



**UNIVERSITY OF KERALA**

***Preliminary Minutes of the 28<sup>th</sup> Meeting of the  
Syndicate held on 11.06.2021***

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. Adv.G.Muralidharan Pillai
5. Dr.M.Vijayan Pillai
6. Sri.Arunkumar R
7. Adv.A.Ajikumar
8. Dr.K.G.Gopchandran
9. Dr.S.Nazeeb
10. Sri.Bijukumar.G
11. Dr.B.Unnikrishnan Nair
12. Dr.K.B.Manoj
13. Sri.B.P.Murali
14. Sri.Riyas Vahab
15. Smt.Renju Suresh
16. Prof.K.Lalitha

**Online presence**

1. Adv.B.Balachandran
2. Sri.Jairaj.J

**Item No. 28.01.** *Confirmation of the Preliminary Minutes of the 26<sup>th</sup> Meeting of the  
Syndicate held on 13.04.2021 -reg.*

**(Ac.A.I)**

**Resolution of the Syndicate**  
**RESOLVED** that the item be referred to the next Syndicate.

**Item No. 28.02.** *Confirmation of the Preliminary Minutes of the 27<sup>th</sup> Meeting of the  
Syndicate held on 07.05.2021 -reg.*

**(Ac.A.I)**

**Resolution of the Syndicate**  
**RESOLVED** that the item be referred to the next Syndicate.

**Item No. 28.03.** *Confirmation of the Preliminary Minutes of the Special Meeting of the  
Syndicate held on 18.05.2021 -reg.*

**(Ac.A.I)**

**Resolution of the Syndicate**  
**RESOLVED** that the item be referred to the next Syndicate.

**Item No. 28.04. Appointments / Career Advancement Promotion, if any – reg. (Ad.H/Ad.D.II Section)**

**Resolution of the Syndicate  
NIL**

**Item No.28.05 Proposal for amendment/incorporation as Clause 23.A.7 in Chapter IV of Kerala University First Ordinances, 1978- Approval of- reg.**

**(M&C.I)**

As per Syndicate decision a fee of Rs. 250/- is levied from Private Organisations/ Companies/ Agencies who approach the University for Verification of genuineness of Mark Lists / Certificates etc issued by the University. UO No.Ac AII/1/11644/2003 dated 29.04.2003 has been issued in this regard. Later the Syndicate at its meeting held on 13.12.2004, considering the recommendations of the Standing Committee of the Syndicate on Examinations, resolved that the rate of fee for verification/attestation of genuineness of mark lists/ degree certificates/proforma etc received from private organisations,companies etc be enhanced to Rs.500 from the existing rate of Rs.250/-. UO no.Ac.AII/1/11644/2004 dated 16.12.2004 has been issued in this regard.

As per UO No.M&C.2/1249/2006 dated 04.07.2006 the fee for genuineness verification of Degree Certificates/ mark lists forwarded from various Private Agencies has been enhanced to Rs.1000/- (Rupees Thousand only). UO No.M&C I.2/1717/2015 dated 24.03.2015 was issued to levy a fee of Rs.1000 towards fee for genuineness verification of Degree/Diploma certificates/ mark lists and other documents on requests placed by Foreign embassies. UO No. M&C1.2/1787/2017 dated 25.05.2017 was issued regarding the genuineness verification of all degree certificates submitted by Bar Council of India and respective State Bar Councils free of cost. The University Orders issued in this regard are to be incorporated by amending Kerala University First Ordinances, 1978 as “Fee for Genuineness verification of Degree Certificate/Mark lists enhanced to Rs.1000/- be incorporated as Clause 23.A.7 in Chapter IV ,“ Levy of fees by the University”of Kerala University First Ordinances, 1978.

As per orders of the Hon'ble Vice Chancellor, the proposal for amendment of the enhancement of fee for genuineness verification of Degree Certificates/ Mark lists is placed before the Syndicate for consideration.

**Resolution of the Syndicate**

**RESOLVED** that the proposal for amendment of the enhancement of fee for genuineness verification of Degree Certificates/ Mark lists, be agreed to.

**Item No.28.06 Minutes of the Combined meeting of the Standing Committees of the Syndicate on Staff, Equipment & Buildings and Departments & Other Institutions of the University held at on 23.04.2021 – approval of - reg.**

**(Ad.A.VII)**

A Combined meeting of the Standing Committees of the Syndicate on Staff, Equipment & Buildings and Departments & Other Institutions of the University was held on 23.04.2021 at the Syndicate Room at 12.00 noon, University Buildings, Palayam, Thiruvananthapuram.

The minutes of the above meeting is placed before the Syndicate for consideration and approval.

**MINUTES OF THE COMBINED MEETING OF THE STANDING COMMITTEES OF THE SYNDICATE ON STAFF, EQUIPMENT & BUILDINGS AND DEPARTMENTS & OTHER INSTITUTIONS OF THE UNIVERSITY**

Date : 23.04.2021  
Time : 12.00 Noon.  
Venue : Syndicate Room

**Members**

- |                               |   |        |
|-------------------------------|---|--------|
| • Sri. J. Jairaj              | - | Sd/-   |
| • Adv. B. Balachandran        | - | Sd/-   |
| • Adv. K. H. Babujan          | - | Absent |
| • Sri. B. P. Murali           | - | Online |
| • Adv. Muralidharan Pillai G. | - | Sd/-   |

|                         |   |        |
|-------------------------|---|--------|
| • Sri. R. Rajesh        | - | Absent |
| • Dr. S. Nazeeb         | - | Sd/-   |
| • Dr. K. G. Gopchandran | - | Absent |
| • Dr. Vijayan Pillai M. | - | Online |
| • Smt. Renju Suresh     | - | Online |
| • Sri. Bijukumar G.     | - | Sd/-   |
| • Dr. Mathew V.         | - | Online |
| • Dr. K. B. Manoj       | - | Absent |
| • Adv. A. Ajikumar      | - | Absent |
| • Prof. K. Lalitha      | - | Online |

**Item No.28.06.01*****UIT Karuvatta- Allegations raised by Sri. Nandu Gopan against Sri.Thomaskutty, Nightwatchman at the centre - Report from the Principal on the complaints - reg.***

Sri Nandu Gopan in his email dated 29.04.2020 has requested to conduct a confidential enquiry against Sri. Thomaskutty, the Night watchman at the UIT Regional centre Karuvatta, as the nightwatchman was not regular in his duty and he is working against the rules and policies of the institution during his stipulated working hours. The Principal UIT Karuvatta was directed to furnish a detail report, on the complaint raised by Sri Nandu Gopan against the Nightwatchman at the centre. Accordingly the Principal UIT Karuvatta has submitted a report. Complaints against Sri Thomaskutty and the report of the Principal on the complaint are detailed below.

| <b>Allegations raised by Nandu Gopan against Thomaskutty</b>   | <b>Detailed report on the complaint submitted by the Principal</b>   |
|--|--|
| <ol style="list-style-type: none"> <li>1. Mr. Thomaskutty is not regular in his duty. As per the government rule, the timing of nightwatchman is 4 pm -8 am. He is not working during the stipulated hours.</li> <li>2. The employee is working against rules and policies of the institution during his stipulated working hours.</li> <li>3. The employee also owns a bakery inside the campus without any authorization of concern authorities and the quality of the food materials are not checked.</li> <li>4. The unavailability of employee may cause institution as a hub of unauthorised persons.</li> <li>5. Thomaskutty is a witness of a case (case no 1090/2019) that happened in the working time and the mentioned area related to the case is 2 km far from the working place.</li> </ol> | <ol style="list-style-type: none"> <li>1. At present the Night Watchman Mr.Thomaskutty is the only person, who is coming to UIT on all days at night.</li> <li>2. On all working days he is reaching here before 4 pm, but at night he used to go for having meals as his house is only 2 km apart and he will be back before 9.30 pm.</li> <li>3. About the earlier functioning of the bakery /small shop inside the campus: it is not functioning nowadays. It was run by his wife, more it started on the advice of the then PTA, for the convenience of UIT staff and students to satiate urgent unexpected needs of the girl students, to prevent them from going outside the campus.</li> <li>4. There is not an iota of truth in the accusation that, UIT as a hub of unauthorised persons.</li> <li>5. About Case No. 1090/2019 :Thomas kutty's Uncle was running a shop 2 km apart from the UIT and there happened a quarrel with a drunkard, verbal exchanges developed into open challenge with an iron rod. On becoming injured his uncle called him for help. Thomaskutty was at UIT at that time. On reaching the Hospital his nephew gave his name as witness to the incident. On that day, he went hospital with permission for coming late in the evening.</li> </ol> |

The Vice Chancellor has ordered to place the report received from the Principal, UIT Karuvatta, on the complaint raised by Sri Nandu Gopan against Nightwatchman at the centre, before the Combined meeting of the Standing Committee of the Syndicate on Staff Equipment and Buildings & Departments and Other Institutions of the University.

Accordingly the above matter is placed before the Combined meeting of the Standing Committee of the Syndicate on Staff Equipment and Buildings & Departments and Other Institutions of the University for Consideration and Decision.

**Recommendations :**

*The Committee considered the matter and recommended to conduct an inspection at UIT Regional Centre, Karuvatta by the Committee, constituted for inspection regarding the matter of anomalies found at the time of internal audit at the Centre, including Sri. J. Jairaj, Convener, Standing Committee of the Syndicate on Departments and Other Institutions of the University, Dr.S.Nazeeb, Adv. K. H. Babujan and Smt. Renju Suresh, Members, Syndicate as members.*

*(Ad. A VII Section)*

The meeting came to an end at 12.30 p.m.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the combined meeting of the Standing Committees of the Syndicate on Staff, Equipment & Buildings and Departments & Other Institutions of the University held on 23.04.2021, be approved.

**FURTHERRESOLVED** that Adv.K.H.Babujan, Member Syndicate be deleted from the above Committee.

**Item No.28.07**                      ***Minutes of the Special Online meeting of IQAC held on 04.06.2021- Reporting of-reg.***

***(IQAC)***

A Special meeting of IQAC was held on 4<sup>th</sup> June 2021 in the online mode with Prof.VPMahadevan Pillai, Hon'ble Vice-Chancellor as the chairperson. The detailed minutes of the meeting, as approved by the Hon'ble Vice-Chancellor, is placed before the Syndicate for reporting and consideration.

As ordered by the Hon'ble Vice-Chancellor, the matter is reported to the Syndicate.

**Minutes**

**Special Meeting of IQAC, University of Kerala (Online)**

Date: 04.06.2021

Day: Friday

Time: 2 p.m.

**Members (Present)**

1. Prof. (Dr.) V. P. Mahadevan Pillai, Vice - Chancellor (Chairman)
2. Prof. (Dr.) P. P. Ajayakumar, Pro- Vice - Chancellor (Vice-Chairman)
3. Dr. S. Nazeeb, Member, Syndicate
4. Dr. K.G. Gopchandran, Member, Syndicate
5. Dr. K. S. Anil Kumar, Registrar
6. Dr. A. Bijukumar, Vice - Chairman, Credit and Semester System
7. Dr. Vinod Chandra S.S., Director, Computer Centre (i/c)
8. Dr. A. K. Prasad, Professor, Department of Economics
9. Dr. K. S. Chandrasekhar, Professor and Head, Institute of Management in Kerala
10. Dr. B. Hariharan, Professor and Head, Institute of English
11. Dr. Jayachandran R., Professor and Head, Department of Hindi
12. Dr. R. B. Binoj Kumar, Professor, Department of Geology
13. Dr. S. Mini, Professor, Dept. of Biochemistry
14. Dr. S. R. Sheeja, Professor, Department of Economics
15. Dr. S. Aji, Associate Professor, Department of Computer Science
16. Dr. E. Shaji, Associate Professor and Head, Department of Geology (Joint Director, IQAC)
17. Dr. Gabriel Simon Thattil, Director, IQAC

**Members (Absent)**

1. The Finance Officer
  2. Sri. Ramshad Khan R., Chairman, Department Students' Union
  3. Smt. Ilfa K. M., Chairman, Research Students' Union
  4. Dr. Unnikrishnan S. M., Associate Vice – President, International Business & Strategic Planning, HLL Life care Ltd, Poojappura.
  5. Dr. Biveesh U.C., Research Officer & Nodal Officer, RUSA State Office, Thiruvananthapuram.
- Items for Consideration

**Item No. 01: Filing of IQA for NAAC Accreditation****---IQAC Decision---**

*The meeting considered in detail the NAAC accreditation work undertaken by the NAAC Directorate of the University. Each SSR criteria-wise preparation and compilation work done was presented by the criteria conveners or members who were part of IQAC.*

*Considering the extend of work undertaken and the fact that the academic year 2020-2021 was coming to an end in June 2021, it was resolved to file IQA for NAAC accreditation of the University on June 16 2021.*

**Item No. 02: Compilation of SSR – Preliminary work****---IQAC Decision---**

*Resolved to have criteria wise presentation on SSR compilation and documentation work from 17<sup>th</sup> June 2021 taking one criterion each day.*

The meeting came to an end by 3 p.m.

**Resolution of the Syndicate**

**RESOLVED** that the action taken by the Vice-Chancellor in having approved the above recommendations of the Special Online meeting of IQAC held on 04.06.2021, be noted.

**Item No.28.08 Assigning full additional charge of the University Librarian-Reporting of-reg.****(Ad.AV)**

Dr. Ajikumari T, Asst Librarian, Kerala University Library who had been put in full additional charge of the University Librarian, retired on 31.05.2021. The Vice-Chancellor has ordered for assigning full additional charge of the University Librarian, to Dr. Asha B, Assistant Librarian (Senior scale), University College of Engineering w.e.f 01.06.2021 FN.

Accordingly U.O. No.2645/2021/UOK dated 31.05.2021 has been issued.

As ordered by 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.28.09. Minutes of the combined meeting of the Standing Committee of the Syndicate on Finance and Academics & Research held on 02.06.2021--Approval--reg.****(Ad.AVI).**

The Minutes of the combined meeting of the Standing Committee of the Syndicate on Finance and Academics & Research held on 02.06.2021 at 03.00. p.m. is placed before the Syndicate for consideration and approval.

**Minutes of the combined meeting of the Standing Committee of the Syndicate on Finance and Academics & Research**

Date & Time : 02<sup>th</sup> June 2021, 03.00 p.m.

Venue : Syndicate Room, University Buildings, Thiruvananthapuram

**Members present**

1. Adv. K.H. Babujan. (Convener, S/C of the Syndicate on Finance)
2. Dr. S.Nazeeb (Convener, S/C of the Syndicate on Academics and Research)
3. Adv. B.Balachandran
4. Sri.Bijukumar.G
5. Dr. Vijayanpillai M
6. Dr.K.G.Gopchandran.(online)
7. Prof.K.Lalitha
8. Dr.K.B.Manoj. (online)
9. Adv.Muralidhran Pillai.G
10. Sri.Jairaj.J (online)
11. Sri.Arunkumar.R (online)

**Membersabsent**

1. Dr.B.UnnikrishnanNair
2. Adv.A.Ajikumar
3. Sri.B.P.Murali

**Item No.28.09.01:** *University Junior Research Fellowship-Extension of tenure beyond three and a half years- reg.*

(Ac E I)

Smt.Arunima Anil, full-time research scholar in Sociology has submitted an application for extension of the tenure of Junior Research Fellowship beyond three and a half years of her research period.

Details of the research scholar are as follows:

| Name, Subject, FT/PT Registration Order No.  | Name of Research Supervisor, Centre   | Date of award of JRF | Date of Expiry of JRF | Period of Extension Requested | Value of Rs. |
|--|---|----------------------|-----------------------|-------------------------------|--------------|
| ARUNIMA ANIL Sociology Full time (Ac.EI.B/11708 /SOC/2014 dated 08/12/2014 w.e.f. 05/11/2014)  | Dr.M.S.Jayakumar Assistant Professor, Dept. of Sociology, University of Kerala, Kariavattom (Date of superannuation- 30.05.2032)<br><u>Centre</u><br>Dept. of Sociology, University of Kerala, Kariavattom. | 05/11/2014           | 10/01/2017            | 11/01/2019 to 04/11/2019      | Rs.13,000/-  |
| Relinquished University JRF w.e.f. 11.01.2017 and availed ICSSR Doctoral Research Fellowship w.e.f. 11.01.2017 to 10.01.2019. And, now request to grant University JRF w.e.f.11.01.2019 to 04.11.2019. |   |                      |                       |                               |              |

As per U.O.No.Ac.EI/A2/17871/2019 dated 15/05/2019,

- The University JRF awardees who have completed the first three and a half years of research period and who are continuing their research, are eligible for extension of the fellowship for the tenure beyond three and a half years upto five years or upto the submission of thesis whichever is earlier, subject to the positive recommendation of the Doctoral Committee, Dean of the concerned faculty and the expert nominated by the Vice- Chancellor.
- The Chairman of the Doctoral Committee is entrusted with the assessment of the work done by the applicant by a board comprising of the Doctoral Committee members, Dean and the expert nominated by the Vice-Chancellor from among the panel submitted by the supervising teacher, and to forward the recommendations to University for further action.
- The research scholars who have been awarded University JRF within the first three and a half years of research are eligible for extension of tenure of fellowship as stated above.
- The University JRF awardees who have already completed their first three and a half years are eligible for the extension of fellowship for the tenure beyond three and a half years, with effect from the date of resolution of the Syndicate, ie, 11.07.2018, subject to the fulfillment of the conditions laid down in point(1) above.

The research scholar has submitted work report, attested copy of UGC- NET Certificate and an undertaking from the research supervisor stating that the candidate is a full time research scholar, not availing any other fellowship from any source and not employed anywhere. It is also stated that the University will be intimated, if she gets employment during the research period. Also, the research supervisor and the Chairman, Doctoral Committee has forwarded the panel of experts for the assessment of the work done by the candidate.

Smt.Arunima Anil has been granted University JRF for the tenure of third year for the period from 05/11/2016 to 04/11/2017 with a value of Rs.13,000/- per month vide U.O. No.Ac.EI/A2/10625/2016 dated 07/01/2017. The candidate has been awarded ICSSR Doctoral Research Fellowship @ Rs.16,000/- for 12 months with contingency grant @ Rs.15,000/- p.a.. Hence, she relinquished the University JRF w.e.f. 11/01/2017 to claim ICSSR Doctoral Research Fellowship. And, she got extension of the ICSSR Fellowship to the next one year also (upto

10.01.2019). After completion of the tenure of ICSSR Fellowship, she now requests to grant University JRF for the remaining period of research, i.e., from 11/01/2019 to 04/11/2019.

It may be noted that, she opted for ICSSR Fellowship (with higher amount) after relinquishing University JRF in her third year of research. And, now requests to grant extension of JRF for the tenure beyond three and a half years of research after the tenure completion of ICSSR Fellowship

The Hon'ble Vice Chancellor has ordered to place the above mentioned matter before the Standing Committee of Academics and Research, As per the orders the matter was placed before the Standing Committee on Academics and Research on 22.12.2020. The Syndicate at its meeting held on 29.12.2020 vide item No:21.78.A35 recommended to place the item in the Combined meeting of the Standing Committee of the Syndicate on Finance and Academics & Research for consideration.

As per the orders of the Hon'ble Vice-Chancellor, the application for University JRF beyond three and a half years in respect of Smt.Arunima Anil is placed before the Combined Meeting of the Standing Committee of the Syndicate on Finance and Academics & Research for Consideration.

***The Committee considered the matter and recommended to grant University JRF to Smt.Arunima Anil, for the remaining period of research, i.e., from 11/01/2019 to 04/11/2019, if it is not against the norms.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the combined Standing Committees of the Syndicate on Finance and Academics & Research held on 02.06.2021, be approved.

**Item No.28.09.02: Department of Hindi - New PG Diploma Course in Translation, Administrative Drafting and Reporting in Hindi- reg.**

**(Ac D)**

The Budget Speech 2020-21 of the University of Kerala, vide item no.44 envisaged the idea to start a post graduate diploma course in Department of Hindi having job opportunities in the different institutions of our country, as per the request of the Department of Hindi and allocated an amount of ₹3,00,000/- (Rupees three lakh only) for the same.

The Head, Department of Hindi, University of Kerala has submitted a proposal for starting Post Graduate Diploma Course in Translation, Administrative Drafting and Reporting in Hindi.

The combined meeting of the Standing Committee of the Syndicate on Academics & Research and Finance held on 27.11.2020 considered the proposal. The Syndicate held on 30.11.2020 vide item no.20.69.03 considered the proposal and resolved to approve the same in principle and further resolved to submit a detailed report on the income and expenditure of the project as per the recommendation of the Combined standing committee of the Syndicate held on 27.11.2020.

University order has been issued by approving the proposal in principle and the Head, Departments of Hindi has been requested to submit a detailed report of income and expenditure of the new PG Diploma course in Translation, Administrative drafting and Reporting in Hindi in Department of Hindi.

The Head, Department of Hindi, University of Kerala via email dated 17/02/2021 has submitted a detailed report of income and expenditure of the new PG Diploma course in Translation, Administrative drafting reporting in Department of Hindi.

| <u>The details given as follows:</u>           |                 |
|--|-----------------|
| <b>Income</b>                                  |                 |
| 1. Tuition Fee Rs. 7500 per year * 25 students | - 187500        |
| 2. Examination fee Rs. 600 * 25 students       | - 15000         |
| <b>Total</b>                                   | <b>- 202500</b> |

***Expenditure***

- Honorarium to Teachers @Rs.300/- per hour 40 hrs/month (Rs.12000/month \*10 months) =120000 (Recurring)

2. Equipment
  - a. Laptop - 40000
  - b. Photo Copy Machine - 50000
  - c. Projector - 40000
  - d. Books and Journals - 50000 Total : 300000/-

[ Item No. 2 in the expenditure side (equipment) is not recurring every year]

As per the orders of the Vice Chancellor the detailed report of the income and expenditure of the new PG Diploma course in Translation, Administration drafting and Reporting in Hindi submitted by the Head, Department of Hindi is placed before the combined standing committee of the Syndicate on Academics & Research and Finance for consideration.

***The Committee considered the matter and recommended to agree to the proposal except item 2(b)- Photo Copy Machine, under expenditure .***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the combined Standing Committees of the Syndicate on Finance and Academics & Research held on 02.06.2021, be approved.

***Item No.28.09.03: Department of Zoology - Proposal to start PG Diploma course in Clinical Embryology - detailed report in consultation with Dean, Faculty of Medicine - consideration –reg.***

***(Ac D)***

A proposal to explore the possibilities to start PG Diploma in Clinical Embryology at Department of Zoology, was declared in the Budget Speech 2019-20. The Syndicate at its meeting held on 28.03.2019. vide item no. 07.70.I.33 considered the matter and resolved to authorize the Head, Department of Zoology to submit a proposal on the item and to place it before the Standing Committee of the Syndicate on Academics & Research. The details of the proposal is as follows:

Infertility is a fast growing phenomenon worldwide due to several factors like changing lifestyle, increased stress and delayed child seeking behaviour by couples. The studies estimated that about 1 in 6 couples suffer from infertility globally. Considering the current level of structured training in this field at international level and also considering the increased demand of trained professionals in this area, there is a very strong and urgent need to train candidates in this subject and mould them in a way as to practice this field with at most dignity, respect and care to human life with strong ethical and moral principles. University of Kerala is planning to offer PG Diploma (one year) providing in- depth knowledge about the scientific basis and the issues related to clinical embryology. The Syndicate at its meeting held on 30.10.2019 vide item no 05.80.D1 considered the above proposal and resolved to collect a detailed report from the Head, Dept of Zoology regarding the feasibility of the course and place the report before the combined standing committees of the Syndicate on A&R and Finance.

The Head, Dept of Zoology has submitted a detailed report and the same was placed before the Syndicate on 28.04.2020 vide item No.10.240.01. The Syndicate considered the item and resolved to entrust the Head, Dept of Zoology to submit a revised proposal in consultation with the Dean Faculty of Medicine as per the recommendations of the Combined meeting of the Standing Committees of the Syndicate on Finance and Academics & Research held on 20.03.2020. Meeting of the Academic Council held on 27.08.2020, approved the Scheme and Syllabus of the Programme “Post Graduate Diploma in Clinical Embryology.

The Head, Dept of Zoology has submitted a detailed proposal in consultation with the Dean Faculty of Medicine. The details of the proposal is as follows

|   |                          |  |
|---|--------------------------|--|
| 1 | Total intake of students | 5 per year   |
| 2 | Eligibility Criteria     | A candidate who has passed Master’s Degree in Life Sciences, Zoology, Biochemistry, Biotechnology, M.B.B.S, B.D.S and BAMS of University or an examination of other Indian Universities accepted by the Syndicate as equivalent to it is eligible. |
| 3 | Duration of the course   | One year (two semesters) consisting of theories, practical classes and a project work/dissertation   |



|   |      |  |
|---|------|--|
| 4 | Fees | Rs.50,000/-(Two semesters) 1st semester Rs.25,000/-<br>2nd semester Rs.25,000/-for getting training in IVF<br>and ART from IVF centres in Kerala |
|---|------|--|

#### Financial Assessment

|   |                                    |                |
|---|------------------------------------|----------------|
| a | Equipments                         | Rs. 3,00,000/- |
| b | Consumables                        | Rs. 1,00,000/- |
| c | Contingency                        | Rs. 1,00,000/- |
| d | Classroom materials and equipments | Rs. 1,50,000/- |
| e | Miscellaneous                      | Rs. 50,000/-   |
|   | Total amount                       | Rs.7,00,000/-  |

(Rupees Seven Lakhs only)

The remarks obtained from Finance I Section is, as the course is envisaged in a self financing mode and non plan funds of the University is barely sufficient to meet the recurring expenses of the University, the annual expenses for the conduct of the course shall be limited within the income generated by the way of fees.

Assisted Reproductive Technology(ART) has grown by leaps and bounds in the last few years. It is now being increasingly available to infertile couples in both developed and developing countries. Furthermore, as the economy has expanded, many infertile couples can now afford and sophisticated ART treatment. This has led to an enormous increase in the number of ART clinics providing care to these couples all over the world. India has probably recorded the biggest growth in ART centres and the number of ART cycles being performed in our country has steadily risen over the last decade. In the latest survey, based on the number of applications received for National ART Registry, Indian Council of Medical Research(ICMR) puts the number of such clinics as 125 in the capital city of India. This PG Diploma course provides a robust and wide ranging education in human clinical embryology and ART while helping students to develop high level laboratory skills in various aspects of reproductive medicine. This course will facilitate more job opportunities in this area. No other University in Kerala is offering this course due to that there will be an high demand this course.

Considering the current level of structured training in this field at international level and also considering the increased demand of trained professionals in this area, there is a very strong and urgent need to train candidates in this subject and mould them in a way as to practice this field with utmost dignity, respect and care to human life with strong ethical and moral principles. The course is planning to offer the University of Kerala is Post Graduate Diploma (one year duration) providing in-depth knowledge about the scientific basis and the issues related to clinical embryology. This program gives candidates who are interested in the field of ART with the knowledge and skills required to practice Clinical Embryology. The course is ideal for candidates who want to either pursue Clinical Assisted reproductive technology or Research in Reproductive Biology.

The HoD of Zoology has informed that a new proposal in this regard has been submitted for consideration in the budget speech 2021-22

***The Committee considered the matter and recommended to agree to the proposal.***

#### ***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the combined Standing Committees of the Syndicate on Finance and Academics & Research held on 02.06.2021, be approved.

**Item No.28.09.04 : Dept. of Computational Biology & Bioinformatics – Revised proposal for Genome Sequencing for Medicinal Plants - reg.**

**(Ac D)**

Budget Speech 2020-21 envisaged the idea of ‘Genome Sequencing for Medicinal Plants’ and earmarked an amount of Rs.2000000/-(Rupees twenty lakh only)

Dr. Achuthsankar S Nair, Head, Dept. of Computational Biology & Bioinformatics had forwarded the proposal ‘Genome Sequencing for Medicinal Plants’ along with Budget estimate of the proposal.

The Syndicate at its meeting held on 23.10.2020 vide item no. 19.09.01.01 considered the proposal and resolved to submit a revised proposal restricting the amount, within the budget proposal and to explore the feasibility of entrusting agencies, if any, to associate with the project.

Dr. Achuthsankar S Nair, Head, Dept. of Computational Biology & Bioinformatics has pointed out vide Ltr No. DCB/162/20-21 dated 09/02/2021 that the proposal submitted by the dept. of Computational Biology & Bioinformatics for Genome Sequencing for Medicinal Plants was for a total of Rs.79.2 Lakh (First Year – 47.6 Lakh and Second Year: 31.6 Lakh) and an amount of Rs.20,00,000/- (Rupees twenty lakh only) was allocated for Genome Sequencing for Medicinal Plants as per budget speech 2020-21. He informed that it is not feasible to implement the project as there is a gap between the proposal and provided amounts.

As per the orders of the Vice Chancellor the matter regarding the proposal for Genome Sequencing for Medicinal Plants under the Department of Computational Biology and Bioinformatics is placed before the combined Standing Committee of the Syndicate on Academics & Research and Finance for consideration.

***The Committee considered the matter and recommended to direct the Dept. of Computational Biology & Bioinformatics to explore the possibility of getting external funds for the additional amount of the project.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the combined Standing Committees of the Syndicate on Finance and Academics & Research held on 02.06.2021, be approved.

***Item No.28.09.05 : Department of Biochemistry-Implementation of nominal charges for utilization of animal house facility-Sanction-reg.***

***(Ad A V)***

The Head, Department of Biochemistry, vide letter No.BCH/AH-6/-21 dated 29.03.2021, has requested sanction for implementing a nominal charges for utilization of animal house facility. The HOD, has stated that, recently many collaborative proposal are coming with animal experimentation to be done in the approved animal house facility of Kerala University. It can be availed free cost. It is worth mentioning that all the institutes maintaining animal house facilities(eg,RCC, RGC B and SCTIMST) are charging a substantial amount from the researcher regarding animal charges maintenance charges to meet their animal house expenses. The animal facility, including animals in Kerala University, is utilized entirely free of cost by internal and external researchers. However, maintenance of an animal house itself is a cost involved in space, human resources, feed, Labour charges, consumables, electricity, water and other maintenance charges.

As a solution for the situation, the Department council on 27.09.2019 at the Biochemistry Department has suggested keeping some nominal charges for external users to utilize animal house facility to meet the additional expenditure by the University. Students/Researchers of Kerala University have to pay only the processing fees of Rs.500/- when submission of B forms to the IAEC (Institutional Animal Ethics Committee). Reviewing the rates charged by other institutions, the Department council has framed a very minimal and reasonable rate for utilization of animal house facilities, helping the University's financial benefit. (Copy of the rates proposed and charges for External Faculty for utilizing Laboratory Animal House Facility at Kerala University and Experimental Laboratory Animal rates of other institutes are appended).

Hence, the HOD, has requested to grant permission to collect the processing fees of B forms for the upcoming IAEC meeting in DDF for the time being and also requested to allot a separate budget head for transferring the same to KUF at the earliest.

As per the orders of Vice Chancellor, the following proposal submitted by the Head, Department of Biochemistry

1. regarding the implementation of nominal charges for utilization of animal house facility
2. If agreed to 1, the amount collected may be remitted in DDF for the time being and a separate Head of Account may be started to remit the fund to KUF are placed before the Combined Meeting of the Standing Committee of the Syndicate on Finance and Academics and Research for consideration and appropriate recommendation.

***The Committee considered the matter and recommended as follows:***

***When submitting B forms to IAEC, no processing fee is required for students of Kerala University, including students of Colleges affiliated to KU. Other Students have to pay Rs. 500/-, as processing fee per application.***

1. *The Students/ investigator has to pay Rs.500/- as service charge for collecting cadaver samples.*
2. *To collect charges as detailed below, from the faculties of other academic institutions/ industry, for utilizing Laboratory Animal House facility.*

| <i>Sl.No</i> | <i>Species</i> | <i>Animal Charges</i>  | <i>Maintenance Charges (per Animal/Industry)</i> | <i>Industrial Collaboration</i> |
|--------------|----------------|------------------------|--|---------------------------------|
| <i>1</i>     | <i>Mice</i>    | <i>Rs. 50/Animal</i>   | <i>Rs. 10/animal /day</i>                        | <i>Doublethe charge.</i>        |
| <i>2</i>     | <i>Rats</i>    | <i>Rs. 100/Animal</i>  | <i>Rs. 10/animal /day</i>                        |                                 |
| <i>3</i>     | <i>Rabbit</i>  | <i>Rs. 1000/Animal</i> | <i>Rs. 50/animal /day</i>                        |                                 |

The Committee further recommended to remit the collected amount in DDF till a separate head of Account is started to remit the fund to KUF.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the combined Standing Committees of the Syndicate on Finance and Academics & Research held on 02.06.2021, be approved.

**Item No.28.09.06 :** *Budget Speech 2020-'21-- 'Field Gene bank for traditional fruits trees of Kerala and maintenance and sustainable utilization of plants collected from Andaman Islands and wild ornamental plants collected from Western Ghats', in the Centre for Biodiversity Conservation - reg.*

(Ad A VI)

A proposal entitled " Field Gene bank for traditional fruits trees of Kerala and maintenance and sustainable utilization of plants collected from Andaman Islands and wild ornamental plants collected from Western Ghats" was envisaged in the Budget Speech 2020-'21 and an amount Rs.10,00,000/- (Rupees ten lakh Only) was earmarked for the same.

The proposal submitted by the Director, Centre for Biodiversity Conservation for implementing the same was placed before the combined standing committee of the Syndicate on Planning & Development and Academics & Research. The Syndicate at its meeting held on 14.08.2020, vide item no.16.44.01 considered the matter and resolved to approve the recommendation of the Combined Standing Committee held on 26.06.2020 i.e., 1) to accept the project in principle and to proceed with measures to implement it only after the completion and assessment of the ongoing sub projects under Harithalayam Project by the concerned monitoring committee 2) to agree to the proposal for the starting the lab modifying its implementation as a part of community lab system being implemented and 3) to remove the item in the proposal regarding the removal of Acacia plantation as the same has already been proceeded.

It may be noted that the Harithalayam project is an on going project. Now the Hon. Director, Centre for Biodiversity Conservation has forwarded a revised proposal (appended) after excluding the item regarding the removal of Acacia plantation.

As per orders of the Vice Chancellor, the revised proposal submitted by the Director, Centre for Biodiversity Conservation is placed before the Combined meeting of the Standing Committee of the Syndicate on Finance and Academics & Research for consideration and appropriate recommendation.

***The Committee considered the matter and recommended to agree to the proposal.***

The meeting came to an end at 04.00 p.m.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the combined Standing Committees of the Syndicate on Finance and Academics & Research held on 02.06.2021, be approved.

**Item No.28.10.** *Kerala University Library – Implementation of the project "Digitization of Rare & Old Documents in the Kerala University Library"– Release of balance payment due to the firm "M/s. Informatics Publishing Ltd., Bangalore" – Consideration of - reg.*

( PL.A1)

Sanction was accorded by the Vice-Chancellor, vide U.O No. PL.A1/KU.Lib./DORD/2014 dated 19.08.2016, to entrust the implementation of the project "Digitization of Rare & Old Documents

in the Kerala University Library" with "M/s. Informatics Publishing Ltd., Bangalore", at a total cost of Rs. 27,50,000/- (Rupees Twenty seven lakh fifty thousand only), strictly in compliance with the terms and conditions stipulated in the MoU executed on 04.08.2016.

Subsequently, an amount of Rs.2,75,000/- (Rupees Two lakh seventy five thousand only) and Rs.6,87,500/- (Rupees Six lakh eighty seven thousand and five hundred only) were released to the above firm, towards the payment for the Phase I and Phase II works of project "Digitization of Rare & Old Documents in the Kerala University Library", vide U.O. Nos. Pl.A1.KU.Lib /DORD/2014 dated 22.08.2017 and 22.03.2018 respectively. [i.e. Rs.2,75,000/- + Rs.6,87,500/- = Rs.9,62,500/- (i.e., 35% of the total project cost)].

Thereafter, the meeting of Expert committee for the project "Digitization and Rare & Old Documents in the Kerala University Library", held on 06.08.2018 recommended to:

- a) release an amount of Rs. 12,37,500/- (i.e., 45% of the total project cost, in accordance with the payment terms stipulated in the MoU) towards payment for the completion of the III<sup>rd</sup> and IV<sup>th</sup> phases of the project.
- b) release the balance 20% of the payment, due to the firm towards the implementation of the Phase V of the project (in accordance with the payment terms stipulated in the MoU), after the completion of the entire work, which includes successful completion of the Metadata creation, migrating the digitized data from the cloud to the server space which will be provided by the Computer Centre and obtaining verification report for the scanned images from the Kerala University Library.

Accordingly, sanction was accorded by the Vice Chancellor vide U.O. No.Pl.A1/KU.Lib/DORD/2014 dated 08.02.2019, to release an amount of Rs.12,37,500/- (Rupees Twelve lakh thirty seven thousand and five hundred only) towards the completion of the III<sup>rd</sup> and IV<sup>th</sup> phases of the Project.

Now, 'M/s. Informatics Publishing Limited, Bangalore' vide letter dated 01.03.2021 has requested to release the balance amount of Rs.5,50,000/- (Rupees Five lakh fifty thousand only) due to them, towards the completion of the 'Phase V' works in connection with the implementation of the Project "Digitization of Rare & Old Documents in the Kerala University Library".

Subsequently, the University Librarian (i/c), Kerala University Library vide Letter No. Nil dated 16.04.2021, has informed that the Section Heads of the Kerala University Library have met on 16.04.2021 and examined the digital content uploaded by 'M/s Informatics Publishing Ltd., Bangalore' and found that the firm has created the metadata, migrated the digitized content, rectified the reported errors and uploaded that corrected files from the cloud to the server space provided by the Computer Centre under the title 'Kerala University Library Knowledge Repository', a digital library in D Space platform. However, the firm has not linked the already existing digital archive (LIDAS) of the Kerala University Library to the present hosted digital library. Also the firm has not given the training and documentation material to Kerala University Library yet.

Hence, it was decided in the meeting to release 15% of the total project cost, i.e., Rs.4,12,500/- (Rupees Four lakh twelve thousand and five hundred only) at the earliest and the balance 5% shall be released only after the completion of aforementioned pending works by the firm.

The University Librarian (i/c), KUL, has also forwarded the bill with requisite certification for releasing the above amount due to the firm.

Accordingly, the Finance has endorsed the following, vide Endt. No. FOS. 793/FINANCE I/ 2021-22 dated 11/05/2021:

1. To release an amount of **Rs.4,12,500/-** (Rupees Four lakh twelve thousand and five hundred only) [i.e., the 15% of total project cost of Rs. 27,50,000/-] to the firm 'M/s Informatics Publishing Ltd., Bangalore', towards the implementation of the 'Phase V works' of the project "Digitization and Rare & Old Documents in the Kerala University Library".

- To book the expenditure in this connection under the head of account "Part II- Plan- MH 63- Miscellaneous-7/6137 - Digitization of Rare & Old Documents in the Kerala University Library(State)" of the current year's Budget Estimates of the University.

The above proposal endorsed by the Finance, was put up for obtaining Administrative Sanction and the Vice-Chancellor has ordered to place the same before the Syndicate for consideration.

In this context, the aforementioned proposal is placed before the Syndicate for consideration.

**Resolution of the Syndicate**

**RESOLVED** that the item be referred to the Standing Committee of the Syndicate on Finance and to intimate the University Librarian to attend the committee with all relevant documents.

**Item No.28.11.** *Department of Geology – Regularization of the Provisional Advance of Rs.25,55,000/- (Rupees Twenty five lakh and fifty five thousand only) sanctioned to Dr. A.P. Pradeepkumar and recoupment of the excess amount expended from the PD Account, over and above the sanctioned advance - Consideration of - reg.*

( PL.A1)

Sanction had been accorded by the Vice- Chancellor, vide U. O. No. PL.A1/3394/Gol/17 dated 31.03.2018, to release an amount of 11,30,000/- (Rupees Eleven lakh thirty thousand only) and 14,25,000/- (Rupees fourteen lakh twenty five thousand only) (i.e., a total of Rs.25,55,000/-, inclusive of banking charges, clearance charges, customs duty and additional charges) as Provisional Advance to Dr. A.P. Pradeepkumar, the then Head, Department of Geology, towards the purchase of 'Planetary Ball Mill' from 'M/s.Toshniwal Brothers (SR) Pvt. Ltd.' on behalf of their principal firm 'M/s FRITCH GmbH, Germany' and 'Flame Photometer' from 'M/s Inkarp Instruments Pvt. Ltd.', against the State Plan Grant sanctioned under the Scheme component "Infrastructure and Laboratory Development", for the year 2016-17.

Subsequently, the Head, Department of Geology vide Letter No. 290/48/Gol/2019 dated 27.08.2019, informed that an amount of Rs. 55,847/- is required additionally for the purchase and installation of 'Planetary Ball Mill' and therefore has requested sanction to utilize the unspent balance to the tune of Rs.34,751/-, from the provisional advance of Rs.14,25,000/- sanctioned for the purchase of 'Flame Photometer', for meeting the aforementioned additional expenditure. The Head has also requested to release an additional amount of Rs.21,096/- (i.e. Rs.55,847.00- 34,751.00), after adjusting the aforementioned unspent balance from the provisional advance released for the purchase of Flame Photometer, towards meeting the shortage of funds for the purchase of 'Planetary Ball Mill'.

Therefore, sanction was accorded by Vice-Chancellor, vide U. O. No. PL.A1 /Gol/ 29368/2019/ UOK dated 16/12/2019, to:

1. Release an amount of Rs. 55,847/- (Rupees fifty five thousand eight hundred forty seven only) to the PD Account of Dr. R.B. Binojkumar for meeting the shortage of funds towards effecting payment to the firm 'M/s FRITCH GmbH, Germany' towards the purchase of 'Planetary Ball Mill' in the Department.
2. Refund the unspent balance of Rs.34,751/- (Rupees Thirty four thousand seven hundred and fifty one only) from the provisional advance sanctioned vide U. O. dated 31.03.2018, towards the purchase of Flame Photometer in the Department, to KUF.

Accordingly, the above unspent balance was refunded to KUF by the Head, forthwith, vide Pay-in-slip No. 19886141 dated 07.02.2020.

However, the claim for the amount of Rs. 55,847/- was objected by the Audit, citing that the amount of Rs.11,30,000 was initially released to Dr. A.P. Pradeepkumar and the additional amount of Rs.55,847 (Rupees fifty five thousand eight hundred forty seven only) was claimed by Dr.R.B.Binojkumar, which will lead to undue confusion while processing the regularization.

Subsequently, as per the remarks of the Finance, the Head was instructed to submit the original bills and vouchers to the Audit for regularizing the provisional advance sanctioned vide U. O. No. PL.A1/3394/GOL/17 dated 31/03/2018 and thereafter the additional amount admitted by audit shall be released to Head for completing the purchase of 'Planetary Ball Mill'.

Now, the Head has forwarded the Voucher Verification Report dated 17.11.2020 issued by the Deputy Registrar, Campus Administration, admitting the expenditure of Rs.25,76,096/- (Rupees Twenty five lakh seventy six thousand and ninety six only) and requested to regularize the advance of Rs.25,55,000/- drawn by Dr. A.P. Pradeepkumar, the then Head, Department of Geology. The Credit Verification Report for the amount of Rs 34,751/- (Rupees Thirty four thousand seven hundred and fifty one only), which was refunded to KUF, in accordance with the U. O. Dated 16/12/2019, has also been furnished.

