri Jayaprakash Sivaji along with the Judgement of the Hon' ble High Court in WP(C) NO.28683 of 2020(1) was placed before the Syndicate meeting held on 13/4/2021. The Syndicate considered the judgement of the Hon'ble High Court and resolved to authorize the Pro-Vice Chancellor to hear the petitioner and place the report before the Special Syndicate meeting to be held on 19/4/2021. The Hon'ble Vice Chancellor has ordered to implement the decision of the Syndicate.

Accordingly a hearing was conducted on 17/4/2021 at the Pro-Vice Chancellor's Chamber. The report of the hearing has been prepared and placed before the Syndicate as per the orders of the Hon'ble Vice Chancellor.

**Report on the hearing conducted**

**Sub: Request from Shri Jayaprakash Sivaji for internal redo of MBA Course-reg**

Venue : Pro Vice Chancellor's Chamber

Date and Time : 17.04.2021, 2 pm

**Members Present:**

1. Prof.P.P.Ajayakumar, Pro-Vice Chancellor (in the chair)
2. Dr. N.Gopakumar. Controller of examinations
3. Prof. A.Bijukumar, Vice Chairman,CSS
4. Dr. K S. Chandrasekhar, Dean, Management Studies
5. Sri. Jayaprakash Sivaji, Student,UIM,Varkala

The hearing started at 2 pm. The hearing committee heard the grievances of the petitioner and put forward the following recommendations:

1. As per the CSS regulations the only option the candidate had was to repeat the programme with prior permission of the Head of the Department by taking the required number of courses within a maximum period of eight continuous semesters starting from the first semester, provided an amount equivalent to the semester fee for all the intervening semesters are regularly paid and has not been removed from the rolls by issuing TC. But he did not avail the said options within the time limit and he has been removed from the rolls by issuing TC on his request. In this case the grace period ended by 2015.
2. Now that the Hon'ble High Court has given directions to reconsider the request, the Syndicate may decide whether special permission is to be given to the candidate to redo the internal marks.  
If the Syndicate decides in the affirmative, the candidate may be permitted to repeat the courses in the third and fourth semesters in IMK, Kariavattom by arranging special classes and examination, as the scheme and syllabus of MBA programme has already been changed in 2012 and then to grading system from 2017 onwards and now the new Outcome based syllabus adopted from 2020 admission onwards.
3. As mentioned in the judgement of the Hon. High court of Kerala, the provision for internal redo can be permitted only by repeating the courses to gain internal marks. Hence in order to enable the candidate to repeat the programme in the syllabus in which he studied, separate classes may be conducted for him by fixing a fees (including course fee) proposed by the Head, IMK and permit him to write the end semester exams of the failed papers separately .
4. Since the candidate has been issued TC, he is not eligible for redoing the internals. Hence a decision may also be taken whether special permission can be granted to continue his studies by accepting the present TC.
5. If the Syndicate decision is in favour of the candidate, the concurrence of the Academic Council may also be sought.

***Resolution of the Syndicate***

The Syndicate considered the hearing report and **RESOLVED** to reject the request of Sri.Jayaprakash Sivaji for internal redo of MBA Course, as he has been issued TC and hence not eligible for internal redo.

***Item No.12 Covid -19- Request to reinstate University bus services-Consideration of-reg.***

**(Ad.A.VI)**

Please see the orders of the Vice Chancellor on the representation received from Kerala University Employees' Union regarding resuming cancelled bus services operated to commute employees residing at Kollam, Parassala, Kilimanoor, Kattakada, Nedumangaud route as teaching departments closed for two months vacation.

The remarks of the Mechanical Engineer is also obtained in this regarding. The M.E reported that the trips can be operated only when there are no scheduled classes for students in University Departments or University College of Engineering. He has also remarked that the fare for the bus trips causes losses for University, hence the bus fare is to be revised. It is also noted that the KSRTC is operating BOND buses in all routes. (Remarks M.E is Appended).  
It may also be noted that various representations were received from the employees requesting to operate the said bus services.

As per the Orders of the Vice Chancellor the request for resuming University Buses service to commute employees of the University is placed before the Syndicate for taking a decision.

***Resolution of the Syndicate***

**RESOLVED**

1. to reinstate the University Bus services for the University Employees, considering the spread of Covid-19.
2. University Bus fare be made at par with the fare of KSRTC Fast Passenger.

Considering the situation of the spread of Covid-19 Pandemic, the Syndicate **FURTHER RESOLVED** the following:

1. All academic activities in the University Teaching Departments be made online except research activities.

2. Academic activities in UITs/ UIMs/ KUCTES/UCE be made online. Entrust the Principals to take necessary steps to implement the same.
3. Entrust the Warden to initiate immediate steps to vacate the students of UG/ PG from University Hostels at Kariavattom and Thycaud.
4. All Statutory meetings (Syndicate/ Senate/ Academic Council/ Board of Studies) should be conducted through online mode.
5. To sanction an additional amount of Rs.3,00,000/- (Rs. Three lakhs only) for the purchase various items in connection with Covid-19 protocol.
6. All staff and faculties are requested to take Covid-19 vaccination at the earliest.