In this context, the Head has requested to recoup the amount of Rs.55,847/- (Rupees fifty five thousand eight hundred forty seven only, expended over and above the Provisional Advance sanctioned vide U. O. dated 31.03.2018 [i.e. Rs. 21,096/- (Rs.25,76,096.00 - Rs.25,55,000.00) + Rs.34,751/-], to the PD Account of the Department.

Accordingly, the Finance has endorsed the following, vide Endt. No. FOS.4156/ FINANCE 1/2021 dated 25/02/21:

1. To regularize the provisional advance of Rs.11,30,000/- (Rupees Eleven lakh thirty thousand only) and Rs.14,25,000/- (Rupees fourteen lakh twenty five thousand only) totalling Rs.25,55,000/- (Rupees Twenty five lakh and fifty five thousand only), sanctioned to Dr. A.P.Pradeepkumar, former Head, Department of Geology, vide U.O. No. Pl.A1/3394/Gol/17 dated 31.03.2018.
2. To release the amount of Rs.55,847/- (Rupees fifty five thousand eight hundred forty seven only), expended over and above the sanctioned advance for the purchase of 'Planetary Ball Mill', to the Head, Department of Geology, for recoupment to the PD Account of the Department, subject to administrative sanction.
3. To book the regularization and expenditure (if admitted) under the head of account "Part II-Plan- MH 20(i)- Department of Geology- 4/1885- Development of Department (State)" of the current year's Budget Estimates of the University.

The above proposal endorsed by the Finance, was put up for obtaining Administrative Sanction and the Vice-Chancellor has ordered to place the same before the Syndicate for consideration.

In this context, the aforementioned proposal is placed before the Syndicate for consideration.

**Resolution of the Syndicate**

**RESOLVED** that the item be referred to the Standing Committee of the Syndicate on Finance.

**Item No.28.12. Department of Demography, Kariavattom---Rotation of Headship---Nomination of Dr. Anil Chandran S, Assistant Professor as Head of the Department---Reporting of---reg.**

*(Ad.A VI)*

Dr. P. Mohanachandran Nair, Professor and Head, Department of Demography, had requested to nominate a new Head in the Department, due to his retirement from his service on 31.05.2021.

Sanction was accorded by the Vice Chancellor, subject to reporting to the Syndicate, to Dr. Anil Chandran S, Assistant Professor, Department of Demography, being nominated as Head of the Department for a period of three years with effect from 01.06.2021 F.N and U.O no. 2643/2021/UOK dated 31.05.2021 was issued in this regard.

As per orders of the Vice Chancellor, the aforesaid 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.28.13 Nomination of Head, Department of Psychology-Consideration of-reg.**

*(Ad. AII)*

Dr. Bindu P, Associate Professor, Department of Psychology University of Kerala was nominated as Head of the Department w.e.f 01.12.2020 FN . She wishes to relinquish her post as Head, Dept. of Psychology on or before 15.05.2021 due to the multiple health complaints she is experiencing, and hence she has requested to take necessary steps to nominate the next senior person as the Head of the Dept. of Psychology w.e.f 15.05.2021.

The following are the Teaching faculties in the Department of Psychology:

1. Dr. H.Sylaja, Professor, date of entry in University service on 17.03.2020 and retiring on 30.04.2026
2. Dr. Jasseer J, Associate Professor, date of entry in University service on 29.05.2007 and retiring on 30.05.2025 (HoD w.e.f 01.01.2018 – 30.11.2020)
3. Dr. Johnson R, Assistant Professor, date of entry in University service on 25.03.2009 and retiring on 31.05.2027.
4. Dr. Tissy Mariam Thomas, Assistant Professor, date of entry in University service on 24.03.2017 and retiring on 31.03.2039

5. Dr. Sujith Babu, Assistant Professor, date of entry in University service on 16.03.2020 and retiring on 30.04.2045

As per amendment No.232 of Statute in Chapter 3 of the Kerala University First Statute 1977 “the Head of the Department shall be nominated on a rotation basis for 3 years starting with the senior most lecturer of the Department. The Syndicate shall nominate the senior most Professor as the Head of the Department for a period of three years and at the end of the 3 years, next senior most Professor shall be nominated, after all the Professors are given a turn, the rotation shall then be implemented among the associate professors/Readers as per seniority.

“To become eligible for headship, a teacher should possess Ph.D Degree and has to put in at least 2 years of service in the Department concerned, except in cases where there is no senior teacher in the Department. A teacher shall be eligible to take Headship only if he/she has a minimum of 6 months of service remaining till retirement”. In the Department where there are no Professors or Associate Professors/Readers eligible for the Headship, it shall be rotated among the Assistant Professors”.

As per orders of the Vice-Chancellor the matter of nominating Head of the Department of Psychology is placed before the Syndicate.

***Resolution of the Syndicate***

**RESOLVED** that the item be referred to the Standing Committee of the Syndicate on Staff, Equipment and Buildings.

**Item No.28.14.** *Minutes of the meeting held for discussing the matters regarding the loss due to cyclone and heavy rain in the Kariavattom campus - Request to release Rs.1,00,000/- for cutting / pruning of trees - reg.*

**(Ad. B I)**

A meeting was held on 20.05.2021 at the Conference Hall, Guest House Kariavattom, for discussing the matters regarding the loss due to cyclone and heavy rain in the Kariavattom campus.

It may be noted that the meeting held on 20.05.2021 (recommendation (3) of the minutes) has recommended to cut /prune the trees/branches of the trees posing threat to the buildings and electric lines by arranging the work through the Joint Registrar, Campus Administration, utilizing the permanent advance/ imprest amount. But, in the meantime, the Joint Registrar Campus Administration, vide letter no.CA/Admn/03/Cutting of trees in alarming condition/2021 dated 24.05.2021, has requested administrative sanction to cut/prune the trees/branches posing threat to buildings and electric lines at Kariavattom campus and to release Rs.1,00,000/- (Rupees One Lakh Only) for the same, as the permanent advance of JR has already been utilized for cutting down trees during Tauktae cyclonic effect.

As per the orders of the Vice Chancellor, the minutes of the meeting held on 20.05.2021, forwarded by the Joint Registrar Campus Administration (copy appended) is placed before the Syndicate, for approval. Also, the request of the Joint Registrar, Campus Administration to release Rs.1,00,000/- (Rupees One Lakh Only) for meeting the expenditure to cut/prune the trees in alarming condition at Kariavattom Campus, is placed before the Syndicate, for consideration.

**MEETING OF THE PRO-VICE CHANCELLOR TO DISCUSS THE MATTERS REGARDING THE LOSS DUE TO CYCLONE AND HEAVY RAIN IN THE CAMPUS**

|       |   |  |  |
|-------|---|--|--|
| Date  | : | 20.05.2021                               |  |
| Time  | : | 10.30 AM                                 |  |
| Venue | : | Conference Hall, Guesthouse, Kariavattom |  |

**Members present:**

- |    |  |      |
|----|--|------|
| 1. | Dr. Ajayakumar P.P, Pro- Vice Chancellor.      | Sd/- |
| 2. | Dr. S. Nazeeb, Member, Syndicate.              | Sd/- |
| 3. | Dr. Anil kumar, Registrar                      | Sd/- |
| 4. | Dr. Sreela Raj. N.R, JR, Campus Administration | Sd/- |
| 5. | Smt. Sobha K, University Engineer.             | Sd/- |
| 6. | Sri. Ramesh T.S, AEE, Sub Division I           | Sd/- |
| 7. | Sri. Padmakumar R.S, AEE, Electrical           | Sd/- |
| 8. | Sri. Manojkuar, AE, HQ                         | Sd/- |

Meeting started at 10.30 am.

**Item No.28.14.01: Loss due to heavy rain and Cyclone in the Campus**

The members inspected the quarters buildings and the LTOH lines which were damaged due to the fall of trees and discussed the heavy loss such as damage to the buildings, power supply systems and fruitful trees and the following recommendations were made.

1. Reconstitution of Campus Development Committee.
2. To restore power supply permanently by arranging the work by the Engineering Unit based the decision of the Syndicate on the matter so that the entire restoration work will be completed before 25/05/2021.
3. To cut the trees/prune the tree branches that pose threat to the buildings and electric lines by arranging the work through the Joint Registrar, campus Administration utilizing the permanent advance/ imprest amount before 30.05.2021. The Joint Registrar will report the additional fund requirement for the work.
4. The University Engineer shall make arrangements for resolving the Voltage problems in the staff quarters by exploring the possibility of installing a new transformer near the quarters utilizing the budget provision previously allocated for a new transformer and to obtain a dedicated cable connection from KSEB for the purpose. Assistant Executive Engineer (ELE) shall submit a detailed report in this regard before the next meeting of the SC on Planning.
5. University Engineer shall submit a report for laying UG cables for feeding power supply to the campus considering the frequent incidents of power failure and financial loss caused due to fall of trees over the LTOH lines.
6. To attend the emergency electrical faults during night, 2 electricians shall be posted for night duty. University Engineer shall submit a proposal to the Registrar for appointing additional number of electricians to meet the above requirement.
7. To meet the emergency fund requirements for the power supply restoration work from the imprest money available with the University Engineer and Sri.Ramesh.T.S, Assistant Executive Engineer (imprest sanctioned to while working as AE (HQ))
8. Finance officer shall make necessary arrangements for speedy recoupment of imprest advances.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the meeting for discussing the matters regarding the loss due to cyclone and heavy rain in the Kariavattom campus held on 20.05.2021, be approved.

**FURTHER RESOLVED** the following:

- (1) to release an amount of Rs.1,00,000/- (Rs. One lakh only) to the Joint Registrar, Campus Administration for meeting the expenditure to cut/ prune the trees in alarming condition, based on the report from the University Engineer.
- (2) to entrust the Joint Registrar, Campus Administration to take immediate steps to auction trees that had already been cut down during the Cyclonic effect.
- (3) entrust the Registrar to initiate immediate steps to report the vacancy of Electrician to the Kerala Public Service Commission. Also entrust the University Engineer to submit a proposal to the Registrar for appointing additional number of Electricians on contract basis. Also two Electricians shall be posted for night duty immediately for attending the emergency electrical falls during night
- (4) to entrust the Convener, Standing Committee of the Syndicate on Planning and Development to convene separate meetings with Engineering Unit at Kariavattom Campus and SH Campus for monitoring/delay of civil works.
- (5) to take necessary steps to re-constitute Campus Development Committee.
- (6) that the imprest money sanctioned to Sri.Ramesh T.S while working as Assistant Engineer (HQ), be continued, in the present post as Assistant Executive Engineer (HQ).

**Item No.28.14.02: Construction of "Navodhana Veedhi" in the Kariavattom Campus.**

1. The committee discussed about the budget proposal for constructing Navodhana Veedhi starting from the main gate to the roundabout near Centre for performing arts and from the Post office to the health centre gate.



2. The committee suggested to construct the Navodhana veechi having a total width of 15 m with a road width of 10 m, foot paths on either side having width of 1.50 to 2.00 m, and mounts and turfing behind the foot path, benches for seating arrangements and boards for showing the relief portrait and write-ups of social reformers, antique type street light fittings etc. The road should be marked in two lines and necessary cable ducts and drains be constructed to avoid further cutting of roads for future requirements.
3. The University Engineer suggested entrusting the work through Government accredited agencies so as to complete the whole work within a shortest time span. The committee agreed to the proposal in principle and authorized the Assistant Executive Engineer, Sub Dvn I and the Assistant Engineer (HQ) to prepare and submit a base proposal for the work along with cost estimate before the next meeting of the SC on Planning so as to conduct further discussions with accredited agencies.
4. Dr. C.R Prasad, Director Kerala Studies and Dr Shaji, A, Professor, SDE shall prepare and submit to the Registrar, a report with name and write ups regarding Social reformers whose details are to be exhibited on either side of the road.

The meeting came to an end at 12.00noon.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the meeting for discussing the matters regarding the loss due to cyclone and heavy rain in the Kariavattom campus held on 20.05.2021, be approved.

***Item No.28.15. Career Advancement Scheme of UGC Regulations, 2010 - Change in effective date of placement of Dr. Indu K.V. as Assistant Professor (Stage 3)- Consideration of -reg.***

***(Ad.DII)***

Dr. Indu K.V. was appointed as Assistant Professor of Hindi at the School of Distance Education w.e.f. 06.06.2013 and placed as Assistant Professor (Stage 2) w.e.f. 28.06.2014, considering, her prior service as Assistant Professor at the Government College, Kasargod from 28.06.2010 to 08.06.2011 and at PTM Government College, Perinthalmanna from 09.06.2011 to 05.06.2013.

Meanwhile, Dr.Indu K V requested for placement to the post of Assistant Professor (Stage 3) with effect from 27.06.2019. However, the Screening Cum Evaluation committee held on 14.12.2020, recommended to place her as Assistant Professor (Stage 3) w.e.f. 31.10.2019 ie, the next day of completion of the Refresher Course mandatory for placement to that post. The Syndicate held on 29.12.2020, vide item no.21.04.II.08, resolved to approve the same and University Order was issued, in respect of Dr.Indu K V, granting placement as Assistant Professor (Stage 3) wef 31.10.2019.

However, now, Dr. Indu K.V., represented that she had participated in the UGC Sponsored Refresher Course- Summer School (Multidisciplinary) from 23.07.2018 to 13.08.2018 and hence, she requested to consider the course which is within the assessment period, for placement as Assistant Professor (Stage 3) and requested to revise the effective date of placement as wef 28.06.2019.

The remarks of the Dean, Faculty of Oriental Studies and the Director, IQAC were obtained in this regard and they have opined that the effective date of placement in respect of Dr.Indu K.V. may be refixed as 28.06.2019, considering the fact that Dr.Indu.K V has completed her mandatory requirement of one course/refresher course- summer school from 23.07.2018 to 13.08.2018.

When the file was submitted to the Vice-Chancellor for orders on refixing the effective date of placement of Dr.Indu K.V. as Assistant Professor (Stage 3), it was directed to place the matter before the Syndicate.

Hence, the matter regarding the refixing the effective date of placement of Dr.Indu.K.V., Assistant Professor of Hindi at the School of Distance Education as Assistant Professor (Stage 3), wef 28.06.2019 is placed before the Syndicate for consideration and appropriate decision thereof.

***Resolution of the Syndicate***

**RESOLVED** to refix the effective date of placement of Dr.Indu.K.V., Assistant Professor of Hindi at the School of Distance Education as Assistant Professor (Stage 3), wef 28.06.2019.

**Item No.28.16 Award of Ph.D Degrees**

(Ac.E.II/Ac.E.V)

**Item No.28.16.01 Consideration of the Examiners reports on the Ph.D Thesis submitted by Sri.Shimjith.S.P in Malayalam – reg**

(Ac.EV)

The Syndicate considered the reports of Examiners on the Ph.D. thesis entitled “**സൈബർസംസ്കാരം മലയാളചെറുകഥയിൽ**” submitted by Sri.Shimjith.S.P.

**Resolution of the Syndicate**  
**RESOLVED** that Sri. Shimjith.S.P., be declared eligible for the award of the Degree of Doctor of Philosophy in Malayalam under the Faculty of Oriental Studies.  
**FURTHER RESOLVED** to seek explanation from the concerned section regarding the delay.

**Item No. 28.17 Minutes of the meeting of the Standing Committee of the Syndicate on Finance held on 02.06.2021--Approval--reg.**

(Ad. A VI)

The Minutes of the meeting of the Standing Committee of the Syndicate on Finance held on 02.06.2021 is appended.

In view of urgency, the Vice Chancellor has approved the recommendation in Additional Item No.03 in the Minutes, subject to reporting to the Syndicate.

The action taken by the Vice Chancellor in having approved the recommendation in Additional Item no.03 in the Minutes of the meeting of the Standing Committee of the Syndicate on Finance held on 02.06.2021 is reported to the Syndicate and the recommendation on remaining items in the said Minutes is placed before the Syndicate for approval.

**Minutes of the meeting of the Standing Committee of the Syndicate on Finance (through online/ offline mode)**

Date & Time : 02<sup>nd</sup> June, 2021, 11:00 a.m.  
Venue : Syndicate Room, University Buildings, Thiruvananthapuram.

**Members Present**

1. Adv.K.H.Babujan(Convener)
2. Adv. B. Balachandran
3. Sri. Bijukumar G
4. Dr. K. G. Gopchandran (online)
5. Dr. K.B. Manoj (online)
6. Dr. S. Nazeeb
7. Dr. Vijayan Pillai
8. Sri. B.P Murali
9. Adv. Muralidharan Pillai G
10. Adv. A. Ajikumar (Online)
11. Dr.B.Unnikrishnan Nair (online)

**Item No. 28.17.01:** ഫാക്കൽറ്റി ഗസറ്റ് ഹൗസ് - റവകലാശാലയുടെ ാമ്പത്തിക ഭദ്രത ഉറപ്പുവരുത്തും വിധമുള്ള ഭരണതല നടപടികൾ അനിവാര്യം-ഓഡിറ്റ് പരാമർശം -റിപ്പോർട്ട് മർപ്പിക്കുന്നത് - ംബന്ധിച്ച്-

റവകലാശാലയുടെ ാമ്പത്തികഭദ്രതഉറപ്പുവരുത്തുംവിധംഫാക്കൽറ്റിഗസറ്റ് ഹൗസ് പ്രവർത്തനങ്ങൾ ഏകോപിപ്പിക്കേണ്ടതാണെന്നും ഫാക്കൽറ്റിഗസറ്റ് ഹൗസ് ലെമുറികൾ ിൻഡിക്കേറ്റ് അംഗങ്ങൾക്ക് ഊജന്യമായി അനുവദിച്ചിരിക്കുന്നതിനാൽ റവകലാശാലക്ക് ഓരോ വർഷവും ഭീമമായ തുക വാടകയിനത്തിൽ നഷ്ടമാകുന്ന സ്ഥിതിയാണുള്ളതെന്നും കേരള ംസ്ഥാന ഓഡിറ്റാക്ട് പരാമർശം നടത്തിയിരുന്നു .

ഫാക്കൽറ്റിഗസറ്റ് ഹൗസ് ിൽമുറികൾ അനുവദിക്കുന്ന സംബന്ധിച്ച് 30.07.2015 ലെ ിൻഡിക്കേറ്റ് ഇനം.നം.09.12 പ്രകാരം ചർച്ച ചെയ്യപ്പെട്ടിട്ടുള്ളതു തദനും റണം 11.03.2015-

തീയതിയിൽ റവകലാശാല ഉത്തരവ് Ad.B1(2)847/2015/002 പുറപ്പെടുവിക്കുകയും ചെയ്തിരുന്നുവെന്ന് പ്രസ്തുത പരാമർശത്തിന്മേൽ രജിസ്ട്രാർ മറുപടി നൽകിയിരുന്നു.

എന്നാൽ ഈ മറുപടിയിൽ ജോയിന്റ് ഡയറക്ടർ, ഗവ. ഓഡിറ്റ് പരാമർശം നിലനിൽക്കുന്നുവെന്ന് അറിയിച്ചതിനാൽ പ്രസ്തുത വിഷയം റിൻഡിക്കേറ്റിന്റേ റെസിരോ മിതിയായ ഫിനാൻസ് കമ്മിറ്റിയിൽ മർപ്പിക്കുകയും, വിശദമായ ചർച്ചക്ക് ശേഷം ഉചിതമായ തീരുമാനമെടുക്കുവാൻ വൈസ് ചാൻ് ലറോട് അഭ്യർത്ഥിക്കുവാൻ കമ്മിറ്റി ശുപാർശ ചെയ്യുകയും ചെയ്തു.

പോർട്ട് തയ്യാറാക്കുവാൻ റിൻഡിക്കേറ്റ് മേൽ വിഷയത്തിൽ ഒരു വിശദറിറിന്റേ റെസിരോ മിതിയായ ഫിനാൻസ് കമ്മിറ്റിയിലേക്ക് റിൻഡിക്കേറ്റ് നിർദ്ദേശിക്കുകയും ചെയ്തു.

അതിന്റേ അടിസ്ഥാനത്തിൽ ഫാക്കൽറ്റി ഗസ്റ്റ് ഹൗസ് റിന്റേ റെസിരോ പിൽ ക്ഷേപം, ഫാക്കൽറ്റി കൾക്കോ പ്രത്യേക ക്ഷണിതാക്കളായി എത്തുന്നവർക്കോ മാത്രമായി നിജപ്പെടുത്തിയിട്ടുള്ളതാണോ,

ഇതര ആവശ്യങ്ങൾക്കായി എത്തുന്നവരിൽ നിന്നും ഈ സാക്കുന്നവാടക നിരക്കുകൾ തുടങ്ങിയവയുടെ വിശദാംശങ്ങൾ വിവിധ വിഭാഗങ്ങളിൽ നിന്നും ലഭ്യമായതിന്റേ റെക്ഷിപ്റ്റ് വിവരണം ചുവടെ ചേർക്കുന്നു.

(1)

ഔദ്യോഗിക ആവശ്യങ്ങൾക്കായി റവകലാശാലയിൽ എത്തുന്നവരിൽ നിന്നും ഫാക്കൽറ്റി ഗസ്റ്റ്

ഹൗസ് റിൽ താമസ്സുകര്യം നൽകുന്നവകയിൽ വാടകയിനത്തിൽ ഈ സാക്കുന്ന തുക കേരള യൂണിവേഴ്സിറ്റി റിഫണ്ടിൽ ഒടുക്കുന്നു. 15.06.2019

തീയതിയിലെ റവകലാശാല ഉത്തരവ് നം.

Ad.AIV/FGH/Rent/2019 പ്രകാരം നിശ്ചയിക്കപ്പെട്ട വാടകയോട് കൂടി ഗസ്റ്റ് ഹൗസ് അതിഥികൾക്കു വാടകയ്ക്ക് നൽകുന്നു.

(ടക്കം ചെയ്യുന്നു ഉത്തരവിന്റേ പകർപ്പുള്ളത്)

(2) ഡോബാലമോഹൻ തമ്പി വൈസ് ചാൻ് ലർ ആയിരിക്കെ 30.04.1991

ൽ ആണ് യൂണിവേഴ്സിറ്റി ഗസ്റ്റ് ഹൗസ് ഉദ്ഘാടനം ചെയ്യപ്പെട്ടത്.

(3) ഏകദേശം 30

വർഷങ്ങൾക്ക് മുൻപു ജി. റിഫണ്ട് ഉപയോഗിച്ച് നിർമ്മിച്ച ഫാക്കൽറ്റി ഗസ്റ്റ്

ഹൗസ് റിന്റേ നിർമ്മാണം,

ഫണ്ടിനിധോഗം എന്നിവയുടെ വിശദാംശങ്ങൾ ഒന്നും തന്നെ പ്ലാനിംഗ് വിഭാഗത്തിൽ നിന്നോ എൻജിനീയറിംഗ് വിഭാഗത്തിൽ നിന്നോ ലഭിച്ചിട്ടില്ല.

െ നറ്റ്, അക്കാഡമി കൗൺ്സിൽ, റിൻഡിക്കേറ്റ്,

റിൻഡിക്കേറ്റിന്റേ റെസിരോ റിംഗ് കമ്മിറ്റികൾ,

റിൻഡിക്കേറ്റ് നിയോഗിക്കുന്ന മറ്റ് ഉപമിതികൾ എന്നിവയുടെ യോഗങ്ങൾ മിക്കവാറും തുടർച്ചയായ ദിവസങ്ങളിലായാണ് നടക്കാനുള്ളത്.

പ്രസ്തുത യോഗങ്ങളിൽ പങ്കെടുക്കുന്നതിന് കിലോമീറ്ററിന് 9

രൂപ നിരക്കിലാണ് റവകലാശാല ഉത്തരവ് നം. Ad.B.I(1)8912/2000 dtd. 26.07.2013 പ്രകാരം യാത്രാ ബത്ത അനുവദിക്കുന്നത്.

എന്നാൽ ഇങ്ങനെയുള്ള അവർ രങ്ങളിൽ എല്ലാ ദിവസങ്ങളിലും യാത്രാ ബത്ത അനുവദിക്കുന്നതിന് പകരം ആദ്യവും അവർ ാനവുമായ ദിവസങ്ങളിൽ മാത്രമാണ് യാത്രാ ബത്ത അനുവദിക്കുന്നത്. റിൻഡിക്കേറ്റ് അംഗങ്ങൾക്ക് നിലവിൽ 18

അംഗങ്ങൾക്ക് റവകലാശാലയിൽ തന്നെ താമസ്സുകര്യം നൽകുന്ന തപഴിയാണ് ഇപ്രകാരം ആദ്യാവർ ാനം മാത്രമായി യാത്രാ ബത്ത അനുവദിക്കാൻ കഴിയുന്നത്

അല്ലായെങ്കിൽ ഇരുവശത്തേക്കുമുള്ള യാത്രയ്ക്കായി ദിനംപ്രതി 9

രൂപ നിരക്കിൽ യാത്രാ ബത്ത അനുവദിക്കേണ്ടിവരുമായിരുന്നു. ഇത്തരത്തിൽ കണക്കാക്കുകയാണെങ്കിൽ ഭീമമായ തുക തന്നെ റവകലാശാലയ്ക്ക് ചെലവാക്കേണ്ടിവരുമായിരുന്നു. കൂടാതെ ഇപ്രകാരം റിൻഡിക്കേറ്റങ്ങൾക്ക് താമസ്സുകര്യം നൽകുന്ന തപഴിയാണ് യാത്രാ

മയംലാഭിക്കുവാനുംഭരണകാര്യങ്ങളിൽകൂടുതൽശ്രദ്ധകേന്ദ്രീകരിക്കുവാനും ധി ചിട്ടുണ്ട്.

മേൽവിഷയത്തിൽ2016-2017

മുതൽതുടർന്നുവരുന്നഓഡിറ്റ്പരാമർശങ്ങളിൽതീർപ്പ്കൽപ്പിച്ചുപ്രസ്തുതപരാമർശംഒ ശിവാക്കേണ്ടത്അത്യന്താപേക്ഷിതമാകയാൽ, 09.04.2021

ൽകൂടിയ റിൻഡിക്കേറ്റിന്ററെന്മിരം മിതിയായഫിനാൻസ്കമ്മിറ്റിമുന്മാകവെക്കു കയുംആയത്പിന്നീട്പരിഗണിക്കുന്നതിനായിമാറ്റിവയ്ക്കുകയുംചെയ്തു (13.04.2021 ലെ റിൻഡിക്കേറ്റ്ഐറ്റംനം. 26.75.15)

കമ്മിറ്റിവിഷയംവിശദമായിചർച്ചചെയ്യുകയുംതാഴെപ്പറയുന്നകാര്യങ്ങൾ ഉൾപ്പെടുത്തിവിശദമായമറുപടിയൊടുക്കിപരാമർശംഒശിവാക്കു ന്നതിനുള്ളനടപടികൾ സ്വീകരിക്കുവാൻ ശിപാർശനൽകുകയുംചെയ്തു.

1. സിൻഡിക്കേറ്റ്അംഗങ്ങൾക്ക്ഫാക്കൽറ്റഗസ്റ്റ്ഹൗസിൽ റൂം അനുവദി ക്കുന്നത്കൊണ്ടുപ്രാബല്യം ഇനത്തിൽ ഒരുവലിയ തുക ലാഭിക്കുവാൻ കഴിയുന്നു.
2. സർവ്വകലാശാലയുടെ ദിനംപ്രതിയുള്ള ഭരണകാര്യങ്ങളിലും, NACC accreditation സംബന്ധിച്ചജോലികൾ ഏകോപിപ്പിക്കുന്നതിനും ബജറ്റിലെ നിർദ്ദേശങ്ങൾ നടപ്പാക്കാനുള്ള നിർദ്ദേശങ്ങൾ നൽകുന്നതിനും, പരീക്ഷാ നടത്തിപ്പ്സുഗമ മാക്കുന്നതിനും സിൻഡിക്കേറ്റ് അംഗങ്ങളുടെ സാന്നിധ്യം സർവ്വകലാശാലയിൽ ഉറപ്പാക്കേണ്ടതുണ്ട്.

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved except Sl. No.2.

**FURTHER RESOLVED** the following:

1. സർവ്വകലാശാലയുടെ ദിനംപ്രതിയുള്ള ഭരണകാര്യങ്ങളിലും, Academic/ Research ജോലികളിൽ സംബന്ധിച്ചഏകോപിപ്പിക്കുന്നതിനും ബജറ്റിലെ നിർദ്ദേശങ്ങളുടനടപ്പാക്കാനുള്ള നിർദ്ദേശങ്ങളു നൽകുന്നതിനും, പരീക്ഷാ നടത്തിപ്പ്സുഗമമാക്കുന്നതിനും റിൻഡിക്കേറ്റ്അംഗങ്ങളുടെ സാന്നിധ്യം സർവ്വകലാശാലയിൽ ഉറപ്പാക്കേണ്ടതുണ്ട്.
2. നിലവിലുള്ളഏല്ലാ റിൻഡിക്കേറ്റ്മെമ്പേർ റിൻറെമുറികൾOccupyചെയ്തതിനുശേഷവുംസർവകലാശാല ഫാക്കൽറ്റി ഗസ്റ്റ്ഹൗസ് ഇതുവരെയും മുഴുവനായി Occupyചെയ്തിട്ടില്ലാ യെന്ന്കമ്മിറ്റി വിലയിരുത്തി.

**Item No.28.17.02 :: Yard Development and Land Scaping works for the ONV Memorial School of Indian Languages building and Geological Museum at Kariavattom -reg: (Ad B I)**

The Syndicate at its meeting held on 29.12.2020, vide item No.21.61.24, has resolved to approve the proposal and drawing for providing road, yard development and landscaping for ONV Memorial School of India Languages and Geological Museum building and to approve rough cost estimate, in principle, for an amount of Rs.86,20,000/- forwarded by the University Engineer, for the said work and to issue necessary directions to submit the detailed estimate immediately for consideration of the Syndicate.

The Planning A1 Section has remarked that no more funds are available under state plan Grant for meeting the expenses amounting to Rs.86,20,000/-(Rupees Eighty Six Lakh Twenty Thousand Only) towards the above said work and suggested to explore the possibility of meeting the expenses from Non-Plan funds.

The Finance Section has remarked that the above proposal for yard development utilizing Non Plan funds may be placed before Standing Committee of Syndicate on Finance.

**The Committee considered the matter and recommended to submit a revised proposal for establishing a garden in front of Geological Museum and ONV Memorial School of India**

**Languages and a platform for car parking at ONV Memorial School of India Languages, before the Standing Committee of the Syndicate on Planning & Development.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.03 : Defaulted payment of rent in respect of University land/buildings/ properties leased or licensed to Govt/other institutions -reporting of -reg.**

(Ad B I)

The Syndicate at its meeting held on 29.12.2020 had resolved to report the status of payment of any rent due to University, before the Syndicate, within one month on defaulted payment. The details of defaulted payment of rent in respect of the buildings/ land under the purview of this section as listed below, was considered by the Syndicate held on 13.04.2021 and it was resolved to refer the item to the Standing Committee of the Syndicate on Finance.

| Sl.no | Subject   | Arrear Amount   | Remarks  |
|-------|---|---|--|
| 1.    | Greenfield Stadium at Kariavattom Campus  | Rs.13,16,15,709/- for the period from December 2014 to 2017   | Action is being taken to revise the lease rent. Arrears of rent till date will be calculated accordingly.  |
| 2.    | Erecting Hoardings at Women's Hostel, Thycaud Contractor firm: Sri. Jayakumar A, Nilavu, TVM  | Rs. 6,11,712/- (30% license fee + 18% GST)  | Contract expired on 04.08.2020. The contractor firm was directed many times to settle the arrear. In response to frequent directions, the Contractor has requested to take necessary action either to exempt the license fee for the third year or to extend the license period for another one year. Legal remarks is sought from the Legal Adviser on the request of Contractor. |
| 3.    | Erecting Hoardings at Students Centre, PMG Contractor firm: M/s Fine Ads, TC 51/2011 (1),K.K Road, Mudavanmugal, Armada P.O. Thiruvananthapuram | Rs.2,75,987.5/- (Rs. 1,31,422.50/-+Rs. 1,44,565/-) Rent for the 2 <sup>nd</sup> and 3 <sup>rd</sup> years | Contract expired on 06.02.2021. The license agreement will be renewed, by inviting quotation after Model Code of Conduct lifted. Also the contractor firm was directed many times to settle the arrear. But no reply has been received so far. Hence, the file has been forwarded to Legal Adviser section to initiate legal proceedings.  |
| 4.    | Horticorp stall functioning at University Stadium premises  | Rent for the period from October 2020 to February 2021.   | Daily rent of Rs.3700/- plus applicable GST and other charges. Horticorp authorities was requested to settle the arrears of rent. While contacted over telephone, the firm has reported that the arrears will be cleared shortly.(by April 2021)   |
| 5.    | SBI, Kariavattom  | Rent at the existing rate of Rs. 24,797/- for the period from 01.01.2020 to                               | An amount of Rs. 1,44,800/- towards the rent arrear from January 2017 to December 2019   |

|    |   |   |  |
|----|---|---|--|
|    |   | till date is pending. The authorities concerned have orally informed that the arrears of rent at the existing rate will be cleared shortly.<br>The bank is liable to pay the difference of revised rent | was remitted by the SBI authorities. As per the rent remittance statement forwarded by the SBI authorities, the arrear of rent for the period from January 2014 to December 2019 is nil.<br>The agreement expired on 31.12.2019 and action is being taken to execute a fresh lease deed for a period of five years with effect from 01.01.2020 at a revised rent of Rs.38,592/- plus GST and other charges per month; adhering to the existing terms & conditions. |
| 6. | SBI KUOC branch   | NIL   | The deed executed on 01/08/2006 had expired on 31/07/2016. The renewal of lease deed is not yet finalized.<br>SBI is currently remitting a rent of Rs.11407/- per month. Rent up to February 2021 has been remitted by the Bank. But the bank is liable to pay the difference of revised rent.   |
| 7. | Displaying advertisements on the hoardings erected at Students Centre PMG | NIL   | Contract expired and the matter of execution of license agreement with M/s Mamta Advertising, 1 <sup>st</sup> Floor, Santha Building, S.SKovil Road, Thiruvananthapuram is not yet finalized.  |
| 8. | Matsyafed functioning at University Stadium premises                      | NIL   | Daily rent of Rs. 500/- plus applicable GST.<br>The Syndicate at its meeting held on 22.01.2019 has resolved to evict the stall as the waste water from the stall causes unhygienic condition in the stadium premises and legal action is being taken to evict the same.<br>Matsyafed has remitted rent up to 31.03.2021.  |

***The Committee considered the matter and recommended as follows:***

| Sl.no | Subject                                       | Arrear Amount   | Recommendations   |
|-------|---|---|---|
| 1.    | Greenfield Stadium at Kariavattom Campus      | Rs.13,16,15,709/- for the period from December 2014 to 2017 | To address the matter before the Hon'ble Chief Minister and Sports Minister. Standing Counsel may also be addressed to get opinion on further course of action required in this regard. |
| 2.    | Erecting Hoardings at Women's Hostel, Thycaud | Rs. 6,11,712/- (30% license fee + 18% GST)                  | To issue notice to the Contractor to remit the arrear amount.<br>If refused to remit the amount, steps may  |

|    |  |   |   |
|----|--|---|---|
|    | Contractor firm: Sri. Jayakumar A, Nilavu, TVM   |   | be initiated to seize the hoardings and also to start legal procedures against the contractor to recover the amount.  |
| 3. | Erecting Hoardings at Students Centre, PMG<br>Contractor firm:<br>M/s Fine Ads, TC 51/2011 (1), K.K Road, Mudavanmugal, Armada P.O. Thiruvananthapuram | Rs.2,75,987.5/- (Rs.1,31,422.50/- + Rs. 1,44,565/-)<br>Rent for the 2 <sup>nd</sup> and 3 <sup>rd</sup> years   | To issue notice to the Contractor to remit the arrear amount.<br>If refused to remit the amount, steps may be initiated to seize the hoardings and also to start legal procedures against the contractor to recover the amount. |
| 4. | Horticorp stall functioning at University Stadium premises   | Rent for the period from October 2020 to February 2021.   | To issue notice to remit the arrear amount.   |
| 5. | SBI, Kariavattom   | Rent at the existing rate of Rs. 24,797/- for the period from 01.01.2020 to till date is pending. The authorities concerned have orally informed that the arrears of rent at the existing rate will be cleared shortly.<br>The bank is liable to pay the difference of revised rent | To issue notice to remit the pending amount.  |
| 6. | SBI KUOC branch  | NIL   | To issue notice to remit the difference of revised rent.  |
| 7. | Displaying advertisements on the hoardings erected at Students Centre PMG  | NIL   | To entrust the Registrar to take immediate steps to execute license agreement with M/s Mamta Advertising, 1st Floor, Santha Building, S.S. Kovil Road, Thiruvananthapuram, with revised rent.                                   |
| 8. | Matsyafed functioning at University Stadium premises   | NIL   | To expedite the legal action to evict the stall as the waste water from the Matsyafed stall causes unhygienic condition in the stadium premises.  |

**Item No. 28.17.04 : Interaction with Eminent Scholar – Dept of Library and Information Science – Regularization - reg.**

(IQAC)

An amount of Rs. 77,000/- (Rupees Seventy Seven thousand only) was sanctioned and released to Dr. B. Mini Devi, Assistant Professor & Head, Department of Library and Information Science, vide U.O. No. IQAC/43/2019(3) dated 22.03.2019, for inviting Dr. Jagdish Arora, National Board of Accreditation, New Delhi under the Scheme “Interaction with Eminent Scholar” during 2019.

However, the programme was not conducted in the department as the expert; Dr. Jagdish Arora was assigned with some special tasks by UGC during the scheduled date.

The amount of Rs. 77,000/- (Rupees Seventy even Thousand Only) was refunded to KUF vide remittance no. 20310696 dated: 16-06-2020 and the credit verification report was submitted by her.

The Audit section verified the report and found that the amount had been kept without refunding for 14.5 months. The Audit has informed that the penal interest at the rate of 18% amounting to Rs. 16,740/- (Rupees Sixteen Thousand Seven Hundred and Forty only) to be levied on the provisional advance for 14.5 months during which the amount was retained in the PD account without utilizing the amount for which it was sanctioned and later refunded to KUF in lump sum on 16.06.2020.

As directed by the Hon'ble Vice-Chancellor, explanation was sought from Dr. B. Mini Devi for furnishing reason for delay in refund of Provisional advance. The explanation furnished by Dr.B.Mini Devi is as detailed below.

The Provisional Advance of Rs. 77,000/- was released into the PD Account on 27/03/2019 for conducting a seminar under the Scheme "Interaction with Eminent Scholar". The Department of Library and Information Science with the permission of IQAC decided to conduct an Interactive workshop by Dr.JagdishArora, Advisor, National Board of Accreditation, NBCC Place, New Delhi 10003 and the proposed dates were 21<sup>st</sup> and 22<sup>nd</sup> March, 2019. Unfortunately during that month he was assigned with some special tasks by the SWAYAM Programme of UGC and communicated to me to conduct the programme in March, 2020. But due to the outreach of Covid – 19 pandemic, we were not able to conduct the programme in March. The delay in refunding the Provisional Advance, occurred due to the following Lockdown from 22/03/2020, which lasted till May 1<sup>st</sup> week. It may be noted that the lockdown was only partially lifted and the permitted attendance in the office was only 33%. The amount of Rs.77,000/- was remitted to KUF on 16<sup>th</sup> June 2020 itself, vide chn No.20310696, without much delay. This delay is highly regretted and it is requested that the explanation be considered favourably.

Based on the explanation furnished by Dr.B.Mini Devi, the Finance Officer sought the remarks of Joint Director, KSAD, SH. campus in this regard. The remarks of Joint Director, KSAD are as follows:

In such a case of retention of sanctioned money(provisional advances) in the account for a considerable period of time without utilization and subsequent refund of the whole advance amount in lumpsum to the KUF on a later date, even though the relevant rule in the KFC Vol. I (Article 99) stipulates in position of penal interest @18%, they would, in general, view such issues leniently or on humanitarian ground, imparting practicability also in analyzing the rules, provided the advance sanctioned authority on the part of the University was convinced of themselves that the act of prolonged retention of provisional advance amount in the PD account without utilization and the delay in refund of the advance amount in lumpsum to KUF on a later date is unintentional and also justifiable.

It has also been confirmed from the SBI, KUOC branch officials that the PD account operated by the Head, Dept. of Library and Information Science is not an interest-bearing account as it is a Current Account.

Based on the above remarks, the IQAC Director recommended to accept the justification given by Dr. B. Mini Devi and to waive off the imposition of penal interest @18%.

***The Committee considered the matter and recommended to accept the explanation submitted by Dr. B. Mini Devi, Assistant Professor & Head, Department of Library and Information Science regarding retention of sanctioned amount in the account without utilization and to waive off the imposition of penal interest, as the amount was kept in the PD account and also considering the restrictions imposed due to Covid pandemic.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

***Item No. 28.17.05 : Proposal for fixing the honorarium of Expert Committee to Monitor the Modernization of Administration and Institutions - reg:***

**(Ad B III)**

An Expert Committee to Monitor the Modernization of Administration and Institutions has been constituted vide UO.3449/2020/UOK dated 30.10.2020 comprising of following members.

1. Adv. JyothiChoodan, Special Secretary Law (Rtd) as Convener
2. Adv N Janardhanan Pillai, Assistant Registrar (Rtd), University of Kerala



3. Smt. Leju Bose, Joint Registrar (Rtd), University of Kerala

The Syndicate held on 01.10.2020, resolved to place the proposal for fixing the honorarium of Expert Committee before the Standing Committee of the Syndicate on Finance. At the first instance the file was put up for the concurrence and remarks of the Finance Section.

Accordingly the Finance has placed two suggestions regarding the rate of honorarium to the Members of Expert Committee to Monitor the Modernization of Administration and Institutions.

1).The rate of Honorarium may be fixed as Rs.2000/- per day limiting to a monthly maximum of Rs.14000/-, referring to an existing UO. Ad B I (1).601/1995 dtd. 06.05.2013, thereby the sitting fee to the subject expert who attend interviews has been fixed as Rs.2000/- per day.

OR

2).An honorarium may be released as a Token of Appreciation towards the end of the mission considering the total number of sittings and effort taken by the Members of Expert Committee.

The Honourable Vice-Chancellor, on perusing the proposal, ordered to place the proposal for the consideration of the Standing Committee of the Syndicate on Finance.