### **TRANSPORT WING, UNIVERSITY OF KERALA, KARIYAVATTOM**

*(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)*

17/04/2021

**From**

The Assistant Engineer Mechanical

**To**

The Registrar  
University of Kerala  
Thiruvananthapuram

**Sir,**

**Sub :** *Remarks on providing bus trips to staff – Kollam and Parassala routes.*

**Ref :** *Direction of Registrar on submission by staff members demanding trip to these locations.*

The university currently possesses 4 four buses in transport wing and two buses at engineering college. The average occupancy of the buses during the previous week was 60 – 70 students. Currently students are being ferried only on seating capacity basis i.e. around 50 students in each bus. The engineering college buses are operated on alternate days when exams are conducted. Hence it is suggested that the university buses cannot be provided for operating trips COVID 19 special trips when classes are conducted.

Initially the bus trips were started with special permission from the District Collector when normal means of transport such as public and private transport, inter district travel were not permitted.

It may also be considered that the fares levied by the university for the COVID special trip was calculated on levels at par with KSRTC Ordinary bus rates, the lower fares were arrived considering the travel restrictions and unavailability of public transport services then.

The existing fares of Rs.20/- from Neyyattinkara to Senate hall and Kollam to Senate Hall Rs.60/- compared to Rs.35/- and Rs.84/- levied by KSRTC on fast passenger buses is a loss making, more over KSRTC is operating trips on both sides, whereas university buses get passengers only on one route. The bus service if offered to employees as COVID -19 special trips should be charged fares which don't cause any financial loss to the university at times when public transport is available.

The following would be the expenses for the university for operating a bus for one kilometer

| Description  | On a bus                      |
|--|-------------------------------|
| Fuel Costs(Avg mileage of 3.75 Kmpl and Diesel cost at Rs.81/liter)    | Rs.21.6/ Kilometer            |
| Maintenance Cost (Figure Calculated in 2015)                           | Rs.14.37/per kilometer        |
| <b>Variable Cost per Kilometer per person (Assuming 50 passengers)</b> | <b>72 paisa per kilometer</b> |
| Fixed Operating Cost(Salary of Driver and Conductor only)              | Rs.1375/- per day             |
| Fixed cost per passenger per day                                       | Rs.27.5                       |



The KSRTC is operating BOND buses in all these routes. The bus fares on Bus ON Demand (BOND) are much higher than the ordinary bus rates, the BOND services operate with occupancy in seating capacity, assured seats, parking space for two wheelers in KSRTC stands and stops at place of choice of passenger. Many of the staff members are using BOND services.

Hence following suggestion are being made for the kind consideration.

As per G.O.(P) No. 37/2020/Tran. Dated, Thiruvananthapuram, 2nd July, 2020, the government has provided guidelines for fares of COVID -19 special fares. The same may be considered while arriving at fares.

The university buses are required to ply on one side with out passengers unlike KSRTC which get passengers on both trips. Hence adopting the same per kilometer fare of the KSRTC would create losses to the university and would invite adverse audit remarks.

The fares are calculated on flat basis or pro rata fares shall result in losses for university.

The suggested fares are as below

| Route        | Fare suggested  | Remarks                       |
|--------------|-----------------|-------------------------------|
| Parassala    | Rs.120 (105.26) | One way approx. 54 Kilometers |
| Kollam Route | Rs.140 (132.62) | One way approx. 73 kilometers |

It is also suggested that a daily allowance of Rs.200/- may be provided to the staff of the university bus who are required to stay over night at Kollam to meet their daily food and other expenses.

The trips can be operated only when there are no scheduled classes for students in departments of the University or University College of Engineering.

The University College of Engineering bus can be operated for the Parassala route on the evening trip only after the completion of regular trip of the college.

The above facts are submitted for the kind perusal and further steps.

**Assistant Engineer Mechanical**

**Encl : (1) Screenshot of KSRTC Web Site Fares**

**(2) G.O.(P) No. 37/2020/Tran. Dated, Thiruvananthapuram, 2nd July, 2020,**

The screenshot shows the KSRTC website interface for a bus search. The route is NEYYATTINKARA to TRIVANDRUM. The search results are as follows:

| Bus Number | Departure Time | Duration  | Boarding Point | Dropping Point | Seats Available | Fare |
|------------|----------------|-----------|----------------|----------------|-----------------|------|
| 0315NTAEKM | 03:15          | 00:30 hrs | NEYYATTINKARA  | TRIVANDRUM     | 49Seats         | ₹ 34 |
| 0415NTAMNR | 04:15          | 00:30 hrs | NEYYATTINKARA  | TRIVANDRUM     | 49Seats         | ₹ 34 |
| 0515NTAGVR | 05:15          | 00:25 hrs | NEYYATTINKARA  | TRIVANDRUM     | 49Seats         | ₹ 35 |

| Train No.   | Time  | Train Name               | From   | To         | Seats                | Fare                 |
|-------------|---|--------------------------|--------|------------|----------------------|----------------------|
| 0515MLPTVM  | 13:55 → 15:50<br>Duration: 0 days 01:55 hrs | SFP NEW<br>KOLLAM        | KOLLAM | TRIVANDRUM | 45Seats<br>Window 21 | ₹ 87<br>Select Seats |
| 0830KYMTVM  | 09:35 → 11:35<br>Duration: 0 days 02:00 hrs | FAST PASSENGER<br>KOLLAM | KOLLAM | TRIVANDRUM | 50Seats<br>Window 23 | ₹ 84<br>Select Seats |
| 1530KYMVMZM | 16:35 → 18:35<br>Duration: 0 days 02:00 hrs | FAST PASSENGER<br>KOLLAM | KOLLAM | TRIVANDRUM | 50Seats<br>Window 23 | ₹ 84<br>Select Seats |
| 1900TSRVZM  | 00:25 → 02:05<br>Duration: 0 days 01:40 hrs | SUPER FAST<br>KOLLAM     | KOLLAM | TRIVANDRUM | 50Seats<br>Window 23 | ₹ 87<br>Select Seats |
| 1645PLKTVM  | 00:45 → 02:25<br>Duration: 0 days 01:40 hrs | SUPER FAST<br>KOLLAM     | KOLLAM | TRIVANDRUM | 48Seats<br>Window 22 | ₹ 87<br>Select Seats |