***The Committee considered the proposal for fixing the honorarium to the members of the Expert Committee constituted to Monitor the Modernization of Administration and Institutions and recommended to pay honorarium @ Rs. 2,000/- per day.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

***Item No. 28.17.06 : Department of Malayalam –three day National Workshop: “Bhinnasheshi: Samooham, Shareeram, Samskaram”- request for additional amount utilized-reg:***

(Planning B)

An amount of ₹ 70,000/- (Rupees seventy thousand only) was sanctioned as provisional advance to Dr.S.Shifa, Professor & Head, Department of Malayalam, University of Kerala, Karyavattom vide U.O. No.Pl.B/S.P/2019-20/ Set 2 dated 05.10.2019 for conduct of a three day National Workshop on “Bhinnasheshi: Samooham, shareeram, Samskaram” from 20<sup>th</sup> to 22<sup>nd</sup> November 2019. Dr.S.Shifa, vide letter no. F18/seminar/657/2019-20 dated 20/02/2020 has forwarded the original bills and vouchers of the expenses incurred (₹95,929/-) during the conduct of the National Workshop and requested to accord sanction for the payment of additional amount (₹25,929/-) utilised for the programme.

Audit VI Section has verified the bills and vouchers and admitted an amount of ₹92,734/- (Rupees ninety two thousand seven hundred and thirty four only). As per Finance endorsement and orders of Pro-Vice-Chancellor, U.O.No.Pl.B/S.P/2019-20/[Set 2]/2506(2) dated 16.09.2020 for regularisation of Provisional Advance of ₹70,000/- (Rupees seventy thousand only) was issued. The Finance I Section had also endorsed that the proposal for reimbursement of additional expenditure incurred shall be considered only after obtaining administrative sanction and subject to availability of fund during 2019-20.

Audit VI Section has remarked that as per the registers available in their section an amount of Rs.86,20,911/- (Rupees eighty six lakhs twenty thousand nine hundred and eleven only) has been utilized from the budget provision of Rs.1,00,00,000/- (Rupees one crore only) allotted for the financial year 2019-20 under the head Part II -Plan-MH 63-Misc-7-6061-Seminar/Conferences etc. Audit VI Section has also noted that only an amount of Rs 22,734/- (Rupees twenty two thousand seven hundred and thirty four only) has been admitted as additional expenditure after Audit, where as Dr.Shifa has made a request for an additional amount of Rs 25,925/- incurred during the conduct of the above mentioned National Workshop.

**Sanction has been accorded by the Vice -Chancellor to implement the resolution of the syndicate held on 05.03.2021 vide item no. 25.16.D5 to refer the matter to the Standing Committee of the Syndicate on Finance.**

***The Committee considered the matter and recommended to admit the bills and vouchers, amounting to Rs.22,734/- (Rupees twenty two thousand seven hundred and thirty four only) submitted by Dr. S. Shifa, Professor & Head, Department of Malayalam in connection with the***

*additional expenses incurred during the conduct of three day National Workshop on “Bhinnasheshi: Samooham, shareeram, Samskaram”.*

*It was also recommended that Instruction shall be given to limit the expenses for the conduct of all workshop within the sanctioned amount hereafter.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.07: Conduct of Endowment award Function from 2013- 2018- Reimbursement -reg:**

**(Ac E III)**

The minutes of the meeting of the Syndicate held on 30.10.2019 ( Item no: 05.105) has resolved to entrust the Director, Department of Students Services to conduct Endowment Award function for the years 2013-2018 to be held on 26<sup>th</sup>& 27<sup>th</sup> February 2020.

Sri.Siddik.R, Director (i/c), Department of Students Services has requested to sanction an amount of Rs.3,15,600/- (Rupees Three lakh Fifteen Thousand and Six Hundred only) as provisional Advance for the conduct of endowment award function for the year 2013-2018. As per the order no: 635/2020/UOK dtd.18.02.2020, sanction has been accorded by the Vice Chancellor for the provisional payment of Rs.2,50,000/- (Rupees Two Lakh Fifty Thousand only) to Sri.Siddik.R, Director (i/c), Department of Students Services towards the conduct of endowment award function for the year 2013-2018.

Sri.Siddik.R, Director (i/c), Department of Students Services has submitted Bills and Vouchers for Rs. 2,72,451/- (Rupees Two Lakh Seventy Two thousand Four Hundred and Fifty One only) towards the expense incurred for the conduct of endowment award for the years from 2013 to 2018 for regularization of the provisional payment sanctioned to him vide U.O no: 635/2020/UOK dtd.18/02/2020 and has requested to reimburse the additional amount of Rs.22,451/- (Rupees Twenty Two Thousand Four Hundred and Fifty One only) incurred to him. However audit section pointed out that as per the University order no: Ac.E.III / 635/2020 dtd. 18/02/2020 , it is clearly stated that the expenditure for the endowment award function 2013 - 2018 shall be limited within the advance sanctioned and hence the additional expenditure was not admitted. The said Provisional payment of Rs.2,50,000/- was regularized vide U.O no: Ac.E.III/9417/E.A213-18/2020 dtd.10/08/2020.

Sri.Siddik.R, Director (i/c), Department of Students Services has again placed a request for sanctioning the additional expenditure of Rs.22,451/- (Rupees Twenty Two Thousand Four Hundred and Fifty One only) vide letter dtd.13/11/2020. He has stated that amount of Rs 2,50,000/-was not sufficient to meet the expenses since the award function was conducted for the years 2013-2018 (six years) which included the cost of medal making for Six years.

It may be noted that an amount Rs.2,50,000/-was sanctioned as provisional payment for the conduct of endowment award for the years 2011 & 2012 (Two Years only) vide U.O no: Ac.E.III.I/11018/EA/ 2011 & 2012/2019 dtd. 29/06/19 and was regularized vide U.O of even no: dtd.23/12/19. The actual expenditure incurred was only Rs.1,44,349/-.

However in the present case for the conduct of endowment award for the years 2013 – 2018 (Six Years) including the expense for medal making for Six Years, the amount sanctioned was only Rs.2,50,000/-.

**The Committee considered the matter and recommended to sanction the additional expenditure of Rs.22,451/- (Rupees Twenty Two Thousand Four Hundred and Fifty One only) incurred for the Endowment award function 2013-2018 to Sri.Siddik.R, Director (i/c), Department of Students Services.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.08: Award of academic credits/ Cash prize/ Certificates to participants of Swachh Bharat Summer Internship Programme 2018- reg:**

**(Ac E III)**

The UGC in its 530<sup>th</sup> meeting held on 20/03/2018 has approved to provide two credits like any other 'Elective' under Choice Based Credit system to students in Higher Educational Institutions undertaking 15 days (100 hours) Summer Internships under Swachh Bharat Abhiyan activities and requested to consider providing an "elective course" under CBCS with two credits in the University and affiliated colleges. As per the guidelines of the programme, all participants will be given a Swachh Bharat Internship certificate on completion of their Internship by their parent institution. Apart from the certificate the best interns will be recognized at College, University, State & National level with Cash prize.

The Nodal officer of Swachh Bharat Summer Internship programme 2018, Dr.SajeebKhan.A, Assistant professor, University College, Trivandrum has forwarded the details of college team and notification of MHRD. Team "MAHATHMA" under the leadership of Sri.Nithin.M.M, BA student, University college Trivandrum has won the first prize in University and State level and has been selected as one of the best interns at the National level competitions of Swachh Bharat Summer Internship programme-2018.

The standing committee of the Academic & Research held on 16/11/2019 considered the matter and recommended to entrust IQAC for Specific recommendations on this matter. IQAC remarked that the winners in the Swachh Bharat Summer Internship scheme of the University may be awarded two additional credits as per the UGC direction.

The University Level Monitoring Committee at its meeting held on 15/09/2020 approved the recommendation of IQAC to award two additional credits as per the UGC direction and further recommended to place the matter before the Academic Council. The matter was placed before the Academic Council held on 15<sup>th</sup> October 2020 for consideration and the council resolved to accept the Swachh Bharat Summer Internship programme-2018 as an elective of 2 credits for all CBCSS First degree programmes.

The list of the candidates provided by Dr.SajeebKhan.A was verified by the concerned CBCS BA I section. IQAC has remarked that cash prize and certificates may be awarded to the winners in a single solemn function that can be planned as per the convenience of the guest in the host institution.

As per the orders of the Vice- Chancellor the matter to convene the award function in relation with the Swachh Bharat Summer Internship programme-2018 at University level is placed before the Standing Committee of the Finance for consideration and recommendation.

***The Committee considered the matter and recommended to entrust the Director, College Department Council (DCDC) to submit a detailed report on the matter including whether the direction to conduct the programme was given by the Directorate of Collegiate Education or University, before the Syndicate.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

***Item No. 28.17.09: Medical Reimbursement to Sri. Joseph Korula, Section Officer (Hr Gr), ES.IX, -reg.***

(Ad G)

Sri. Joseph Korula, Section Officer (Hr Gr), ES IX section, has submitted an application for medical reimbursement for the treatment of his wife, Late P Nuja S John, at Caritas Hospital, Thellakam, Kottayam, for "Stroke" (Cerebrovascular Accident, Acute Left MCA Infarct and Sepsis) during the period from 19/09/2019 to 24/09/2019.

As per the Government Order, G.O.(Ms) No.184/2017/H&FWD dated: 15/12/2017, the medical reimbursement claims in connection with the treatment of certain diseases (Cardiac Failure, Cardiac Arrest, Stroke etc.) availed from empanelled private hospitals, without reference from an Authorised Medical Attendant, can also be settled by the Administrative Departments themselves as per KGSMA Rules, 1960, in consultation with Finance, as per the ceiling limit fixed in this regard.

Clarification from the Director, Health Services, was also sought for the admissibility and Government rate of various items (ventilator charge, Interventional Radiology, Mechanical thrombectomy etc.) vide letter No. Ad G/45659/2019 Dated: 17/06/2020. The Directorate of Health Service (DHS) has clarified, Vide letter No. MH3-37146/2020/DHS Dated: 18/12/2020, the below

mentioned items can be reimbursed to Sri. Joseph Korula for the treatment of his wife at Caritas Hospital, Kottayam.

|   |                  |
|---|------------------|
| 1. IRP 13E_ Interventional Radiology Proc.M | = 40,000/-       |
| 2. Max view 300 x 100 ml                    | = 4274.10/-      |
| 3. Cathlab Guide Wire charge                | =4,500/-         |
| 4. Mechanical Thrombectomy                  | = 60,000/-       |
| 5. Ventilator                               | = 28,000/-       |
| 6. ICU_ Neuro                               | =Rs.80/- per day |

On verification of his application for medical reimbursement, clarification from the Directorate of Health Services and endorsement from Finance section, he is eligible for an amount of Rs.1,61,953/- (Rupees One Lakh Sixtyone thousand nine hundred and fiftythree only).

**The Committee considered the matter and recommended to sanction eligible amount of medical reimbursement ((Rs.1,61,953/- (Rupees One Lakh Sixtyone thousand nine hundred and fifty three only)) to Sri.JosephKorula, Section Officer(Hr Gr),ES IX section.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.10: Purchase of Desks and Benches – Centralised Valuation Camp at Old SDE Building- Releasing the retained amount of 5%- reg**

**(Ad B IV (CP))**

- Ref:
1. Note dated 04.02.2020 from the Controller of Examinations.
  2. Minutes of the meeting of the Syndicate held on 04.06.2020 vide Item No. 12.54.01.03.
  3. Letter No. Ad. B IV (CP).02.20 dated 06.08.2020
  4. U.O. No. Ad. B IV (CP).02.2021 dated 20.01.20201
  5. Finance Endorsement No.3678/Finance I dtd 08.01.2021

The 300 numbers of each bench and desk were purchased from M/s. SIDCO for use in the Centralised valuation Camp at Old SDE Building as per the resolution of the Syndicate held on 04.06.2020 vide item no. 12.54.01.03 and as approved by the Vice-Chancellor for an amount of Rs.25,77,499/- (Rupees Twenty Five Lakh Seventy Seven thousand four hundred and ninety nine Only). Vide U.O. No. Ad. B IV (CP).02.2021 dated 20.01.20201, the payment was released after deducting GST TDS @2% and retaining 5% of the bill amount as security for an observation period of 5 years which shall be released only after the satisfactory completion of observation period as suggested by the University Engineer and on the strength of Finance Endorsement vide paper read as (5) above.

Later, the Manager, SIDCO Sales Emporium, TVPM, vide Letter No. SSE/TVM/Genl/2020-21 dtd. 18/01/2021 has intimated that SIDCO being an undertaking of Government of Kerala has been exempted from security deposit, EMD, Bid Security etc vide G.O. (P).No:06/2014/SPD dtd 17/05/2014.

As remarked by the Finance I Section, the remarks of University Engineer was sought in this regard. The University Engineer vide letter no. DB1/Exam Facilities Centre/12/02/2020 dated. 24/02/2020 has remarked to retain 5% of the executed value for an observation period of five years as it is mentioned in the tender documents of University of Kerala (Special Condition) that “if there is exemption for the security deposit for any firm an amount equivalent to 5% of executed amount will be retained as retention money which will be released after the liability period”. The UE also opined that further decision may be taken at the end after availing the opinion of the Finance Officer.

The Finance I Section remarked that as per the store purchase manual Chapter 8 Clause 8.11, ‘Kerala State Small Industries Development Corporation’, when it participates in tender on behalf of small scale units will be exempted from furnishing EMD. Also as per Clause 8.27, ‘All the small scale industrial units registered within the Store Purchase Department of Kerala and working with in the State of Kerala will be exempted from furnishing performance security’.

The finance Section also opined that the proposal of University Engineer to retain 5% bill amount while effecting payment to M/s. SIDCO towards the purchase of furniture can be waived, subject to administrative sanction.

*The Committee considered the matter and recommended to release the amount retained as security deposit to M/s. SIDCO, based on the remarks of the Finance.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.11:** *Disinfection charges for the conduct of regular examinations in the affiliated colleges within the jurisdiction of University of Kerala- reg*  
(E K I)

Ref: 1) U.O. No. EK 1/Remuneration/619/1/2020-'21 dated 10/06/2020  
2) U.O.No. EK 1/Disinfection/2/2020-'21 dated 18/12/2020

The Syndicate at its meeting held on 04/06/2020 vide itemNo.12.10.additional 09 resolved to sanction an amount of Rs 5000 /- (exam centres with less than or equal to 5000 students) and Rs.10000 /- (exam centres with more than 500 students). Accordingly, the UO read as (1) above was issued.

The Syndicate at its meeting held on 30/11/2020 vide item no.20.68.13 resolved to approve the recommendations of the Standing Committee of the Syndicate on Finance held on 27/11/2020 to payRs. 5000 /- (Rupees five thousand only) to sub centres outside the jurisdiction of University of Kerala for conducting the S2 UG examinations, November 2020. Accordingly, the UO read as (2) above was issued.

Now, clarification has been sought by the CA section regarding the payment of covid related expenses for conducting University examinations within the jurisdiction of University of Kerala. It may be noted that no specific UO has been issued for the payment of disinfection charges for the conduct of University Examinations in the affiliated colleges within the jurisdiction of University of Kerala.

The Vice-Chancellor has ordered to place the matter with regard to payment of disinfection charges for the conduct of regular examinations in the affiliated colleges within the jurisdiction of University of Kerala in the Standing Committee of the Syndicate on Finance.

*The Committee considered the matter and recommended to revise the existing order incorporating a clause, sanctioning disinfection charges for the conduct of regular examinations in the affiliated colleges within the jurisdiction of University also.*

*The Committee further recommended to entrust the Registrar to submit a report as to why a clarification is required on the U.O.issued, even though the resolution of the Syndicate is clear.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.12:** *Certificate, Diploma, Post Graduate Diploma courses- -Valuation of Answer books- Fixing of Remuneration reg:-*

(E G I)

The EG-1 section is conducting various examinations of Certificate, Diploma, Post Graduate Diploma courses. But the remuneration to examiners for evaluating the answer papers has not been fixed till date for the new PG Diploma courses which started in 2013. Prior to the commencement of e-payment, the bills of the Diploma courses were submitted to EC section from where it was processed and the payment effected to the examiners.

| Sl. No | Name of the Course                            | Duration | Viva/ Practical/ Records/ Projects |
|--------|---|----------|------------------------------------|
| 1      | Post Graduate Diploma in Medical Law (PGDML)  | 1 Year   | Nil                                |
| 2      | Post Graduate Diploma in Patent Law (PGDPL)   | 1 Year   | Nil                                |
| 3      | Post Graduate Diploma in Human Rights (PGDHR) | 1 Year   | Nil                                |
| 4      | Diploma in German                             | 1 Year   | Viva - Voce                        |
| 5      | Diploma in Russian                            | 1 Year   | Viva - Voce                        |
| 6      | Integrated Diploma in Russian                 | 1 Year   | Viva - Voce                        |
| 7      | Certificate course in German                  | 1 Year   | Viva - Voce                        |

|   |                               |        |             |
|---|-------------------------------|--------|-------------|
| 8 | Certificate course in Russian | 1 Year | Viva - Voce |
|---|-------------------------------|--------|-------------|

For payment of remuneration to examiners, Audit section has insisted on specific U.Os. Hence file had been submitted to M&C 1 section seeking U.O for payment of remuneration to examiners for answer paper evaluation. M&C 1 section had remarked that the University is conducting Certificate, Diploma & PG Diploma courses in various subjects. But the remuneration for valuation of answer scripts of such courses has not been fixed and disbursed yet due to lack of U.Os. Further stated that as per the order no. M&C 1.2/1834/2018 dated 14.06.2018 the remuneration for Private and Distance Education courses under home valuation scheme and the remuneration for PG examinations are fixed as detailed below:

for Private & Distance Education under home valuation

- Additional Examiner Rs.27/- per paper subject to a minimum of Rs.300/-
- Chief Examiner Rs.6/- per paper handled (including revaluation and rechecking) and minimum amount for chief examiner shall be 600/-.

for PG Examinations

- Rs.36/- per paper will be paid as remuneration

The examiners are mostly external faculties.

Hence the M&C 1 section sought orders on whether the rate fixed for private and distance education candidates may be made applicable to the certificate, diploma/ PG Diploma courses or whether remuneration fixed for PG Examinations be made applicable. Rates have to be fixed for the conduct of Viva Voce for the Diploma and Certificate Courses also i.e., Rs. 25/- per student

As per orders of Hon'ble Vice Chancellor, the matter was placed before the Standing Committee of the Syndicate on Examinations held on 20/08/2020 and the committee recommended to refer the matter to the Syndicate. The Syndicate at its meeting held on 24.08.2020, resolved that the matter be referred to the Standing Committee on Finance. The Standing Committee on Finance considered the matter at its meetings held on 21/12/2020 and recommended to defer the item to the next meeting and the same was approved by the Syndicate at its meeting held on 29/12/2020. The Standing Committee on Finance in its meeting held on 01/03/2021 considered the matter and recommended to defer the item to the next Committee which was approved by the Syndicate at its meeting held on 05/03/2021.

*The Committee considered the matter and recommended to pay remuneration to examiners for evaluating the answer papers of the new PG Diploma courses as follows:*

1. Rs.27/- per paper subject to a minimum of Rs.300/-, to the additional examiners.
2. Rs.6/- per paper handled (including revaluation and rechecking) subject to a minimum of Rs. 600/-, to the Chief Examiner
3. Rs. 25/- per student for the conduct of Viva Voce (Diploma and Certificate Courses), to the Examiners.

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.13: UCE, Kvtm Refunding of NRI Tuition Fee and Interest Free Deposit - reg:-**

**(Ad C)**

The Principal, UCE had informed that, four students who got admission for various branches under NRI Quota in the University College of Engineering for the Academic Year 2020-21 had remitted tuition fee and interest free deposit of Rs1,00,000/- and Rs.1,25000/- respectively by means of DD and the same was remitted at the KUF.

| Sl.No | Name                  | Tuition Fee remitted            | Interest Free Deposit           | TotalAmount |
|-------|-----------------------|---------------------------------|---------------------------------|-------------|
| 1     | Akshara Anil (CS)     | 1,00,000<br>3789 dtd 20.10.2020 | 1,25,000<br>3795 dtd 20.10.2020 | 2,25,000    |
| 2     | Febin S Muhammed (CS) | 1,00,000<br>3786 dtd 20.10.2020 | 1,25,000<br>3791 dtd 20.10.2020 | 2,25,000    |
|       | Sreeram S Kumar (IT)  | 1,00,000                        | 1,25,000                        |             |

|   |                            |                                 |                                 |          |
|---|----------------------------|---------------------------------|---------------------------------|----------|
| 3   |                            | 3787 dtd 20.10.2020             | 3792 dtd 20.10.2020             | 2,25,000 |
| 4   | Ryan George Joseph<br>(IT) | 1,00,000<br>3790 dtd 20.10.2020 | 1,25,000<br>3793 dtd 20.10.2020 | 2,25,000 |
| Total amount to be refunded (RupeesNineLakhsonly)Rs9,00,000/- |                            |                                 |                                 |          |

Later they changed their admission to Merit or Management seats based on KEAM result and again paid the fees prescribed for the same (Akshara Anil got admission to Merit seats and Febin S Muhammad and Ryan George Joseph to Management seats). Sreeram S.Kumar changed his admission to Merit seat through Spot Admission on 18.11.2021, vide letter No.AICTE/AB/Academic Calendar/2020-21 dated 03.12.2020 the last date for admission to Engineering Courses was extended upto 31.12.2020. Hence the Principal has requested to refund the tuition fee and interest free deposit towards NRI admission for the above said students for a total of Rs.9,00,000/- (Rupees Nine Lakhs Only) as detailed above at the earliest.

**The file was forwarded to Finance Section for endorsement after the credit verification from CashDD section. Finance section remarked that, as per U.O No Ad BII/56622 /06/2016 dtd 24/6/2016 'refund of tuition fee of courses shall be considered only if alternate admissions are made/as per the rules of Commissioner of Entrance Admission. Finance Officer has also directed to clarify whether alternate admissions are made against the vacancies aroused in NRI quota when those students detailed above got admission in merit/management seats.**

Vide Letter No UCE/2021 dated 27.1.2021 the Principal, UCE had informed that, the vacancies aroused duetotheconversionofseatofabovementionedstudentsfromNRItoMeritormanagementseatshavenotbeenfilledtilldate.

The finance section also informed that, as per the existing guidelines regarding refund of fee in University, any refund not included in the guidelines shall be specifically approved by the Vice-chancellor after considering the merit. It may be noted that the above students got merit seats in this college itself through KEAM allotment in which they need to pay lesser fees and hence chose a better option and they again paid the fees for merit seats.

As per the orders of the Vice-

Chancellor the matter was placed before the S/cof the Syndicate on Finance. The meeting of the S/cof the Syndicate on finance held on 01.03.2021 considered the matter and recommended to entrust the Finance Officer to submit a detailed proposal on the matter, after considering the relevant Government orders and direction of Entrance Commissionerate. The Syndicate at its meeting held on 05.03.2021 resolved to approve the recommendation. Accordingly, a report was submitted by the Finance officer with the following remarks.

As per clause 12.2.2 of the Prospectus issued by the Commissioner of Entrance Examinations (KEAM 2020), the eligibility for fee refund in accordance with the relevant clause of the AICTE Approval Process Handbook 202-21 0 dealing with refund cases.

Clause 12.2.2(a) deals with

1. (i) In the event of a student withdrawing before the start of course, the entire fee collected from the student, after a deduction of the processing fee not more than Rs 1000/- shall be refunded by the Institution. It would not be permissible for Institution to retain the School/Institutions/Leaving Certificates in original.
2. (ii) In case, if a student leaves after joining the course and if the vacated seat is consequently filled by another student by the last date of admission, the institution must refund the fees collected after a deduction of the processing fee not more than Rs 1000/- (Rupees Thousand only) and proportionate deductions of monthly fees and hostel rent, where applicable. In case the vacated seat is not filled, the institution should refund the Security Deposit, if any, collected and return the original documents.

In this connection, attention is also invited to letter from Secretary, UGC dated 17.12.2021 addressed to the Vice-Chancellors of all Universities, which states that, in order to avoid financial hardship being faced by the parents due to COVID-19 Pandemic, the entire fee including all charges be refunded in totality (Zero Cancellation charge) on account of cancellation/migration upto 30.11.2020.

The Finance Officer also remarked that, based on the above facts, refund may be considered in the case of all four students after incorporating the necessary changes in the university Order

dated 24.06.2016 regarding the rules regulating refund of fees. As resolved by the Syndicate the report is placed before Standing committee for appropriate decision.

***The Committee considered the matter and recommended to refund the NRI Tuition Fee and Interest Free Deposit remitted by the four aforesaid four students, after deducting processing fee as per University norms.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.14:** ***Non-regularisation of Provisional Advances sanctioned towards Conduct of University Examinations to Raja Ravi Varma College of Fine Arts, Mavelikkara-Remarks of Kerala State Audit Department-Levying of penal interest- reg.***

**(CA Section)**

Raja Ravi Varma College of Fine Arts, Mavelikkara was sanctioned provisional advances towards conduct of University examinations as detailed below:

| Sl. No | Month/Year | Amount      | U.O.No   |
|--------|------------|-------------|--|
| 1      | March 2010 | Rs.35,000/- | U.O.No.CA/RRVCFA/March/April2010 dtd :17.03.2010 |
| 2      | March 2011 | Rs.35,000/- | U.O.No.CA/RRVCFA/March2011 dtd :21.05.2011       |
| 3      | March 2012 | Rs.30,000/- | U.O.No.CA/RRVCFA/March2012 dtd:04.06.2012        |
| 4      | March 2013 | Rs.40,000/- | U.O.No.CA/RRVCFA/March2013 dtd :28.06.2013       |
| 5      | March 2015 | Rs.40,000/- | U.O.No.CA/RRVCFA/March2015 Dated:28.05.2015      |

As per the orders of the Vice Chancellor to place the matter related to the non-regularisation of provisional advances before the Standing Committee of the Syndicate on Examinations, the matter was placed before the Standing Committee of the Syndicate on Examinations held on 08/03/2019 and the Committee recommended to conduct a hearing of the Principal and the Chief Superintendent of the Raja Ravi Varma College of Fine Arts, Mavelikkara since they have not regularised the provisional advances sanctioned from 2010 onwards. This recommendation was approved by the Syndicate at its Meeting held on 11/03/2019 (vide item no: 06.36.07). The Chief Superintendent who attended the hearing before the Standing Committee of the Syndicate on Examinations held on 25/4/2019 had assured that documents relating to the regularisation of all the provisional advances will be submitted on or before 25/5/2019.

The College has submitted the original bills and vouchers and copy of acquittance registers for all the above mentioned provisional advances sanctioned requesting to regularise the provisional advances sanctioned. The Audit section after verifying the documents has remarked to obtain all the copies of the pages of the acquittance rolls countersigned by the Principal with seal and also a statement explaining the cause of delay in submitting the regularisation bills. The Audit has further remarked that the matter of levying penal interest is subject to the remarks of Kerala State Audit Department.

The Principal vide letter dated: 20/1/2021 has furnished the cause of delay in submitting the bills for regularisation and has also submitted acquittance register countersigned by the Principal with seal as remarked by Audit section.

In the meantime as per Audit requisition No.86/2019-2020 dated: 21.12.2020 the file was called for before the Kerala State Audit Department. The Joint Director, Kerala State Audit Department, vide letter No: K.S.A/K.R.U-5/102/2021 dated: 01.03.2021 has stated that Raja Ravi Varma College of Fine Arts, Mavelikkara has submitted bills and documents for regularisation of the provisional advances sanctioned on 2010, 2011, 2012, 2013 and 2015 towards Conduct of Examinations on 28/5/2020 and has remarked that as per GO (P) No. 419/11/Fin dated: 4/10/2011 if adjustment bill is not submitted within three months the entire amount of provisional advance be charged penal interest @ 18% per annum for the regularisation of advance amount. But they have further remarked that taking into consideration the death of office staff who dealt with the bill section, University can take suitable decision for the default that occurred in the regularisation of provisional advances.



The Hon'ble Vice Chancellor has ordered to place the above matter before the Standing Committee of the Syndicate on Finance.

Accordingly, the matter related to levying of penal interest for the default that occurred in regularising the provisional advances sanctioned towards conduct of Examinations during the period 2010,2011,2012,2013 and 2015 in respect of Raja Ravi Varma College of Fine Arts,Mavelikkara is placed before the Standing Committee of the Syndicate on Finance for consideration and recommendation.

*The Committee considered the matter and recommended not to levy penal interest for the delay occurred in regularising the provisional advances sanctioned towards the conduct of Examinations, for the years 2010,2011,2012,2013 and 2015 in respect of Raja Ravi Varma College of Fine Arts, Mavelikkara as the amount was fully utilized for the purpose for which it was sanctioned.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.15: University Health Centre, Kariavattom- Enhancement of permanent advance -reg.**

*(Ad D II)*

The Resident Medical Officer on contract basis at the University Health Centre, Kariavattom has requested to enhance the permanent advance from Rs.5000/- to Rs.15,000/-, as the permanent advance of Rs.5000/- sanctioned is insufficient to meet the emergency needs.

The Resident Medical Officer had submitted a detailed statement on the expenses anticipated every month which is to be met from permanent advance as detailed below:

- 1) Purchase of emergency medicines and other health care essentials
- 2) Payment on account of cleaning premises of the health centre
- 3) payment on account of carrying out the routine disinfecting procedure due to COVID-19 pandemic.

The Finance had opined that the proposal for enhancement of permanent advance for University Health Centre, Kariavattom from Rs.5000/- to Rs.15000/- may be considered.

While considering the matter, the Vice-Chancellor has ordered to place the same before the Standing Committee of the Syndicate on Finance. Hence the matter regarding the enhancement of permanent advance for the University Health Centre, Kariavattom from Rs.5,000/- to Rs.15,000/- is placed before the Standing Committee of the Syndicate on Finance for consideration and recommendation thereof.

*The Committee considered the matter and recommended to enhance the permanent advance of the University Health Centre, Kariavattom, from Rs.5,000/- to Rs.10,000/-*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.16: Audit Fee dues to be cleared to Kerala State Audit Dept-reg**

*(Ad A I)*

Govt. Additional Chief Secretary, Higher Education (B) Dept. vide letter No.B1/45/2021/Hedn dated 24-02-2021 has forwarded the Audit charge- demand, Collection, Balance statement in respect of the University for the financial year 2019-2020.

It may be noted that the University has Audit charge dues to K.S.A.D pending from 2012. Vide letter No.VC/Ad.A1.2/Audit fee/2019 dated 30-07-2019 & No.Ad.A1.3.6676/2019 dated 31-12-2019, the Hon'ble Minister for Finance & the Principal Secretary to Govt., Finance Dept were requested to waive off pending Audit dues with respect to the University for the period from 2012-2018. But no reply in this regard has been received.

The Syndicate held on 23-10-2020 (Vide item No.19.74.02) considered the arrear demand notice from the Joint Director, K.S.A.D and resolved to authorize the Vice-Chancellor to take appropriate action as per the detailed decisions to be held with the Hon'ble Minister for Finance.

As per the orders of the Hon'ble Vice Chancellor, the whole matter including the Audit charge for the year 2019-2020 of Rs 72,46,805/- and the arrear demand of Rs 5,27,87,203/- (upto 31-03-2020) is submitted to the Standing Committee of the Syndicate on Finance for consideration.

***The Committee considered the matter and recommended to send a letter to the Finance Minister, requesting to waive off the audit fees.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

***Item No.28.17.17: Department of Sociology- 45<sup>th</sup> All India Sociological Conference-Provisional Advance-Regularization-reg.***

(Ad A V)

An amount of Rs.5,00,000/- was released to Dr.Pushpam.M as provisional advance, for conducting 45th All India Sociological Conference by the Department of Sociology, vide U.O.No.Ad.AV.03/18072/2019 dated 05.08.2019.

The HOD, vide letter dated 20.03.2020, has submitted the statement of expenditure and bills and Vouchers along with the report, proceedings of the National Seminar, copies of the Certificates of Rs.5,00,000/-allocated in the Budget Speech 2019-20, which was released as provisional advance for the conduct of 45 th All India Sociological Conference by the Department of Sociology.

The Audit VI section has remarked that the bills and vouchers submitted have been verified and the following defects were noted.

1. Voucher No.3- Cash received Seal or Cash receipt has to be furnished
2. Voucher No.4,8,9,10,11- For purchase above 15000/- three competitive quotations needed
3. Voucher No.7-- Detailed bill has to be submitted

This was intimated to the Head, Department of Sociology, vide letter 25.08.2020. Now, the HOD, has forwarded the clarification about the Voucher No.3,4,8,9,10& 7.

The Audit Section has informed that, out of the 11 vouchers submitted,(relating with regularization of Provisional Advance in connection with Sociological Congress-Rs.5,00,000/-) seven vouchers exceeds the limit of Rs.15,000/- and also informed that the matter was discussed with the Kerala State Audit Department and they specified that, due to some exigencies such as natural calamities, visit of VIP's etc, the procedural deviations can be waived.

The Head, has utilized the provisional advance of Rs.5,00,000/- completely towards the conduct of All India Sociological Congress during December 27-29, 2019. Above mentioned procedural deviations has been noticed to be committed in the part of HOD while incurring the expenses. The Audit Section has remarked that the same has to be ratified and directed to resubmit the file for regularization after setting ratification.

As per the remarks of Audit section, the expenses incurred without quotations(for expense of above Rs.15,000/-) by the Head, Department of Sociology is submitted before the Vice Chancellor.

As per the orders of Vice Chancellor, the matter of ratifying the procedural deviations occurred from the part of the HOD, Department of Sociology, while incurring the expenses, based on the remarks of Finance is placed before the Standing Committee of the Syndicate on Finance for consideration.

***The Committee considered the matter and recommended to submit a detailed report of the income and expenditure from the Head, Department of Sociology,in connection with the conduct of 45<sup>th</sup> All India Sociological Conference, before the Committee.***

***Resolution of the Syndicate***

**RESOLVED** to submit a detailed audited statement of income and expenditure from the Head, Department of Sociology, in connection with the conduct of 45<sup>th</sup> All India Sociological Conference, before the Committee.

**Item No.28.17.18: Oriental Research Institute and Manuscript Library (ORI &MssL)- Enhancing Salary of Oiling Assistant and Manuscript Assistant on Contract basis -Recommendation of the Selection Committee constituted in connection with the engagement of Oiling Assistant and Manuscript Assistant on Contract basis in ORI&MssL-reg**

**(Ad D III)**

The Selection Committee constituted in connection with the engagement of Oiling Assistant and Manuscript Assistant on Contract basis in ORI&MssL, for the screening of application received to the post of Oiling Assistant and Manuscript Assistant on Contract basis for a period of Eleven Months held on 23.09.2020, recommended to enhance the remuneration for the post of Oiling Assistant to Rs.18,000/- and that for the post of Manuscript Assistant to Rs.22,000/- subject to the approval of the Finance Committee. The recommendation of the Selection Committee has also been approved by the Vice-Chancellor.

In this regard, the following may kindly be seen;

- i) As per U.O.No.Ad.DIII/1/14542/2019/II dated 23.03.2021, Dr.Maya K.S was appointed as Manuscript Assistant on Contract basis for a period of Eleven Months w.e.f.18.02.2021 on a monthly remuneration @ Rs.19,000/- and as per U.O.No.Ad.DIII/1/14542/2019/I dated 23.03.2021, Dr.Viji P was appointed as Oiling Assistant on Contract basis for a period of Eleven Months w.e.f.23.02.2021 on a monthly remuneration @ Rs.15,000/-. The remuneration was fixed based on U.O.No.Ad.AV/6906/2019 dated 19.10.2019 and as per the University Order, the remuneration of Manuscript Assistant on Contract basis is Rs.19,000/- per month and that of Oiling Assistant on Contract basis is Rs.15,000/- per month.
- ii) As per U.O.No.Ad.AV/6930/2021/UoK dated 26.02.2021, the monthly remuneration of Oiling Assistant has been enhanced to Rs.16,000/- and that of Manuscript Assistant has been enhanced to Rs.20,000/- and the remuneration has not been disbursed as such yet.

As per the orders of the Hon'ble Vice-Chancellor, the recommendation of the Selection Committee in connection with the engagement of Oiling Assistant and Manuscript Assistant on Contract basis in ORI &MssL, to enhance the remuneration of the post of Oiling Assistant to Rs.18,000/- from Rs.16,000/- and that for the post of Manuscript Assistant to Rs.22,000/- from Rs.20,000/- is placed before the Finance Committee for Consideration and appropriate recommendations.

**The Committee considered the matter and recommended to defer the item, for the time being.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.19: Department of Optoelectronics- Utilization of the balance amount available (to the tune of Rs. 22,47,473/-) in the State Plan Grant 2014-15 (by way of refund to KUF) - either for repairing the existing the EDAX system or effecting the purchase a new EDAX under buyback policy - reg.**

**(Planning A 1)**

A total amount of Rs.1,98,25,500/- (Rupees One crore ninety eight lakh twenty five thousand and five hundred only) was released to the Head, Department of Optoelectronics as provisional advance vide U.O No Pl.A1/2707/Nanophotonics lab/12 dated 25/06/2013, for the purchase of following equipment, by opening an irrevocable Letter of Credit:

1: Supply of Nove Nano SEM 450 with accessories from M/s. FEI Company of USA(S.E.A) PTE Ltd.,Singapore at a total cost of 2,20,000 Euro.

**2 : Energy Dispersive X Ray Spectrometer QUANTAX 200 with X Flash (R) 6 from M/s. Gabriele Maeurer, Bruker Nano GmbH, Germany at a total cost of 40,000 USD.**

The Head, Department of Optoelectronics, vide Letter No. KU/OPTO/99/2020-21 dated 22/06/2020, has informed that the "**Energy Dispersive X Ray Spectrometer QUANTAX 200 with X Flash (R) 6**" attached to the "**FESEM**" purchased from "**M/s. Gabriele Maeurer, Bruker Nano GmbH, Germany**" (Item No 2) is not functioning properly and the Company Service Engineer upon

inspection has reported that the "EDS Window" of the equipment is completely corroded and requires replacement. The Head also forwarded the "Inspection Report" furnished by the 'Company Service Engineer' and the estimated cost for repairing the equipment. As per the estimate, the repairing charge amounts to above Rs.17 lakh (ie.. EURO 20000.00) and the Head has further informed that the buyback offer given by the company for new "EDAX system" with 15 months warranty, amounts to about Rs.23 lakh only.

It may be noted that an amount of Rs.1,22,00,000/- (Rupees One crore twenty two lakh only) was released as provisional advance to Dr. K.G. Gopchandran, former Head, Department of Optoelectronics, for effecting the purchase of "Solar Simulator with QE Measurement setup" and "Spectrofluorometer" in the Department, in connection with the "Setting up of an Advanced Nanophotonics Laboratory- Phase II", vide U.O. No. Pl.A1/2707/Nanophotonics Lab- PhaseII/14 dated 05/07/2017. Subsequently, at the time of regularization of the above advance, an amount of Rs. 43,36,798/- (Rupees Forty three lakh thirty six thousand seven hundred and ninety eight only) was refunded to KUF vide Challan No. 2859 dated 28.06.2018, towards the unspent balance in connection with the purchase of "Solar Simulator with QE Measurement setup" and "Spectrofluorometer" in the Department.

Accordingly, the Head, had requested to:

- (i) utilize the unspent balance of Rs. 43,36,798/- ( Rupees Forty three lakh thirty six thousand seven hundred and ninety eight only), available in the KUF by way of refund, in connection with "Setting up of an Advanced Nanophotonics Laboratory- Phase II", sanctioned under State Plan Grant 2014-15 for the purchase of a new "EDAX system" in the Department.
- (ii) constitute a Technical Committee consisting of the following members for inspecting the existing "EDAX system" and exploring the feasibility of the purchase of a new "EDAX System" under buyback policy, if necessary and if so, for framing the specifications of the new "EDAX System" and evaluating the Technical Bids submitted by the firms up on e- tendering:
  - (i) Dr.Prabhakararao, Chief Scientist, CSIR, NIIST.
  - (ii) Dr. S. Sankararaman, Professor, Department of Optoelectronics.
  - (iii) Dr. K. G. Gopchandran, Professor & Head, Department of Optoelectronics.
  - (iv) Dr. Sam Solomon, Professor, Department of Optoelectronics.
  - (v) Dr. Yamuna A., Assistant Professor, Department of Optoelectronics.

Subsequently, the matter was placed before Syndicate held on 01.10.2020 and the Syndicate resolved to, constitute a technical committee consisting of aforementioned members and the same was constituted vide U. O. No. 205/2021/UOK dated 18.01.2021.

The Syndicate further resolved to seek the opinion of the Finance Wing for **utilizing the unspent balance of Rs. 43,36,798/- (Rupees Forty three lakh thirty six thousand seven hundred and ninety eight only), available in the KUF by way of refund, in connection with "Setting up of an Advanced Nanophotonics Laboratory- Phase II", sanctioned under State Plan Grant 2014-15, for the purchase of a new "EDAX system" in the Department, under buyback offer.**

Accordingly, the Finance remarked the following:

1. an amount of Rs. 20,89,325/- from the aforementioned unspent balance of **Rs. 43,36,798/- has already been sanctioned for the expenses in connection with entering into an "AMC for the FESEM (3 years)" and for the extension of Service Engineer for the period from 20<sup>th</sup> July 2020 to 31<sup>st</sup>December 2020 and the appointment of a "Technical Officer (for 3 years)" for operating the FESEM, vide the resolutions of the Syndicate held on 01.10.2020 (Item no.18.93) and 10.11.2020 (Item No. 19), respectively.**
2. The balance amount available in the aforesaid unspent balance is Rs. 22,47,473/- (Rupees Twenty two lakh forty seven thousand four hundred and seventy three only) and the same can be utilized either for repairing or effecting the purchase of new EDAX system on buy back basis, within the limit of Rs. 22,47,473/-.
3. As the fund sanctioned for "Setting up of an Advanced Nanophotonics Laboratory- Phase II" will be exhausted while considering the above proposal, the allocation for additional fund for meeting the expenses in connection with the maintenance of equipment and other related cost in the ensuing years may be provided in the next year plan proposal.

Subsequently, the Vice-Chancellor has ordered to place the matter before the Standing Committee of the Syndicate on Finance.

Hence, in accordance with the aforementioned remarks of the Finance, the proposal for utilizing the balance amount available (to the tune of Rs. 22,47,473/-) in the State Plan Grant 2014-15 (by way of refund to KUF) sanctioned for the implementation of the Scheme-Component "Setting up of Nanophotonics Lab – Phase II", either for repairing or effecting the purchase of a new EDAX system on buy back basis, within the limit of Rs. 22,47,473/-, is placed before the the Standing Committee of the Syndicate on Finance for consideration and recommendations.

*The Committee considered the matter and recommended topurchase new EDAX system on buy back policy,utilizing the unspent amount of Rs. 22,47,473/- (Rupees Twenty two lakh forty seven thousand four hundred and seventy three only).*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.20:**     *Department of Economics – Renovation work of computer lab in the department – Requestingpermission to Submit &quot;NIL Bill&quot; for Regularisation of Provisional Advance with copies ofBill/Vouchers – reg. (Planning A 1)*

Sanction was accorded by Vice-Chancellor vide Letter No. U.O. No. Pl.A1/Eco/1311/2017dated 12.05.2017 to release an amount of Rs. 1,20,000/- (Rupees One lakh twenty thousand only) asProvisional Advance to Dr. Abdul Salim. A., the then Head, Department of Economics, towards the&quot; Renovation work of Computer Lab&quot; in the Department.

After the completion of renovation works, Dr. Abdul Salim A., Professor& amp; then Head,Department of Economics had forwarded the Voucher Verification Report dated 09.08.2018 issuedby Deputy Registrar, Campus Administration, admitting expenditure for an amount of Rs.77,130/- (Rupees Seventy seven thousand one hundred and thirty only) and requested to regularise theadvance drawn. The unspent balance of Rs.42,870/- was refunded to KUF vide Challan No.513193 dated 02.08.2018. The Credit Verification Report for the same was also furnished.

Accordingly, sanction was accorded by Vice-Chancellor vide U.O. No. Pl.A1/Eco/1311/17dated 24.11.2018 to regularise the provisional advance of Rs. 1,20,000/- (Rupees One lakh twentythousand only) released to Dr. Abdul Salim. A., the then Head, Department of Economics, foreffecting payment towards the renovation work of computer lab in the department. Theregularization U.O. along with the original bill/vouchers had been despatched to the Department on28.11.2018 itself.

Thereafter, the Professor and Head, Department of Economics, vide Letter No. Nil dated 18.02.2021, had informed that the original bills/vouchers pertaining to the aforementionedProvisional Advance were lost from the Department and because of this, &quot;NIL Bill&quot; could not besubmitted to the Audit Kariavattom. However, it was also informed that copies of the originalbills/vouchers are available in the Department. As Dr. Abdul Salim. A., Professor, Department ofEconomics is due to retire on April 2021, the Head has requested to grant sanction to submit &#39;NilBill&#39; to the Audit with copies of original bill/vouchers, in order to complete the regularisationprocess.

Subsequently, the Finance had remarked that the Head, Department of Economics may bedirected to take necessary steps to trace the documents, since regularisation process cannot becompleted without original bills. Accordingly, the matter was intimated to Dr. Abdul Salim A., Department of Economics vide Letter No. Pl.A1/1311/Eco/17 dated 17.03.2021.

Now, Dr. Abdul Salim A., Professor and former Head, Department of Economics, videLetter No. Nil dated 18.03.2021, has informed that a thorough search was conducted for tracing outthe original bills/vouchers pertaining to the Provisional Advance of Rs. 1,20,000/- (Rupees Onelakh twenty thousand only) sanctioned to him and it is found that the said bills/vouchers wereirrecoverably lost. In this context, he has requested to accord sanction for submitting &#39;Nil Bill&#39; to theAudit with copies of original bill/vouchers, which are available in the Department.

In view of the above, the Finance has remarked that a suitable decision on the matter may betaken at the administrative level.

Subsequently, the Vice-Chancellor has ordered to place the aforementioned proposal before the Standing Committee of the Syndicate on Finance for consideration.

In this context, as per the orders of the Vice-Chancellor, the request of the Head to accord sanction for submitting Nil Bill to the Audit with copies of original bill/vouchers, in order to complete the regularisation process pertaining to the Provisional Advance released to Dr. Abdul Salim. A., the former Head, Department of Economics, vide U.O. No. Pl.A1/Eco/1311/2017 dated 12.05.2017 (for which regularization order was issued on 24/11/2018), is placed before the Standing Committee of the Syndicate on Finance for consideration and recommendations.

**The Committee considered the matter and recommended to accord sanction to submit 'Nil Bill' to the Audit with copies of bill/vouchers, in order to complete the regularisation process of the provisional advance drawn by Dr. Abdul Salim. A., Former Head, Department of Economics.**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.21: Department of Biotechnology, Kariavattom—Fixing remuneration to Adjunct faculty —reg.**

***(Ad A VI)***

The Syndicate at its meeting held on 17.02.2021 on Item no. 23.83, resolved to engage Prof.Dr.A.Jayakumaran Nair as adjunct faculty after his retirement in the Department of Biotechnology, since there was no permanent faculty in the Department and the matter for fixing the honorarium to the adjunct faculty be placed before the Standing Committee of the Syndicate on Finance. Prof.Dr.A.Jayakumaran Nair due to retire from service on 30.04.2021 was engaged as adjunct faculty in the Department of Biotechnology, after his retirement, vide U.O no. Ad.A.VI/2/Biotech/headship/2012 dated 30.03.2021.

It may be noted that, the remuneration of 'Adjunct Professors' was fixed at Rs.750/- per hour subject to a maximum of Rs.30,000/- (Rupees thirty thousand only) per month, vide U.O no. Ad. A. V.2/6126/2013 dated 23.08.2013.

As per orders of the Vice Chancellor, the matter of fixing remuneration to Prof.Dr.A. Jayakumaran Nair, as Adjunct Professor in the Department of Biotechnology, Kariavattom (after retirement) is placed before the Standing Committee of the Syndicate on Finance for consideration.

***The Committee considered the matter and recommended to fix the remuneration of Prof. Dr.A.Jayakumaran Nair, Adjunct Professor in the Department of Bio Technology @ Rs.750/- per hour subject to a maximum of Rs.30,000/- (Rupees thirty thousand only) per month.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**FURTHER RESOLVED** to rename the designation of Prof. Dr.A.Jayakumaran Nair, as Emeritus Professor (KU).

**Item No. 28.17.22: Sanctioning of TA/DA and duty leave to officials deputed in CV camps (outside Thiruvananthapuram District) for the supply of answer scripts to CV II Section for the purpose of revaluation –reg.**

***(M&C I)***

The Syndicate at its meeting held on 27.01.2021 vide Item No. 22.30.04 considered the status of revaluation of various examinations and resolved the following to expedite the process of revaluation of answer scripts.

- (1) To give 15 days to the candidates for applying revaluation of answer scripts and 5 days with a fine of Rs.1000/- (Rupees One Thousand only).
- (2) To entrust the CV II Section to furnish the list of candidates applied for revaluation within 15 days after the prescribed time given for applying revaluation.
- (3) To entrust the Administrative Officers to collect the answer scripts from the respective camps and handover to CV II Section for revaluation within 10 days after getting the list of candidates.

- (4) To entrust the Revaluation Section to ensure that after receiving the answer scripts from CV II Section, results should be published within one month.

It was also resolved to refer the matter of sanctioning eligible TA/DA and duty leave to the officials deputed in such camps (outside Thiruvananthapuram District) on such extended date for the supply of answer scripts for revaluation to the Standing Committee of the Syndicate on Finance.

As per the orders of the Vice Chancellor, the matter of sanctioning eligible TA/DA and duty leave to the officials deputed in such camps (outside Thiruvananthapuram District) on such extended date for the supply of answer scripts for revaluation is placed before the Standing Committee of the Syndicate on Finance for consideration and recommendation.

*The Committee considered the matter and recommended to initiate steps to transfer the answer scripts from the Valuation camps of Pandalam and Kollam to the University as soon as the valuation process is over.*

**Resolution of the Syndicate**

**RESOLVED** to entrust the Administrative Officers to collect the answer scripts from the respective camps (as per the list furnished by the CV II Section) and handover to CV II Section through University vehicle.

**Item No. 28.17.23: Greenfield Stadium - revision of lease rent-reg.**

(Ad B I)

A lease deed was executed between the University of Kerala and National Games Secretariat (NGS) on 18.12.2012 for leasing 37 acres of land at Kariavattom for the construction of Greenfield Stadium. As per clause (2) of the lease deed, the lease rent is subject to periodical revision every three years, on the basis of the increase in market value of land.

Based on the Possession and Valuation Certificate dated 13.03.2017, of the land in Survey no. 507/1 of Kazhakuttom Village, forwarded by the Tahasildar, Thiruvananthapuram, the University Engineer had submitted the rent fixation statement for the year 2015, showing the rent @2.5% and @4% of the market value of the land, as Rs.1,96,53,248/- and Rs.3,14,45,190/- per annum respectively. The Syndicate at its meeting held on 06.12.2017 has resolved to approve the recommendation of the Standing Committee of the Syndicate on Finance to revise the lease rent to Rs.3,14,45,190/- per annum (as per GO(Rt) No. 269/2016/PWD dated 05.02.2016) from 2016 onwards and to address the National Games Secretariat (NGS) to remit the same along with the balance amount due from 2015 onwards. But, the National Games Secretariat had made the full payment of lease rent for the first and second years (2013 & 2014) and only partial payment of third year only. The balance amount of third year (2015) and lease rent till date is pending.

Further, action was initiated to revise the lease rent w.e.f 2018 onwards. On this, the Estate Officer had forwarded a copy of the report no. 423/2019 of the Village Officer, Kazhakuttom (addressed to the Tahasildar, Thiruvananthapuram) on the market value of the land for the years 2015 & 2018 and Possession and Valuation Certificate of the land for the second revision of lease rent. Later, the University Engineer has submitted the Revised Rent Fixation Statement w.e.f 01.01.2018 onwards and for the period 01.01.2015 to 31.12.2017, based on the Possession & Valuation Certificate dated 12.11.2019, obtained from the Tahasildar, Thiruvananthapuram, as follows.

Lease rent for the period from 01.01.2015 to 31.12.2017 is Rs. 3,08,83,669/- per annum, @ 2.5% of the market value of the land

Lease rent for the period from 01.01.2015 to 31.12.2017 is Rs. 4,94,13,870/- per annum, @4% of the cost of land, as per G.O (Rt) No. 269/2016/PWD dated 05.02.2016

Lease rent with effect from 01.01.2018 onwards Rs. 3,39,72,036/- per annum, @ 2.5% of the market value of the land

Lease rent with effect from 01.01.2018 onwards Rs. 5,43,55,257/- per annum, @4% of the cost of land, as per G.O (Rt) No. 269/2016/PWD dated 05.02.2016.

It may be noted that the revised rent for the period from 2015-16 to 2017-18, assessed and fixed earlier, as Rs. 3,14,45,190/- per annum, has been re- assessed by the University Engineer as Rs. 4,94,13,870/- per annum, as per PWD rate. The newly assessed value is higher than the earlier value, by Rs. 1,79,68,680/-. Accordingly, remarks of the Finance was obtained on the matter.

The Finance has remarked as follows.

(i) As per the rental agreement, lease rent is subject to a periodical revision of 3 years. The Syndicate held on 06.12.2017, vide item No. 31.23.06 has resolved to revise the lease rent w.e.f 2015 onwards, as Rs. 3,14,45,190/- per annum, which is 4% of market value based on G.O (Rt) No. 269/2016/PWD dated 05.02.2016.

(ii) It is noted that the University Engineer has re-assessed the rent of Rs. 3,14,45,190/- per annum and revised to Rs. 4,94,13,870/- based on the new position certificate furnished by the Tahasildar. Earlier, the rent was fixed based on the market value issued, vide Possession certificate dated 13.03.2017. But, as per the new Possession Certificate dated 12.11.2019, a 10% increase is observed in the market value of land, for the year 2015. It is also noted that as per the report the Village officer in 2019, the market value of land is agreeing with the Old possession certificate dated 13.03.2017

(iii) Similarly, for the year 2018 also we can see dissimilarities in the market value of land given by the Village officer and the Tahasildar. As per the report given by the Village officer and Tahasildar, the market value of the land for the year 2018 is Rs.8.25 Lakh per Are and Rs. 9,07,500/- per Are respectively. It may be noted that the University Engineer has assessed the rent based on the report of Tahasildar. In order to avoid confusions in future, clarifications in this regard may be obtained.

Also, on the basis of Audit Enquiry No. 163 dated 25.01.2020-21 from the Office of Accountant General of Kerala, the Finance has opined that,

(iv) As NGS has ceased to function, clarification regarding the authority responsible for the payment of rent may be obtained from the Government.

(v) As per the remarks of the Standing Counsel, vide letter TA/SC-LO-41/2020 dated 29.08.2020 Penal Interest at Commercial rates can be levied for delayed payment, even if such clauses are not specifically incorporated in agreements, since beneficiaries are Private parties. Considering this and remarks from Audit Enquiry (No.3) steps may be initiated to levy the penal interest.

(vi) Possibility of executing a supplementary bond with the authority concerned incorporating the conditions of penal interest & details of revised rent may be considered after obtaining legal opinion.

In this context, the following points may also be noted

(1) Although the Finance has remarked that as per the report of the Village Officer in 2019, the market value of land is agreeing with the Old possession certificate dated 13.03.2017, it is noticed that as per the Possession Certificate dated 13.03.2017 from the then Tahasildar, the value of one are of land is Rs. 5,25,000/- (Rupees Five Lakh and Twenty Five Thousand only). But, the report from the Village Officer, shows that the value for the land for the same period is Rs. 7,50,000/- (Rupees Seven Lakh Fifty Thousand Only). Hence, the market value of land doesn't tally with the earlier value, as per the Possession and Valuation Certificate from the then Tahasildar.

(2) On contacting the Office of the National Games Secretariat in person, it is learnt that no such G.O regarding the cease of functioning of National Games Secretariat was issued and the Office of the NGS, is still functioning.

As per the orders of the Vice Chancellor, the matters of

(i) Revising lease rent in respect of land leased to Greenfield Stadium, w.e.f 2018 onwards

(ii) Obtaining clarification on whether modification in revised lease rent for the period from 2015 to 2017 is to be effected.

(iii) Levying penal interest Penal Interest at Commercial rates for delayed payment, even if such clauses are not specifically incorporated in agreements, since beneficiaries are Private parties, as per the remarks of the Standing Counsel

and

(iv) Exploring possibility of executing a supplementary bond with the authority concerned incorporating the conditions of penal interest & details of revised rent, after obtaining legal opinion.

***The Committee considered the matter and recommended to obtain a clarification from the Tahasildar on fixation of land value as there is difference in land values fixed by the Village officer and Tahasildar.***



*The Committee further recommended to fix the rent at PWD rates after receiving the clarification report from the Tahasildar.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**FURTHER RESOLVED** to entrust Sri. G. Bijukumar, Member Syndicate and the Registrar to take necessary steps to appoint a Liaison Officer for co-ordinating and follow up actions of the files related with Governor's Office/ State Government.

**Item No. 28.17.24: Refund of Rs .22,000/- remitted by Sri.Rahul.R towards tuition fees - reg:**

(Ad B II)

Sri.Rahul.R, who got admission for B.Com. Degree Course at UIT, Chengannur, has remitted an amount of Rs.11,000/-(Rupees Eleven thousand only) towards tuition fees thrice through online payments (receipts no.OP 1161314/ 13.08.2020, 1171022/ 28.08.2020 and OP1187991/ 18.09.2020) as the receipts of the first two transactions were not obtained on payment date. The candidate got the receipt of the first two transactions only on 15.12.2020. Hence the candidate has requested to refund the amount of Rs. 22,000/- remitted in excess through the first two transactions.

On the matter, KUCC has remarked that all the three transactions were successful and it is to be ascertained that whether the tuition fees is remitted for different semesters using these receipts.

The concerned section, Ad AVII (A) has submitted that the Principal, UIT, Mannady has forwarded the copy of the offline fee receipts of first and second semesters. It is also remarked that the candidate has already remitted tuition fees for first and second semesters and has remitted third semester fees thrice.

The Finance has remarked that it is not clear from the request of the candidate that whether the duplicate remittances have been made due to any fault from University side. Hence it is unable to ascertain the eligibility of refund as per the guidelines. The Finance has suggested to place the matter before the Vice-Chancellor, according to the existing guidelines.

As per remarks from the Finance, the file was again forwarded to KUCC to ascertain any website issues occurred during the transactions. The KUCC has remarked that, no issues occurred during the transaction. As per UO.No.Ad.BII/5622/06/2016 dated 24.06.2016 regarding the guidelines for the refund of fee, refund is considered only if there is any fault on the part of the University.

Hence, as per the orders of Hon'ble Vice-Chancellor, the matter regarding the refund of fee remitted by Sri. Rahul.R, is placed before the Standing Committee of the Syndicate on Finance, for consideration and appropriate recommendation.

*The Committee considered the matter and recommended to refund the duplicate payment made by Sri.Rahul.R, UIT, Chengannur, after deducting administration charges as per the existing rules.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.25: Refund of second semester fee of Rs.12,500/- to Smt. Nehma N., fourth semester BCom with Computer Application student, College of Applied Sciences, Kundara-reg**

(Ad B II)

Smt. Nehma N., fourth semester BCom with Computer Application student, College of Applied Sciences, Kundara has remitted an amount of Rs. 12,500/- mistakenly as Exam fee to KUF, instead of remitting the same as semester fee to the bank account of the college. Subsequently, it has been requested to refund the fee remitted wrongly to the KUF.

The Computer Centre has remarked that even though the transaction against the receipt No. OP1130420 dated 02.07.2020, was successful, the candidate code was entered wrongly as "419/19" instead of "419119".

While, the Principal, College of Applied Sciences, Kundara, has informed that Smt. Nehma N. has correctly remitted her semester fee amounting to Rs.12,500/- at the college thereafter, and has recommended to refund Rs.12,500/- wrongly remitted to the KUF.

But as per the existing guidelines regarding refund, the refund of fee will only be considered, if there is fault on the part of the University. In this case as the candidate has mistakenly remitted the fee to KUF, there is no fault on the part of the University. As the remitted amount is relatively high and as the mistake has happened on the part of the candidate, the provision for refund can only be considered, based on the 3rd clause of the guidelines that, "Any refund not included in the above, shall be specifically approved by the Vice-Chancellor after considering merit."

As per the orders of the Hon'ble Vice-Chancellor, the matter regarding refund of Rs.12,500/- to Smt. Nehma N., fourth semester BCom with Computer Application student, College of Applied Sciences, Kundara, is placed before the Standing Committee of the Syndicate on Finance, for consideration and appropriate recommendation.

***The Committee considered the matter and recommended to refund Rs.12,500/- to Smt.Nehma N., fourth semester BCom with Computer Application student, College of Applied Sciences, Kundaraafter deducting administration charges as per existing University norms.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

***Item No. 28.17.26: Refund of duplicate payment of Rs.9,950/- made by Sri. Saran Anil., formerB.Tech. (Mechanical Engineering) student of Lourdes Matha College - reg.***

***(Ad B II)***

Sri. Saran Anil., former B. Tech. (Mechanical Engineering) student of Lourdes Matha College, has informed that, he had remitted an amount of Rs.9,950/- via online mode, towards one - time improvement fee, as a whole for three semesters, instead of remitting the fee separately ie. Rs.3,150/-, Rs.3,650/- & Rs.3,150/- for 4th, 6th & 7th semesters respectively. Although the transaction was timed out and was not processed, the amount was deducted from the account. The candidate later remitted the fee separately for three semesters via Cash Counter. Hence, he has requested refund of Rs. 9,950/- paid by him, in excess.

The KUCC has remarked that, the online transaction of Rs. 9,950/- was successful and is unused. The Cash (R) section has also verified the three credit remittances for 4th, 6th & 7th semesters made on 24.11.2020 and found to be correct.

In this case, although the candidate has remitted a fairly high amount of fee together for three semesters initially, there is no mistake on the part of the University.

As per the existing guidelines regarding refund, U.O.No.Ad.BII/5622/06/2016 dated 26.06.2016, refund will be considered only if there is fault on the part of the University & that any refund not included in the guidelines shall be specifically approved by the Vice-Chancellor, after considering the merit.

Hence, as per the orders of the Vice-Chancellor, the matter regarding refund of Rs. 9,950/- towards duplicate remittance made by Sri. Saran Anil, former B.Tech. (Mechanical Engineering) student of Lourdes MathaCollege, is placed before the Standing Committee of the Syndicate on Finance, for consideration and appropriate recommendation.

***The Committee considered the matter and recommended to refund Rs. 9,950/- towards duplicate remittance made by Sri. Saran Anil, former B.Tech. (Mechanical Engineering) student of Lourdes Matha College, after deducting administration charges as per existing University norms.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.Additional Item No.01: Balance to be retained in the TSB A/C 799010100005344 maintained by the University (CashII)**

All our envisaged expenses were suitably incorporated in our Budget requirement for 2020-21 & 2021-22 .But the same was not fully reflected in the budget allocation of the Government under non plan grant. There is a drastic reduction in the non plan grant during 2020-21 (about 19%). Additional allocation for 2021-22 is only 5% compared to previous year. Detailed statement is given below :

| Year    | Appropriation | % of increase/decrease |
|---------|---------------|------------------------|
| 2011-12 | 8934.00       | -                      |
| 2012-13 | 11099.00      | 24.23                  |
| 2013-14 | 14265.00      | 28.53                  |
| 2014-15 | 17118.00      | 20.00                  |
| 2015-16 | 20541.60      | 20.00                  |
| 2016-17 | 25677.00      | 25.00                  |
| 2017-18 | 29528.55      | 15.00                  |
| 2018-19 | 31004.97      | 5.00                   |
| 2019-20 | 34105.50      | 10.00                  |
| 2020-21 | 27724.95      | -18.71                 |
| 2021-22 | 29111.00      | 5.00                   |

The balance available in the Treasury Savings account (Non Plan) is around Rs.16 crores as on 23.04.2021. The monthly Non-Plan grant to the tune of **Rs.24.11 crores** will be credited to our account from April 2021 and will be utilised for meeting the salary and pension expenses. A request for additional grant in aid from Government of Kerala is being put up separately citing implementation of pay/pension and revision of DA and

Hence following suggestions are placed for consideration and orders (with effect from current Financial Year):

- Release salary and pension from Treasury bank account where non plan grant is received (Head of account No.2202-03-102-99-31- Grant in aid – General - Salary).
- Meet all other payments from own funds (SBI) till additional grant is allocated by the Government under Non Plan grants.
- To retain an amount of Rs.10 crore in the Treasury Bank (Non-Plan) to meet any emergency requirements.
- All expenses like purchase of equipments, furniture, computer/printers/photocopy machines, books and periodicals, journals and other usual expenses to be met from the Plan grants (PS TSB) so as to ensure full utilisation. (Head of account No.2202-03-102-99-35 & 36 - Grant in aid – Creation of capital assets and General Non Salary).

***The Committee considered the matter and recommended to agree to the proposal.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.17.Additional Item No.02: Request to fix monthly rent for the room no.212 at the Faculty Guest House occupied by the Registrar-**

(Ad.AIV)

Dr.K.SAnilkumar, Registrar, vide submission dated 30.03.2021, has requested to fix a monthly rent for the room no.212 at the Faculty Guest House, Palayam occupied by him since 23.02.2021.

The Syndicate at its meeting held on 13.04.2021 vide item no 26.115 considered the matter regarding the monthly rent of room No.212 at Faculty Guest House, Palayam occupied by the Registrar and resolved to place the matter before the Standing Committee of the Syndicate of Finance with all related documents.

In this circumstances, the following precedence may be noted.

Earlier when Dr.K.Mohammed Basheer was the Registrar, he had stayed in room no.212 at FGH, Palayam from 01.07.2013 by fixing a monthly rent of Rs.3000/- (Rupees Three Thousand Only) and admissible HRA was paid to him w.e.f 16.11.2013. When he vacated the room on 15.04.2014, on being appointed as the Vice Chancellor of University of Calicut, recovery of rent from his salary has been stopped.

After completing the tenure as Vice Chancellor of University of Calicut Dr.K.Mohammed Basheer joined as the Director, CDC and requested to provide accommodation at FGH, Palayam by fixing monthly rent. The meeting of the Syndicate held on 28.12.2019 considered the matter and resolved to entrust the Registrar to verify the precedence and place before the Syndicate. Accordingly a report has been submitted by the Registrar before the Syndicate held on 13.01.2020. The Syndicate observed that Kerala State Audit Department has raised an audit objection in the case of Sri.Rajendra Babu, Editor on contract basis in the Department of Malayalam regarding the allotment of room in FGH on concessional rent. Based on the report, the Syndicate resolved to intimate the matter to Dr.K.Mohammed Basheer.

It may be noted that later, the objection raised against Sri.Rajendra Babu was dropped and no objection has been reported by the Kerala State Audit Department till date with regard to the rent fixed for Dr K. Muhammed Basheer for his tenure as Registrar.

Meanwhile Dr.K.Mohammed Basheer retired from service on 31.05.2020. Considering the matter, the Vice Chancellor has ordered to allot room to Dr.K Mohammed Basheer in the prior rate subject to reporting to the Syndicate.

The Vice Chancellor, in accordance with the resolution of the Syndicate, has ordered to place the matter regarding fixing of monthly rent of room No.212 at Faculty Guest House, Palayam occupied by the Registrar, before the Standing Committee of the Syndicate on Finance for consideration and appropriate recommendation.

**The Committee considered the matter and recommended to levy rent at concessional rates, as per existing U.O from the Registrar, for the room no. 212 at the Faculty Guest room, Palayam, only for the days of occupancy.**

*Resolution of the Syndicate*

**RESOLVED** to levy rent at concessional rates, as per existing U.O from the Registrar, for the room at the Faculty Guest House, Palayam, only for the days of occupancy.

**Item No. 28.17. Additional Item No.03:**

***Proposal on the Financial Commitment of District Centres, falling outside the jurisdiction, for the conduct of S6 UG and S4 PG Examinations – sanitization charges to affiliated colleges / centres - in the light of Covid-19 pandemic – reg:***

(M & C1)

The Standing Committee of the Syndicate on Examinations at its special meeting held on 26.05.2021 considered the matter regarding the conduct of various forthcoming University examinations and recommended to make necessary arrangements by providing the S6 UG and S4 PG students for opting the Centre of the examination, of their convenience and also providing a centre in each district falling outside the jurisdiction of the University be taken up on a war footing as had been done earlier consequent on the spread of the pandemic during the first spell last year. The committee also recommended to submit a proposal regarding the sanctioning of Provisional Advances to meet the expenses for the conduct of examinations, including sanitation charges and hiring of vehicles, before the next Standing Committee of the Syndicate on Finance. As per the further recommendation by the committee, Hon'ble Vice-Chancellor has approved all the recommendations, subject to reporting to the Syndicate, by invoking 10(13) of Kerala University Act, 1974.

Accordingly, the detailed proposal regarding the financial commitment for conducting the S6 UG and S4 PG Examinations in the District Centres falling outside the jurisdiction of the University has been calculated, in tune with the Provisional advance sanctioned earlier, as shown below:

I. Number of Centres = 11

II. Number of Days of exams = 12, Both UG and PG (15th, 16th, 17th, 18th, 19th, 21st, 22nd, 23rd, 24th, 25th, 26th, and 28th of June, 2021)

III. Remuneration calculated for = 2 sessions/day, for two observers/centre, with two classrooms/centre

| Sl. No. | Details/Designation            | Rate of Remuneration     | Total expense   |
|---------|--------------------------------|--------------------------|---|
| 1       | Observer (2 nos.)              | 3000x16 days = 48,000/-  | 5,28,000/-  |
| 2       | Chief/Addl. Supdt.             | 600x24 sessions=14,400/- | 1,58,400/-  |
| 3.      | Invigilator/Asst. Supdt.       | 500x24 sessions=12,000/- | 1,32,000/-  |
| 4.      | Office Supdt.                  | 300x12 days=3600/-       | 39,600/-  |
| 5       | Accountant                     | 250x12 days=3000/-       | 33,000/-  |
| 6       | Clerk                          | 250x12 days=3000/-       | 33,000/-  |
| 7       | Peon/Sweeper                   | 200x12 days=2400/-       | 26,400/-  |
| 8       | Stationary Charge for students | 40students x 5=200/-     | 2,200/-   |
| 9       | Scavenger                      | 200x12 days=2400         | 26,400/-  |
| 10      | Prelim. arrangement            | 25                       | 275/-   |
| 11      | End of Exams                   | 25                       | 275/-   |
| 12      | Room rent                      | 500 x 12days = 6,000/-   | 66,000/-  |
| 13      | Vehicle Expense                |                          | 4,00,000/-  |
| 14      | Sanitation Charge              | 5000x11=55,000           | 55,000/-  |
|         | <b>Grand Total</b>             |                          | <b>Rs : 15,00,550/-<br/>(Rupees Fifteen Lakh five hundred and fifty only)</b> |

In the above circumstances, the following points to be noted:

1. The Provisional advance may be sanctioned in respect of the DR (Exams IV)
2. An amount of Rs.4,00,000/- has been estimated for dispatching the answerscripts to the centres along with the observers and the answerscripts to be recollected by the observer on the same vehicles.
3. Provisional advance may be given to the observer in order to distribute remuneration to invigilators & meet other expenses occurring while conducting the examination & spot payment may be effected for the purpose.
4. In addition to the above amount, the sanctioning of required amount towards sanitization charges in the affiliated colleges/ other centres where University Examinations are conducted also need to be considered. In the previous year an amount of Rs. 5000/- (Rupees five thousand only) in the case of colleges where the student strength falls less than 500 and Rs. 10000/- (Rupees Ten thousand only) where the strength falls above 500 had been sanctioned.

As per the orders of Hon'ble Vice-Chancellor the proposal on the Financial Commitment of District Centres regarding the conduct of S6 UG and S4 PG Examinations and sanctioning of sanitization charge for the affiliated colleges / other centres in the light of Covid-19 pandemic is prepared and placed before the Standing Committee of the Syndicate on Finance for consideration and recommendation.

*The Committee considered the matter and recommended as follows:*

1. *to sanction an amount of Rs : 15,00,550/- (Rupees Fifteen Lakh five hundred and fifty only) as provisional advance to Deputy Registrar (Exams IV) to meet the expenses for the conduct of S6 UG and S4 PG examinations, including Rs.4,00,000/- towards the expenses for dispatching the answerscripts to the centres .*
2. *to sanction an amount of Rs. 5000/- (Rupees five thousand only), to the Colleges affiliated to the University/ other centres where University Examinations are conducted, where the student strength is less than or equal to 500 and Rs. 10000/- (Rupees Ten thousand only) where the strength is above 500, towards sanitization charges.*

*It was also recommended that, considering the exigency of the matter the above recommendation of the committee may be approved by the Vice-Chancellor in exercise of the powers vested under section 10(13) of Kerala University Act, 1974 for initiating immediate action.*

The meeting came to an end at 2: 30 pm

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Finance held on 02.06.2021, be approved.

**Item No. 28.18 Minutes of the Meeting of the Students Accident Insurance Scrutiny Board – Consideration of-reg.**

*(Ad DI)*

A meeting of the Students Accident Insurance Scrutiny Board was held on 17.04.2021, 11 A.M for the verification of 3 claims on SGPAIS, MAIPS and SWS. The Hon'ble Vice Chancellor has approved the minutes of the meeting and ordered to place the same before the Syndicate.

Hence the minutes of the meeting of 'The Students Accident Insurance Scrutiny Board on Students Services' held on 17.04.2021 is placed before the Syndicate for consideration and approval. (Minutes appended)

**MINUTES OF THE MEETING OF THE STUDENTS ACCIDENT INSURANCE SCRUTINY BOARD**

Date : 17.04.2021

Time : 11.00 A.M

Venue : Syndicate Room

**Members Present**

1. Prof.Lalitha.K, Convenor, Standing Committee of the Syndicate on Student Services : Sd/-
2. R. Mahadevan, The Finance Officer : Sd/-
3. Sri. B. Vasudevan Nair, Legal Advisor : Sd/-
4. Dr.Jeena, The Resident Medical Officer, University Health Centre : Sd/-
5. Dr. Shaji. A, The Director (i/c), Department of Students Services : Sd/-

The meeting of the Students Accident Insurance Scrutiny Board commenced at 11.00 AM and scrutinised the admissibility of each claim (Death/ Accident/ Medical) and made specific recommendation in each case as follows:

|   |  |   |                                |
|---|--|---|--------------------------------|
| 1 | Accident Death Claim (bike accident) in r/o Sri. Adithya B Manoj (late), 7 <sup>th</sup> Semester B.Com LLB student, Mar Gregorious College of Law, Nalanchira, Thiruvananthapuram | The Committee verified the documents submitted in detail and recommended to sanction an amount of Rs.3,00,000/- (Rupees Three Lakhs only) as Death Claim to the legal heir, Sri. Manoj Kumar. K.V (Father of the deceased).                           | <b><u>Scheme</u></b><br>SGPAIS |
| 2 | Accident claim in r/o Sri. Akhil Lal , 3 <sup>rd</sup> Year BBA Student of College of Applied Science, Karthikappalli, Harippad.   | The Committee verified the documents submitted in detail and recommended to sanction an amount of Rs. 50,000/- as Medical Claim to the legal heir, Smt.Sindhu Lal K.V (Mother of the deceased), subject to producing the copy of FIR of the accident. | SWS                            |
| 3 | Death Claim (due to Cancer) in r/o Sri.Akarsh.R (late), 3 <sup>rd</sup> Semester B.Sc Electronics, CHMM College, Palayamkunnu, Varkkala.   | The Committee verified the documents submitted in detail and recommended to sanction an amount of Rs.3,00,000/- (Rupees Three Lakhs only) as Death Claim to the legal heir, Smt. Lilly (Mother of the deceased)                                       | MAIPS                          |

*The meeting concluded at 12.45 P.M.*

**Resolution of the Syndicate**

**RESOLVED** to approve the Students Accident Insurance of 3 claims (Death/ Accident/ Medical) on SGPAIS, MAIPS and SWS as follows:

|   |  |   |                      |
|---|--|---|----------------------|
| 1 | Accident Death Claim (bike accident) in r/o Sri. Adithya | The Committee verified the documents submitted in detail and recommended to | <b><u>Scheme</u></b> |
|---|--|---|----------------------|

|   |   |  |        |
|---|---|--|--------|
|   | B Manoj (late), 7 <sup>th</sup> Semester B.Com LLB student, Mar Gregorious College of Law, Nalanchira, Thiruvananthapuram                   | sanction an amount of Rs.3,00,000/- (Rupees Three Lakhs only) as Death Claim to the legal heir.  | SGPAIS |
| 2 | Accident claim in r/o Sri. Akhil Lal, 3 <sup>rd</sup> Year BBA Student of College of Applied Science, Karthikappalli, Harippad.             | The Committee verified the documents submitted in detail and recommended to sanction an amount of Rs. 50,000/- as Medical Claim to the legal heir, Smt.Sindhu Lal K.V (Mother of the student), subject to producing the copy of FIR of the accident. | SWS    |
| 3 | Death Claim (due to Cancer) in r/o Sri. Akarsh. R (late), 3 <sup>rd</sup> Semester B.Sc Electronics, CHMM College , Palayamkunnu, Varkkala. | The Committee verified the documents submitted in detail and recommended to sanction an amount of Rs. 3,00,000/- (Rupees Three Lakhs only) as Death Claim to the legal heir.   | MAIPS  |

**Item No.28.19. Online/Hostel Admission – Minutes of the meeting for revamping software - approval of - reg .**

**(Ac.H)**

A meeting was convened at the office of the Registrar for discussing the revamping of software of UG/PG/B.Ed Online admissions and Hostel Admissions with SO/AR/DR of the sections concerned along with the Director, Computer Centre and Programmers on 20.04.2021. 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 and hostel admission software is placed before the syndicate for consideration and approval.

**Minutes of the meeting for revamping of Online admission software and Hostel admission software**

Date: 20.04.2021

Time: 10.30 AM

Venue: Office of the Registrar

**Members**

- |                                      |        |
|--------------------------------------|--------|
| 1. Registrar                         | : Sd/- |
| 2. Director (i/c), Computer Centre   | : Sd/- |
| 3. Scientific Officer, KUCC          | : Sd/- |
| 4. Deputy Registrar, Admn II         | : Sd/- |
| 5. Assistant Registrar, Admn II      | : Sd/- |
| 6. Assistant Registrar, Ac.H         | : Sd/- |
| 7. Sivi Velayudhan, Programmer, KUCC | : Sd/- |

The members discussed the modalities to be adopted to develop a fully automated Online Admission portal and hostel admission portal, and recommended the following:

**Online Admission Portal**

1. Provision shall be given to the Colleges to submit the request for marginal increase of seats through the college login provided to each college. The request thus received shall be placed before the Standing Committee of the Syndicate on Affiliation of Colleges for approval. The marginal increase sanctioned by the committee shall then be entered manually at the section level.
2. There shall be a module to generate the seat matrix online with the approved data at the section level.
3. The existing process of Online Admission may be developed into a full- fledged online system that could be independently owned and operated by the online admission section. KUCC shall limit their service to technical support only (both software and hardware). Specific comments in this regard are noted hereunder.

4. Section shall have the privilege to operate all functions including editing/deleting /updating the required data as per the approved privileges and that the system should work completely online as against the existing procedure. KUCC shall develop the required interfaces accordingly.
5. At present, the seat matrix is finalised at the section level and is handed over to KUCC for conducting allotments. But once the allotments are started the details of the seat matrix is hidden at the section. From the next academic year onwards provision shall be given to view the current existing seat matrix of the institutions at the section level at every stage of the allotment, i.e. during allotments and admissions. This will reduce confusion and bring more transparency.
6. During the registration process, under no stage, the data collected from the candidates are visible to the section. Any correction/deletion/issues that occurred during the registration process are primarily addressed at the section level. Since no data are available, e mail/request received in this regard are forwarded to the KUCC for addressing the issue. Hence section is finding it difficult to address the complaints of the students on time. Hence provision shall be given to view the registration details of the candidates at the section level at every stage. Provision may be given to the section to intervene at points where the candidates are either stuck or make errors during the registration process and necessary corrections may be effected at the section level itself.
7. Numerous complaints have been received from the candidates regarding online fee payment failure. At present while making payments, if there is any transaction error (due to network error or by other reasons) the candidates are in no position to identify the same which lead to multiple payments. If multiple payments are made the procedure for refund process takes much time which leads to financial loss to the candidates. Hence it is proposed to that an ample time lapse of 15 minutes may be given for making next payment. During this time period the status of payment, whether failure or success, may be shown on the profile of the candidate.
8. Change in password shall be made mandatory. Reset option of password shall be made available to the candidates by sending OTP to the registered mobile number.
9. At the time of admission, if defect memo is issued to the candidate and when the candidate approaches University for making necessary correction, the same need to be forwarded to KUCC for effecting corrections. Whenever a verification of the profile of the candidate is required, section seeks the application number and password of the respective candidate for opening document which is not a recommended method vis-a-vis internet standards. Hence it is proposed that section level window may be so equipped that section may be given right to make necessary corrections and issue corrected allotment memo. Also all the corrections such made shall be visible in the college admission portal also.
10. Spot admission module shall be effectively modified to reflect the current status. Conversation process shall be completely automated. Candidates shall be able to get the admission instantly upon allotment and so is the college level admission. In effect, spot admission shall be transparent, hassle free and a paperless process.
11. College interfaces shall be made user-friendly and the provision may be made to correct the college level data at the college level itself. Also view/editing rights of the college portal may be given to section also for effecting necessary corrections/additions, if any.

Hence it is proposed that the present software may be replaced with a web based real time online management system so that there is sufficient reduction of cost, manpower, material and time. The meeting also suggested that a functional testing at the section level and third part auditing (preferably by C-DAC) may be conducted tentatively on May 3 and May 7 respectively. Dr. Jayamol Mathews, Scientific Officer, KUCC shall be in charge of admissions at the KUCC level.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the meeting for revamping of Online admission and Hostel admission software held on 20.04.2021, be approved.

**FURTHER RESOLVED** to refer the items at Sl. Nos. 10 and 11 before the Online Admission Monitoring Committee for further detailed discussion.



**Hostel Admission Portal**

1. In order to speedup the admission process to hostels, a link may be provided at the Online Admission Portal, and the student may be directed to hostel admission portal, if he/she needs hostel admission. In the hostel admission module the required details may be collected. However, fee may be collected at the time of admission only and not at the time of Registration.
2. Access to the hostel admission portal may be provided to the Warden and the Administrative Officer, Head of the Department to provide details including admission, non-joining, allotment of rooms, fee to be paid, fee dues if any and vacancy arising from time to time.
3. Registration fee may be enhanced to an amount of Rs.100/- and may be collected at the time of admission to hostel.
4. Remarks of the Finance Officer may be obtained on the recommendation of the Hostel Monitoring Committee held on 16.04.2021, to provide online option for payment of hostel fees.
5. A functional testing of the online hostel admission portal may be scheduled on 04.05.2021 and an internal security auditing may be scheduled on 07.05.2021 and the Director, Kerala University Computer Centre may be entrusted with the same.
6. A third party auditing may be carried out by CDAC.

The meeting came to an end by 11.30 am.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the meeting for revamping of Online admission and Hostel admission software held on 20.04.2021, be approved.

**FURTHER RESOLVED** to delete Item at Sl. No.3.

=====  
***Item No.28.20 Minutes of the Meeting of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021- consideration of-reg.***

***(Ac.B II)***

The Minutes of the Meeting of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021 is appended herewith.

The recommendations made by the Standing Committee at its meeting held on 08.06.2021 on the items are placed before the Syndicate for approval.

**MINUTES OF THE MEETING OF THE STANDING COMMITTEE OF THE SYNDICATE ON AFFILIATION OF COLLEGES**

Date and Time : 08.06.2021 2.00 P.M.

Venue : Syndicate Room, University Buildings, Palayam

**Members Present**

- |                                 |                              |      |
|---------------------------------|------------------------------|------|
| 1. Adv. Muralidharan Pillai, G, | Member, Syndicate (Convener) | Sd/- |
| 2. Adv. K.H Babujan,            | Member, Syndicate            | Sd/- |
| 3. Dr. S. Nazeeb,               | Member, Syndicate            | Sd/- |
| 4. Adv. B. Balachandran,        | Member, Syndicate            | Sd/- |
| 5. Adv. A. Ajikumar,            | Member, Syndicate            | Sd/- |
| 6. Sri.Arun kumar R             | Member, Syndicate            | Sd/- |

**Member Attended Online:**

- |                           |                   |
|---------------------------|-------------------|
| 1. Sri. B.P.Murali,       | Member, Syndicate |
| 2. Smt. Renju Suresh,     | Member, Syndicate |
| 3. Dr. Vijayan Pillai, M, | Member, Syndicate |

***Item No.28.20.1 Ayyankali Memorial Arts & Science College - change of Elective Course - consideration of-reg.***

***[Ac.AV]***

The Principal, Ayyankali Memorial Arts & Science College, Kollam, vide letter dated 15.02.2021, informed that they had chosen Practical Accounting (CO.1651.1) as an open course (Elective course) in the sixth semester for the students from the Department of Commerce and the details in this regard was intimated to the University in the third week of November 2020.

It is stated that the present sixth semester includes five subjects and the inclusion of Practical Accounting (CO.1651.1) will force the students to study four problem papers in a single semester. Therefore, in order to help the students, they have taught **Strategic Management (CO.1651.2)** instead of Practical Accounting (CO.1651.1). Now it is requested to permit them to choose Strategic Management (CO.1651.2) as the open course during the time of registration to sixth semester examination. It may be noted that the exam notification for the sixth semester has already released on 22-02-2021 as per the Academic Calendar.

As per the approved syllabus of First Degree Programme in Commerce revised with effect from 2018 admission, the open course offered in the sixth semester is an Elective course for the students from the Department of Commerce and each student has to choose among the courses offered in that group as part of his/her course of study. Accordingly, Practical Accounting (CO.1651.1) and Strategic Management (CO.1651.2) are Elective courses offered to students from the Department of Commerce.

Clause 5.5 of the Regulations related to the First Degree Programmes reads: 'The colleges shall send a list of the students registered for each programme in each semester giving the details of courses for which each of the student has registered to the University in the prescribed form within 45 days from the commencement of the semester.' It is evident that this criteria is not fulfilled.

As per the directions of the Hon'ble Vice-Chancellor, the matter regarding opting of another Elective Course without prior intimation is placed before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation.