**Item No.13 Judgment in WP(c ) No. 6547 of 2021(p) – Hashim.S, Sasthamcottta – admission to MA Sanskrit at KSMDB College, Sasthamcottta- for consideration - reg:-**

(Ac BI)

The Hon'ble High Court of Kerala while considering the WP(c ) No. 6547 of 2021(p) filed by Sri. Hashim, Charuvila Thekkathil, Bharanicavu, Sasthamcottta against denial of admission to the petitioner to MA Sanskrit course by the KSMDB College, Sasthamcottta, has issued direction to the Vice Chancellor to place the matter before the Board for Adjudication of Students' Grievances (BASG) within a period of 4 weeks from the date of receipt of the copy of the Judgment.

As per the copy of the submission made by the petitioner to the Vice Chancellor it is submitted that the petitioner got spot admission to MA Sanskrit course at KSMDB College. However the College authorities without accepting the admission memo denied him admission to MA Sanskrit programme.

It is further submitted that he was admitted to the same course twice earlier during 2015 & 2016 respectively and later the admission taken was cancelled on his own request.

Now the Hon'ble High Court has directed to place the matter before the BASG for a decision within a period of 4 weeks from the date of receipt of the Judgment.

Hence as per the orders of the Vice Chancellor the matter is placed before the Syndicate for appropriate consideration and recommendation.

**Resolution of the Syndicate**

The Syndicate considered the judgement of the Hon'ble High Court and **RESOLVED** to place the matter regarding the denial of admission to Hashim. S to MA Sanskrit Course in KSMDB College, Sasthamcottah before the Boards of Adjudication and Students Grievances.

**FURTHER RESOLVED** to cancel the earlier decision of the Syndicate held on 13.04.2021 vide item No.26.05.16.

**Item No.14 Award of grace marks to candidates of First Degree Programmes under CBCS system - relaxation of one more year to claim grace marks - consideration of – reg**

(Ac.AV)

Sri. Jairaj J, Member, Syndicate submitted a requested stating that, in the wake of COVID-19 Pandemic, students are not able to claim the grace marks within one year from the completion of course and therefore to grant a relaxation of one more year for the courses ending in 2019-20 and 2020-21.

The guidelines for the award of grace marks to the candidates of First Degree Programmes under CBCS system for their achievements in Sports/Arts/NSS/NCC from 2013 admission onwards was fixed as per U.O U.O.No.Ac.AV/1/grace marks/2015 dated 25.02.2015.

Clause 4 of the U.O.No.Ac.AV/1/grace marks/2015 dated 25.02.2015 reads: 'Grace Marks shall be awarded to the candidate on the basis of his/her performance in the respective academic year. The student shall claim the grace marks within one year after the end of the academic year but prior to the issue of Degree Certificate (eg: The claim for 2013-14 shall be made before 31-May-2015). Accordingly, the students of 2019-20 and 2020-21 batches have time to claim the grace marks till 31-May-2021 and 31-May-2022 respectively.

As per UO No.Ac.Av/1/grace marks/2019 dated 13.06.2019, the period of consideration for granting grace marks for final year degree students who participate in Zonal/National Level Youth Festival is extended to one year after completion of the course enabling them to claim the grace marks either in the final year or in the first year of their PG Course, w.e.f the Academic Year 2018-19.

As per the orders of the Vice-Chancellor, the matter is placed before the Syndicate for consideration.

***Resolution of the Syndicate***

**RESOLVED** that the item be withdrawn.

***Item No.15 Infrastructure Development – approval of – reg***

(PS to PVC/Ad.B1)

Being the first University of Kerala, started way back in 1937, University of Kerala has contributed much in laying a strong foundation for the higher education sector in the state. The University has grown into a prestigious institution for higher learning during the past 84 years. At present more than 3000 students are engaged in learning and research in the 44 departments of the University that come under divergent disciplines including Science, Applied Science, Social Science, Management, Languages and Fine Arts. Though the academic activities of the University have expanded considerably the infrastructure faculties like high-tech class rooms, sophisticated laboratories and hostel facilities are yet to be upgraded to suit the demands of the present.

In this context we shall consider the feasibility of approaching leading industrialists, eminent alumni and well-wishers of the University to contribute liberally for the upgradation of the infrastructure facilities at Kariavattom Campus. At present hostels under University of Kerala could accommodate 1102 students. We are in need of a hostel buildings for boys and girls that could accommodate at least 2000 students more to meet the present demand. It will be good if we approach the CEO of Lulu Group, Sri. M.A. Yusuff Ali for providing funds for the construction of two hostels that could accommodate around 2000 students in total at Kariavattom Campus.

Department of Computer Science, University of Kerala conducts three masters programmes; MSc Computer Science, M Sc in Artificial Intelligence and M Tech in Digital Image Processing apart from MPhil and PhD. Being a fast growing area, study and research in Computer Science and allied disciplines demands hi-tech infrastructure and High Performance Computer Laboratories. Dr. Kris Gopalakrishnan, alumnus of this University and CEO of Infosys has expressed his willingness to support the University on many occasions. We should make it a point to approach him for providing funds for the construction of a hi-tech building for the Department of Computer Science along with a High Performance Computing Lab at Kariavattom Campus.

***Resolution of the Syndicate***

**RESOLVED** that the item be deferred.

***Item No.16 Report on the matter of subscription of Indian Journals.com – approval of – reg.***

(PS to PVC/Ad.AV)

As part on the enquiry: back files related to the Advisory Committee Meeting, hearing conducted by the Registrar, submissions made by the Librarian in charge and Finance Officer were verified and hearing of the following officers were conducted on 16.04.2021 at the Pro-Vice-Chancellor's chamber.

1. Finance Officer
2. Deputy Registrar, Audit
3. Dr. Ajikumari T., Assistant Librarian in charge of University Librarian
4. Maya M. R., Deputy Librarian in charge of University Librarian (Rtd)
5. Smt. Sheeja B. S., Assistant Librarian, KUL
6. Sri. Arunkumar V. R., Reference Assistant, KUL
7. Smt. Asha Kiron K. P., Section Officer(former), Ad AV section

Given below are the basic facts related to the subscription <Indian Journals.com>

1. Indian Journals.com was subscribed for five years from January 2014 to December 2018 from the amount sanctioned for the purchase of e-journals as part of phase II Modernisation of University of Kerala Library.
  2. The subscription expired during December 2018 and the journal was renewed on 16.01.2019 for another five years (from January 2019 to December 2023).
  3. Administrative sanction was not obtained for the renewal of <Indian Journals.com> by the University Librarian in charge.
  4. The bill amounting to Rs. 14,10,000/- towards the subscription of <Indian Journals.com> was forwarded to Audit V section, the bill was passed and the amount was released on 30.01.2019.
  5. The Library Advisory Committee meeting held on 16.04.2019 decided not to renew the subscription of <Indian Journals.com>
  6. The University Librarian in charge who was present did not inform the meeting about the renewal of <Indian Journals.com> for five years that was done in January 2019 itself nor requested for ratification of the action.
  7. The minutes prepared jointly by the Ad.AV section and the University Library knowingly or unknowingly dropped the decision from the minutes to discontinue the <Indian Journals.com>. The same was incorporated by the Hon'ble Vice-Chancellor while approving the minutes.
  8. The Finance section and the Audit wing that verified and passed the bills for Rs.14,10,000/- neither demanded proof for administrative sanction nor refused to pass the bill.
  9. As per the existing orders administrative sanction is mandatory for all expenses above Rs.1,00,000/-
  10. During January 2019 to December 2019, total number of 2016 people referred the <Indian Journals.com> and during Jan 2020 to December 2020 the number of people who referred the journal comes upto 2590 as per the statistics submitted by the University Librarian in charge.
- The above facts lead to the following conclusions:
- a. The University Librarian in charge should have requested for administrative sanction/the approval of the Library Advisory Committee, prior to the renewal of the Journal.
  - b. The University Librarian should have reported the matter in the Library Advisory Committee and requested for ratification of the action.
  - c. The University Librarian in charge should have requested for ratification of her action after the U.O had been released.

As part of the hearing the Deputy Librarian in charge (Rtd), Smt. Maya M. R. Confessed the fact that she failed to comply the actions mentioned above referred against a, b & c and that she is responsible for the action. According to her it happened because she was in charge of three establishments at the same time during that period and could not apply her mind properly to identify the grave mistake. She also expressed deep regret and requested to pardon her for committing such a mistake.

The Audit wing of the Finance also failed in identifying the faults in the bill submitted by the University Librarian.

- a. The Audit Wing of the Finance should have demanded proof for administrative sanction as the total amount exceeds Rupees One lakh.
- b. The explanation given by the Deputy Registrar (Audit) that it is only the renewal of subscription, the expiry of which is in December 2018 and the same will be recommended by the Library Advisory Committee which has not been scheduled cannot be accepted as a proper justification for not demanding proof for administrative sanction.

The above mentioned facts point to the serious lapse in following the procedure on the part of the University Librarian in charge during that period and the Deputy Registrar (Audit).

The report on the matter of subscription of Indian Journals.com is hereby submitted before the Syndicate meeting.

***Resolution of the Syndicate***

**RESOLVED** that the item be referred to the Combined Standing Committees of the Syndicate on Staff, Equipment and Buildings & Finance for further action.

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***Item No.17 TRAI Registration - Availing Bulk SMS facility in the University – reg.***

(Ad B II)

The School of Distance Education (SDE) has been using Bulk SMS service through its service provider, Telemarketer Refined IT Solutions for sending messages to its 25,000 odd semester students since 2013.