***The Committee considered the matter and recommended to ratify the action of the college regarding opting the open course - Strategic Management (CO.1651.2) for VI semester students of Department of Commerce without intimating the University and further recommended to issue a warning letter to the Principal, Ayyankali Memorial Arts & Science College.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

***Item No.28.20.2 Sree Narayana Institute of Technology, Vadakkevila – Withdrawal of Application for sanction of additional intake/New MCA batch applied for in 2021 –'22– reg.***

*[Ac.BII]*

The Educational Agency of Sree Narayana Institute of Technology, Vadakkevila had submitted applications for permanent enhancement of MCA course, for the academic year 2021 – '22. The Syndicate considered the same and an inspection team was nominated to conduct Local Enquiry in the college.

Now, the Secretary, Sree Narayana Institute of Technology, Vadakkevila vide email dated February 17, 2021, has informed that they would like to withdraw the request for additional intake/New batch for MCA for the academic year 2021-22 and requested to cancel the application for affiliation dated 26.08.2020.

As per Statute 13 of Chapter 24 of The Kerala University First Statutes, 1977: "Withdrawal of applications: - Applications for affiliation may be withdrawn at any time before an order has been passed on the application. But the application fee once paid shall not be refunded."

In view of the above facts, and as ordered by the Vice Chancellor, the request from the Secretary, Sree Narayana Institute of Technology, Vadakkevila, *to withdraw the request for additional intake/New batch for MCA for the academic year 2021-22*, is placed before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation.

***The Committee considered the matter and recommended to accept the request from the Educational Agency and permit to withdraw the application dated 26.08.2020 submitted for additional intake of students for the M.C.A. Course for the academic year 2021-'22.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

**Item No. 28.20.3**      **White Memorial College of Arts and Science for Women, Panachamoodu – change of status to a co-ed college namely: White Memorial College of Arts and Science – request reg.**

[Ac BII]

The Chairman, White Memorial Institutions vide letter dated 16.02.2021 submitted a request for change of status of the existing Self financing **Womens' College** to a **co-ed institution** thereby, also changing its name from '**White Memorial College of Arts and Science For Women**' to '**White Memorial College of Arts and Science**'. It has been requested to take necessary steps for the change of status and name of the college from the year 2021-2022 onwards.

It may be noted that White Memorial College of Arts and Science For Women, Panachamoodu has been provisionally affiliated to University of Kerala from the academic year 2015-'16, offering BSW, BLISc, BA English Language and Literature, B.Com (Co-operation), B.Com (Computer Application), B.Sc Chemistry and B.Sc Physics courses. In the request it is stated that through change of status and name change they can improve the student strength which is currently not sufficient for the smooth running of the college.

There is an amount payable by the institution towards fee for change of name/location/Status of college prescribed, vide UO No.Ac.B/03/2014-15 dated 31.12.2015. The fee payable by educational agency for the changes requested is Rs 1,05,000/- (Rupees One Lakh Five Thousand only) for change of Name/ Status of the college. The Educational Agency is not seen to have remitted the fee pertaining to status change resulting in name change.

The views of the Government in the matter of re-designating the college as a co-education college need to be ascertained from the Government only after the recommendation by the Syndicate in this regard.

In the light of the above, the request of the Chairman, White Memorial Institutions for changing the Status to 'Co-ed' and Name of the college to 'White Memorial College of Arts and Science' from 'White Memorial College of Arts and Science For Women' is placed before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation.

***The Committee considered the matter and recommended to direct the college to remit the prescribed fees for change of name and on receipt of the fees No Objection Certificate may be issued to the college for obtaining views of the Government regarding change of status and name.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

**Item No. 28.20.4**      **PG Programme in Islamic and West Asian Studies – reg**

[Ac.AII]

The Chairman Board of Studies in Islamic Studies has requested to include PG programme in Islamic and West Asian Studies in the list of new generation programmes for affiliated colleges under University of Kerala. The Chairman has submitted the scheme and syllabus of M.A Degree programme in **ISLAMIC AND WEST ASIAN STUDIES** for Affiliated Colleges.

The Vice-Chancellor has directed to place the matter before the Standing Committee of the Syndicate on Affiliation of Colleges.

As per the orders of the Vice Chancellor, the same is placed before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and appropriate recommendation.

***The Committee considered the matter and recommended that the matter be referred to the Standing Committee of the Syndicate on Academic and Research.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

**Item No. 28.20.5**      **First Degree Programme in Mathematics under CBCS system - Request of Sri. Akash Narayanan for granting readmission to V semester for the second time-consideration-reg.**

[Ac.AV]

Sri. Akash Narayanan was a candidate of First Degree Programme in Mathematics at NSS College, Cherthala (2017 admission) who had discontinued his studies for joining in the Excise Department during the academic year 2018-2019 and granted readmission to Vth semester in the College during the academic year 2020-2021 as per UO No.Ac.AV/2/16011/Re-admission/2020 dated 03.07.2020. He was unable to rejoin in the College on readmission, as leave was not sanctioned from the Excise Department.

The candidate has again submitted an application dated 04.03.2021 for readmission to V semester of First Degree Programme in Mathematics at NSS College, Cherthala for the academic year 2021-2022. The Principal as per letter dated 08.01.2021 has stated that they have no objection to accommodate the candidate. The candidate has also produced a certificate from the Excise Inspector, Excise Range Office, and Chengannur to the effect that his application for LWA submitted on 29.07.2020 was not sanctioned on time.

It may be noted that, Clause (7) of the conditions stipulated in the UO granting readmission reads that Readmission shall be granted only once during the entire programme.

In this context, it may be noted that the Syndicate vide item no.16.75 at its meeting held on 14.08.2020 resolved to grant readmission for the second time to Smt. Iswarya Krishnan on humanitarian grounds to IIIrd semester at NSS Arts and Science College, Perayam on the request of the candidate (UO No. Ac.AV/20949/Readmission/2019 dated 18.07.2019), as she could not join in the College due to non- availability of conveyance.

As per the orders of the Vice-Chancellor, the request of Sri. Akash Narayanan for granting readmission once again, as he had not availed the readmission granted earlier, is placed before Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation.

***The Committee considered the matter and recommended to grant readmission to Sri.Akash Narayanan as considering it as a special case with genuine and justifiable reason.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

**Item No.28.20.6**      **Inter UIT Transfer of students - Formulation of regulations – reg.**

[Ad.AVII]

Inter UIT Transfer of students undergoing undergraduate courses are done in accordance with U.O. No. Ad. A VII.2.4545/2006 dated 29.09.2009. As per the U.O. the following norms are to be followed for inter UIT transfer.

- Transfer from one Regional Centre to another Centre shall be permitted only on the willingness of the student/guardian.
- Transfer shall be permitted only to the second, third and fourth Semesters of the Degree Course.
- Transfer shall be effected within 30 instructional days from the commencement of the second, third and fourth semester classes.
- Applications are to be invited through notification detailing the norms.
- Transfer of students shall be made purely on the basis of the general rank secured by the candidates for admission to the course.
- Only the attendance of the students in the Semester concerned shall be transferred. Assignments, Seminars, Tests of the Semester class, etc, have to be done by the students again in the new UIT centre as per the requirements.
- No change in subject/course is permitted.
- A copy of the norms shall be issued to the students at the time of submitting the application in response to the notification.

- Transfer of students shall be made purely on the basis of the vacancies reported from the UIT centres.
- \*A fee of Rs.100/- (Rupees One Hundred only) may be collected as processing fee. The fee for transfer and combination of attendance shall be Rs.400/- (Rupees Four hundred only)
- The transfer shall be effected for the following valid reasons:
  - (a) death of the supporting parent/guardian.
  - (b) change of residence
  - (c) severe health complaints

(\*Processing fee & fee for transfer and combination of attendance are enhanced to ₹1,000/- & ₹1,500/- respectively)

Now, when the file is submitted for orders whether notification may be issued for inviting applications for inter UIT Transfer for the fourth semester UG courses or not as there is only online classes are conducted to them in this COVID-19 exigency, the Vice-Chancellor has ordered to place the matter before the Standing Committee of the Syndicate on Affiliation for formulation regulations for transfer of students of UIT Regional Centres.

Accordingly, the matter and formulation of regulations for transfer of students of UIT Regional Centres are placed before the Standing Committee of the Syndicate on Affiliation for consideration and recommendation.

***The Committee recommended to defer the matter to next Standing Committee of the Syndicate on Affiliation of Colleges.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

***Item No.28.20.7 St.Mary's College, Mulavana- Provisional affiliation granted during 2015-16 -non clearance of required land documents- reg.***

*[Ac.B II]*

PROVISIONAL AFFILIATION WAS GRANTED TO THE ST. MARY'S COLLEGE, MULAVANA, KUNDARA, KOLLAM DURING THE ACADEMIC YEAR 2015-16 FOR THE CONDUCT OF FOLLOWING COURSES WITH THE INTAKE NOTED, PROVIDED THAT THE EDUCATIONAL AGENCY SHALL RECTIFY THE DEFICIENCIES POINTED OUT BY THE INSPECTION COMMISSION THEN (RELATED TO BUILDINGS AND LIBRARY) AND FULFILL THE REMAINING PROCEDURAL FORMALITIES OF AFFILIATION.

|                                     |   |           |
|-------------------------------------|---|-----------|
| B A English Language and Literature | - | 30 seats  |
| B. Com Elective Finance             | - | 40 seats. |

Towards fulfillment of procedural formalities of affiliation, the Educational Agency [Patriarch Elias Charitable Society, Hospital Junction, Kundara, Kollam] had remitted the prescribed fee for affiliation, submitted the financial guarantee and the required agreements including land agreement regarding non alienation of property set apart for the college, that is to be registered with the concerned Sub Registrar office by the Educational Agency. But the educational agency informed that due to lapse of time the land agreement was not able to register.

Later vide letter dated 07.06.2018, the Educational agency has submitted a fresh land agreement for creating lien on the property on which college is situated.

The Estate Officer, after verifying the Schedule of Property incorporated in the Land Agreement submitted by the Educational Agency of St.Marys College, Mulavana has pointed out that among **the land set apart for the college, 2 acres 53.81 cents is Wet land.** It may be noted that as per the UGC [Affiliation of Colleges by Universities] Regulations 2009, the land required to start an Arts and Science College is not less 5 acres in areas other than metropolitan cities. The Syndicate held on 11.07.2018 considered the matter and resolved to conduct a re-inspection in St.Mary's College Mulavana, and further resolved to depute the Estate Officer to accompany the inspection team in connection with the verification of the issue.

The inspection was conducted on 04.10.2018. The inspection report stated as follows,

|                    | Remarks  |
|--------------------|--|
| Members, Syndicate | <ul style="list-style-type: none"> <li>• The proposed area includes Dry and Wet lands. About 2 acres and 53.81 cents of land out of total 6 acres and 10.51 cents which had been proposed by the Educational Agency, is Wet land.</li> <li>• Recommended to give 3 months time to make alternative arrangements and to produce records to prove lands as Dry land or substitute with other Dry land.</li> <li>• As far as the library facilities are concerned, more books have to be purchased. Accession and Issue Registers have been maintained. A Librarian holding a certificate course has been appointed.</li> </ul>   |
| Estate Officer     | <ul style="list-style-type: none"> <li>• The Educational Agency has submitted the records of 2.47.07 Hectares of land (6 acres and 10.51 cents) comprised in 29 Survey numbers in Pavithreswaram Village of Kundara Taluk. On verification of the records and certificates submitted by the Educational Agency, it is seen that an extent of 1.44.3 Hectares (3 Acres and 56.44 Cents) of land are seen as Dry land and 1.02.76 Hectares ( 2 Acres and 53.81 cents) of land is seen as Wet land.</li> <li>• On inspection of the site it is seen that the proposed area are included as Dry and Wet lands. The Educational Agency has informed that they have converted some area into Dry land. But the Educational Agency has not produced any records to prove it as Dry land. The members of Syndicate has given direction to the Educational Agency to produce records to prove the above lands as Dry Land or substitute with other Dry Land to show the required land for the start up of the new college.</li> </ul> |

The Syndicate held on 22.01.2019 considered the inspection report and resolved to issue show cause notice to the Educational Agency to showcause as why the provisional affiliation granted to the college should not be withdrawn as per the provision under Statute 14, Chapter 24 of KUFUS 1977. Accordingly showcause notice was issued on 09.04.2019 to the educational agency.

In reply, the educational agency has furnished a reply vide letter dated 24.04.2019 stating that the charitable society owns 11.08 acres of land of which five (5) acres of land is dry and the remaining is originally wet land, a portion of which measuring 02.5 acres of land has been converted into dry land in the year 2003 and application has been filed before the authority for regularization in accordance with the provisions of Kerala paddy and wet Land Conservation Ordinance, 2018. Further undertook that necessary steps will be initiated to purchase adjacent land of adequate measurement within a period of one year to comply with the land requirements of the University. The Syndicate at its meeting held on 25/05/2019 considered the matter vide item no. 09.72.06 resolved to grant time upto **31<sup>st</sup> of March 2020**, to fulfill the land requirement adhering to norms relating to WET land, failing which fresh admissions for the year 2020-21 need not be allowed. The same was intimated vide letter dated 24.06.2019 to the Educational Agency.

But the Educational Agency failed to comply with the directions given. Since the college failed to comply with the assurance given to University vide letter dated 24.04.2019, regarding the land issue. Thus the University has decided not to consider the college for UG admissions of 2020-21.

The Educational Agency of St.Mary's College, Mulavana filed WP(C)No. 15504/2020 before the Hon'ble High Court of Kerala challenging the decision of the University to exclude the college in the UG online admission portal for the year 2020-21 and obtained interim order dated 03.08.2020. The University was directed to forthwith include the name of the petitioner's college in the admission portal of the University to enable the aspirants to apply for admission in petitioner college.

Then University filed Writ Appeal No.1061/2020 against the interim order dated 03/08/2020 and the same was dismissed. The Syndicate resolved to file Special Leave Petition before the Hon'ble Supreme Court of India. Meanwhile, the Educational Agency filed Contempt of Court Case No.1160/2020 before the Hon'ble High Court of Kerala. The Hon'ble High court as per interim order dated 17.08.2020 in the Contempt Case, has directed appearance of Dr.C.R.Prasad, Registrar on 07/09/2020. Though the SLP was admitted, the Hon'ble Supreme court of India has not granted any Stay on impugned interim order. Hence the Vice Chancellor has ordered to include the college in the UG online admission portal for the year 2020-21 in compliance to the interim order dated 03/08/2020. Then the college was included in the UG online admission portal of the University for the year 2020-

21 on 25.08.2020 eventhough the Educational Agency so far have not submitted document clearing the wet land issue. The Contempt of Court Case was closed accordingly on 07.09.2020.

The Standing Counsel vide his learned opinion dated 18.08.2020 has informed that all lapses hitherto pointed out and any new aspect detected has to be pointed out to the educational Agency of St.Mary's College, Mulavana for immediate correction and whatever action we are entitled to take against the management should also be taken with prior notice to the management so that they may not take dearth of time for correction as a defense before any authority/court.

The Syndicate at its meeting held on 29/12/2020 item No21.86.04 considered the whole matter and resolved that as per Legal Advice, a notice may be issued to the Educational Agency of St. Mary's College, Mulavana after due legal vetting. Accordingly a notice to the educational agency was issued on 18.02.2021 after legal vetting by the Standing counsel, directing them to furnish necessary proof towards possession of 5 acres of dry land encompassing the college building within a period of 14 days from the date of issuance of this notice failing which the University shall proceed towards further action as to exclude the college from admissions to the ensuing academic years and to cancel the affiliation granted to the college.

In reply, the Educational agency has not furnished necessary proof towards possession of 5 acres of dry land encompassing the college building. Instead they submitted a letter dated 08.03.2021 stating that the nature of their land was changed due to floods of 2018 and 2019, which was contrary to their own earlier statements submitted vide letter dated 24.04.2019.

But they also forwarded the copy of the judgment dated 30.09.2020 in WP(c)No.15504/2020 along with this letter and requested to extent a resonable time to redress the impairment considering the judgment. Vide judgment it was ordered that, "*the decision of the University, Ext P7 is directed to be deferred by extending period upto 31.03.2022 enabling petitioner college to obtain necessary permission as noticed above to overcome the deficiencies or make an alternate arrangement, in accordance with law. Till then, the interim direction granted by this court on 03.08.2020 is ordered to be continued.*"

It may be noted that the copy of this judgment was not received in the section prior to issuing the notice, either from legal section or from educational agency, even though the judgment was rendered on 30.09.2020. As per the directions of the Honorable High Court in the said judgment, the University is not in a position to take any action against the college as mentioned in notice dated 18.02.2021.

Accordingly the learned opinion of the Standing Counsel was sought. Vide letter dated 19.04.2021, the learned counsel has opined that, "A conflict in the stand taken by the educational agency between the one taken earlier and in the present communication dated 8.3.2021 referred to in the captioned letter is apparent. But a very special situation exists in this matter. The University was aggrieved by the interim order dated 3.8.2020 directing to include the college in the admission portal. The writ appeal preferred against the said interim order was dismissed following which the SLP was filed. Though the matter was admitted and notice ordered, in the absence of an interim order, the pendency of the SLP is of hardly any consequence.

The judgment now rendered extends the effect of the said interim order for one more year, i.e. with all the deficiencies in infrastructure, we will have to allow the educational agency to continue their admissions for all the courses during the coming academic year i.e. 2021-22 also. If it is felt that the same cannot be allowed, the legal remedy is to file a writ appeal against the present judgment as the Learned Single Judge has extended till 31.3.2022 the time to rectify the deficiencies. Since this is a policy matter, the University may take a decision at the earliest as to whether an appeal is to be preferred or not.

In these circumstances, the reply from the Educational Agency dated 08.03.2021 along with the learned opinion of the Standing Counsel is placed before the Standing Committee of the Syndicate on affiliation of colleges for consideration and recommendation.

***The Committee considered the matter and recommended that the matter be referred to the Syndicate.***

***Resolution of the Syndicate***

**RESOLVED** to file an appeal against the judgment dated 30.09.2020 in WPC No.15504/2020 filed by Patriarch Elias Charitable Society.

**FURTHER RESOLVED** to issue a Memo to the Legal Section for not bringing the judgement dated 30.09.2020 to the notice of the University authorities.

**ALSO RESOLVED** to entrust the Registrar to appoint a Legal Officer (Deputy Registrar/Assistant Registrar, Legal) in the University for monitoring the files related to legal issues and for co-ordinating the Legal Monitoring Committee.

**Item no. 28.20.8**      *Proportionated remittance of Annual Administration Fees by the colleges shifted to KTU- concurrence received from the Government- consideration of- reg*

[Ac.BII]

The State Government vide G.O.(Ms) No.93/2015 dated 11.03.2015 had accorded sanction to disaffiliate all the institutions imparting education in Engineering and Technology in the state and affiliate them to the newly constituted Kerala Technological University from the academic year 2015-'16 onwards, simultaneously allowing the institutions to continue affiliation of the remaining batches of students from previous admissions with the existing Universities till their course of study is completed.

Further, vide letter No.19047/J3/15/H.Edn, dated 23.07.2015 the State Government had informed that in view of the G.O. cited above, the Engineering Colleges have to remit the affiliation fee to Kerala Technological University only.

The meeting of the Syndicate held on 30.12.2015, vide item No.14.08.23 had resolved to request the State Government to take steps for the remittance of Annual Administration Fee to University of Kerala, in proportion to the number of batches having affiliation with the University, in the case of those colleges whose affiliation was shifted to Kerala Technological University from 2015 admission onwards.

Accordingly, the State Government was requested permission to the above effect.

After repeated reminders, the State Government, now vide letter No.J3/192/2016/HEdn dated 17.12.2020, has granted permission to levy Annual Administration fee, in proportion to the number of remaining batches affiliated with University of Kerala after 2015.

The Vice Chancellor in exercise of the powers vested under Section 10(13) of the Kerala University Act, 1974, approved the recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges to obtain urgent clarification from the Legal Advisor relating to the implementation of the Government decision to levy Annual Administration Fee proportionately from colleges whose affiliation was shifted to Kerala Technological University, with reference to the amendment No.255 to the Kerala University First Ordinance, 1978, pertaining to the proportionate remittance of Annual Administration Fee by those colleges whose affiliation was shifted to Kerala University for Health Sciences. The matter was reported along with the Legal Advice received, in the Syndicate meeting held on 27.01.2021.

The Legal Adviser, in response to the note forwarded to legal adviser's section, opined, "*There is no provision in the Kerala University Act, 1974, enabling the University to amend or make ordinance with retrospective effect. By virtue of section 37(1) of the Kerala University Act, 1974, an ordinance/amendment to ordinance shall have effect from such date as the Syndicate may direct....Therefore, such an amendment will be of no impact*"

It is quite clear from the above opinion of the Legal Adviser that if an amendment is made to Chapter IV of Kerala University First Ordinance, 1978, pertaining to levying of fees by the University, the amendment shall have prospective effect only. As the last admission to Engineering Colleges, while still being affiliated to University of Kerala, would have been in the academic year 2014 - '15, the course period of the last batch of Engineering students from University of Kerala would have ended by 2017 - '18, the course period being 4 years for B.Tech. Therefore, making an amendment would deem the whole process infructuous. The Examination Wing has already been sought to provide details of the number of batches which continued with University of Kerala, after the disaffiliation in 2015. The Legal Advisor is also of the opinion that since the self-financing institutions are member signatories of the consortium which entered into a contract with the Government, they are bound by the Government decision and therefore, the University can demand Annual Administration Fee from the institutions on the strength of the letter intimating the same. Therefore, the learned legal Advisor has suggested that it will be appropriate for the University to issue an executive order, in accordance with the sanction now accorded by the State Government, to



levy Annual Administration Fee at proportionate rates. Had this sanction been accorded along with the G.O. disaffiliating the Engineering colleges, the Ordinance could have been amended simultaneously to as had been done in the case to colleges which were shifted to Kerala University for Health Sciences. But now, as per legal advice mentioned above, the only option left is to issue an executive order. Such an action would also enable the University to reduce the time lag that is naturally associated with the implementation of an amendment and its promulgation through Gazette notification.

Further, it also appears that the Hon'ble High Court of Kerala, which is currently considering the cases filed with regard to the claim of Annual Administration Fee by the University of Kerala, will find it a prudential action to resolve the issue by enabling the University to levy the Annual Administration Fee at proportionate rates without incurring any Audit Objection and also thereby facilitating the release of financial guarantees submitted by these colleges to the University of Kerala while securing affiliation.

The Syndicate held on 27.01.2021, vide item no.22.41.13 further resolved to seek the opinion from the Standing Counsel regarding the matter and place before the Standing Committee of the Syndicate on Affiliation of Colleges.

Meanwhile, the President, Kerala Self-Financing Engineering Colleges Management's Association has submitted a letter dated 10.03.2021 requesting to return the fixed receipt certificates amounting to Rs.10,00,000/- [Rupees Ten Lakh Only] in respect of each self financing engineering colleges.

Accordingly on request, the Standing Counsel has rendered his learned opinion vide letter dated 19.04.2021. He has opined that, "*The particular category of Engineering Colleges from which annual administration fee can be demanded and obtained only partially owing to the formation of KTU will not in any manner create any embargo for the University in collecting fee for the period up to the academic year 2017-18. Therefore, incorporating any amendment in the ordinance for the sake of collection of annual administration fee from the aforesaid category of colleges is not at all required. The University can rely only on the government order referred to in the captioned communication which provides for sharing of annual administration fee with KTU. So the release of deposits can be done only after deduction of the amount due to University of Kerala towards annual administration fee. A reply clarifying this aspect may be issued to the management association.*"

In obedience with the resolution of the Syndicate held on 27.01.2021, the legal opinion received from the Standing Counsel is placed before the Standing Committee of the Syndicate on affiliation of colleges for consideration and recommendation on further course of action as to whether the University may implement the Government Order.

***The Committee considered the matter and recommended to accept the learned opinion of the Standing Counsel. Further recommended to entrust the Registrar to proportionate the annual administration fees due from each colleges whose affiliation was shifted to Dr.A.P.J.Abdul Kalam Technological University from 2015 on wards and report.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

***Item No. 28.20.9 Mar Baselios Institute of Technology, Anchal – Suspension of B.Voc course during the academic year 2020 – '21 – reg.***

*[Ac.BII]*

The President, Malankara Catholic Educational Society of the Archdiocese of Trivandrum (MCES) vide letter dated 03.04.2021 had requested to suspend the B.Voc course during the academic year 2020-21 and resume during the academic year 2021-22.

The following facts may be noted with regard to the college.

- Mar Baselios Institute of Technology, Anchal, is an MCA college affiliated to University of Kerala since 2003.
- The college was granted affiliation to B.Voc Software Development programme in 2020-'21 on AICTE approval.

- The Principal vide email dated 19.11.2020 has informed that the college is planning to apply to the AICTE for closure of the Institute and that AICTE as a result has given instructions to the college to not admit students during the academic year 2020 – '21.
- Accordingly, University has excluded the institution from the allotment process of UG course for the academic year 2020 – '21.
- But the prior permission of the Syndicate as per Statute 15 (a), Chapter 24, Kerala University First Statutes 1977 was not obtained to suspend the course then.
- The college had also applied for affiliation of new Arts and Science courses for the Academic Year 2021 – '22 as noted below.
  - B.Com Computer Application
  - B.Sc. Computer Science
  - BCA
  - B.A. English Language & Literature
  - B.A. History
  - Integrated MCA Degree (5 year course) - B.Com/B.Sc./BCA with MCA
- ◆ The Syndicate held on 10.11.2020(item No. 02) considered it and resolved to call for documents relating to 5 acres of land earmarked for the conduct of Arts and Science programmes from Mar Baselios Institute of Technology, Anchal.
- ◆ The Educational Agency has only submitted the possession certificate in reply. Hence a letter dated 16.03.2021 was forwarded to the Educational Agency directing to submit the following but no reply has been received yet.
  - i. A combined site sketch showing the boundaries of all the survey numbers included and certified by the Village Officer.
  - ii. Land tax receipt for the current year.
  - iii. Location Certificate by the Village Officer.
  - iv. Non-encumbrance certificate issued by the Sub Registrar

The President of the Educational Agency vide letter dated 19.11.2020 requested for the closure of MCA course and grant NOC. It further stated that they have been conducting only MCA courses in the institution and that there is no other Graduate or Post Graduate courses being held in the institution.

In the above situation, if all the courses in the institution are closed, then the college itself will cease to exist. Then, in respect of the applications for affiliation of new Arts & Science courses for the year 2021 – '22, the only option available will be to apply for affiliation of a new Arts & Science college.

Accordingly the meeting of the Syndicate held on 27.01.2021 considered the matter and resolved to defer the inspection scheduled in the college with respect to affiliation of new Arts and Science courses for the year 2021 –'22 for the time being and to seek legal opinion from the Standing Counsel. The learned opinion of the Standing Counsel in this regard was sought and the reply is being awaited.

Meanwhile, the President, Malankara Catholic Educational Society of the Archdiocese of Trivandrum (MCES) vide letter dated 17.03.2021 had requested to take necessary steps for the closure of MCA course and to grant NOC, for the same, to be submitted to AICTE by 30th March, 2021. The Educational Agency has further stated that it is high time to upload the NOC from the University in the AICTE website since it will be closed by 30<sup>th</sup> March 2021. The Educational Agency also submitted a demand draft dated 17.03.2021 for Rs. 2,00,000/- (Rupees Two Lakh only) along with the letter. The fee was remitted in advance, with out proper demand from the University. But the fee for closure of the course is Rs.20,000/- (Rupees Twenty Thousand Only) + 5% (resource mobilisation charge).

The Vice Chancellor considered the request made by the President of the Educational Agency vide letter dated 17.03.2021 and ordered to issue NOC to the closure of MCA programme to the Educational Agency in exercise of the powers vested under section 10(13) of Kerala University Act, 1974 subject to Reporting to the Syndicate. Accordingly a No Objection Certificate was issued to the Educational Agency and matter was reported to the Syndicate held on 13.04.2021.

Now the President, Malankara Catholic Educational Society of the Archdiocese of Trivandrum (MCES) vide letter dated 03.04.2021 had requested to suspend the B.Voc course during the academic year 2020-21. It is stated that due to Covid 19 pandemic and its restrictions, the college could not admit students and start B.Voc course during the academic year 2020-21 and requested to suspend the B.voc course during the academic year 2020-21 and resume during the academic year 2021-22.

As per Statute 15 (a), Chapter 24, Kerala University First Statutes 1977, "it shall be open to a college to suspend for want of students with prior approval of the Syndicate, for a total period not exceeding one academic year, instruction in any subject or course of study in which the college is affiliated."

It may be noted that the Educational agency has only requested to suspend the B.Voc Course now, not closure as intimated earlier. Also No Objection Certificate was sought only to the closure of MCA Course. Until the B.Voc Software Development programme is not closed or abolished, the college exists even after the closure of MCA Course. Hence the circumstances led to the earlier resolution of the Syndicate held on 27.01.2021 will change. But the issue of conversion of MCA college to an Arts and Science will prevail.

In view of the above facts, the request from the President, Malankara Catholic Educational Society of the Archdiocese of Trivandrum (MCES) vide letter dated 03.04.2021 for suspension of the B.Voc Software Development programme during the academic year 2020-21 and resume during the academic year 2021-22, is placed before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation.

***The Committee considered the matter and recommended to reject the request from the Educational Agency as the University has already issued NOC for Closure of the M.C.A. course in the college.***

***Resolution of the Syndicate***

**RESOLVED** that the item be referred back to the Standing Committee of the Syndicate on Affiliation of Colleges.

***Item No. 28.20.10      Constituting Commission of the Syndicate for conducting inspection on affiliated colleges for the purpose of continuance of affiliation- reg.***

*[Ac.B II]*

The Syndicate vide its resolution referred above has approved the recommendation of the sub-committee of the Standing Committee of Syndicate on Affiliation of Colleges constituted for framing norms/guidelines for conducting inspection for the purpose of Continuance of Affiliation by modifying the recommendation "An inspection may be conducted by a commission of the Syndicate to affiliated colleges with in a period of four years to verify and ascertain whether the college has the infrastructural and instructional facilities that are to be maintained as per Statutes/Guidelines of the UGC/Regulatory Bodies". The Vice Chancellor has accorded sanction to implement the same.

It may be noted that about 188 colleges are affiliated to the University of Kerala. The Syndicate held on 04.06.2020 has resolved to conduct inspection in all colleges within 4 years. As ordered, the matter is placed before the Standing Committee of Syndicate on Affiliation of Colleges for consideration and recommendation on

- the Commission of the Syndicate to conduct inspection
- the time schedule to conduct inspection so as to complete it within the stipulated time limit.

***The Committee considered the matter and recommended to entrust the Convener, Standing Committee of the Syndicate on Affiliation of Colleges to constitute a commission of the Syndicate for conducting inspection on affiliated colleges for the purpose of continuance of affiliation.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

***Item No. 28.20.11      Request from the Manager, St.John's College, Anchal,- Conversion of course- M.A.Public Administration to M.A.Political Science-reg***

*[Ac.B II]*

The Manager, St.John's College, Anchal, Kollam, vide letter dated 03.12.2019, has submitted a request for the conversion of M.A Public Administration Course to M.A Political Science Course from 2020 admission onwards.

As per the letter, it has been stated that the students of B.A Political Science finds it difficult to pursue Post Graduation in Political Science due to unavailability of the same in nearby colleges and they also do not favourably opt for M.A Public Administration as an alternate P.G Course. Further, the M.A Public Administration Course hardly caters to the educational and professional needs of the students owing to its non-compliance in equivalence with M.A Political Science.

It has also been stated that M.A Public Administration Course was started in 1999 and was regularized by the Government in 2010. Subsequently, four teaching posts were sanctioned. The management appointed two faculty members who were relieved from duty on 01.08.2016. At present, there is no permanent staff for M.A Public Administration Course and the conversion makes no additional financial burden to the Government and no change will occur for the existing staff pattern approved by the University and the Government.

Following facts may be noted in this regard.

- St.John's College (AIDED), Anchal is affiliated with the University of Kerala from 1964 onwards.
- The college was sanctioned with M.A. Public Administration from 1999-'20 with an intake of 10 no.s.
- Vide letter dated 03.12.2019, Baselios Cardinal Cleemis, Major Archbishop of Trivandrum & Manager, St.John's College, Anchal requested to convert the M.A. Public Administration to M.A.Political Science.
- The college was sanctioned with BA Political Science from 1967-68 onwards with an intake of 50 no.s.
- As the college was an AIDED college, vide letter dated 23.12.2020, Baselios Cardinal Cleemis, Major Archbishop of Trivandrum was directed to obtain the concurrence of the Government.
- On representation from the Educational Agency, the Hon'ble Minister for Higher Education has convened a meeting on 18.01.2021.
- The Registrar, University of Kerala has attended the said meeting and submitted that, even though there is no technical impediment in the conversion of the course, there will be practical difficulty in considering the request if there is any teaching faculty appointed in the post sanctioned for the M.A.Public Administration
- The Government vide letter dated 05.03.2021 has forwarded the minutes of the meeting convened by the Hon'ble Minister of Higher Education on 18.01.2020 and sought a report from the University on the submission made by the Registrar.
- Accordingly letter dated 19.03.2021 was forwarded to Baselios Cardinal Cleemis, Major Archbishop of Trivandrum for getting details regarding the educational qualifications of the faculties handling M.A.Public Administration in the college.
- The reply was furnished vide dated 23.03.21 and 24.03.21, received from the Principal, St. John's College, Anchal and the Manager of Malankara Syrian Catholic Colleges, the Educational Agency of St. John's College, Anchal,
- It is informed that the total number of teachers in the 'Department of Political Science and Public Administration' in the college is six.
- Two permanent faculties of Public Administration discipline relieved to join the Central University of Kerala, Kasargod in 2016 and all three permanent teachers in the department have PG Degree in Political Science. Other classes are engaged by guest lecturers.
- Since all the teachers in the department have PG Degree in Political Science, the protection of their service is not affected by the conversion.
- In another letter dated 23.03.21, from the Principal, St. John's College, he has clearly stated that there is no permanent faculty currently working in the Public Administration discipline in the college.

The Vice-Chancellor considered the request and replies furnished by the Educational Agency and ordered to place the matter before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation regarding conversion of course as requested.

*The Committee considered the matter and recommended to entrust the Registrar to submit a report in this matter, in accordance with the provisions of Act and Statutes.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

**Item No. 28.20.12**      **Colleges whose affiliation had been shifted to the Kerala University of Health Sciences, Thrissur- Pending remittance of Annual Administration Fees-Notice– reply- reg.**

[Ac.B II]

Affiliation of colleges offering Medical & allied Subjects had been shifted to KUHS, Thissur w.e.f. 2010 admissions onwards, with permission for already admitted batch to complete their course of study in the parent University itself. Consequent to shifting of affiliation, majority of the colleges had not remitted Annual Administration fees to this University.

The Syndicate at its meeting held on 31.01.2015 vide item No. 05.85.21 resolved that the annual administration fee to be collected from the Self-financing colleges whose affiliation had been shifted to the Kerala University of Health Sciences, Thrissur be re-fixed in accordance with the number of batches having affiliation with the University of Kerala. The total amount prescribed for a year shall be divided by the total duration of the course and proportionate amount shall be fixed as demand for a particular year in accordance with the number of batches.

Accordingly, as resolved by the Syndicate, calculation has been done and as suggested by the Finance, concurrence of the Government was sought on the matter and the State Government vide letter dated 22.04.2016 granted permission for re-fixing the annual administration fees to be collected from self financing colleges whose affiliation had been shifted to KUHS in accordance with the number of batches having affiliation with the University of Kerala. The Educational Agencies of those colleges who have outstanding dues including Annual Administration Fee towards University has been informed vide letter no. Ac.BII/03/2017 dated 06.10.2017 and a reminder was sent on 16.08.2018. But none of the colleges had cleared the dues.

The Syndicate at its meeting held on 22.01.2019 vide item no.02.113.02 considered the matter regarding outstanding dues towards University and balance to be refunded in respect of colleges whose affiliation has been shifted to KUHS and resolved that legal opinion from the standing Counsel be sought, on the basis of a detailed note to be furnished to him on the matter, regarding the feasibility of recovery from financial guarantee furnished by the respective colleges in the context of continuing audit objection.

The Standing Counsel vide letter dated 02.04.2019 has forwarded his legal opinion on the said matter as follows.

- “Regarding the arrears of administration fees there are some cases pending before the Hon’ble High Court of Kerala. In the case of colleges which have not filed cases apportioned arrears of Administration Fees can be recovered. Prior notice may be send before effecting recovery if there is any condition expressly provided for the same in the financial guarantee.”

The Syndicate at its meeting held on 30.04.2019 vide item no. 08.78.08 resolved that the University may, on account of the lien on the Fixed Deposit receipts maintained by the respective colleges, recover the dues of Annual Administration fees from the said deposit as per the Legal Advice offered by the Standing Counsel. Further, notice may be sent to all defaulting colleges prior to recovery procedure.

It may also be noted that since the Fixed Deposit is in the name of the educational agency and the Registrar, University of Kerala has only lien on the FD Receipt, it has been decided that the action will be initiated for the revenue recovery of the dues in the annual administration fee and the Special Fees through the District Collector.

As resolved by the Syndicate, the letters dated 10.07.2019 had been sent to the defaulting colleges and in reply, 4 colleges have cleared the dues and 4 Colleges have filed writ petitions on the matter.

As per the Orders of the Vice-Chancellor, one more letter dated 06.01.2020 was sent to the defaulting colleges informing course of action to be initiated on the dues in annual administration fee and Special fee to the University. In reply, the educational agency of one more college (Ruckmoni College of Nursing, Vellarada) has cleared the outstanding dues to the University.

The Syndicate at its meeting held on 17.07.2020 considered the matter regarding the pendency towards remitting annual administration fee to the University in respect of the colleges whose affiliation had been shifted to KUHS and resolved to issue notice for initiating revenue recovery through District Collector after due vetting by the Standing Counsel. The notice, verified and vetted by the Standing counsel was sent, to the colleges who has pendency towards remitting annual administration fee, on 12.02.2021.

In reply, four Nursing colleges viz.

1. NIMS College of Nursing,
2. Vijaya College of Nursing,
3. CSI College of Nursing and
4. Sree Gokulam Nursing College have cleared the outstanding dues to the University.

Educational Agencies of the following colleges submitted requests as detailed below:

1. Pankajakasthuri Ayurveda Medical College and P.G Centre, Kattakada (Dues- Rs.10,00,000/-)

The Managing Director, Pankajakasthuri Ayurveda Medical College and P.G Centre, Kattakada, vide letter dated 22.02.2021 has requested for the review of the decision.

2. (a) Azeezia College of Dental Science and Research, Meeyannoor,  
(Dues- Rs.6,00,000/-)

- (b) Azeezia Institute of Medical Sciences & Research, Meeyannoor  
(Dues-Rs. 20,00,000/)

- (c) Azeezia College of Nursing, Meeyannoor (Dues- Rs.12,50,000/-)

The Chairman, Podikunju Musaliar Memorial Charitable & Educational Trust, Kollam, the educational agency of above mentioned colleges vide letter dated 02.03.2021 has intimated that they had filed Writ Petition before the Hon'ble High Court on the matter and the matter is pending with the Court. Hence, requested to abstain from all further actions.

The WP(C) No.26895/2019 filed by the Chairman, Podikunju Musaliar Memorial Charitable & Educational Trust, is pending before the Hon'ble High Court but there is no interim orders staying the demand for payment of annual administration fee in this Writ Petition.

3. (a) KVM College of Nursing, Cherthala (Dues- Rs. 7,50,000/-)
- (b) KVM College of Nursing, Cherthala (PG) (Dues - Rs. 7,50,000/-)

The Director, KVM Trust, the educational agency of KVM College of Nursing, Cherthala, vide letter dated 23.02.2021 has intimated that they had filed writ petition before the Hon'ble High Court on the matter and the matter is pending with the Court. Informed that moving with the revenue recovery will be a contempt of court and hence requested to withdraw the revenue recovery orders issued to the college at the earliest. The WP(C) No.32166/2009 filed by K.V.M. Trust is pending before the Hon'ble Court. But along with the reply they have only produced the copy of interim order dated 11.11.2009 staying the demand for payment of annual administration fee for a period of three months.

4. Sree Gokulam Medical College and Research Foundation, Venjaramoodu, Thiruvananthapuram.  
(Dues- Rs. 20,00,000/-)

The Principal, Sree Gokulam Medical College & Research Foundation, Thiruvananthapuram vide letter dated 27.02.2021 has intimated that they had filed writ petition before the Hon'ble High Court on the matter and the matter is pending with the Court. Hence requested to kindly stop further action in the matter till final orders of Hon'ble High Court of Kerala in the writ petition filed.

The WP(C) No.27171/2019 filed by the Principal, Sree Gokulam Medical College and Research foundation is pending before the Hon'ble High Court but there is no interim orders staying the demand for payment of annual administration fee in this Writ Petition.

5. Sri Sankara Dental College, Varkala. (Dues – Rs. 9,00,000/-)

Administrative Officer, S.R Educational and Charitable Trust, Thiruvananthapuram vide letter dated 05.03.2021 has requested for one month time to remit the dues. It may be noted that the requested one month time is already expired by 05.04.201 and no payment received from the college till date.

We have not received any correspondence in reply to the notice, with regard to,

4. Dr. S.M.CSI Medial College, Karakonam, Thiruvananthapuram, (Dues- Rs.10,00,000/-)
5. Santhigiri Siddha Medical College, Kaliacode, Thiruvananthapuram, (Dues- Rs.10,00,000/-)
6. Mercy College of Nursing, Valakom, Kottarakara (**Dues- Rs. 7,50,000/-**) and
7. KVM Institute of Paramedical Sciences, Cherthala. (**Dues- Rs.12,50,000/-**)

In view of the above facts, the matter regarding the pendency towards remitting annual administration fee to the University in respect of the colleges whose affiliation had been shifted to KUHS and the requests from,

1. the Managing Director, Pankajakasthuri Ayurveda Medical College and P.G Centre, Kattakada,
2. the Chairman, Podikunju Musaliar Memorial Charitable & Educational Trust, Kollam,
3. the Director, KVM Trust, the educational agency of KVM College of Nursing, Cherthala,
4. The Principal, Sree Gokulam Medical College & Research Foundation, Thiruvananthapuram and
5. Administrative Officer, S.R. Educational and Charitable Trust, Thiruvananthapuram, are placed before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation.

***The Committee recommended to defer the matter to next Standing Committee of the Syndicate on Affiliation of Colleges.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

***Item No. 28.20.13 Self Financing B.Ed College- M.A.E.T B.Ed College, Thiruvananthapuram – request for granting permission to continue existing B Ed courses -reg.***

*[Ac.B II]*

The Secretary, Muslim Association Education Trust, Nandavanam, Thiruvananthapuram vide letter No.MAET/KU/20 dated 06/02/2021 requested for granting permission to continue the existing B Ed courses from the academic year 2021-22, in MAET Training college , Nettayam.

The following may be noted in this regard.