As per Telecom Commercial Communications Customer Preference Regulations, 2018 (TCCPR, 2018) every Principal entity (University) it is required to register the templates of SMS on the Distributed Ledger Technology (DLT) platforms. As per the regulations, Telemarketer Refined IT Solutions, the service provider of SDE had suspended the bulk SMS facility for some days. But later, as per the directions of TRAI, it has suspended content template scrubbing temporarily for seven days to enable the Principal entities to register the template of SMS. Currently, the only registered Principal entity from the University is Finance and the same is in the name of Assistant Registrar, Finance. The SMS facility is now required for Examination Wing, Online Admission section, Credit & Semester System, Kariavattom also. Hence, the registration currently in the name of Assistant Registrar, Finance needs to be changed to the name of the Registrar, University of Kerala, so as to facilitate utilization of bulk SMS facility as a unified platform for the whole University, in accordance with the TRAI regulations.

As per the orders of the Vice-Chancellor, the matter regarding the change of registration, currently in the name of Assistant Registrar, Finance to the name of the Registrar, University of Kerala, so as to facilitate utilization of bulk SMS facility as a unified platform for the whole University, in accordance with the TRAI regulations, is placed before the Syndicate for consideration.

***Resolution of the Syndicate***

**RESOLVED** that the above proposal be agreed to.

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***Item No.18 Installation of the CCTV cameras near the fish pond of Department of Aquatic Biology & Fisheries, near Hymavathi pond - reg.***

(Ad B II)

The Joint Registrar, Campus Administration has requested to install CCTV camera near the Fish pond of Department of Aquatic Biology & Fisheries, near Hymavathi pond, as the fishes are found missing from the pond. The specification with estimate for an amount of ₹ 75000/- has been forwarded by the IE, CLIF.

As ordered by the Registrar, the JR, Campus Administration has submitted a report regarding the necessity of the project. The main points in the report are as follows:

As part of the Harithalayam project implemented by the University, the agricultural operations are co-ordinated by the Centre for Aquaculture Research and Extension (CARE) of the Department of Aquatic Biology & Fisheries, located near the Hymavathi pond. The storage of harvested rice is processed in front of CARE and often stored there. The fish culture operations are also done in ponds located in front of CARE.

After the initiation of Fish culture, stealing of fish by people outside the Campus, is common (already reported to the Security). As the area around the Rice fields is not sealed, it facilitates the entry of anti social elements into the Campus. Since CARE & Hymavathi pond are often visited by people outside the Campus, without official permission, a Security system is inevitable.

The Pro-Vice-Chancellor also recommended the installation of CCTV cameras and lights for monitoring the movement of people near the ponds and entry of anti social elements into the region through the porous borders.

The Department of Aquatic biology and Fisheries is planning to expand the aquaculture activities in that area in the coming months, once the work given to KSCADC, for the construction of the remaining ponds, is completed. The Department Council of the said Department has also recommended the installation of cameras to monitor the movement of people near the Fish ponds and Hymavathi pond.

As per the orders of the Vice-chancellor, the matter of installation of CCTV cameras near the Fish pond of Department of Aquatic Biology, near Hymavathi pond, is placed before the Syndicate for consideration.

***Resolution of the Syndicate***

**RESOLVED** to entrust the Registrar, University of Kerala to take necessary steps to install CCTV Camera near the Fish pond of Department of Aquatic Biology, Kariavattom near Hymavathi pond.

***Item No.19 Tampering and illegal alteration of marks with respect to CBCSS (Career Related Programs) – disciplinary action against Sri.Vinod V, former Section Officer, ES.IV Section – reg***

***(Regr/ Ad.A1)***

In connection with the alleged tampering of marks and illegal alteration/ modification of result in respect of CBCSS (Career Related programs) Sri.Vinod V, former Section Officer, ES.IV Section had been suspended pending enquiry. Dr.P.P.Ajayakumar, Pro-Vice-Chancellor (Enquiry Officer) submitted the report of enquiry on 22.02.2021 and the Syndicate at its session dated 22.02.2021 considered the report as additional Item 24.04 and resolved as follows:

1. To accept the enquiry report.
2. To impose major penalty to Sri.Vinod V, Section Officer (under suspension) for tampering of marks of CBCSS (Career related program) as per Statute 25B (viii) Part III Chapter IV of Kerala University First Statute, 1977 – “Dismissal from the University Service shall be a disqualification FOR future employment.
3. To issue urgent notice to Sri.Vinod.V, (under suspension) as per Statute 42 (a) and (b) Part III Chapter IV of the Kerala University First Statutes, 1977 directing him to show cause as to why the major penalty specified in 2 above should not be imposed on him and to give him a period of 15 days from the receipt of the notice so as to enable him to make a representation to the University.

Accordingly, Notice No.Ad.A1.4/ES/2021 dated 02.03.2021 together with enquiry report and the accompanying documents were served on the employee.

In reply to the Show Cause Notice No.Ad.A.1.4/ES/2021 dated 02.03.2021, Sri.Vinod V on 15.03.2021 furnished representation (2 Nos.)

Sri.Vinod V on 15.03.2021 submitted two representations separately and thereby requested to drop all proceedings against him and keep the proceedings in abeyance in the interest of justice. Also he had prayed for keeping all disciplinary proceedings in abeyance in accordance with Rule 63 of the Manual of disciplinary proceedings in the interest of justice (Copies of representation appended)

The Vice-Chancellor having considered the representation and also taking note of the recommendations of the Pro-Vice-Chancellor ordered as follows, subject to reporting to the Syndicate.

- i) To give one more chance to Sri.Vinod V, to submit explanation before taking a final decision.
- ii) He may be given time upto 09.04.2021 to submit explanation.

Accordingly, Letter No.Regr/Ad.A1.4/ES/2021 dated 27.03.2021 was issued to Sri.Vinod V and thereby directed him to submit further explanation if any with regard to the disciplinary action against him on or before 03.00 pm, 09.04.2021.

In response to the served notice Sri.Vinod V on 08.04.2021 submitted representation whereby he again requested for dropping all proceedings initiated against him. The Syndicate considered the representations submitted by Sri.Vinod.V, Section Officer (Under Suspension) and **RESOLVED** the following:

1. The representations dated 15.03.2021 and 08.04.2021 do not contain any factually proved or legally tenable contentions. The objections against the enquiry report are vague and baseless. Hence the replies furnished by Sri.Vinod.V are rejected as not satisfactory.

2. Because of the grave nature of the offence, no lenient approach can be taken in the matter and disciplinary proceedings cannot be delayed on the basis of police investigation against Sri.Vinod.V. Pendency of investigation is not a bar to conclude disciplinary proceedings against the employee.
3. to issue further notice to Sri.Vinod.V directing him to show cause within five days (on or before 18.04.2021) as to why Major Penalty contemplated under Statute 25 (viii) Part III Chapter 4 of the Kerala University First Statutes, 1977 (Dismissal from the University service which shall be a disqualification for future employment) should not be imposed on him.

Accordingly, Sri.Vinod V, Section Officer (Under Suspension) was directed to show cause if any against the proposed action within five days (on or before 18.04.2021) failing which appropriate final orders will be passed by the disciplinary authority on the presumption that he has nothing to submit.

In response to the served show cause Sri.Vinod V on e-mail dated 17.04.2021 submitted representation whereby he requested to allow him to see all the records in this regard. Additionally he has filed a petition seeking forth to stay the disciplinary proceedings against him as it is violative of the rules. As per Rule 63 of the Manual of Disciplinary Proceedings, it is categorically stated that:

*“Prosecution of a Government servant is not barred where disciplinary action has been taken against him. However, where the case for prosecution before the court is of a grave nature or involves question of fact or law, which are not simple, disciplinary action shall not be taken on the same issue until the decision of the trial court is known”.*

Sri.Vinod.V requested to drop all proceedings against him and to keep the same in abeyance in the interest of justice.

Representation on e-mail dated 17.04.2021 is placed before the Syndicate for consideration and appropriate action.

***Resolution of the Syndicate***

The Pro-Vice-Chancellor (Enquiry Officer) abstained from the Item No.19 while taking the decision on the alleged tampering of marks of CBCSS (Career Related Courses) Examination.

The Syndicate considered the representation dated 17.04.2021 submitted by Sri.Vinod.V, Section Officer (under suspension) and noted that Sri.Vinod.V was given ample opportunities to explain his position, and for adducing evidence as per Statute 37 and 38 Part III Chapter IV of the Kerala University First Statutes, 1977, but he failed to turn up for the same. The delinquent did not submit any request for access to records as per Statute 34 Part III Chapter IV of the Kerala University First Statutes, 1977. The delinquent employee was given the liberty to engage any person other than a legal practitioner to present his case. But he did not utilise that opportunity. Considering the above, the Syndicate **RESOLVED** the following:

1. to reject the representation submitted by Sri.Vinod.V, since it does not contain any factually proved or legally tenable contentions.
2. to implement the major penalty to Sri.Vinod.V, Section Officer (Under suspension) for tampering of marks of CBCSS (Career Related Courses) as per Statute 25B (viii) Part III, Chapter IV of the Kerala University First Statutes, 1977 “Dismissal from the University Service which shall be a disqualification for future employment”.
3. To terminate Sri.Vinod.V Section Officer (Under suspension) from University service with effect from the date of suspension i.e., 19.01.2021
4. To entrust the Registrar to issue necessary orders regarding the same.

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**Item No.20 Enquiry by the Cyber Crime Police, (Cr No.24/2021) – Tampering of marks by Sri.Vinod V, CBCSS (CR) Programmes – Reg:**

**(JR/CBCSS)**

Reg: Notice dated 09.04.2021 under Section 91 CR.PC served by the Inspector, Cyber Crime Police Station, Thiruvananthapuram

Vide the notice referred to attached, certain documents and details have been called for by the Cyber Police in connection with the Enquiry on the subject above. The Original note file put up from the section wherein the verification details of user name and user id furnished by the IT Cell are

included has been called for which is currently with the Administration as a part of the disciplinary proceedings initiated against the incumbent Section Officer Shri.Vinod V.

It is also requested to handover the original documents related to the candidate, Shri. Sarath Kiran R O, candidate of UIT, Pirappancode for B.Sc Computer Science Programme.

- Original request of the candidate to revoke the cancellation of a paper of S4 which he had actually passed but cancelled.
- The relevant note file and student history.
- Original request for adding CE marks submitted earlier, relevant note file and student history attached to that file.
- The original answer books, mark lists and counterfoils of the cases identified.
- Other relevant document/ details collected by the University in connection with this case.
- Request placed and report given by the IT Cell regarding the mark edit.

Since University Level disciplinary proceedings against the incumbent Section Officer is also currently in progress, the file was submitted seeking orders for providing the documents requested by the Cyber Police. The Vice-Chancellor on perusal of the file has ordered to place the matter before the Syndicate.

As per the orders of the Vice-Chancellor, the request from the Cyber Police to provide now the original documents including the answerbooks, markbooks and counterfoils is placed before the Syndicate for consideration.