- ◆ The M.A.E.T B.Ed College, Thiruvananthapuram was provisionally affiliated to the University of Kerala since the year 2004-05 with permission to commence classes in the academic year 2005-2006.
- ◆ The Educational Agency had intimated that they had closed down the M.A.E.T B Ed College, Thiruvananthapuram after successful completion of last batch of 15 admitted students by 31<sup>st</sup>March 2017 as there was no response from students for admissions for the next academic year and the management suffered heavy loss with 15 nos. of admitted students.
- ◆ As per Statute 15(b), Chapter 24, Kerala University first Statutes, 1977, “*No course of study shall be abolished in any College without the prior approval of the Syndicate.* “
- ◆ In this case the Educational Agency has not sought permission of the University for closure but had closed down the institution by their own, and had intimated that they had closed down the M.A.E.T B.Ed College, Thiruvananthapuram after successful completion of last batch of 15 admitted students by 31<sup>st</sup> March 2017 as there was no response from students for admissions for the next academic year and the management suffered heavy loss with 15 nos. of admitted students.
- ◆ The Educational Agency of the M.A.E.T B.Ed College has dues in remitting annual administration fees from the year 2010-11 onwards, @ Rs 1,50,000/- per year, to the University and had not obtained stay from the Hon'ble Court in remitting the mentioned fees to the University.
- ◆ As per the remarks obtained from the tabulation section concerned, M.A.E.T B.Ed College, had not been admitting students from the academic year 2016-17 onwards.
- ◆ The Syndicate held on 22/11/2019 vide item No.06.44.32 considered the matter regarding closure of M.A.E.T B.Ed College and resolved to issue urgent notice to the Educational Agency for discontinuing the programme without obtaining the prior consent of the University.

- ◆ Accordingly the notice was issued and the Educational Agency submitted reply as detailed above.
- ◆ Also the Educational Agency vide letter dated 01.01.2020 requested to waive the demand in annual administration fees stating that the students admitted during the years from 2011-12 to 2015-16 were very lean and the tuition fee collected was not even sufficient to pay the salary of teachers and admission was nil from the academic year 2016-17 onwards.
- ◆ The Syndicate at its meeting held on 15/05/2020 item No.11.39.21 considered, the following :
  - The explanation submitted by the Secretary, Muslim Association Education Trust, Thiruvananthapuram on the matter regarding closure of MAET B Ed College, by the Educational Agency, with out obtaining prior consent of the University, along with permitting closure of course on remitting the prescribed fee.
  - The request of the Educational Agency to waive the demand in Annual Administration Fees, citing that the students admitted during the years from 2011-12 to 2015-16 were very lean and the tuition fee collected was not even sufficient to pay the salary of teachers and thereafter admission was nil from the academic year 2016-17 onwards.
 and resolved that a notice may be issued to the college to remit the prescribed fee towards closure of the college and outstanding dues of Annual Administration fee immediately.

- Accordingly Notice dated 13/08/2020 has been forwarded to the Educational Agency.
- The Educational Agency has not clear the fee dues and no reply has been received yet.

The dues of the college is mentioned below:

Closure fee :- Rs. 2,10,000 [ Rupees Two Lakh and Ten Thousand only]

Annual Administration fee :- 1,57,500 [ Rupees One Lakh Fifty Seven Thousand and Five Hundred only].

The Regional Director, NCTE Southern Regional Committee vide withdrawal order no.F.SRO/NCTE/APSO0437/B.Ed/395th/KL/2021/25278 dated 26.03.2021 has ordered that the Southern Regional Committee of NCTE has withdrawn the recognition granted to the M.A.E.T Training College for conducting B.Ed Course of two years duration with an annual intake of 50 students w.e.f. the next academic session 2021-2022 onwards.

In view of the above facts, the request from the Secretary Muslim Association Education Trust, for granting permission to continue the existing B Ed courses from the academic year 2021-22, in M.A.E.T. Training College, Nettayam is placed before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation.

***The Committee considered the matter and recommended to direct the college to clear the outstanding dues on Annual Administration Fee so as to enable the University to consider their request for granting permission to continue the courses from 2021-'22 Academic Year.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

***Item No. 28.20.14      Affiliated Colleges - Certificate of Affiliation – 2021-22 - Issuance of – Framing of guidelines- reg.***

***[Ac.B II]***

Various affiliated colleges have submitted requests for issuing Certificate of Affiliation with regard to their Affiliation status during the academic year 2021-22, for various purposes viz., to submit before authorities like UGC, AICTE, BCI, State Government, Director of Technical Education, Banks, Railway/KSRTC etc..

It may be noted that during the previous year,

- Affiliation Certificate were issued to Government Colleges and Aided Colleges on the strength of the request submitted the Principal along with the remittance of fee of Rs.250/- + 5% (Mobilization charge).
- Affiliation was issued to affiliated self financing colleges subject to the following conditions, as resolved by the Syndicate.
  1. Remittance of Annual Administration Fee for the academic year.
  2. Submission of following documents relating to the details of entire Staff including,



- Qualification
- Copies of the Certificates proving qualification
- Salary, mode of payment and details of payment.

No fees was levied for the processing of Affiliation Certificate in respect of Self Financing colleges as they have already paid Annual Administration Fee in advance.

But in the case of those colleges obtained interim order from the Hon'ble High Court against remitting of Annual Administration Fee, the certificate of affiliation was issued on application, even though there is due in Annual Administration fee. Also the Affiliation Certificates for said self financing colleges are issued without levying any processing fee, unlike Government Colleges or Aided Colleges.

In the light of the above facts and as per the orders of the Vice-Chancellor, the matter of issuing Certificates of Affiliation to affiliated colleges is placed before the Standing Committee of the Syndicate on Affiliations of Colleges for consideration and for recommending appropriate guidelines (including processing fees) for issuing Affiliation Certificate for Government/Aided/Self Financing Colleges.

*The Committee considered the matter and recommended to issue Affiliation Certificate to,*

- *Government and Aided Colleges on application as per the existing norms.*
- *Unaided Colleges having no due on the annual administration fee as per the existing norms.*

*And further recommended to seek the learned opinion of the Standing Counsel regarding those Unaided colleges not remitted annual administration fee in the strength of interim orders from the Hon'ble High Court.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

**Item No. 28.20.15      Academic - seat matrix violation - Buddha College of Teacher Education, Muthukulam-reg.**

[Ac.H]

കേരളസർവകലാശാലയോട് അഫിലിയേഷൻ ചെയ്തിട്ടുള്ള ബുദ്ധ കോളേജ് ഓഫ് ടീച്ചർ എഡ്യൂക്കേഷൻ മുതുകുളത്തിൽ വെച്ച് 12.02.2021 ൽ നടത്തിയ കോളേജ് തല ബി.എഡ് സ്പോട്ട് അഡ്മിഷനിൽ ഒഴിവുള്ള ഫിസിക്കൽ സയൻസി വിഷയത്തിനായി രുന്നു ഒഴിവുണ്ടായിരുന്നത്. എന്നാൽ പ്രസ്തുത കോളേജിൽ സോഷ്യൽ സയൻസി വിഷയത്തിനുള്ള വിദ്യാർത്ഥികളാണ് അഡ്മിഷൻ നൽകിയത്. പ്രസ്തുത വിദ്യാർത്ഥിയെ കോളേജ് അഡ്മിഷൻ പോർട്ടലിൽ ഉൾപ്പെടുത്താൻ സാധിക്കുന്നില്ലെന്നും സർവകലാശാലയുടെ ഭാഗത്തു നിന്നും നടപടി സ്വീകരിക്കണമെന്നും ആവശ്യപ്പെട്ട് കോളേജ് അധികൃതർ കത്ത് നൽകിയിട്ടുണ്ട്. എന്നാൽ ഇങ്ങനെ വിഷയം മാറ്റി അഡ്മിഷൻ നൽകിയ വിവരം സർവകലാ ശാലയിൽ കോളേജ് അറിയിച്ചിരുന്നില്ല. അഡ്മിഷൻ പോർട്ടലിൽ വിദ്യാർത്ഥിയെ ഉൾപ്പെടുത്താൻ സാധിക്കാതെ വന്നപ്പോൾ മാത്രമാണിവിവരം പ്രസ്തുത കോളേജ് സർവകലാശാലയെ അറിയിച്ചത്. സീറ്റ് മാട്രിക്സ് ഒരിക്കൽ അംഗീകരിച്ചാൽ അതിൽ മാറ്റം വരുത്തുവാൻ പാടില്ല എന്നുള്ള വിവരം കോളേജിൽ നേരത്തെ തന്നെ അറിയിച്ചിട്ടുള്ളതാണ്. സർവകലാശാലയെ അറിയിക്കാതെ സീറ്റ് മാട്രിക്സിൽ മാറ്റം വരുത്തിയത് കോളേജിന് ഐ ഭാഗത്തു നിന്നുമുണ്ടായ ഗുരുതരമായ വീഴ്ചയാണ്.

ആയതിനാൽ വിദ്യാർത്ഥിയെ അഡ്മിഷൻ പോർട്ടലിലേക്ക് ഉൾപ്പെടുത്തുന്നതിലേക്കും, കോളേജിനെതിരേ സ്വീകരിക്കേണ്ട നടപടികൾക്കുള്ള നിർദ്ദേശത്തിനുമായി ടി വിഷയം സിന്റിക്കേറ്റിന് ഐ കോളേജ് അഫിലിയേഷന് ഐ സ്ഥിരം സമിതിയിലേക്ക് പരിഗണനയ്ക്കും പരിഗണിക്കുന്നതിനായി വൈസ് ചാൻസലർ ഉത്തരവിട്ടിട്ടുണ്ട്. വൈസ് ചാൻസലറുടെ ഉത്തരവിൻ പ്രകാരം ടി വിഷയം സിന്റിക്കേറ്റിന് ഐ കോളേജ് അഫിലിയേഷന് ഐ സ്ഥിരം സമിതിയിലേക്ക് പരിഗണനയ്ക്കും ശുപാർശക്കുമായി സമർപ്പിക്കുന്നു.

*The Committee considered the matter and recommended to grant admission to the candidate and to conduct a hearing of the Principal regarding the severe lapse occurred in the matter.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

**Item No.28.20.16**      **Applications for affiliation of new courses/Permanent Enhancement/ Additional Batch– 2021-'22 – Reports of Local Enquiry - consideration of – reg.**

[Ac.BII]

Applications for affiliation of new courses/Permanent enhancement of seats in existing courses in Colleges for the academic year 2021– '22 was received from Educational Agencies of various affiliated colleges.

The Syndicate held on 10.11.2020 vide item no. 47.02, considered the applications and resolved for conduct of Local enquiry as envisaged in Statute 8, Chapter 24 of KUFS, 1977, in the colleges concerned and had nominated inspection teams for the purpose. The Syndicate held on 29.12.2020, vide item no. 21.02, approved the list of Local Enquiry team and accordingly, the Local Enquiry was conducted and the reports received.

As per orders, the reports of the Local Enquiry conducted in the affiliated colleges with respect to the Applications for Affiliation of new courses/Permanent enhancement of seats submitted by various Educational Agencies for the academic year 2021 - '22 in their existing Colleges is placed before the Standing Committee of the Syndicate on affiliation of Colleges for consideration and recommendation.

The consolidated list of applications submitted by various colleges and recommendations made by the inspection team as per the inspection team is appended as Appendix A.

*The Committee considered the inspection reports on applications of new courses and made recommendations as appended in the appendix A, except for serial number 65 and serial number 66 (b).*

*Further recommended that the serial number 65 and 66 (b) in the Appendix A regarding the enhancement of seats in LL.B & LLM programmes, be referred to the Syndicate.*

**Resolution of the Syndicate**

**RESOLVED** that the inspection reports on applications of new courses and made recommendations as appended in the appendix A, except for serial number 65, 66 (a) & 66 (b).

**FURTHER RESOLVED** to effect the corrections in the Appendix A

1. Sl.No.58 – B.Sc Mathematics
2. Sl. No.62 – BCA

**ALSO RESOLVED** to refer the Sl.No. 65, 66 (a) & 66 (b) in the Appendix A to the Standing Committee of the Syndicate on Affiliation of Colleges.

**Item No. 28.20.17**      **UG-PG Admission 2021-22. Requests for marginal increase of seats – reg.**

[Ac.H]

From the inception of the Centralized Allotment Process, the requests for marginal increase of seats for the UG and PG courses via collected from all Affiliated colleges every year. This year, the Vice-Chancellor had ordered that the requests for marginal increase from all affiliated colleges and UIT's for the academic year 2021-22, are to be submitted before 31.01.2020. Accordingly, the colleges were asked to submit the requests.

In the academic year 2020-21, the Government vide G.O. (Rt) No.748/2020/HEDN dated 09.06.2020, had accorded sanction to the Universities for enhancing the number of seats in Govt/ Aided/ Self Financing colleges affiliated to Universities for the academic year 2020-21 for UG/PG programmes, based on convenience of the colleges as detailed below considering the present scenario prevailing due to Covid -19 pandemic.

|                           |   |               |
|---------------------------|---|---------------|
| UG Courses                | : | upto 70 seats |
| Arts /Commerce PG Courses | : | upto 30 seats |
| Science PG Courses        | : | upto 25 seats |

If the seats allotted are above the existing limit, the same may be maintained.

The Government has also accorded sanction to the Universities to grant marginal increase of seats as provided in their regulation for UG and PG courses in Government/Aided colleges also.

As per the said G.O, marginal increase was sanctioned to all Affiliated colleges in 2020-21, as per the request of the colleges.

Details regarding sanctioned strength, marginal increase granted and total seats allotted for UG and PG courses during the academic year 2020-21 are given below.

|  |       |
|--|-------|
| Total sanctioned strength for UG courses                                     | 31779 |
| Marginal increase granted for UG courses                                     | 11616 |
| Total Seats granted for UG courses   | 43395 |
| (TLM, PWD and Sports Quota seats are over and above the sanctioned strength) |       |

|   |      |
|---|------|
| Total sanctioned strength for PG courses                                | 4564 |
| Marginal increase granted for PG courses                                | 1718 |
| Total Seats granted for PG courses                                      | 6282 |
| (PWD and Sports Quota seats are over and above the sanctioned strength) |      |

The requests for marginal increase received from such affiliated Arts and Science Colleges and centers by the date were consolidated and attached with this note in a tabular form.

The Vice Chancellor has ordered to place the requests for marginal increase received from colleges before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation on the following.

1. Whether the marginal increase may be sanctioned for UG and PG courses as per the G.O. (Rt) No. 748/2020/HEDN dated 09.06.2020.
2. If the seats allotted are above the existing limit in colleges, the same may be maintained.
3. As per the G.O. (Rt) No. 748/2020/HEDN dated 09.06.2020, since the Government has accorded sanction to the University to grant marginal increase of seats as provided in their regulation for UG and PG courses in Government/Aided colleges, whether the marginal increase may be granted as per the request of the colleges for Govt/Aided/Self Financing colleges and UIT's.
4. No financial commitment shall be met by the Government or University by the sanctioning of marginal increase.
5. To finalize the seat matrix before trial allotment process itself and once the seat matrix is finalized, no changes be permitted.

Hence the above matters are placed before the Standing Committee of the Syndicate on Affiliation of Colleges for consideration and recommendation.

The consolidated list of applications submitted by colleges for marginal increase in seats is appended as Appendix B.

***The Committee considered the matter and recommended to sanction,***

- ***20% marginal increase for U.G.- Science Courses***
- ***30% marginal increase for U.G.- Arts and Commerce Courses***
- ***30% marginal increase for all P.G. Programmes***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

***Item No.18 Application for New colleges 2021-22- Defect memo issued- intimating – reg.***

*[Ac.B II]*

Please note that applications received for affiliation of new colleges for the academic year 2021-'22, were placed in the Syndicate and Vide item no: 47 of the Minutes of the Meeting of the Syndicate held on 10.11.2020, the Convener, Standing Committee of the Syndicate on Affiliation of Colleges was authorized to nominate members of inspection commission to conduct Local Enquiry in respect of those applications which clear scrutiny by the Estate Officer and Legal Advisor and to issue defect memo in respect of defective applications.

Accordingly, the applications as received from the Educational Agencies were forwarded to the Estate Officer's section for verification. The Estate Officer has returned the applications now, along with the Land Verification reports. He has pointed out many defects, mostly, want of more documents, on the applications received for affiliation of new colleges 2021- '22. On the basis of the land verification reports received, the educational agencies were sent defect letters dated 07.04.2021 and 15.04.2021, directing them to produce the requisites as pointed out, within 15 days of receipt of the defect letter.

It may be noted here that no replies have been received from any of the educational agencies except BSD Educational Society and METCA. The Chairman, BSD Educational Society who has applied for affiliation of the college under Aided status and hence has replied seeking time until Government grants sanction to the same. The Chairman of METCA Educational Trust has requested a further period of one month for producing the requisites. In the above cases, the Registrar has ordered that the application of BSD that is defective and not rectified on notice be rejected, and in the case of METCA, the agency may be intimated that the application will be rejected unless the necessary documents are submitted immediately.

In view of the above facts and as per the orders of the Vice Chancellor, the matter of whether more time be granted to the educational agencies for producing the required documents in the scenario of the continuous lockdown in the state from 08.05.2021 or be rejected as the time allotted for rectification of defects is over, is placed before the Standing Committee of the Syndicate on Affiliation of Colleges for recommendation.

The consolidated list of applicants are appended as Appendix C.

***The Committee considered the matter and recommended to submit a detailed specific report on each application for the new colleges in the next Standing Committee.***

The meeting came to an end at 04:45 p.m.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Affiliation of Colleges held on 08/06/2021, be approved.

***Item No.28.21 Centre for Academic and Industrial Collaboration (CAIC)-Minutes of the meeting held on 10-05-2021 –reg.***

**(Ac.D)**

A meeting of the Centre for Academic and Industrial Collaboration (CAIC) was held on 10.05.2021, 3 pm, on online mode. The Director, Centre for Academic and Industrial Collaboration (CAIC) has forwarded the minutes of the meeting for approval of the Vice Chancellor. The Vice Chancellor has approved the minutes and ordered to place the same before the next Syndicate.

As per orders of the Vice Chancellor, the minutes of meeting of the Centre for Academic and Industrial Collaboration (CAIC)(Appendix1) is placed before the Syndicate for consideration.

**Minutes of Meeting of Centre for Academic and Industrial Collaboration (CAIC)**

Venue: Pro Vice Chancellor's Chamber & (online mode)

Date: 10.05.2021, Time: 3.00 PM.

Google Meet ID : <https://meet.google.com/zbo-skdj-tn>

**Members Present**

1. Dr. P. P Ajayakumar (Chairman,CAIC)
2. Dr. Simon Thattil (Director, IQAC)
3. Dr. Rajesh Regunath
4. Dr. Bindu P
5. Mr. Binu Jacob (CAIC and GTech)
6. Dr. Ramchand C. N
7. Mr. Deepu S Nath (GTech)
8. Mr. Vishnu V Nair (GTech)
9. Dr. Subodh G (Director, CAIC)

The meeting started with chairman welcoming all members to the meeting. The chairman asked to the members from G Tech to describe various aspects of GTech and its academic activities. Mr. Binu Jacob described various activities of G Tech. He said "Group of Technology companies (G Tech, established in 2001) is the industry body of information Technology (IT) and Business Process

Management organizations in Kerala. G-Tech works with Govt. of Kerala to promote growth of IT industry in the state. G tech supports academic institutions to create an aptitude for innovation in students. Academic Focus Group (AFG) of G Tech works with colleges and Universities to make students industry ready and also provide opportunities for internships and industry visits.

Further Mr. Deepu S Nath gave a detailed presentation about the registration of the students into the portal and how process of selecting students from this portal for IT jobs. The committee felt that apart from the students in arena of IT and related fields there are plenty of opportunities for fine arts, humanities and language students.

Mr. Deepu and Mr Binu cleared all the doubts regarding data security.

The meeting recommended to proceed with the registration of Kerala University students in G Tech portal and also asked G Tech to submit their MoU with APJ Abudl Khalam Technical University. (The MoU is also enclosed herewith.)

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the meeting of the Centre for Academic and Industrial Collaboration (CAIC) held on 10.05.2021, be approved.

**Item No.28.22.**

***Promotion,postingandtransferofLibrarystaff-Reportingof-reg.***

**(Ad.AV)**

Dr. Ajikumari T, Assistant Librarian (Selection Grade),Sri.TPremKumar,DeputyLibrarian, Smt. Sheeja.B.S., Asst LibrarianandSmt. JayasreeS, Asst LibrarianGr.Iretiredon31.05.2021.TheVice-Chancellor

accordedsanctiontothefollowingpromotionsofLibrarystafftothevacancieswhichhadthusarisen,subjectt othefinaldisposalofcasespendingbeforetheHon'bleHighCourtandhasalsoapprovedthetransferofLibrary staff,

w.e.f01.06.2021FN.

1. Sri. Vamadevan Asari R, Assistant Librarian Gr.I, Department of Law being promotedprovisionally to act as Deputy Librarian in the scale of pay Rs. 77,200-1,40,500/- vice Sri. TPremkumar,DeputyLibrarianretired,andpostedintheCampusLibrary,Kariavattom.

Sri.MajeedH,DeputyLibrarian,CampusLibrarybeingtransferredtotheKeralaUniversityLibrary.

2. Smt.SheenaKumariP.K.,AssistantLibrarianGr.II,KeralaUniversityLibrarybeingpromoted provisionally to act as Assistant Librarian Gr.I in the scale of pay Rs. 59,300-1,20,900/- vice Smt. Jayasree S, Assistant Librarian Gr.I retired, and posted in the KeralaUniversityLibrary,Palayam.

3. Thepostof

AssistantLibrarianGr.IintheDepartmentofLawbeingshiftedtotheDepartmentofMathematics andSmt.Parvathy

T.S.,

AssistantLibrarianGr.II,DepartmentofMathematicsbeingpromotedprovisionallytoactasAssistantLibrarianGr.Iinthescaleof pay Rs. 59,300-1,20,900/-viceSri. Vamadevan Asari R promoted, andpostedintheDepartmentofMathematics.

4. The post of Assistant Librarian Gr.II in the Kerala University Library being shifted to theCampusLibrary,KariavattomandSri.RajeshKumarK,ReferenceAssistant,DepartmentofHistorybeingpromotedprovisionallytoactasAssistantLibrarianGr.IIinthescaleofpay Rs.55,200-1,15,300/-viceDr. Ajikumari T, AsstLibrarian(SelectionGrade)retired,andpostedintheCampusLibrary.

5. Sri.BinojK.R.,ReferenceAssistant,KeralaUniversityLibrarybeingpromotedprovisionally toactas AssistantLibrarianGr.IIinthescaleofpay Rs.55,200-1,15,300/-viceSmt.SheejaB.S., AsstLibrarian(Seniorscale)retired,andpostedintheKeralaUniversityLibrary.

6. Smt.PreethaSathyan,Reference Assistant,KeralaUniversityLibrarybeingpromotedprovisionally toactas AssistantLibrarianGr.IIinthescaleofpay Rs.55,200-1,15,300/-viceSmt.SheenaKumariP.K.promoted,andpostedintheKeralaUniversityLibrary.

7. Thepost of Assistant LibrarianGr.II intheDepartmentofMathematics beingshiftedtothe Kerala University Library, Palayam and Smt. Suma P.B., Reference Assistant, KeralaUniversity Library beingpromotedprovisionally toact as Assistant LibrarianGr. II inthescaleofpayRs.55,200-1,15,300/-viceSmt.ParvathyT.S.promoted,andpostedintheKeralaUniversityLibrary.

8. ThepostofReferenceAssistantintheDepartmentofHistorybeingshiftedtotheDepartmentofLawandSri.SajeevT,TechnicalAssistant,CampusLibrarybeingpromotedprovisionallytoactasReferenceAssista ntinthescaleofpayRs.50,200-

1,05,300/- vice Sri. Rajesh Kumar K promoted, and posted in the Department of Law.

9. The post of Reference

Assistant in the Kerala University Library being shifted to the Department of Islamic Studies and Sri. Shihab I, Technical Assistant, Department of Islamic Studies being promoted provisionally to act as Reference Assistant in the scale of pay Rs. 50,200-1,05,300/- vice Sri. Binoj K.R. promoted, and posted in the Department of Islamic Studies.

10. The post of Reference Assistant in the Kerala University Library being shifted to the Department of Physics and Sri. Praveen S, Technical Assistant, Department of Physics being promoted provisionally to act as Reference Assistant in the scale of pay Rs. 50,200-1,05,300/- vice Smt. Preetha Sathyan promoted, and posted in the Department of Physics.

11. The post of Reference Assistant in the Kerala University Library being shifted to the Department of Biochemistry and Smt. Jinju S Rajan, Technical Assistant, Department of Biochemistry being promoted provisionally to act as Reference Assistant in the scale of pay Rs. 50,200-1,05,300/- vice Smt. Suma P.B. promoted, and posted in the Department of Biochemistry.

12. Sri. Surendran K, Assistant Librarian Gr.I, Kerala University Library being transferred to the Department of Geology, along with the post.

13. Smt. Khadeeja M, Assistant Librarian Gr.II, Department of Geology being transferred to the Kerala University Library, along with the post.

14. Sri. Renjith V.R., Reference Assistant, Campus Library being transferred to the Department of History, along with the post.

Accordingly, the University Order has been issued. 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.28.23**

***Minutes of the meeting of the Standing Committee of the Syndicate on Examinations held on 04.06.2021 – for approval – reg:***

***(M&C I)***

The Minutes of the meeting of the Standing Committee of the Syndicate on Examinations held on 04.06.2021 is placed before the Syndicate for approval (Minutes appended).

Considering the exigency, the recommendations on Additional Item No.1 of the above minutes was approved by the Hon'ble Vice-Chancellor, exercising the powers vested under section 10(13) of the Kerala University Act, 1974 subject to reporting to the Syndicate. The action taken by the Hon'ble Vice-Chancellor in having approved the same is reported to the Syndicate.

**Minutes of the Meeting of the Standing Committee of the Syndicate on Examinations**

Date & Time : 04.06.2021, 10.30 a.m.  
Venue : Syndicate Room

**Members Present**

|     |                           |                  |              |
|-----|---------------------------|------------------|--------------|
| 1.  | Dr.K.B Manoj              | Convener         | Sd/-         |
| 2.  | Adv.K.H.Babujan           | Member Syndicate | Sd/-         |
| 3.  | Sri.Jairaj.J              | Member Syndicate | Sd/-         |
| 4.  | Sri.Bijukumar.G.          | Member Syndicate | Sd/-         |
| 5.  | Sri.Arunkumar R           | Member Syndicate | Sd/-         |
| 6.  | Adv.Muralidharan Pillai G | Member Syndicate | Sd/-         |
| 7.  | Dr.B.Unnikrishnan Nair    | Member Syndicate | Sd/-         |
| 8.  | Dr.Mathew.V               | Member Syndicate | (via Online) |
| 9.  | Dr.Vijayan Pillai M       | Member Syndicate | Sd/-         |
| 10. | Prof.K.Lalitha            | Member Syndicate | Sd/-         |
| 11. | Dr.K.G.Gopchandran        | Member Syndicate | (via Online) |

**Members Absent**

|    |             |                  |
|----|-------------|------------------|
| 1. | Dr.S.Nazeeb | Member Syndicate |
|----|-------------|------------------|

**Item No. 28.23.1:- National Academic Depository – Digilocker - Verifier Account opening - API implementation-reg;**

**(NAD Cell)**

Government of India has established a digital depository of academic awards known as National Academic Depository (NAD) to store academic awards such as degrees, diplomas, marksheets, transcripts etc in digital format. UGC have been appointed as the nodal agency for implementation of NAD by MHRD and the scheme was carried out through CVL(CDSL Ventures Limited) and NDML (NSDL Database Management Limited) depositories in the initial stage .

As per the directions from UGC, the University of Kerala joined in the NAD scheme in 2018 & NAD cell of the University started functioning in the same year and have uploaded **2,32,921** degree certificates in the NAD portal through CVL depository.

But in March 2020 Ministry of HRD made a decision to switch from the existing depositories and directed to implement NAD as a permanent scheme without levying any user charges, by **DIGILOCKER** through Ministry of Electronics and Information Technology. Digilocker is the initiative of Ministry of Electronics & IT (MeitY) under Digital India program which aims at digital empowerment of citizens by providing access to the authentic digital documents.

In December 2020, UGC mandated all the Universities to register in NAD-Digilocker and subsequently University of Kerala have also registered in NAD-Digilocker, thereby a default account was created and it was exclusively for certificate issuing purpose. Verification of academic records could not be carried out through the mentioned issuer account. For verification of certificates issued by other universities/academic institutions a separate requestor account have to be created in digilocker.

After account creation, verification can be done in 2 ways i) manually ii) automated (using API-Application Program Interface). Till now, API is not made mandatory and the officials of Digilocker have informed that API will be mandatory in future.

Application Program Interface is a software which allows two applications to communicate each other. At present, the website of the University and the Digilocker website stands distinct, doesn't have any connection with each other. If API is implemented, both the applications can communicate each other and verification of thousands of certificates can be executed using a single click. Now data uploading and verification can only be done manually, as automation can not be implemented in NAD-Digilocker at this stage. API is inevitable to make the system automated.

Kerala University Computer Centre have already remarked that their computational infrastructure is inadequate for developing the API citing the paucity of human resource and hardware. In the meantime University of Kerala have decided to develop a new software(Student Life Cycle Management System)through ITI Palakkad Limited and the SRS furnished by them mention about the NAD but doesn't give any clear picture regarding the implementation of API with NAD-Digilocker.

In the meetings held on 24/02/2020 and 03/03/2021, the matter with respect to API implementation was discussed with ITI, Palakkad in the presence of the Controller of Examinations and they have verbally agreed to carryout the API implementation.

As per the orders of the Controller Of Examinations the relevant documents for implementing API in NAD-Digilocker has already forwarded to the concerned authority of the ITI, Plakkad for their review. Incorporating the scope of API in NAD-Digilocker in the modified SRS will be vital for the entire NAD scheme.

Software developing by ITI, Palakkad is in the sprouting stage and incorporating API facility for NAD-Digilocker at this phase will not be a laborious task. At present, the University is equipped only to issue the certificates, can't verify the certificates issued from other universities/academic institutions because a separate verifier/requestor account is required in Digilocker for that.

- 1) At the first instance a verifier/requestor account may be created in Digilocker, then only verification for individual students can be conducted.
- 2) API mainly focuses on bulk verifications and it may be implemented through ITI, Palakkad in due course of software development.

**Recommendations of the Committee: The committee considered the matter and recommended to constitute a subcommittee chaired by the Pro Vice-Chancellor comprising of the Convenor Standing Committee of the Syndicate on Examinations, Dr. K.G. Gopchandran, Member Syndicate, Controller of Examinations, Registrar, Director KUCC to discuss the matter with the officials of ITI, Palakkad and submit a report to the Standing Committee of the Syndicate on Examinations.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.2:- Request to grant Special Examination for Second semester PG Examination, March 2020-reg.**

**(EG XI B)**

The second semester PG Examinations were conducted from 19/06/2020 to 29/06/2020, the period in which strict restrictions due to Covid Pandemic were implemented by the Government. Smt.Sudha S.S, MA Malayalam candidate with candidate code:51519107020 has not attended the examination conducted on 26/06/2020 (ML 224-Sahithyameemamsa- Paschathyam).She has submitted documents which states that her village, Ward No.92 Kadakampalli, Thiruvananthapuram corporation, was declared containment zone from 24/06/2020 to 30/06/2020. She has also submitted medical certificate which proves that she was suffering from viral fever from 25/06/2020 to 27/06/2020

Smt.Ajina R J, MA Philosophy candidate with candidate code: 50519107001 has not attended any papers of second semester MA Philosophy Examination, March 2020, conducted from 19/06/2020 to 29/06/2020. She has stated that she couldn't attend the examination due to Covid pandemic restrictions and also submitted medical certificate which states that she was on treatment for urinary tract infection during period from 16/06/2020 to 28/06/2020.

The candidates have requested to grant special examination for the semester as they couldn't attend the examination due to Covid Pandemic restrictions.

**Recommendations of the Committee:** *The committee considered the matter and recommended to proceed with the decision already taken regarding the conduct of S2 PG Special examination and to accommodate these candidates also on the basis of the outcome of the press release to be issued for the benefit of candidates who could not attend the examinations due to Covid-19 pandemic.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item no. 28.23.3:- B.Tech. Degree candidates- request for considering the applications for One-Time Provision of Improvement of Sessional Marks for 2013 Admission candidates after the prescribed time limit –reg.**

**(EE II K)**

The B.Tech Candidate Anjali.U.S (Candidate Code 13403006) of 2013 admission under Computer Science and Engineering branch from TKM College of Engineering , Kollam has requested for considering her for the One Time Provision for Improvement of Sessional marks as per the notification under ref (4).

The Standing Committee of the Syndicate on Examinations held on 11.12.2020 vide item no. 19 considered the matter and recommended "to consider the applications for One-Time Provision of Improvement of Sessional Marks for 2013 B.Tech candidates after the prescribed time limit of 30.11.2020. Further recommended to entrust the Controller of Examinations to fix convenient time and schedule in consultation with the officers concerned."

The Syndicate at its meeting held on 25.12.2020 vide item 21.41.19 resolved that "the above recommendations of the Standing Committee of the Syndicate on Examinations held on 11.12.2020 be approved". Further resolved "to place the report before the Standing Committee of the Syndicate on Examinations."

As per the resolution of the syndicate the following schedule has been prepared by the Controller of Examinations in consultation with the officers concerned.

1. Last date for submitting the applications fixed as 15.03.2021.
2. Classes commences from 20.03.2021.
3. The last date for submission of Sessional marks extended from 30.04.2021 to 15.06.2021.
4. The late applications of 2013 and 2014 admission of 2013 scheme candidates are permitted to apply for the One Time Improvement of Sessional Marks with penalty up to 15.03.2021.

**Recommendations of the Committee:** *The committee considered the report and noted the action by the Controller of Examinations.*



**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.4:- Late application for Condonation – V<sup>th</sup> Semester, B.Sc Geography – Govt. College, Kariavattom – reg:-**

(EF V)

Smt. Shahana S, candidate who had completed the B.Sc Geography course in March 2020, from Govt. College, Kariavattom, submitted a request along with the application for condonation of shortage of attendance for the V<sup>th</sup> Semester Examination held in November 2019. The application is forwarded by the Principal of the college with endorsement.

The candidate in her request has stated that she could not pay the condonation fee for the V<sup>th</sup> semester examination on time as she was in Dubai from 17<sup>th</sup> November to 29<sup>th</sup> December 2019 and requested to accept the late application for condonation.

As per rules, the Principal of the college has to forward the attendance statement of students who are being presented from the college for any examination conducted by the University, before the commencement of the examination. If any student has not got sufficient attendance for taking up the examination, the University grants permission to take up the examination by condoning the shortage, if it is under condonable limit. For that, the application from the student with relevant documents and prescribed fee is to be sent to the University, on time, to consider whether to grant it or not and a decision on permitting the student to take the examination is to be taken before the dispatch of the hall tickets.

In this case, no such application was submitted by the candidate for the V<sup>th</sup> semester examination conducted in November 2019. The Principal has stated that the candidate has passed the VI<sup>th</sup> semester examination with A Grade.

As per rules, a candidate having shortage of attendance, if not granted condonation, has to take re-admission for continuing the course. The grounds on which the candidate having shortage of attendance for V<sup>th</sup> Semester was allowed by the college to take VI<sup>th</sup> Semester classes and appear for the examination and the reason for submitting application for condonation of shortage of attendance for the V<sup>th</sup> semester, after successfully passing semester VI<sup>th</sup> examination is not known.

The tabulation section opined that the existing software has no supported provision for blocking further exam registration, until the result of a semester is marked 'withheld'. The registration for S6 exam was open before S5 results and hence she could register for the S6 examination in the exam portal.

In the application submitted by the candidate, she has requested to permit her to register for the V<sup>th</sup> semester examination and pay condonation fee.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to agree with the request. The Committee further recommended that those who have submitted late applications and also of those whose applications were returned for rectifying defects were lost or misplaced at colleges during lockdown period may also be granted condonation on submission of fresh applications, if they satisfy all other eligibility conditions.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.5:- Result Statistics -Creation of repository -reg:-**

(IT CELL (Exams))

Sri. Jairaj, Member Syndicate has suggested to create a repository for uploading result analysis updated with Revaluation and Grace mark benefit. Result analysis duly signed by the Controller of Examinations is necessary and utmost beneficial for the colleges at the time of NAAC accreditation processes. Currently result analysis is available without of the signature of Controller of Examinations.

It may be noted that updation of Revaluation may take almost 3 to 5 months and the addition of Grace mark will be completed only a year after publishing of results as one year time after the end of the academic year is allowed by the University for the students to claim their grace mark. Granting extension of time on any grounds for claiming grace marks may also get this process prolonged further.

Hence in order to reflect the benefit of Revaluation and Grace Marks the documents can be uploaded to repository only after an year.

Remarks of KUCC has been sought in this matter. It is mentioned that a data repository, will be helpful for all the University related activities. But the data repository created only for examination result analysis purpose is not a practical approach. Mainly the limitations pointed out for creating data repository are shortage of Servers, support of industry experts and technical know-how.

KUCC also mentioned that the creation of data repository may be incorporated in the Students Life Cycle Management Project for admission 2020 onwards. The detailed remarks of KUCC is appended.

***Recommendations of the Committee:*** *The committee recommended that the matter may also be taken up by the Sub-committee constituted to study the opening of Verifier Account in the National Academic Depository – Digilocker, placed under Item No:1.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No. 28.23.6:- Request for conducting Special/Additional Examination-Second Semester-Mercy Chance (2013 Admission only) – reg:-***

***(CBCS B.Sc.III)***

In the Second Semester CBCSS (BSc.) Degreee (Regular-2019 Admission / Improvement-2018 Admission/ Supplementary- 2014, 2015, 2016 & 2017 Admissions / Mercy Chance-2013 Admn.) May 2020 Examination, three candidates of Mannaniya College, Pangode- Shaheena S.N (23913119012), Fasni.F (23913119007) and Muhsina R.S (23913119010) (2013 Admission Mercy chance candidates) were unable to appear for the paper MM1231.2 ( Integration, Differential Equations and Analytic Geometry), Complementary for Polymer Chemistry which was conducted on 02/12/2020 as they were on quarantine related to Covid 19 pandemic. This is the only paper left for the above three candidates to pass the BSc. Degree Course. This was the final chance for them to clear the paper as per the Mercy chance for 2013 admission granted as per U.O No. Ac.AV/1/2018 dated 25/02/2020.

During the time of these examinations, University has permitted students on quarantine to appear for the exams by taking precautions as required at the exam centre on giving advance /proper intimation to the College by the candidates themselves. But these candidates failed to make use of this opportunity .Their request is to conduct an additional /special examination for Second Semester-Mercy chance (2013 admission). In this context it is also pointed that there is every possibility of having similarly placed candidates who have missed their S<sub>2</sub> Regular or Improvement/Supplementary examination on very same grounds.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to agree with the request.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No. 28.23.7:- M. Com Degree course (2014 Scheme) – 2016 admission – Request for Mercy Chance Examination – Consideration of – reg.***

***(Ac.AIV)***

Candidates of M. Com Degree course of 2016 admission (2014 scheme) have submitted requests for granting mercy chance Examinations for completing their M. Com Degree Programme. As per the PG Regulation the candidates should re-appear and pass all examinations within a period of 8 continuous semesters from the commencement of the course. As such the permissible chances of the candidates of M. Com Degree Programme 2016 Admission are over. There are seven candidates submitted request for granting mercy chance. It is also noted that no mercy chance has been sanctioned for 2016 admission candidates.

Details of the candidates who have now applied for Mercy chance examination are as follows.

| Course              | Scheme | Academic Year | semester | No. of candidates |
|---------------------|--------|---------------|----------|-------------------|
| M.Com<br>(Semester) | 2014   | 2016-2018     | 1        | 3                 |
|                     |        |               | 2        | -                 |
|                     |        |               | 3        | 7                 |
|                     |        |               | 4        | 1                 |

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to agree with the request to grant a Mercy chance for M.Com Degree, 2016 admission candidates, subject to reporting to the Academic Council, such that the candidates shall avail the Mercy chance alongwith the next available session of each semester.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.8:-** *Late application for condonation -Smt. Reshma R, IV Semester, BA Economics- S N College, Kollam – reg:*

(EF V)

Smt Reshma R, candidate now studying in VI Semester, BA Economics, (2018 admission) from S N College, Kollam, Submitted a request dated 25.02.2021 along with the application for condonation of shortage of attendance for the IV semester Examination held in March 2020. The application is forwarded by the Principal of the college with endorsement.

The candidate in her request has stated that, due to pregnancy, she could not apply for condonation for the IV semester Examination in time and that though she had applied for the V semester Examination held in February 2021, her hallticket for the V Semester was withheld as she had shortage in attendance for the IV Semester. It is also stated that she had attended the first Examination of the V semester with the consent of the Principal. As per the application for condonation for the IV semester, the shortage of attendance is within the condonable limit.

It may be noted that the hall ticket for the V semester was not issued as she had taken no steps to condone the shortage of attendance for the IV semester.

As per rules, the Principal of the college has to forward the attendance statement of students who are being presented from the college for any Examination conducted by the University, before the commencement of the exam. If any student has not got sufficient attendance for taking up the Examination the University grants permission to take up the Examination by condoning the shortage, if it is under condonable limit. For that, the application from the student with relevant documents and prescribed fee is to be sent to the University, on time, to consider whether to grant it or not and a decision on permitting the student to take the Examination is to be taken before the dispatch of the hall tickets.

In this case, no such application was submitted by the candidate on time for the fourth semester examination held in March 2020.

As per rules, a candidate having shortage of attendance, if not granted condonation, has to take re-admission for continuing the course.

In the application submitted by the candidate, she has requested to consider the late application for condonation for the IV semester and to release the hall ticket for the V semester Exam. On verification with the tabulation section concerned, it is learnt that the candidate had attended only one examination of the V semester.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to agree with the request.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.9:-** *Condonation of shortage of attendance – application misplaced-report from the college -submission of fresh application, reg:-*

(EF V)

Ms.Akshaya Anil, S4 BA Sociology candidate, 2018 admission, from S N College, Chempazhanthy, submitted on 11.03.2020, application for condonation of shortage of attendance for the IV Semester Examination conducted in March 2020.

Since the application has not been recommended by the Principal, it was returned to the college for rectifying the defects on 26.05.2020. Now the Principal has forwarded a fresh application along with a letter No : A1/237/2021 dated 20.02.2021, stating that the defective application which was returned to the college for rectifying the defects, was misplaced during the Covid lockdown period when the college was in Containment Zone.

It may be noted that due to the impact of the pandemic coupled with the lockdowns and also due to the restrictions imposed on travelling to public places, orders have been issued by the Controller of Examinations, to release the hall tickets of S4 BA/ BSc/BCom (Career related & CBCSS) candidates who have applied for condonation, provided their shortage of attendance is within condonable limit but have defects in their applications and to release the result of such candidates only after receiving condonation order.

Please note that the candidate Ms. Akshaya Anil also had taken up the IV semester examination under this grounds but her result was withheld, pending receipt of condonation order.