***Resolution of the Syndicate***

**RESOLVED** to provide attested copies of the original documents including answer books, mark books and counterfoils to Cyber Crime Police in connection with the enquiry of tampering of marks by Sri.Vinod.V.

**FURTHER RESOLVED** to intimate the Cyber Police to verify the original documents related to the enquiry.

***Item No.21 University Engineering Unit- Processing of bills related to imprest money - Minutes of the meeting held on 17.04.2021 -***

(Ad.DII)

The Syndicate held on 17.02.2021, while considering the matter regarding the delay and lapse occurred from the part of the officers at the Engineering Unit, who were handling imprest money bills, along with their explanations, vide item no. 23.17.10, has resolved to agree to the recommendations of the Standing Committee of the Syndicate on Staff, Equipment and Buildings, to entrust the Convener, Standing Committee of the Syndicate on Staff, Equipment & Buildings and Registrar to convene a meeting of the officials concerned to discuss how to reduce delay in processing the bills related to imprest money at the University Engineering Unit.

Thus, a meeting was convened on 17.04.2021 at the Registrar's Office. The minutes of the same is reported before the Syndicate.

**Minutes of the Meeting convened by the Registrar and the Convener, Standing Committee of the Syndicate on Staff, Equipment and Buildings with the Staff processing bills related to imprest money at the University Engineering Unit**

Venue: Registrar's Office

Date: 17.04.2021

Time: 3:00 pm

**Members Present**

- |   |      |
|---|------|
| 1. Adv. B. Balachandran, Member, Syndicate:         | Sd/- |
| 2. Dr. K.S.Anil kumar, Registrar :                  | Sd/- |
| 3. Sri. R. Mahadevan, Finance Officer :             | Sd/- |
| 4. Smt. Sobha K, University Engineer :              | Sd/- |
| 5. Sri. Riyasudeen, Divisional Accountant,          | Sd/- |
| 6. Sri. Manoj Kumar M S, Assistant Engineer (Civil) | Sd/- |

The meeting started at 03.30 pm.



The members discussed modalities to be adopted to reduce the delay in processing the bills related to imprest money handled by officers of the University Engineering Unit and recommended the following:

1. The payment of imprest money bills may be made through cheque or account transfer rather than by payment through treasury, in order to avoid further delay in processing.
2. The incumbents who handle imprest money shall submit bills as and when it is ready for submission and shall not wait, under any circumstances, for the entire amount to be expended, except when the payment is for the entire allotted amount.
3. Remarks of the Finance Officer may be obtained on the proposal from the staff of the Engineering Unit to avail imprest money against anticipated expenditure statement prepared by the concerned staff.
4. Necessary steps may be taken, at the earliest, to remit the unidentified Fixed Deposits at the SBI, Kariavattom, as reported by the University Engineer, to KUF.

The meeting came to an end by 04.30 pm.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the Meeting convened by the Registrar and the Convener, Standing Committee of the Syndicate on Staff, Equipment and Buildings with the Staff processing bills related to imprest money at the University Engineering Unit held on 17.04.2021, be approved.

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***Item No.22 Beautification and Landscaping Works in Front of the Teaching Departments at Kariavattom Campus-Negotiation on the amount quoted - Reg.***

**(Ad.B1)**

As per the U.O. No. Ad.B1(4).809/2019/035/92 dated. 25.06.2020, an estimate amounting to Rs.25,00,000/- has been approved for the beautification and landscaping works in front of the Teaching Departments at Kariavattom Campus.

The University Engineer, had informed that e-tenders were invited for the beautification and landscaping works in front of the Teaching Departments at Kariavattom Campus. But single tender was received on first call. Hence, the work was re-tendered and opened on 22.01.2021, (with PAC of Rs.19,99,027/-). In response, single tender was again received from M/s. Tahdcos Ltd; for Rs. 18,73,079/- (Rupees Eighteen Lakh Seventy Three Thousand and Seventy Nine only) ie. 6.30% below the PAC amount. It is also informed that the local Market rate in PRICE analysis is 25.10% above the tendered PAC and hence the amount quoted is reasonable. As per the Government Order dated 30.07.2015, a single bid during re-tender shall be accepted only with the approval of a committee. [G.O (P) No.324/2015/Fin dated 30.07.2015]

Accordingly, the Syndicate at its meeting held on 13.04.2021, vide item. no. 26.17.22 has considered the aforesaid matter and resolved to authorize the Pro-Vice-Chancellor, Adv. A. Ajikumar and Dr.K.G.Gopchandran, Members Syndicate to negotiate with M/s. Tahdcos Ltd for the same. Accordingly, a negotiation meeting was held on 19.04.2021 at PVC's Chamber.

As ordered by the Vice Chancellor, the minutes of the negotiation meeting with M/s. Tahdcos Ltd on the amount quoted towards the single tender received for beautification and landscaping works in front of the Teaching Departments at Kariavattom Campus, is placed before the Syndicate for consideration (Copy appended).

**Minutes of the negotiation meeting with M/s. Tahdcos Ltd on the amount quoted for Beautification and Landscaping works in front of the Teaching Departments at Kariavattom Campus**

**Venue: PVC's Chamber**

**Date & Time:19.04.2021 at 01.00PM**

**Members Present**

- |  |      |
|--|------|
| (1) Dr.P.P.Ajayakumar, Pro- Vice Chancellor (In the chair) | Sd/- |
| (2) Dr. K.G. Gopchandran, Member, Syndicate                | Sd/- |
| (3) The University Engineer, Engineering Unit              | Sd/- |
| (4) Sri. Ajith G., Project Engineer, M/s. Tahdcos Ltd.     | Sd/- |
| (5) Sri. Binu Pilot, M/s. Tahdcos Ltd                      | Sd/- |

Negotiation was held on the amount quoted by M/s. Tahdcos Ltd towards the single tender received for beautification and landscaping works in front of the Teaching Departments at Kariavattom Campus and the representatives of M/s. Tahdcos Ltd agreed to reduce the rate quoted to a further of 0.2%. Hence the quoted amount is reduced to Rs. 18,69,333/- (Rupees Eighteen Lakh Sixty Nine Thousand Three Hundred and Thirty Three Only)

The Meeting came to an end by 1.50 pm.

***Resolution of the Syndicate***

**RESOLVED** to approve the Minutes of the negotiation meeting with M/s.Tahdcos Ltd., for beautification and landscaping works in front of the teaching departments.

***Item No.23 Payment of Water Charges due to Kerala Water Authority in connection with the Consumer No. CGB/154/N as One-Time Settlement- reg.***

(Ad B II)

The matter regarding waiving off of fine amount during the period of Covid pandemic & the amount paid during the period of nonfunctioning of water meter amounting to Rs. 85,491/- were proposed to be demanded by the University w.r.t. Consumer No. CGB/154/N, at the Revenue Adalat of Kerala Water Authority. The Revenue Adalat was postponed by the KWA due to surge in Covid-19 pandemic.

The Kerala Water Authority was intimated repeatedly to waive off the fine and various communications were sent to KWA. In the meantime, another bill dated 24.11.2020 was received, for an amount of Rs.16,85,681/-, which was also sent to Finance for endorsement, but Finance sought clarification as cited earlier. As no reply has been received from the side of KWA and as the amount cited in the bill corresponding to the CGB/154/N has been surging exponentially, One-Time settlement session was requested by the University vide letter dated 11.02.2021.

The AE, HQ Unit, vide letter dated 08.04.2021, has forwarded the letter from the Executive Engineer, KWA in response to the request of the University for One Time Settlement regarding payment of water charges w.r.t. Consumer No. CGB/154/N. It is mentioned in the letter from KWA that as per the dues upto 02/2021, the water charge due is Rs.21,85,745/- .Further, the KWA has also stated that the One Time Settlement amount is Rs. 19,07,685/- and that the settlement due date is 23.04.2021. Besides, it is also informed by KWA that the balance amount of Rs.2,87,060/- will be waived after production of the said receipt of payment of the same.

The Finance has agreed to the proposal for the payment of Rs. 19,07,685/- (Rupees Nineteen Lakh Seven Thousand Six Hundred and Eighty Five only) towards the water charges due in connection with the Consumer No. CGB/154/N as One-Time Settlement. The Finance has also remarked that any amount to be adjusted or any error to be noticed regarding the payment of water charges in respect of Consumer No. CGB/154/N may be taken up with the Water Authority.

As per the orders of the Vice-Chancellor, the matter regarding payment of Rs. 19,07,685/- (Rupees Nineteen Lakh Seven Thousand Six Hundred and Eighty Five only) towards the water charges due in connection with the Consumer No. CGB/154/N as One-Time Settlement, is placed before the Syndicate for consideration.

***Resolution of the Syndicate***

**RESOLVED** to sanction the payment of Rs.19,07,685/- (Rs.Nineteen lakh seven thousand six hundred and eighty five only) towards the water charges due to the Kerala Water Authority in connection with the Consumer No.CGB/154/N as one time settlement.

University Buildings,  
Thiruvananthapuram,  
19.04.2021



## UNIVERSITY OF KERALA

### Preliminary Minutes of the 27<sup>th</sup> Meeting of the Syndicate held on 07.05.2021

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. Adv.K.H.Babujan
4. Dr.S.Nazeeb
5. Adv.G.Muralidharan Pillai
6. Adv.A.Ajikumar
7. Dr.B.Unnikrishnan Nair

#### Online presence

1. Dr.K.G.Gopchandran
2. Dr.K.B.Manoj
3. Sri.Bijukumar.G
4. Dr.V.Mathew
5. Sri.Jairaj.J
6. Dr.M.Vijayan Pillai
7. Sri.Arunkumar R
8. Sri.B.P.Murali
9. Adv.B.Balachandran
10. Smt.Renju Suresh
11. Prof.K.Lalitha
12. Sri.Vijayakumar.R, Additional Secretary, Higher Education Department.

*Item No. 27.02. Confirmation of the Preliminary Minutes of the Special Meeting of the Syndicate held on 19.04.2021 -reg.*

*(Ac.A.I)*

**Item No.01** Resolution be corrected as 'The Syndicate considered the preliminary Score Sheet for direct recruitment and templates for facilitating CAS promotion as per UGC Regulations 2018 and **RESOLVED** to approve the eligibility, promotion criteria, score sheet and PBAS in principle and place the same before the next Academic Council for consideration.

**FURTHER RESOLVED** to authorize the Vice-Chancellor to submit a detailed report for the implementation of the direct recruitment guidelines and templates, after seeking legal opinion'.

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