The Principal in his letter has requested to consider the fresh application submitted by the candidate and to release the result of IV semester. The fresh application recommended and forwarded by the Principal is in order and the shortage of attendance is within the condonable limit. The details regarding condonation of shortage of attendance in respect of the candidate is as follows.

| Sl. No | Name         | Sem & Course    | Total No. of working days as reported from the college | No. of days attended | Min. days of attendance required (75%) | No. of days to be condoned | Previous condonation (if any) |
|--------|--------------|-----------------|--|----------------------|--|----------------------------|-------------------------------|
| 1      | Akshaya Anil | S4 BA Sociology | 35   | 24                   | 26                                     | 2                          | Nil                           |

***Recommendations of the Committee: The Committee considered the above matter and recommended to agree with the request.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No. 28.23.10:- Final Year BFA(Sculpture) March 2020 Degree Examination-Wrong entry of Internal Marks-Part II-Modern Western Art- College of Fine Arts, Thiruvananthapuram-reg.***

***(EG I)***

The results of the Final year BFA (Sculpture) Degree Examination, March 2020 was published on 05/02/2021. After the results were published, Principal, College of Fine Arts, Thiruvananthapuram vide letter ref (1) stated that a mistake occurred in the internal marks of the subject History of Art: Modern Western Art which was forwarded to the University on 06.03.2020. The Principal further stated that a student (Krishna Mohan, register Number 9043) was found to have failed in the subject of History of Art: Modern Western Art. Upon enquiry this student was informed that he had not secured sufficient marks in the Internal Assessment of the said subject. When this matter was brought to the notice of the subject teacher concerned it was reported that this candidate was already awarded marks sufficient for a pass in the Internal Assessment but wrongly stated in the consolidated mark statement prepared and submitted by the Head of the Department of Sculpture. On close scrutiny it was confirmed that the Final Internal marks in the mentioned theory subject was wrongly entered for all seven candidates who appeared in the final BFA (Sculpture) Degree Examination, March 2020 due to an oversight by the H.O.D during the nationwide Lock down period when all subject teachers were working from home. Instead of the final consolidated marks the H.O.D entered only the third terminal assessment marks for all the candidates in the column of the mentioned subject. This mistake went unnoticed since the assessment marks of all the subjects (both Practical & Jury) were not available with the Practical subject teachers and the concerned theory subject teacher concerned was working from home following the lockdown regulations. The students were also unable to verify their internal marks.

In reply to the memo issued by the Principal, CFA, Thiruvananthapuram, the concerned subject teacher Shri.Chandran. T.V, Lecturer in Art History and Aesthetics stated that the Internal

Marks of the Final year BFA Sculpture 2019-20 was wrongly entered in the statement prepared by the HOD of Sculpture. Since the candidate Krishna Mohan.J was absent for the third term assessment (class presentation) for Part II-Theory History of Modern Art and didn't submit the written assignment; he was awarded zero out of 10 marks instead of the consolidated marks of First and Second terms i.e. 17/40. As per the procedure followed at the College the terminal statement of marks is passed on to each department, including Department of Sculpture, regularly. Once the Internal marks of theory papers are entered for the final statement prepared by the departments concerned, they are usually sent back for collecting signature on cross checking. However, in this case as it was not done the subject teacher did not get an opportunity for cross checking and correcting the marks entered wrongly.

The H.O.D in Sculpture during the academic year 2019-20 Prof.Pushpasaran.C.N, stated that the mistake occurred while preparing the consolidated mark statement and it was happened due to non-availability of concerned subject teachers while preparing the same due to Covid -19 pandemic at that time.

The revised Internal marks of seven students of Final year BFA Degree (Sculpture) Examination March 2020 with signatures of the candidates has been now submitted by the Principal, College of Fine Arts, Thiruvananthapuram along with the letter dated 18/02/2021, requesting to publish the revised result by effecting this correction.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to take necessary steps to publish the revised result of the candidates by effecting the correction. Further recommended to hear the Principal, College of Fine Arts, Thiruvananthapuram by the subcommittee comprising of the Convenor, Standing Committee of the Syndicate on Examinations, Adv. B.P. Murali, Adv. Muralidharan Pillai G., Adv. B. Balachandran, Members of the Syndicate.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No 28.23.11:-** ***Mismatch found in Revaluation Memo Submitted for updating the Mark lists of Sri. Arun S K (412/09413004) – reg:***

***(EE II M)***

Sri.Arun S K (412/09413004), a student of B. Tech Course (2009 admission) under Electronics and Communication Engineering branch at Lourdes Matha College of Science and Technology, Kuttichal, Thiruvananthapuram.

The candidate had submitted revaluation memo of sixth semester B. Tech Examination held on May 2018 along with the original mark lists to get revised mark lists. However, it was observed that the marks in Revaluation Memo of S6 May 2018 submitted by the candidate was not matching with the respective University records.

As per the records received from EJ VII (revaluation) section, there was No change in the marks for the paper VLSI Design and hence it is not listed in the revaluation status view. However, in the revaluation memo submitted by the candidate, there was a 'change' in the marks for (08802): VLSI Design and is shown as grade "E" for the ESA.

Similar case was reported from B. Tech tabulation section (EE II N), in r/o Smt. Stephy R N, John Cox Memorial CSI Institute of Technology, Kannammoola, Thiruvananthapuram, who submitted fake revaluation memos to the section concerned. The matter was placed before standing Committee of the Syndicate on Examinations at its meeting held on 26/08/2019. Accordingly, it was recommended to constitute a Sub Committee to enquire and submit a report regarding tampering found in the revaluation memos submitted by Smt. Stephy R N. The Syndicate at its meeting held on 31.08.2019 vide item No. 03.31.06 resolved to constitute a sub-committee consisting of Dr.K.B. Manoj, Adv.A.Ajikummar and Prof.K. Lalitha, Members Syndicate to enquire and submit a report regarding tampering found in revaluation Memo submitted by Stephy R.N.

The Hon'ble Vice Chancellor has ordered to place the matter before the Sub-Committee of Syndicate to enquire and submit a report regarding the mismatch found in revaluation memo submitted by Sri. Arun S K. The first hearing was conducted on 25/02/2020 and the committee members sought the genuineness of the revaluation memo. Sri.Arun S K appeared before the enquiry Committee again on 19.10.2020 and reiterated his earlier stand that the revaluation memo submitted by him was original.

However, by considering the report from the Director, Kerala University Computer Centre, the Committee observed that the revaluation memo submitted by the student is not genuine. The Committee took note of the fact that he subsequently appeared for the examination and cleared the above said paper (VLSI Design). After a close observation of the documents the facts of the case, the Sub Committee recommends that a detailed enquiry may be conducted into the difference in the revaluation memo submitted by Sri.Arun S.K.

The matter was placed before the Syndicate at its meeting held on 23/10/2020. The Syndicate vide Item no.19.01 considered the recommendation of the Sub-Committee and resolved to publish the results of Sri.Arun S K (412/09413004), student of B. Tech Course (2009 admission) under Electronics and Communication Engineering branch at Lourdes Matha College of Science and Technology, Kuttichal, Thiruvananthapuram. It was further resolved that a detailed enquiry be conducted for the difference found in the revaluation memo submitted by Sri.Arun S.K.

Based on the above resolution of the Syndicate the results of Sri.Arun S.K was published and provisional certificate and consolidated mark list were issued.

In considering the further resolution of the Syndicate to conduct a detailed enquiry for the difference found in the revaluation memo submitted by Sri.Arun S.K, the Hon'ble Vice Chancellor has ordered to place the matter before the Examination Monitoring Committee and the whole matter was placed before the Committee. The Examination Monitoring Committee recommended to refer the item to the Standing Committee of the Syndicate on Examinations.

The Syndicate at its meeting held on 17/02/2021 vide Item No. 23.57.03: resolved to approve the recommendations of the Examination Monitoring Committee to refer the item to the Standing Committee of the Syndicate on Examinations.

***Recommendations of the Committee: The Committee considered the above matter and recommended to defer the item.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No. 28.23.12:- Request for claiming Grace marks for NSS activities in r/o Sri. Muhammed Ali.N - B.Tech Candidate-reg.***

***(EE II K)***

The B.Tech Degree candidate Sri.Muhammed Ali.N.(Candidate Code: 13403090) Civil Engineering branch from TKM College of Engineering, Kollam have submitted request for awarding grace marks for NSS activities.

In his request, he have mentioned that only four papers of semesters S4, S5 and S7 are pending to be cleared during his B.Tech degree course. He has mentioned in his request that he met with a major accident on 11.11.2019 and lost his right hand. The details of grace marks claimed by the candidate in his request is as mentioned below:

| <b>Sl No</b> | <b>Details of papers to be cleared</b> | <b>CA marks obtained</b> | <b>ESA marks</b>   | <b>Remarks</b>  |
|--------------|--|--------------------------|--|---|
| 1            | S4- 13403: Structural Analysis I       | 9                        | ESA 47 in Jan, 2016 Suppl.Exam (First Suppl.Exam)                                  | Applied for One-time CA improvement                               |
| 2            | S5- 13506: Water Resources Engineering | 23                       | ESA : 30 in Jan, 2018 Suppl.Exam.(40113504) grace mark claimed (Fourth Suppl.Exam) | Fourth Suppl.Exam. Not eligible for grace marks distribution      |
| 3            | S5-13503: Structural Analysis II       | 34                       | ESA : 27 in Sep, 2016 Suppl.Exam.(40113502) grace mark claimed (First Suppl.Exam)  | Immediate (first) suppl. Exam. May be considered for grace marks. |
| 4            | S7-13703:Advanced Structural Analysis  | 35                       | Appeared for Sep 2020 exam (Fourth Suppl.Exam)                                     | Awaiting result   |

As per the U.O. No.Ad.D.I.1.37.97/Gracemarks/09 dtd 05.09.2011, the candidates shall claim the grace marks within one year after the end of the academic year. As he is a 2013 admission candidate his course of study was 2013-2017 and he had to apply for grace marks before the end of 2017-18 Academic year. But the candidate has submitted the request for considering his claim for grace marks only on 08.03.2021.

Also, it may be noted that as per U.O.No.Ad.D.I.1.37.97/Gracemarks/09 dtd 05.09.2011, grace marks shall be granted only for the regular and immediate supplementary examinations in which the candidate appeared during the eligible academic year. Hence, his grace marks request for the subject 13503: Structural Analysis II in S5- Sep, 2016 Suppl.Exam.(40113502) alone could be considered if orders are obtained.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended not to consider the request as the candidate failed to submit the request for claiming Grace marks within the prescribed time limit.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.13:-** ***LLB- Request for Granting chance for Internal Improvement- Aneesh Lal S & Others -reg.***

**(Ac.AIII)**

Students of 3 year unitary LLB course prior to 2016 admission and 5 year integrated LLB course prior to 2014 admission, who have secured very low marks in the internal assessment and unable to pass papers due to this have requested to grant special chance for re doing their internals in order to pass the LLB degree course.

In this context it may be noted that:-

As per the decision of the Academic Council the norms for improvement of Internal Assessment to the LLB 3 year & 5 year Degree courses was implemented vide UO No.Ac.AIII/3/FoL/IA/2018 Dated:02/11/2018 in which it is specified that:-

(a). Provision for improvement of internal assessment as special appearance to the LLB students will be available only for failed candidates, one year after completion of course, who have obtained less than 10 marks for internal assessment.

(b). Students shall have only one opportunity in respect of the whole papers of the whole semesters taken together.

Based on the aforesaid U.O, chance was given for internal improvement to 5 year integrated LLB candidates up to 2014 admission and for 3 year unitary LLB candidates up to 2016 admission. But several applications are received in the section from candidates for whom notification has already been issued earlier requesting for one more opportunity to improve the sessional marks as a special chance so as to secure the LLB Degree.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to grant one more opportunity only to those candidates who failed to apply for the same in the first chance. Further recommended to report the matter to the Academic Council.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.14:-** ***B.Arch (2013 Scheme) – Request of Ms. Aswathi Rani and Sri. Abdullah Farhan for conducting VIII Semester Dissertation special Jury examination -Reg.-***

**(Ac.AIII)**

Ms. Aswathi Rani and Sri. Abdullah Farhan, B.Arch (2013 Scheme) students were not able to attend the VIII semester Dissertation examination along with the last batch of students due to non clearance of previous semester and low internal marks. As per Regulation, a candidate who fails for Dissertation has to re - appear either in full or for final jury only with any regular batch.

The remarks of the Dean, Faculty of Engineering and Technology regarding the improvement of Dissertation of VIII semester and conduct of Supplementary examination given in a similar file,

recommended to give a chance to improve the sessional marks by repeating their Dissertation by completing the internal formalities as per the Regulation and appearing for the Jury. Also recommended to conduct Supplementary examination for 13 AR 1808 Dissertation.

***Recommendations of the Committee:*** *The committee considered the matter and recommended to agree with the remarks of the Dean, Faculty of Engineering & Technology. Further recommended to report the same to the Academic Council.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.15:-** ***B.Arch (2013 Scheme) - Request of Sri. Jithin Raj.A, Sahiba. S and Naseem.A.R to resubmit thesis and report and register for final Jury of the IX and X Semesters-Reg.-***

**(Ac.AIII)**

Jithin Raj. A and Sahiba. S of Bishop Jerome Institute, Kollam and Naseem. A.R (readmission) of TKMCE, Kollam have requested to complete their IX semester along with X Semester Practical Training. They belong to the last batch of B.Arch students of the University of Kerala (2015 – 2020 batch). However they have not registered to the IX and X Semester examinations conducted during January 2020 and October 2020 respectively. Being the last batch of students there is no junior batch along with which they could register for the 2 semesters - IX and X.

Earlier in a similar case, Academic Council had permitted a candidate, Binu Priya of Bishop Jerome Institute to repeat the IX semester Architectural Design thesis after completion of X semester (through readmission) as a special case since the student belongs to the vanishing course. These students have requested for readmission to semester IX and permission to register for the final Jury exams of the of IX and X semesters of B.Arch Degree course.

The Chairperson, Board of Studies in Engineering (Pass – I) has remarked that as the 3 candidates belong to the last batch of B.Arch (Kerala University) they may be permitted to resubmit the thesis and report and be permitted to register. The Dean, Faculty of Engineering and Technology has approved the recommendation of the Chairperson, BoS.

***Recommendations of the Committee:*** *The committee considered the matter and recommended to agree with the remarks of the Chairperson, Board of Studies in Engineering (Pass-I) and the Dean, Faculty of Engineering & Technology. Further recommended to report the same to the Academic Council.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.16:-** ***Part III English Language and Literature main April 2008 exam - Cancellation in r/o Smt. Santhy.V.S – reg:-***

**(EE VIII)**

Smt.Santhy V.S, BA English Language and Literature main candidate of April 2008 examination appeared for part III History main with General Economics and Sociology as subsidiary exams in April 2016 (Register No:78500). The candidate passed the exam in April 2017 with third class (Reg No:313424).

On verification of the tabulation sheets it was noted that she was a private candidate of B.A. English Language and Literature main during the year 2005-2008. She had registered and appeared for the first, second and final year examinations in April 2006, 2007 and 2008 respectively with register number 315558. She had applied for the Provisional Certificate along with the marklist of part III English main exam of April 2008 and History main exam of April 2016. On further verification it was noted that she had appeared for History main with General Economics and Sociology subsidiaries Examination with register number 78500 in April 2016. As per the records in the section she has not cancelled the part III English main exam with Register number 315558 April 2008. The file was forwarded to private registration section for clarification regarding the registration of the candidate Smt. Santhi.V.S. Private registration section has remarked that the candidate was granted private registration to B.A. English vide PRM No. EA 15/S-1138/05 dated 05.08.2006, cancellation of Part III



B.A. English has not been effected in the private registration green sheet and Smt. Santhi V.S. has not been granted private registration for BA History optional change. Now the candidate has applied for cancellation of part III English Language and Literature main.

The matter was placed before the Standing Committee of the Syndicate on examination held on 11.12.2020 to consider the matter for cancellation of Part III English Main taken during the period 2005-2008 with register no.315558 and regularization of Part III History Main with subsidiaries General Economics and Sociology as optional change, examination taken on April 2016 with register No.78500. The Committee considered the matter and recommended to authorize the Controller of Examinations to hear the candidate, to confirm whether she had submitted the documents for optional change in the University and report the matter. The Syndicate at its meeting held on 29.12.2020 approved the recommendation vide item no.21.41.05.

Consequently the hearing was held at the Office of the Controller of Examinations on 25/02/2021. The candidate has reported that she had submitted the application for optional change to B.A. History during 2015-2016, but a defect memo dated 28/04/2016 was sent to the candidate from the Private Registration section informing fees due for the optional change process. But till date the candidate has not cleared the defect and at the same time she had applied for the April 2016 session Examination and has passed optional change (B.A.History) Examination with General Economics and Sociology subsidiaries in Third Class. She had admitted the mistake happened from her side and has given a statement admitting the same. She has requested to permit to clear the fees due as mentioned in the defect memo issued from the Private registration section and to regularise the optional change B.A.History Examination with General Economics and Sociology as subsidiaries in the exams held in April 2016 after cancelling exam of Part III B.A. English already been taken.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to cancel the Part III B.A. English registration and to grant optional change to B.A. History Examination with General Economics and Sociology as subsidiaries on accepting belated application with prescribed fee and fine applicable, and regularize the examination taken by the candidate in April 2016.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No. 28.23.17:- Change in CE marks of Second Semester CR-CBCSS B.Com Computer Applications/August 2018 – Report of the hearing conducted by the Controller of Examinations – Consideration of – Reg.***

***(ES IX)***

In accordance with the resolution of the Syndicate held on 29/12/2020 (item No. 21.41.25), the Controller of Examinations heard Sri. Febin U, Lecturer in Electronics, UIT Pathanapuram on 09/03/2021 at 03:00 PM regarding the change in CE marks of Second Semester CR-CBCSS B.Com Computer Applications/August 2018 examination. The Controller of Examinations obtained written statement from Sri. Febin U as per which he had been working as a lecturer in Electronics in UIT Pathanapuram since 2006. As there was a paucity of lecturers in the Commerce Department, the then principal Sri. Sudakaran Pillai had handed over the charge of S2 B.Com CA students (2017 Admn.) obligatory to him. He also stated that the internal marks of students were prepared by the guest teachers concerned and the students had already complained of the diminution in their internal marks prepared by the guest lecturers. He ensured that the Principal had intimated the complaint to the Controller of Examinations through letter and e-mail, after publication of S2 results. He also stated that his duty was only the supervision of the class and was not associated with uploading of internal marks or hard copy verification.

In this regard it may also be noted that the result of the S2 August 2018 candidates of UIT Pathanapuram was published based on the CE marks submitted by the College originally.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to defer the item.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item no. 28.23.18:- Issuing Duplicate Degree Certificate to the candidate Sri.Shankar.K-reg.****(ED I(a))**

Sri. Shankar K. who was a regular candidate of B.Sc. Chemistry degree course at University College, Thiruvananthapuram, during the academic year 1971-1974 submitted an application for Duplicate Degree Certificate along with the fee of Rs. 6300/- and Rs.25/- for downloaded application form. This section verified the Part III Chemistry main with the tabulation sheet of April 1974. But even after conducting thorough search neither tabulation sheet nor register of Part I and II of April 1973 could be traced out. On verifying the Chemistry main tabulation sheet it was found that the original degree certificate had been prepared on 14-05-1975 with register number 429. A provisional certificate was also issued by the University on 13-12-1974 as per the copy provided by the candidate.

The application of Sri. Shankar K. for a duplicate degree certificate was put up for orders to issue the same with the verification of Part III tabulation sheet and the verification of Part I & II with the original marklist issued to the candidate as the tabulation sheet and register could not be traced out. The honourable Vice Chancellor had ordered to place the matter before the Standing Committee of the Syndicate on Examinations.

**Recommendations of the Committee: The Committee considered the above matter and recommended to issue the duplicate certificate in respect of Sri. Shankar K., based on the verification of Part I & II with the original mark lists issued to him.**

***Further recommended to maintain a separate register to enter such cases in detail, to be endorsed by the Controller of Examinations, wherein the copy of the marklist produced by the candidate is also pasted.***

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.19:- Re-examination for Third semester B.Ed Degree Examination, December 2020 - Request from candidate Smt. Ajisree. A S - reg;****(EG VI)**

The Third semester B.Ed Degree Examination was conducted on 13.01.2021, 15.01.2021 and 20.01.2021. Smt. Ajisree.A S, with candidate code 19019382001 of Sree Narayana Gurukripa B Ed College, Pothencode (2019- 2021 batch, Optional Subject- Commerce) was confirmed covid-19 on 16.01.2021 and was admitted in hospital till 21.01.2021. Due to this, she was not able to attend the last written examination which was held on 20.01.2021. The candidate requested for a re-examination for the said examination so that a loss of one year can be avoided for the completion of her course. She also mentioned that this will be a great loss for her as each year counts a lot in her career prospective and higher education. The Vice - Chancellor has ordered to place the matter before the Standing Committee of the Syndicate on Examinations.

**Recommendations of the Committee: The Committee considered the above matter and recommended to agree with the request.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.20:- Application for condonation- S4 BSc Home Science, Govt College for Women, Thiruvananthapuram- submission of fresh application in place of the original one sent for rectifying defects- reg;****(EF V)**

Smt. Nikhila Ajith, S4 BSc Home Science candidate, now studying in VI Semester (2018 admission) from Govt.College for Women, Thiruvananthapuram, has submitted application for condonation of shortage of attendance on 19.02.2020. Since the application was defective, it was returned to the college for rectifying the defects on 23.03.2020 and the college returned the same on 22.05.2020. As all the defects was not seen rectified, it was again returned to the college on 19.08.2020.

The candidate approached the section with the complaint that her V Semester hall ticket is withheld, for want of orders granting condonation of shortage of attendance for the IV semester. The candidate submitted a letter from the college stating that they have returned the application on 22.05.2020 without mentioning about the receipt of the same for the second time.

Since the application was returned to the college, the section could not initiate any action on it, though the shortage of attendance was within the condonable limit.

The candidate's request to admit her provisionally to write the V semester Examination scheduled on 26.02.2021, was granted as per the orders of the Hon'ble Vice Chancellor dated 24.02.2021 on condition that the result of V semester shall be kept pending until condonation order for IV semester has been issued.

In the meanwhile, a fresh application for condonation of shortage of attendance for the IV semester, in respect of the above candidate has been forwarded by the Principal stating that, the section official concerned was on Covid duty at Airport for one month and the office was working with 50% attendance and hence the application of the candidate, returned by the section for rectification of defects at that period could not be traced out. He has endorsed the fresh application submitted by the candidate for condoning 4 days shortage in attendance for the S4 Exam. She has already availed 5 days condonation for S3.

**Recommendations of the Committee: The Committee considered the above matter and recommended to agree with the request.**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.21:-** *Re-examination for Second Semester B.Ed. Degree Examination – reg.*

**(EG VI B)**

The Second Semester B.Ed. Degree Examination, originally scheduled in April 2020 was postponed due to COVID 19 pandemic. The said examination was conducted from 29/06/2020 to 03/07/2020 and from 24/08/2020 to 26/08/2020 in two phases. The candidates who were not able to attend the above said examination requested to give another chance for writing the examination.

The meeting of the Syndicate held on 17/02/2021 resolved to approve the recommendation of the Standing Committee of the Syndicate on Examinations held on 05/02/2021 to grant one more chance for the Second semester B.Ed Degree examination on the basis of the certificate from the Principal concerned.

Subcenters were allowed for the Second semester B.Ed Degree examination, April 2020. During the tabulation works of the said examination, it was found that three candidates had written the examination using wrong scheme question paper. The Chairperson, Board of Studies in Education (Pass) had remarked to allow these students to appear for the exam without forfeiting their chance. The Dean, Faculty of Education has remarked that the examination in the respective papers may be conducted in the colleges itself at the earliest. The remarks of the Chairperson, Board of Studies in Education (Pass) as endorsed by the Dean, Faculty of Education was approved by the Registrar. The third candidate's matter came into notice during the publication of the result. Hence this candidate may also given a chance for writing the re-examination.

Meanwhile the counterfoil, false number and mark of answer script of the paper "EDU 10: Techno Pedagogic Content Knowledge Analysis: English" of the candidate Smt. Charithra C.B. (Optional Subject: English, Candidate code: 16519369006, KTCT College of Teacher Education, Kaduvayil) has not been received in the section. The PCVC section remarked that the answer script of the candidate with Candidate code: 16519369006 for the paper "EDU 10: Techno Pedagogic Content Knowledge Analysis: English" was not received. But the Principal, via letter no. KTCT1/Principal/2021/2198 dt. 22/03/2021 stated that the above said answer script was handed over to the University in the same bundle along with the answer scripts of other candidates. The candidate has requested to publish her exam result as soon as possible. Also she had qualified KTET (Category III) conducted in January 2021. The candidate should pass the B.Ed. course within six months after qualifying the KTET exam. Since the answer script of the candidate has not been received till date, the only remedy is to give her a chance to write the examination once again.

The Vice Chancellor has ordered to place the matter before the Standing Committee of the Syndicate on Examinations with regard to permitting these candidates who had written the Second semester B.Ed Degree examination with wrong scheme question paper and the candidate whose answer script of one paper that has not yet been received, to write the Second semester B.Ed. Degree Special examination.

***Recommendations of the Committee:*** *The Committee considered the matter of wrong distribution of question papers in the light of the clarification given by the Section concerned that the incident occurred at an outside centre and recommended that the three candidates be permitted to appear in the ensuing special examination already decided upon.*

*Further recommended that Smt. Charithra C.B., whose answer script is reportedly missing also be permitted to appear in the ensuing special examination and the staff concerned of the PCVC Section be heard in this regard.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.22:-** *Remuneration to the Administrative staff of the valuation camp of the B.Tech examinations of University College of Engineering- Kariavattom- reg:-*

***(JR(Exam I))***

The University College of Engineering is the only college offering B. Tech Courses with regular batches of students under University of Kerala. Regular classes and examinations are being held for 2013 scheme – (2015, 2016 and 2017 admissions) and 2018 scheme (only for UCEK) every 6 months for even and odd semesters (semesters 1 to 8) as per the fixed examination calendar. The supplementary examinations of 2008 scheme are also held in the college.

All examination work related to the University College of Engineering is done in EE II H Sn. From notification of the examinations, conduct of theory and practical examinations, false numbering of answer scripts, conducting valuation camp till the publication of results within the stipulated time and then bundling and handing over the answer bundles to the CV II section.

As per the UO issued-No. M&C.I.2/1903/2019 dated 26.06.2019 (flag 2) a special allowance equivalent to 10 days DA was granted to the Administrative officers and staff (Home valuation). The amount was fixed based on the number of answer books.

A second UO was issued enhancing this remuneration to the administrative staff of B Tech Degree course –No.M&C.I.2/1916/2019 dated 03.09.2019 (flag 1) In this, a remuneration of 30 days DA was sanctioned taking into account the strenuous nature of work, non- availability of examiners and scheme of valuation, since B Tech courses have already been shifted to KTU except University College of Engineering Kariavattom. The administrative staff of the valuation camp of University College of Engineering Kariavattom have the same quantum of work load for the valuation of the answer scripts.

A proposal regarding feasibility of granting a remuneration to the administrative staff of the valuation camp of UCEK similar to that granted to other B Tech examinations vide U. O.M&C.I.2/1916/2019 dated 03.09.2019 was submitted to the Hon'ble Vice Chancellor and it is proposed that this remuneration may be sanctioned twice in a year - for odd semester examinations and even semester examinations each to the administrative staff of the valuation camp of UCEK, since examinations for all semesters are being conducted in every year for UCEK.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to refer the item to the Standing Committee of the Syndicate on Finance.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.23:-** *Inability to trace the Part III Main Tabulation Sheet-Issue of Marklist based on documentary evidence produced by the candidate- reg. –*

***(EE IV)***

Sri. Asharaf A. has applied for his 5 additional marklists of First Year Regular, Second Year Regular, Two Second Year Supplementary appearance and Final Year Supplementary appearance. He has passed the B.A. Degree course in Second Class with Islamic History as main and Indian History and Political Science as subsidiaries in the following manner.

- 1). First Year (Regular) – Register Number: 243301 of April 1988
- 2). Second Year (Regular)-Register Number: 243301 of April 1989 -Part II Arabic Passed in First Class
- 3). Second Year (Supplementary)-Register Number: 66043 of September 1989- Passed Part III Subsidiaries Indian History and Political Science
- 4). Second Year (Supplementary)-Register Number: 33170 of September 1990- Part I English Passed in Third Class
- 5). Final Year (Supplementary)-Register Number: 38607 of April 1991- Passed Part III Main Islamic History

All the above mentioned Tabulation Sheets except the one at Serial Number (5) in which the candidate passed his Part III Main Islamic History with Register Number 38607 of April 1991 are available, which could not be traced even after thorough search. The Register for the same is available in which it is recorded that the candidate had passed Part III Main and Subsidiaries in Second Class.

The candidate has produced a photocopy of his Part III main only marklist with Register Number 38607 of April 1991 in which he has secured 372 marks.

***Recommendations of the Committee:*** *The Committee considered the above matter and recommended to issue the marklist of Part III (Main only) based on the verification of the Register and the copy of the marklist submitted.*

*Further recommended to maintain a separate register to enter such cases in detail, to be endorsed by the Controller of Examinations, wherein the copy of the marklist produced by the candidate is also pasted.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No. 28.23.24:- Registration for S4 B.Tech Supplementary Examination without regular registrations in respect of Smt.Parvathy T R (415/10424043) –reg:***

***(EE II M)***

Smt.Parvathy T R (415/10424043) was a student of B. Tech Degree course (2010 admission) under the Branch Computer Science and Engineering of K.R Gouri Amma College of Engineering, Thuravoor, Alappuzha.

The candidate had submitted offline application for the registration of the Fourth Semester B. Tech Degree Supplementary Examination October 2020. The registration of the application of the above said candidate was not possible through the SAGE Software. While verifying the student history, it was found that the candidate had no regular registration for Semester 4 and 8 but the candidate had registered for semester 5, 6 and 7 respectively. The results of the Fifth and the Sixth semesters were withheld due to attendance shortage.

After seeking clarification from IT cell regarding the matter, an e-mail had been sent to the principal of the concerned college. The principal vide e-mail dated 22.12.2020 had forwarded the details of CA marks and Attendance Statements of the Eighth semester in respect of Smt. Parvathy T R and also informed the following:

Regarding Semester 4: - The student was in Semester 4 in Academic year 2011-12. No previous document was found for ready verification. As the College is in closure from current academic year, most of older files are either scrapped or lost forever. While verification over phone, the faculties told that the student was not regular for the classes and Exam registration was also not done due to the same.

Regarding Semester 8: - As the student had not registered for regular Examination of semester 8, the online system could not have allowed the entering of marks.

Subsequently the remarks from IT Cell and KUCC had been obtained.

As per this, the candidate has no regular registration for the fourth semester and hence the supplementary registration for the same semester was not possible. During the period 2012, previous semester Exam registration checking was not initiated in the web server. Hence the candidate was able to register for S5, S6 and S7 through Online. Exam portal is a starting and ending point. So most accurate data may be available in tabulation software. The Examination site revamped in 2018. So the particular interval of data may be available in the portal. In Examination portal, only the First and the Sixth Semester Exam registration of student is found. Exam code (41508113, 41508611).

Also, as per the remarks from EF IV Section, candidate has not applied for condonation of shortage of attendance the same was not granted to the candidate in Semester 5 and Semester 7.

As per the U.O No.Ac.A.III/4/Engg. /Tech./2011 dated 12/07/2011 “the candidates will be eligible for promotion to the next semester provided he/she completes all the requirements of the course work including attendance and progress and registration to the University examination of the previous semester. A student who is not permitted to appear for University Examination for a particular semester due to shortage of attendance and not permitted by the authorities for condonation of shortage of attendance shall repeat the semester when it is offered again granting re-admission. This provision is allowed only once for a semester. However prior permission from the University should be obtained before readmitting the student to the respective semester.

In this context, it is to be noted that Smt.Parvathy T R who had no regular registration for the Fourth Semester B. Tech Degree, is not eligible for registering the further semester Examinations. Also granting readmission due to shortage of attendance is not applicable to the candidate since University of Kerala no longer offering B. Tech Degree Course. Therefore, the registration done for the Fifth, the Sixth, and the Seventh semester are also not valid as per rule.

***Recommendations of the Committee: The Committee considered the above matter and recommended to defer the item.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No. 28.23.25:- Re-examination for Second Semester B.Ed. Degree Examination – Request from Smt. Meera B. Kumar - reg.***

***(EG VI B)***

Smt. Meera B. Kumar (Reg No. 16918388003) was a candidate from Victory College of Teacher Education, Olathanni during the academic year 2018 – 2020 with Social Science as Optional Subject. This candidate has passed first, third and fourth semesters in November 2018, October 2019 and March 2020 respectively in regular chances. But the candidate was not able to attend her second semester B.Ed. degree examination in April 2019 in her regular chance. She remitted fee (Rt.No.19289289 dated 16/03/2020 Rs.1350/-) for second semester B.Ed. degree examination, April 2020 for supplementary chance, but didn't register for the said examination. The candidate has now requested to give her a chance to write the second semester B.Ed. degree examination.

Some candidates who were not able to attend the second semester B.Ed. degree examination in April 2020 due to COVID 19, had requested to give a chance for writing the second semester B.Ed. degree examination. The meeting of the Syndicate held on 17/02/2021 resolved to approve the recommendation of the Standing Committee of the Syndicate on Examinations held on 05/02/2021 to grant one more chance for the Second semester B.Ed Degree examination on the basis of the certificate from the Principal concerned. The work related to the conduct of special exam is progressing.

The Hon'ble Vice Chancellor has ordered to place the matter regarding the request of Smt.Meera B. Kumar for permitting her to register and appear for the Second semester B.Ed Degree special examination, before the Standing Committee of the Syndicate on Examinations.

***Recommendations of the Committee: The Committee considered the above matter and recommended to permit the mentioned candidate to belatedly register by remitting penalty and appear in the ensuing special examination already decided upon.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.26:- Clarification regarding improvement of internal assessment – Sri.Monikantan T - LLB student – Reg -**

**(Ac.III)**

Sri. Monikantan T , candidate of 3 Year Unitary LLB (2004 Scheme) at Govt. Law College, Thiruvananthapuram was allowed to improve the internal assessment marks for II & III semester papers as a special appearance vide **U.O No. Ac AIII/3/30444/2018 dated: 22/11/2018**. Eventhough the U.O was issued on **22/11/2018**, the student turned up for doing improvement of internal assessment only on **26/03/2021**. Therefore the Principal, Govt. Law College, Thiruvananthapuram has sought clarification whether the candidate be allowed to do internal improvement based on the aforesaid U.O.

In this context it may be noted that the guidelines for improvement of internal assessment as special appearance to LLB candidates implemented vide U.O No. Ac.AIII/3/FoL/IA/2018 Dated: 02/11/2018 stipulates that the internal improvement can be done once and is **silent regarding the time period within which the internal improvement is to be done on issuance of U.O concerned.**

**Recommendations of the Committee: The Committee considered the above matter and recommended not to grant permission again as the committee observed serious lapse on the part of the student in not having availed the one time opportunity given for the improvement of internal assessment marks granted earlier vide U.O.No.Ac AIII/3/30444/2018 dated 22.11.2018.**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.27:- BA Annual Scheme - Request for Registration to Third Year BA Degree exam without grant of Private Registration -Candidate Sri. Nitheesh N L – reg.**

**(ED II)**

The Candidate Sri.Nitheesh N L had applied online for First and Second year exams of BA Degree Course in April 2019 and April 2020 respectively as a private registration candidate and appeared for the exams. As he had applied for Private Registration his name was available in the database and hence he was able to apply for the exams online. But as he was not granted private registration till the completion of two years, his profile was blocked and he could not apply for his Third year BA Degree exam online. So the candidate has requested to allow him to register and appear for his Third year Degree examination.

On Verification with the Private Registration section it is understood that the candidate was not granted private registration due to the fact that he had not produced his migration certificate and the cancellation memo of the BE course done by him. Now it is orally intimated by the private registration section that the candidate has produced the migration certificate but not the cancellation memo. Hence the candidate has not been granted private registration till now.

The request of the Candidate was put up and it was remarked in the file that as per rules the candidate is not eligible for admission to a programme without either passing the previous programme or cancelling the registration.

But as per the Examination Manual Page 67 and marked as important it is stated that a candidate once admitted to an examination of a course shall not be denied any of his/her privilages as a student for any discrepancies in his/her eligibility noted subsequently and that his/her eligibility should be determined before his/her registration for examination.

The Hon. Vice Chancellor has ordered to place the matter before the Standing Committee of the Syndicate on Examinations.

**Recommendations of the Committee: The Committee considered the above matter and recommended to defer the item.**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.28:- Three year Unitary Degree Course in Law(2014 Admission, 2011 scheme)– Mercy chance to the failed candidates–Request from Smt. T Pushpakala & Sri Akhil Samad – reg.**

**(Ac.AIII)**

Smt. T Pushpakala and Sri Akhil Samad, candidates of 2014-17 batch (2011 scheme), Three year Unitary Degree course in Law, who could not complete their examinations within the time limit stipulated in the Regulations, have now requested to grant a mercy chance to appear for the failed papers of the Three year LLB examinations.

In this context, it may be noted that:

1. As per the Regulations of three year Unitary Degree Course in Law (2011 scheme) “A candidate admitted in this course shall complete the course and shall pass all papers within a period of six years from the date of admission”.
2. As the Regular chance of 2014-17 batch of 3 year LLB candidates (2011 scheme) expired only in 2020, mercy chance has not been granted to them to appear for the failed papers.

**Recommendations of the Committee: The Committee considered the above matter and recommended to grant a Mercy chance to three year unitary Degree course in Law (2014 admission, 2011 scheme), subject to reporting to the Academic Council.**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item no. 28.23.29:- Verification of stock of unused answerscripts in the affiliated colleges/ Centres/ Departments – posting officials in the inspection team constituted – reg:**

**(M&C I)**

The Syndicate at its meeting held on 30.11.2020 considered the Minutes of the meeting of the subcommittee constituted for the verification of stock of unused answerscripts in the affiliated colleges/ Centres/Departments and resolved to constitute three inspection teams, each in Thiruvananthapuram and Alappuzha Districts and another single team for the Kollam and Pathanamthitta Districts. The committee also recommended to entrust the Controller of Examinations to constitute a panel of officials from the Examination wing to be posted in the inspection team.

Another meeting chaired by the Controller of Examinations, comprising Assistant Registrars of CE, EB and M&C wings, was convened in tune with the resolution of the Syndicate and decided to include 9 officials each in the inspection teams constituted for the Thiruvananthapuram and Alappuzha Districts and 6 officials for the team constituted for Kollam and Pathanamthitta Districts. The committee also decided to circulate a note for willingness in the examination wing for inclusion in the inspection teams. Total 24 employees needed for constituting the said inspection team. But only four officials from the Examination wing submitted their willingness (Thiruvananthapuram – 2officials, Kollam & Pathanamthitta- 2officials). As per the direction from the Controller of Examinations. The Circular was again issued among the Examination Wing. But no officials submitted their willingness.

**Recommendations of the Committee: The Committee considered the above matter and recommended to defer the item.**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.30:- B.Arch Degree Course (2013 Scheme) – Request of B.Arch students to register for Semester IX and X examinations. Reg.-**

**(Ac.AIII)**

The Principal, TKMCE Kollam vide letter no.C1/B.Arch/2020 dated 12/01/2021 and the Principal Bishop Jerome Institute, Kollam vide letter no. BJI/015/2021 dated 29/01/2021 have forwarded the requests of 3 candidates of TKMCE Kollam, Sri. Mishab. V.T (14403060), Smt.Unnimaya. N.P (15403076), Smt. Aayisha Yasmin (15403002) and 1 candidate of Bishop Jerome Institute, Kollam Sri. Aswin Verghese Mappilai (14436008) respectively to permit them to register for the IX/X semester B.Arch Examinations.



All the 4 candidates have been registered to the IX and X semester examinations in January 2020 and December 2020 respectively. But they have failed to secure the minimum marks required for a pass in the X semester. One candidate Aayisha Yasmin has not passed the IX semester examination also. She requested to grant permission to undergo Semester IX and Semester X combined.

All regular examinations of the B.Arch Degree Course up to 2015 admissions of the University of Kerala have been conducted. The University conducted Semester X B.Arch Degree Regular examination in December 2020 for the last regular batch under the University. No regular examinations of the 2 semesters will be conducted here after by the University. The candidates have requested to provide a supplementary chance of the IX and X semesters to clear the papers, which has been recommended by the Principals concerned.

The Chairperson, BoS in Engineering (Pass -I) remarked that the candidates may be given a last chance for registering IX and X Semester of B.Arch Degree examinations as they are students of the last batch of Kerala University. The Dean, Faculty of Engineering and Technology endorsed the remarks of the Chairperson, BoS (Pass-I).

***Recommendations of the Committee:*** *The Committee considered the above matter along with the remarks of the Chairperson, Board of Studies in Engineering (Pass-I), endorsed by the Dean, Faculty of Engineering and Technology and recommended to grant one last chance to the candidates to register S9 and S10 of B.Arch Degree examination as they are the students of the last batch of the University. Further recommended to report the same to the Academic Council.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

**Item No. 28.23.31:-** *Holding of answer script of 6 BA/B.Sc/B.Com students(S4 July 2017 Examinations) for over a year by the TKM College of Arts and Science- Show cause notice issued to the Principal-reg.*

***(CBCSS B.Sc. IV)***

The Principal, T.K.M College of Arts and Science, Kollam permitted Six B.A/ B.Sc/B.Com students who failed to register for their S4 Paper " Readings in Literature " (QP Code C 3763) held on 12 July, 2017 to appear for the examination provisionally on humanitarian grounds. The Principal has informed that the matter was promptly intimated to the University over telephone.

However, even though the examination was held on 12/07/2017, the College authorities took a year to send those answer scripts to the University for Valuation. The Principal, T.K.M College of Arts and Science, Kollam has offered his apologies for the inordinate delay in sending the said answer scripts to the University.

The University has arranged for the valuation of those 6 answer scripts. However, the results of three B.A/ B.Sc candidates could not be released as the college has failed to submit the CE Marks of those students during the stipulated time the result of 2 B.Com and 1 B.Sc Students were released .

The matter was taken up with the T.K.M College of Arts and Science authorities and they have sent the CE marks of those three B.A/B.Sc students. But on verification of the CE marks received from the college, it was found that the mark sheet does not bear signature of candidates which is mandatory .The matter was again taken up with the Principal requesting him to send the CE mark sheets with the signature of the candidates for the publication of their results. The University had sent repeated letters, e-mails and reminders to T.K.M College authorities to forward the CE mark sheets which all ended with no response.

On account of the non –receipt of CE marks, the University was not in a position to publish the S4 B.A/B.Sc results of the students namely Muhsin Bastin N (250 15142022), U Ashik (250 15142038) and Unaize A (141 15142056) of the examination held on July 2017.

More than the matter of non –submission of CE marks, the lapse on the part of the college in not forwarding the answer scripts of the six provisionally admitted candidates and holding them at the College for almost a year was looked into with the gravity it deserves .All the six candidates provisionally admitted for the paper 'Readings in Literature 'of S4 July 2017 examination were regular candidates of the college at the time of examination. Their answer books of all subsequent exams of the same semester were forwarded from the college which clearly indicates the receipts of their hall tickets

.However, the answer books of the particular examination for which the six candidates were provisionally admitted ,somehow happened to be in the College without being sent to the University .

The matter was placed before the the Standing Committee of the Syndicate on examinations held on 25/04/2019. The committee recommended to hear the then Principal and the Chief Superintendent of TKM College of Arts and Science, Kollam and the recommendation of the Standing Committee was approved by the Syndicate at its meeting held on 30/04/2019. Thereupon the Principal, TKM college, Kollam was requested to inform the then Principal and the Chief Superintendent of the T K M College of Arts and Science, Kollam to be present at the meeting of the Standing Committee of the Syndicate on Examinations for a hearing on the matter on 15/10/2019. However, the persons concerned did not turn up for the hearing before the Standing Committee.

The Syndicate at its meeting held on 30/10/2019 noted their absence from the hearing and resolved to approve the recommendation of the Standing Committee on examinations to hear them in the next meeting of the Standing Committee and further resolved to refer the matter of fixing penalty to the Standing Committee. Hence the matter regarding conduct of hearing of the then Principal and Chief Superintendent and also fixing of penalty was placed before the Standing Committee of the Syndicate on Examination held on 19/03/2020. The College authorities again did not turn up for the hearing.

The Syndicate at its meeting held on 28/04/2020 resolved to approve the recommendation of the Standing Committee of the Syndicate on Examinations to issue Show cause notice it to the Principal who failed to comply with the directions of the University to appear for the hearing, allowing 15days time limit to respond to the Show cause notice and further resolved to intimate the Manager regarding the matter.

As per the resolution of the Syndicate a Show Cause Notice was issued to the Principal, T.K.M College of Arts and Science and the matter was also intimated to the Manager of the College.

In response to the Show Cause Notice the Principal, TKM College of Arts and Science, Kollam has submitted a letter dated 17/02/2021 in which it has been stated that the Principal during the period of July 2017 had retired from service on 30/06/2018. The present Principal has admitted that the mistake committed by their institution was serious and has apologized for the incident which happened previously. The Principal has also assured that they would take all necessary steps to avoid such mistakes in future. The Principal has requested to exempt them from any further disciplinary action regarding this case.

***Recommendations of the Committee: The committee accepted the apology of Principal and recommended to issue a warning letter to the Principal to take all necessary steps for avoiding such instances in future.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No. 28.23.32:- Request for permission to appear for the forthcoming Sixth Semester March 2021 examination by Mr. Dipin Mohan M R, a 2015 admission B.Sc. Botany candidate of University College, Tvm – reg:-***

***(CBCSS B.Sc. IV)***

Mr. Dipin Mohan, a 2015 admission B.Sc. Botany candidate of University College, Tvm who has failed to register for the Sixth Semester Regular examination of March 2018 has submitted a request seeking permission to appear for the forthcoming Sixth Semester March 2021 examination. Since he is a 2015 admission candidate, he was supposed to complete his course in 2018. However, he did not register for his regular sixth Semester examination held during April 2018.

Earlier a malpractice case was reported against the candidate during Fourth Semester July 2017 examination and as per the decision of the Standing Committee of the Syndicate on Students Discipline held on 29.11.2017, he was permitted to write the examination in March/April 2018 and also all the papers of the Fourth Semester in which the candidate resorted to malpractice was cancelled. The candidate has obtained notional registration for the Fifth Semester December 2017 examination.

The Academic branch, while considering the request of the candidate for the registration of Sixth Semester issued a memo directing him to submit application for readmission to the Sixth Semester. In response, the Principal, University College in his letter No.B5/3888/2018/UC dtd. 01.11.2018 stated that the candidate has secured 75% attendance in Sixth Semester and not registered

for the examinations. Also requested a permission for notional registration of Sixth Semester or special order for Sixth Semester examination registration at University level or grant him readmission.

The Academic branch in this connection has remarked that in the case of Annual Scheme, as per UO No AC.B1/Readmn/2011 dated 05/07/2011, clause II C, students who have completed the final year degree courses with enough attendance or attendance within condonable limit, but could not register for examination, can be permitted to register for the concerned year's examinations if their application is supported by the attendance statement from the College and recommended by the Principal.

As per the orders of the Registrar, Sri. Dipin Mohan.M.R was permitted to register for the VI Semester examinations of FDP in Botany under CBCS system to be conducted during March/April 2019 without seeking readmission to Sixth Semester. The matter was informed to the Principal vide letter No Ac.AV/1/Readmission /2018 dated 26/12/2018 and the candidate was issued memo No Ac.AV /1/41606/2018 dated 26/12/2018 informing that as he secured minimum required attendance to register for Sixth Semester examinations, readmission to Six Semester during 2018-19 cannot be considered.

Eventhough permission was granted to register for the Sixth Semester examination, the candidate failed to register for the Sixth Semester, April 2019 examinations.

Thereafter, the candidate has submitted a fresh request to the Registrar seeking permission to register for the Sixth Semester March 2021 examination. Hon'ble Vice-Chancellor while considering the request has ordered to place the matter before the Standing Committee of the Syndicate on Examinations for consideration.

***Recommendations of the Committee:*** *The Committee noted the serious lapse on the part of the candidate in not having availed the permission granted to register for the April 2019 Examination without seeking readmission and after considering the fact that the permissible time limit for the 2015 admission candidates as per the CBCSS Regulations end in 2021, the committee recommended that the candidate be permitted to belatedly register for the S6 2021 Examination as amnesty, so as to complete the regulatory requirements with the specific condition that he can appear for the S6 Examinations only at the Mercy Chance when granted by the University.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item no. 28.23.33:- Inordinate delay in submission of application for condonation – reg:***

(EF V)

The candidates whose details are furnished below have applied for granting condonation of shortage of attendance as detailed below:

| Sl. No | Name     | College                      | Sem & Course      | Academic year | Condonation sought for | Application received on                    |
|--------|----------|------------------------------|-------------------|---------------|------------------------|--|
| 1      | Jithin S | SN College, Kollam           | S5, BA Economics  | 2012-2015     | V Sem, Nov 2014        | 18.03.2020 (after a gap of 5 years)        |
| 2      | Rakhi R  | SN College For Women, Kollam | S1, BSc Chemistry | 2015-2018     | I Sem, Jan 2016        | 27.11.2019 (after a gap of around 2 years) |

As the applications were submitted after the lapse of many years of completion of course, the remarks of the Principals concerned were sought for on why the applications were delayed indefinitely and whether the students were permitted to attend classes for higher semesters and permitted to take Examinations without obtaining order granting condonation. The Principal, S N College For Women, Kollam did not respond to the letter.

The Principal, S N College, Kollam, in reply to the letter stated that the application in respect of Sl.No.1 was submitted on time but the University misplaced it. On verification of records, it is found that no application for condonation in respect of both the candidates have been received. The Principal, SN College, Kollam has not responded to the query on whether the candidate under Sl.No.1 was promoted to higher semesters and permitted to take Exams without receiving order granting condonation.

Please note that Sri.Jithin S, 2012-2015 admission, had shortage of attendance for the V sem, as stated by the Principal in the application for condonation. But from the remarks of the tabulation section, it is understood that the candidate under Sl.No.1, wrote all the exams and successfully completed the course in Nov 2018 (II Sem).

The candidate under Sl No:2 also has taken up all the exams, though she had shortage of attendance in the I semester, But her result of Semester I was withheld pending receipt of order granting condonation. From the student history attached, it is understood that the candidate has passed the III and IV Semesters only.

The B A section in reply to the query, on whether Sri. Jithin S' name is included in the list of students with attendance shortage forwarded by the college then, remarked that, the section could not trace out even after thorough search of the attendance statement of candidates of V semester during the period 2014-2015, forwarded by the college. The section also remarked that the candidate was issued provisional certificate, as there was no withheld status for shortage of attendance in the student history in any of the semesters.

As per rules, applications for condonation of shortage in attendance shall be made by each candidate in the prescribed format. The applications shall be recommended and forwarded by the Heads of the Institutions concerned.

The applications shall reach the office of the Controller of Examinations ten days before the date of commencement of the Examination. In no case shall decision in an application be delayed beyond the last date fixed for dispatch of Hall Tickets for the examinations. To conform to this rule, the condonation section forwards the list of students who are under condonable limit, as per applications received (and whose condonation files are forwarded to the Vice Chancellor for approval), to the tabulation section on the day of dispatch of hall tickets, to ensure that all eligible candidates are getting opportunity for taking up the Examination. However, the results of such candidates are released only after granting University Order condoning shortage in attendance.

As per University rules, the Principal of the college, shall take decision on whether to provisionally allow a candidate without hall ticket to take up the examination on the first day of the exam and if allowed, to report it to the University. Naturally, if condonation is not granted/decision on the application not taken, before the beginning of the second day of the Examination, a candidate cannot be permitted to take up the ensuing examinations or attend classes, unless re-admission taken.

Condonation of shortage of attendance is granted for enabling the student to take up the Examination.

In these cases, application for condonation are received after the lapse of many years of conducting the exams. In the student history of Mr Jithin S, no withheld status is seen and the grounds on which such an application was submitted, after the lapse of five years is not known. In the case of Rakhi R, semester I is seen withheld and all other results released.

***Recommendations of the Committee: The Committee considered the above matter and recommended to agree with the request.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No. 28.23.34:- Condonation of shortage of attendance – applications misplaced and lost from the colleges- submission of fresh applications – reg:***

***(EF V)***

Smt.Akhila S J (S4 BA History, 2018 admission, VTMNSS College, Dhanuvachapuram) and Shri.Jithin J (S6 BSc Zoology, 2017 admission, University College, Tvpm) have submitted applications for condonation of shortage of attendance for the IV and VI semester Examinations held in March and April 2020 on 20.12.2020 and 03.03.2020 respectively as per details shown below:

| Sl. No | Name   | College | Sem & Course | Total No.Of working days | No. of days attended | Min.days of attendance required (75%) | No. of days to be condoned | Previous condonation (if any) |
|--------|--------|---------|--------------|--------------------------|----------------------|---------------------------------------|----------------------------|-------------------------------|
| 1      | Akhila | VTMNSS  | S4 BA        | 55                       | 38                   | 41                                    | 3                          | Nil                           |

|   |          |                             |                   |    |    |    |   |     |
|---|----------|-----------------------------|-------------------|----|----|----|---|-----|
|   | S J      | College,<br>Dhanuvachapuram | History           |    |    |    |   |     |
| 2 | Jithin J | University<br>College, Tvpm | S6 BSc<br>Zoology | 45 | 29 | 34 | 5 | Nil |

Since the applications were defective, it were returned to the colleges concerned for rectifying the defects on 20.05.2020 and 17.06.2020 respectively.

Now the Principals of the said colleges, have forwarded fresh applications of the candidates along with letters dated 15.03.2021 and 19.03.2021, stating that the defective applications which were returned to the college for rectifying the defects, were misplaced and lost from their offices during the lockdown period.

As per rules, the Principal of the college has to forward the attendance statement of students who are being presented from the college for any Examination conducted by the University, before the commencement of the Examination. If any student has not got sufficient attendance for taking up the Examination, the University grants permission to take up the Examination by condoning the shortage, if it is under condonable limit. For that, the application from the student with relevant documents and prescribed fee is to be sent to the University, on time, to consider whether to grant it or not and a decision is to be taken before the dispatch of the hall tickets.

It may be noted that the applications for granting condonation of shortage of attendance, in respect of both the candidates were forwarded from the colleges on time. However, as stated by the Principals, the applications returned for rectification of defects were lost during the lockdown period from the colleges.

As per the fresh application forwarded and recommended by the Principal, both the candidates are eligible for granting condonation of shortage of attendance.

The Principals of both the colleges in their letters have requested to consider the fresh applications submitted by the candidates and to release the result of S4 and S6, which was withheld, for want of order granting condonation.

It may be noted that as per orders, all the students for S4 and S6 who have submitted applications for condonation, on time were permitted to take up the Examination during lockdown period on condition that the results shall be released only after granting condonation.

***Recommendations of the Committee: The Committee considered the above matter and recommended to agree with the request.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No.28.23.Additional Item No.1:- Conduct of S6 Unitary and S10 Integrated LLB Examinations – allotting centres outside jurisdiction – reg:***

***The Committee recommended to conduct the S6 Unitary LLB Degree examinations also from the second week of June, 2021 as decided in the case of S10 LLB examinations by providing option for candidates of both the examinations to opt at their convenience, any district centre outside the jurisdiction of this University as allotted for the S6 UG and S4 PG examinations and also any of the Law colleges affiliated to this University.***

***The Committee further recommended that the recommendation on the Additional Item No.1 may be approved by the Vice-Chancellor, subject to reporting to the Syndicate, by invoking 10(13) of Kerala University Act, 1974 as the recommendation has to be implemented urgently.***

The meeting came to an end at 12.15 p.m.

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Examinations held on 04.06.2021, be approved.

***Item No.28.24***

***Minutes of the special meeting of the Standing Committee of the Syndicate on Examinations held on 26.05.2021 – Reporting of – reg:***

**(M&C I)**

The special meeting of the Standing Committee of the Syndicate on Examinations was convened on 26.05.2021 as a consequence of the meeting arranged by the Hon'ble Minister for

Higher Education with the Vice Chancellors of various State Universities to conduct their examinations in the context of the pandemic situation. The meeting took up the issue in all its perspectives and finalized tentative dates for the commencement of pending examinations. (Minutes appended).

Considering the exigency, all the recommendations of the above minutes were approved by the Vice Chancellor exercising the powers vested under section 10(13) of the Kerala University Act, 1974 subject to reporting to the Syndicate.

As per the decisions, all necessary actions were initiated to commence the University Examinations from 15<sup>th</sup> June 2021 with strict adherence to the instructions/guidelines issued by the Government to combat Covid 19 pandemic and press release in this regard was also issued. As per the directions given in tune with the decisions taken by the Standing Committee, the Director, SDE has submitted a detailed proposal for conducting the pending/ensuing SDE Examinations. Necessary arrangements were also initiated to provide a centre in each district falling outside the jurisdiction of the University for the conduct of S6 and S4 PG examinations and sanctioning the Provisional advance to meet the expenses for conducting the same has also been placed before the Standing Committee of the Syndicate of Finance. Specific instructions were given to all Heads / Chief Superintendents of the allotted examination centres for conducting examinations in the wake of Covid 19 pandemic. As per the decision taken, separate online meetings chaired by the Hon'ble Vice-Chancellor, to discuss the conduct/scheduling of various University examinations in the pandemic period with the Principals / Chief Superintendents of the affiliated colleges and two representatives each from various Teachers' organizations, were conducted on 28.05.2021.

The action taken by the Vice-Chancellor in having approved the minutes of the special meeting of the Standing Committee of the Syndicate on Examinations held on 26.05.2021 is reported to the Syndicate.

#### **Minutes of the Special Meeting of the Standing Committee of the Syndicate on Examinations**

Date & Time: 26.05.2021, 11.00 a.m.

Venue: Pro Vice-Chancellor's Chamber

#### **Members Present**

|     |                            |                  |            |
|-----|----------------------------|------------------|------------|
| 1.  | Dr.K.B Manoj               | Convener         | via Online |
| 2.  | Adv.K.H.Babujan            | Member Syndicate | Sd/-       |
| 3.  | Adv.Muralidharan Pillai G. | Member Syndicate | via Online |
| 4.  | Dr.Vijayan Pillai M        | Member Syndicate | via Online |
| 5.  | Sri.Jairaj.J               | Member Syndicate | via Online |
| 6.  | Dr.Mathew.V.               | Member Syndicate | via Online |
| 7.  | Sri.Bijukumar.G.           | Member Syndicate | via Online |
| 8.  | Sri.Arunkumar R.           | Member Syndicate | via Online |
| 9.  | Prof.K.Lalitha             | Member Syndicate | via Online |
| 10. | Dr.B.Unnikrishnan Nair     | Member Syndicate | via Online |
| 11. | Dr.S.Nazeeb                | Member Syndicate | via Online |
| 12. | Dr.K.G.Gopchandran         | Member Syndicate | via Online |

#### **Members Absent**

NIL

The special meeting of the Standing Committee of the Syndicate on Examinations was convened as a consequence of the meeting arranged by the Hon'ble Minister for Higher Education with the Vice Chancellors of various State Universities to conduct their examinations in the context of the pandemic situation. The meeting took up the issue in all its perspectives and finalized tentative dates for the commencement of pending examinations. The Committee also proposed the scheduling of various forthcoming University Examinations and the following recommendations were taken:

**I. To commence the University Examinations from 15<sup>th</sup> June 2021 with strict adherence to the instructions/guidelines issued by the Government to combat Covid 19 pandemic. The detailed schedule of various Semester Examinations is as follows:**

**(1) S6 B.Sc. and B.Com Examinations will be conducted on Forenoon of 15<sup>th</sup>, 17<sup>th</sup>, 19<sup>th</sup>, 21<sup>st</sup>, 23<sup>rd</sup> and 25<sup>th</sup> June, 2021.**

**(2) S6 B.A. Examinations will be conducted on Forenoon of 16<sup>th</sup>, 18<sup>th</sup>, 22<sup>nd</sup>, 24<sup>th</sup>, 26<sup>th</sup> and 28<sup>th</sup> June, 2021**

- (3) S3 UG Examinations will be conducted on Forenoon of 30<sup>th</sup> June and 02<sup>nd</sup>, 05<sup>th</sup>, 7<sup>th</sup>, 09<sup>th</sup> and 12<sup>th</sup> July, 2021.
- (4) S1 UG Examinations will be conducted on 14<sup>th</sup>, 16<sup>th</sup>, 19<sup>th</sup>, 21<sup>st</sup>, 23<sup>rd</sup>, 26<sup>th</sup>, 28<sup>th</sup>, 30<sup>th</sup> of July and 02nd, 04th and 06th of August 2021.
- (5) S4 UG Examinations will be conducted on 09th, 11th, 13th, 16th, 18th, 31st of August, 02nd, 04th, 06th and 08th of September, 2021.
- (6) S4 PG Examinations will be conducted on Afternoon of 16<sup>th</sup>, 18<sup>th</sup>, 22<sup>nd</sup>, 24<sup>th</sup>, 26<sup>th</sup>, June, 2021
- (7) S1 PG Examinations will be conducted on Afternoon of 30th June and 02nd, 05th, 07th and 09th July, 2021.
- (8) S10 LLB and S4 of B.Ed. Examinations will also be conducted from the second week of June, 2021.

- II. To entrust the Director, SDE to submit a detailed proposal, with the list of the examination centres available, for conducting the pending/ ensuing SDE Examinations.
- III. To make necessary arrangements by providing the S6 UG and S4 PG students for opting the Centre of the examination, of their convenience and also providing a centre in each district falling outside the jurisdiction of the University be taken up on a war footing as had been done earlier consequent on the spread of the pandemic during the first spell last year. The matter of continuing this facility for other examinations shall be considered after verifying the then status of pandemic situation.
- IV. To give specific instructions to all the Heads/ Chief Superintendents of the allotted Examination centres for the smooth conduct of examinations in the wake of Covid 19 pandemic.
- V. To make necessary arrangements for declaring all the sections coming under the Examination wing, IT Cell and the Computer Centre as essential services for the timely and efficient conduct of examinations by getting clearance from the appropriate authority.
- VI. To convene urgent separate online meetings to be chaired by the Vice-Chancellor / Pro Vice-Chancellor with Principals/ Chief Superintendents of the affiliated colleges and two representatives each from various Teachers' organizations to discuss the conduct/scheduling of various University examinations in the pandemic period.
- VII. To issue a press release urgently stating the context of the meeting and the tentative date proposed for the commencement of University Examinations from the second week of June, 2021.
- VIII. To submit a proposal regarding the sanctioning of Provisional Advances to meet the expenses for the conduct of examinations, including sanitation charges and hiring of vehicles, before the next Standing Committee of the Syndicate on Finance.

The committee further recommended that the above recommendations may be approved by the Vice-Chancellor, subject to reporting to the Syndicate, by invoking 10(13) of Kerala University Act, 1974 as the recommendations have to be implemented urgently.

***Resolution of the Syndicate***

**RESOLVED** that the action taken by the Vice-Chancellor in having approved the above recommendation of the Standing Committee of the Syndicate on Examinations held on 26.05.2021, be noted.

=====  
Item No.28.25

***Appointment of Teachers in the University Departments - Notifications quashed by the High Court of Kerala - Disbursement of salary to the affected teachers - Reporting of - reg.***

***(Ad.H)***

Based on the modified methodology for preparing reservation roster, treating the University as a unit, brought in to effect by Act 26/2014, the University had notified 105 vacancies of teachers (Assistant Professors - 43, Associate Professors - 32, and Professors - 30) in 2017 and another 7 vacancies in 2019 (Assistant Professors - 1, Associate Professors - 3, and Professors - 3). Among the 58 teachers appointed by the University on the basis of the aforesaid notifications, (one Assistant Professor-Not joined duty and one Assistant Professor - relieved after joining), 56 teachers are in the service of the University, with one Assistant Professor on LWA.

By a judgment dated 31-03-2021, the High Court of Kerala has in WP(C) Nos. 4592/2018, 1592/2018 and 8334/2018, quashed the Act 26/2014, the University Order detailing the norms for implementing the Act 26/2014, and the notifications issued on its basis. The 56 teachers appointed on the basis of the 2017 and 2019 notifications are directly affected by the judgment. The University has initiated steps to file appeal before the High Court, as soon as a certified copy of the judgment is received. Hence the salary to the affected teachers for the month of May 2021 were disbursed by the Finance Wing as ordered by the Vice-Chancellor, subject to reporting to the Syndicate.

The action taken by the Vice-Chancellor in having ordered to disburse the salary for the month of May 2021 to the teachers affected by the Judgment dated 31-03-2021, 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.28.26**                      ***Department of Sanskrit-Nomination of Headship- Consideration of- reg.***

**(Ad DIII)**

Dr.C.A.Shaila, Professor and Head of the Department of Sanskrit, vide letter no. Skt.No./341/2020-21 dated 12.04.2021 has informed that her tenure of Headship in the Department is to be completed on 25.06.2021 and has requested that further necessary action may be made in this regard.

In this regard, the following may kindly be noted;

- As per U.O.No.Ad.AIII/CH/DS/2012 dated 25.06.2012,Dr. C.A. Shaila, Associate Professor, Department of Sanskrit was nominated as Head of the Department of Sanskrit, University of Kerala, Kariavattom for a period of three years w.e.f. 26.06.2012.
- On expiry of the tenure on 25.06.2015, vide U.O. No. Ad DIII.1.31468/2015 dated 22.12.2015, she was permitted to continue as the Head of the Department of Sanskrit for a period of three years w.e.f. 26.06.2015.
- On expiry of the tenure on 25.06.2018, vide U.O. No. Ad DIII.1.31468/2015 dated 01.06.2018, she was permitted to continue as the Head of the Department of Sanskrit for a period of three years w.e.f. 26.06.2018.
- Her tenure as HOD ends on 25.06.2021. Dr.C.A.Shaila, Professor, Department of Sanskrit, has now requested that further necessary action may be made in this regard.

As per Amendment no.232 in Statute 18, in Chapter 3 of the Kerala University First Statutes, 1977, the Professor, Associate Professor/Reader or Assistant Professor in charge of a Department shall be Head of the Department. The Head of the Department shall be nominated on a rotation basis for three years starting with the senior most teacher of the Department. The Syndicate shall nominate the Senior most Professor as the Head of the Department for a period of three years and at the end of the three years, next senior most Professor shall be nominated. After all the Professors are given a turn, the rotation shall then be implemented among Associate Professors/Readers as per seniority. In the Department where there are no Professors or Associate Professors/Readers eligible for the Headship, it shall be rotated among the Assistant Professors. It shall however be open to the teacher who has been nominated as the Head of the Department to make a request that he/she shall be relieved of such responsibility for academic reasons. In such cases, the next senior most teacher shall be the Head of the Department.

Also it may be noted that to become eligible for consideration for Headship, a teacher has to put in at least two years of service in the Department concerned, except in cases where there is no senior teacher in the Department. A teacher shall be eligible to take up the Headship only if he/she has a minimum of 6 months service remaining till retirement.

Present strength of Teaching Staff in the Department of Sanskrit are as follows;

| Name                | Designation         | Date of Joining |
|---------------------|---------------------|-----------------|
| Dr.C.A.Shaila       | Professor           | 11.02.1997      |
| Dr.Usha Raja Varier | Associate Professor | 16.03.2020      |
| Dr.C.N.Vijayakumari | Assistant Professor | 07.11.2012      |
| Dr.Shamseer P.C     | Assistant Professor | 16.03.2020      |



|                               |                     |            |
|-------------------------------|---------------------|------------|
| Dr.Jayalakshmi Thazhe Veettil | Assistant Professor | 16.03.2020 |
|-------------------------------|---------------------|------------|

**In the present case, Dr. C.A.Shaila, present nominated Head has not requested that she be relieved from the Headship. The date of retirement of Dr.C.A.Shaila, is on 31.05.2024.**

There is only one Associate Professor viz. Dr.Usha Raja Varier in the Department of Sanskrit she has not completed stipulated two years of service in the Department to be nominated as the Head.

The next senior most teacher in the Department is Dr.C.N.Vijayakumari, Assistant Professor and the date of retirement of Dr.C.N.Vijayakumari, is on 31.03.2032.

Dr.C.A.Shaila, Professor and HoD, Department of Sanskrit is continuing her headship from 26.06.2012 which ends on 25.06.2021. In her request dtd 12.04.2021, she has not mentioned her unwillingness to hold the charge of the HoD.

**Thus it can be seen that only Dr.C.A.Shaila, Professor is the only eligible person to be nominated as the Head of the Department in the present scenario.**

As per the orders of the Vice- Chancellor, the matter of nominating HoD in the Department of Sanskrit, for a period of Three years w.e.f.26.06.2021, is placed before the Syndicate for consideration and appropriate decision;

***Resolution of the Syndicate***

**RESOLVED** to nominate Dr.C.A.Shaila, Professor, Department of Sanskrit as Head, Department of Sanskrit for a period of Three years w.e.f. 26.06.2021.

**Item No.28.27      *Ph.D Research – Re-registration granted to Smt. Nanditha C K, Research Scholar in Biotechnology – Reporting of- reg.***

*(Ac.EI)*

An application was received from Smt. Nanditha C.K, Full-time Research Scholar in Biotechnology, at Rajiv Gandhi Centre for Biotechnology, Thiruvananthapuram duly recommended by the Supervisor, Head of the Research Centre and Chairman, Doctoral Committee for re-registration of Ph.D. Research due to the defaulted payment of Ph.D. research fee for more than 6 months.

Considering the application, sanction has been accorded by the Vice -Chancellor, to the above mentioned research scholar, being granted re-registration due to default in payment of research fee for more than 6 months w.e.f 06/06/2017, subject to reporting to the Syndicate.

Consequently U.O has been issued vide U.O No. 2351/2021/UOK dated 03/05/2021.

As per the orders of Hon'ble Vice-Chancellor the matter regarding the Re-registration granted to Smt.Nanditha.C K , Full-time Research scholar in Biotechnology 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.28.28      *Research leading to Ph.D Degree – Re-registration in respect of Pillai U.V Lakshmy, part-time research scholar in Economics - reporting of-reg.***

*(Ac.EI)*

An application was received from Pillai U.V Lakshmy, part-time research scholar in Economics, at Department of Futures Studies, University of Kerala, Kariavattom duly recommended by the Supervisor, Head of the Research Centre and Chairman, Doctoral Committee for re-registration of Ph.D. research due to the defaulted payment of Ph.D. research fee for more than 6 months.

Considering the application, sanction has been accorded by the Hon'ble Vice Chancellor to Pillai U.V Lakshmy, part-time research scholar in Economics being granted re-registration due to default in payment of research fee for more than six months w.e.f 20/06/2014, in exercise of the powers vested on him and U.O has been issued in this regard vide U.O No. 2312/2021/UOK dated 03/05/2021

As per the orders of the Vice-Chancellor, the matter of having granted re-registration in respect of Pillai U.V Lakshmy, part-time research scholar in Economics 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.28.29.** *1) Minutes of the meeting of Technical Committee of BIIC@UoK (Business Innovation and Incubation Centre @ University of Kerala) held on 18.03.2021 and Review Committee held on 26.03.2021.Consideration of-reg.*

(Pl. A)

**2) Disbursement of Seed Money to existing Startups.**

The meeting of the Technical Committee of BIIC@UoK, formerly named as Kerala University Technology and Business Startup Centre (KU-TBSC), was held on 18.03.2021. The meeting discussed various issues like the present status of BIIC-UoK, execution of MoU w.r.t the startup 'Kreative Technologies Solution', Guidelines and Policy (First Draft) for revamping of BIIC@UoK. The minutes of the Technical Committee is attached below. (Appendix-I)

As per the recommendations of the committee, steps for appointing centre manager and administrative officer of BIIC@UoK were initiated. The Director submitted a panel of experts for the selection committee of centre manager (Appendix-II). The Vice-Chancellor nominated the following members for the Selection Committee (Item No. 1)

- Vice-Chancellor as Chairman
- Pro-Vice-Chancellor
- One Syndicate Member from Technical Committee- Dr. S. Nazeeb, Member, Syndicate
- External Experts:
  1. Er. S. Balaram, Scientist G, Member Secretary and CEO TIMED, SCTIMST, Poojappura
  2. Mr. Ashok Kurian Panjikaran, Manager, Business Linkages and Incubation, Kerala Startup Mission, Technopark, Thiruvananthapuram

The Hon'ble Vice-Chancellor has also nominated a Chartered Accountant as an advisor to University for matters relating to Registration of Startups (as per Item No.2)- C.A.Sony Varghese, FCA, DISA (ICAI), Chartered Accountant, V.V. Nagar 39, NCC Road, Ambalamukku, Peroorkada.P.O

Based on the recommendations of the Technical Committee, a review meeting of four existing Startups who have executed MoU with the University was held on 26.03.2021 at the Mini-Conference Hall of the Department of Aquatic Biology and Fisheries. The minutes of the meeting is appended (Appendix-III). The Director has informed that the review committee has recommended to sanction Rs. 25,000/- (Rupees Twenty Five Thousand only) each as initial seed fund for the two startups M/s Auggen 21 and M/s Biovent, that are registered as LLP or Partnership, and Rs. 35,000/- (Rupees Thirty Five Thousand only) as initial seed fund each for startups registered as Private Limited Companies, namely- M/s LangTech Info Solutions Pvt Ltd (KALAVARA) and M/s WellSpread Technologies Pvt Ltd, as recommended by the Technical Committee meeting.

Dr. Manoj Changat, Director, has requested sanction for the release of the seed money from the available budget of Rs. 20,00,000/- (Rupees Twenty lakh only) for the financial year 2019-20. It may be noted that the Syndicate held on 13.04.2021 vide Item No. 26.78.14 has resolved to approve the recommendations of the Standing Committee of the Syndicate on Planning and Development held on 09.04.2021 (Appendix IV) with regard to restructuring of office of BIIC@UoK.

The Standing Committee recommended to approve the total estimate of Rs.19,42,801/- (Rupees Nineteen Lakh Forty Two Thousand Eight Hundred and One only) and drawing submitted by University Engineer for restructuring of BIIC@UoK, utilizing the amount sanctioned in 2019-20 budget and credited in the Business Innovation and Incubation Centre @ University of Kerala BIIC@UoK's account and to grant administrative sanction accordingly as per norms, among other recommendations. (The file is currently with Finance Section for processing: 07.05.2021)

As such, only an amount of Rs. 57,199/- (Rupees Fifty Seven Thousand One Hundred and Ninety Nine only) will be available under this account.

However, it may be noted that an amount of Rs. 10 lakh has been earmarked in the Budget speech (Item No. 127) of 2021-22 for BIIC@UoK. Hence the file was placed before the Vice-Chancellor for orders regarding the disbursement of seed money to existing startups, as to whether the Director be requested to forward a proposal for the release of fund recommended under the budget speech so that the seed money can be disbursed from the available balance of 2019-20 and proposed fund of 2021-22.

As per the orders of the Vice-Chancellor, the following matters are placed before the Syndicate for consideration and appropriate recommendations.

1) **Minutes of the meeting of Technical Committee of BIIC@UoK (Business Innovation and Incubation Centre @ University of Kerala) held on 18.03.2021**

2) **Minutes of the meeting of Review Committee held on 26.03.2021**

3) **Disbursement of Seed Money to existing Start-ups from the available balance of 2019-20 and proposed fund of 2021-22.**

*Resolution of the Syndicate*

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

=====  
**Item No.28.30. Minutes of the meeting of the Standing Committee of the Syndicate on Academic and Research held on 08.06.2021- Approval of –reg.**

(Ac.E1)

Minutes of the meeting of the Standing Committee of the Syndicate on Academic And Research held on 08.06.2021 is placed before the Syndicate for Consideration and Approval (Minutes Appended)

**MINUTES OF THE MEETING OF THE STANDING COMMITTEE OF THE SYNDICATE  
ON ACADEMICS AND RESEARCH**

Venue : Syndicate Room

Date : 08<sup>th</sup> June, 2021

Time : 11.00 am

**Members Present**

- |     |                             |               |
|-----|-----------------------------|---------------|
| 1.  | Dr. S.Nazeeb (Convenor)     | Sd/-          |
| 2.  | Dr. Gopchandran. K.G        | Sd/- (Online) |
| 3.  | Dr. K.B.Manoj               | Sd/- (Online) |
| 4.  | Adv. Muralidharan Pillai .G | Sd/-          |
| 5.  | Prof. K. Lalitha            | Sd/- (Online) |
| 6.  | Dr. Vijayan Pillai.M        | Sd/- (Online) |
| 7.  | Sri. Arun Kumar. R          | Sd/-          |
| 8.  | Sri. Jairaj.J               | Sd/- (Online) |
| 9.  | Dr. B. Unnikrishnan Nair    | Sd/-(Online)  |
| 10. | Adv. A. Ajikumar            | Sd/-          |

**Item No: 28.30.A1 Exploring possibilities of establishing a research centre for Humanities and Languages at the University Library- reg**

As per the note from PS to PVC, the Expert Committee on University Education :Covid -19 and after, recommended to explore the possibilities of establishing a research centre for Humanities and Languages at the University Library.

As per UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D Degrees) Regulations, 2016 and University of Kerala Regulation 2016, Post-graduate Departments of Colleges and Research laboratories of Central/State Government with adequate facilities for research as mentioned in the Clause (10.1) of the said regulations alone shall be allowed to offer Ph.D programmes. Also the Regulation 2016 stipulates that registration to research leading to Ph.D programme shall be allowed, only in Research Centres, fulfilling the provisions in the said regulations.

Since Kerala University Library does not satisfy the conditions to continue as Research centre, as stipulated in UGC Regulation 2016, the Syndicate at its meeting held on 31.01.2015 resolved to stop granting fresh Ph.D registration in Kerala University Library and Campus Library Kariavattomw.e.f July 2015 Session onwards. University Order in this regard has been issued vide U.O No. Ac.E1/2017 dated 22/08/2017.

Now the expert committee recommended to explore the possibilities of establishing a research centre for Humanities and Languages at the University Library. The committee observed that the University Library has huge potential, with 3,15,355 books, 2500 e-books and 9950 e-journals to its credit, to function as a research centre. So the clause that allows Central/State Laboratories will be

extended to Central/State Libraries as well. Also recommended that as the proposal involves clarification from experts, the same may be placed in relevant bodies for further discussion.

As per the orders of Hon'ble Vice-Chancellor, the matter of exploring possibilities of establishing a research centre for Humanities and Languages at the University Library in a status as equal to State/ Central Laboratories, by considering the potential of the same, is placed before the Standing Committee of the Syndicate on Academics & Research for consideration and recommendation.

**Recommendation:** *The Committee considered the above matter and recommended to constitute an expert committee chaired by Pro Vice chancellor with following members 1. Dr. Binojkumar RB (Research Director), Dr. Manju S Nair (Dean Faculty of Social Sciences), 3. Dr. Shifa S (Dean Faculty of Oriental Studies), 4. Dr. Jamuna B S (Dean Faculty of Arts), 5. Dr. C R Prasad (HoD Dept. of Kerala Studies) and Dr. Meena T Pillai (Professor Institute of English) and submit a report regarding feasibility of recognizing Tagore Center, currently functioning in the Kerala University Library and SCERT as research centers. The report to be placed in next Standing Committee of the Syndicate on Academics and Research.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. A2** *Ph.D Research - Change of Subject and Re-registration - Application submitted by Sri. Valsaraj P-reg*

Name : Valsaraj P  
 Subject : Futures Studies (Full-time)  
 Research Supervisor : Dr. K Satheesh Kumar, Associate Professor & Head, Dept. of Futures Studies, University of Kerala, Kariavattom.  
 Research Centre : Dept. of Futures Studies, University of Kerala, Kariavattom  
 Requests : 1.) To Change subject to Technology Management  
 2.) Re-registration due to default in payment of Research fee for more than six months, w.e.f 22/06/2016

**Recommendation:** *The Committee considered the above matter and recommended to obtain the remarks from the Dean concerned and Chairman Doctoral Committee in Future Studies.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. A3** *Ph.D Research – Change of Research Supervisor, Inclusion of Co-Supervisor & Extension of grace time for submission of Thesis- Application submitted by Sri. Manu N M- reg.*

Name : **Sri. Manu N M**  
 Subject : Biotechnology (Full-time)  
 Research Supervisor : **Dr. K Santhosh Kumar (Rtd.)**  
 Research Centre : Rajiv Gandhi Centre for Biotechnology, TVM  
 Request : 1. Change of Research Supervisor to **Dr. Ruby John Anto**, Scientist G, Cancer Research Division, RGCB, Trivandrum.  
 2. Inclusion of the present supervisor Dr. K Santhosh Kumar as Co-supervisor  
 3. Extension of grace time for submission of thesis for six months.

**Recommendation:** *1. The committee considered the above matter and recommended to agree with the requests (1) and (2) and the Scholar can avail the general extension of grace time granted by the University from time to time.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. A4      *Ph.D Research – Re-registration – Application submitted by Sri.J.Vijayakumar– reg.***

Name : **Sri. J Vijayakumar**  
 Subject : Mechanical Engineering (Part-time)  
 Research Supervisor : **Dr. K Thyagarajan, Former Dean, College of Engineering, Trivandrum (Retired)**  
 Research Centre : College of Engineering, Trivandrum  
 Request : Re-registration due to default in payment of Research fee for more than six months w.e.f. 15.02.2015

**Recommendation:**      *The Committee considered the above matter and recommended to defer the matter.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.A5      *Ph.D Research – Conversion of Ph.D Registration from Full- time to Part-time, Change of Research Supervisor & Re- registration – Application submitted by Smt. Ancy A - Education- reg.***

Name : **Smt. Ancy A**  
 Subject : Education (Full-time)  
 Research Supervisor : Dr. K. Rema Devi, Principal (Retd), N.S.S Training College, Pandalam  
 Research Centre : N.S.S Training College, Pandalam  
 Requests : **1. Conversion to Part- time w.e.f 06/06/2019 FN.**  
**2. Change of Research Supervisor to Dr. Padma Priya P.V, Assistant Professor, N.S.S Training College, Pandalam.**  
**3. Re-registration w.e.f. 01.06.2020, due to default in payment of Research fee for more than six months.**

**Recommendation:**      *The Committee considered the above matter and recommended to agree with the requests.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.A6      *Ph.D Research-Cancellation of Ph.D registration- Sri. Ayan Modak, Research Scholar in Biotechnology- January 2020 session-reg:***

The Doctoral Committee in Biotechnology held on 22.06.2020, recommended Sri. AyanModak for registration to Ph.D Research in the subject Biotechnology, as a Full-time scholar under the Supervision of Dr. E. Sreekumar, Scientist E-II, Molecular Virology Laboratory, Pathogen Biology Program Rajiv Gandhi Centre for Biotechnology. The Vice-Chancellor had granted Ph.D registration to the candidate and joining letter was issued to him vide letter No.Ac.E1/A1/120/BTY/21117/2020 dated 10.03.2021.

Now he has informed that he already obtained registration with Regional Center for Biotechnology (RCB), Faridabad. Hence, he has requested to cancel his registration for the Ph.D program of University of Kerala vide his request dated 26.03.2021.

As per the orders of the Hon'ble Vice Chancellor, the matter of granting cancellation of Ph.D Registration in respect of Sri. AyanModak, Research Scholar in Biotechnology is placed before the Standing Committee of the Syndicate on Academics and Research for consideration and appropriate recommendations.

**Recommendation:**      *The Committee considered the above matter and recommended to cancel the Ph.D registration granted to Sri. AyanModak in the subject Biotechnology.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. B1** **Approval as Research Supervisor in Chemistry – Dr. Athira C.J - reg:-**

Name : Dr.Athira C.J., Assistant Professor, Dept. of Chemistry, M.M.N.S.S College , Kottiyam, Kollam.  
 Subject : Chemistry  
 Faculty : Science  
 Facility Centre : T.K.M College of Arts & Science, Kollam.  
 Request : Recognition as Research Supervisor in the subject Chemistry.

**Recommendation:** *The Committee considered the above matter and recommended to recognize Dr.Athira C.J., Assistant Professor, Dept. of Chemistry, M.M.N.S.S College , Kottiyam, Kollam as approved Research Supervisor in the subject Chemistry with T.K.M College of Arts & Science, Kollam as facility centre.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.B2** **Research leading to Ph.D Degree - Request for extension of joining time for six months - Ms.Aneena Maria Francis - Psychology- reg**

Name : **Smt. Aneena Maria Francis**  
 Subject : Psychology  
 Research Supervisor : Dr. Sajimon P P  
 Research Centre : Govt. College for Women, Tvpm.  
 Request : Extension of six months to join for research leading to Ph.D Degree.

**Recommendation:** *The Committee considered the above matter and recommended to direct the candidate to resubmit the application duly recommended by the research supervisor and Chairman Doctoral Committee concerned along with supporting documents.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.B3** **Ph.D Degree-Modification of title of thesis -Smt. Nisha K.R- Chemistry-reg:-**

Name : Nisha K.R (Part-time)  
 Subject : Chemistry  
 Research Supervisor : Dr.RathikaNath G  
 Research Centre : K.S.M.D.B College, Sasthamcotta  
 Request :Modification of title of Research as “STUDIES ON OXOMOLYBDENUM (V), DIOXOMOLYBDENUM(VI), DIOXOTUNGSTEN (VI) AND RUTHENIUM (III) COMPLEXES OF SOME MULTIDENTATE LIGANDS”

**Recommendation:** *The Committee considered the above matter and recommended to agree with the request.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. B4** **Ph.D Research - Cancellation of Ph.D registration – Ms. Madhuri Krishnan. S - Physics –July 2019 Session – Reg:-**

Name : Madhuri Krishnan S  
 Subject : Physics  
 Research Supervisor : Dr.Vinodkumar R, Assistant Professor, Dept. of Physics, University College, Tvpm.  
 Research Centre : University College, Tvpm.  
 Request : Cancellation of Ph.D Registration

**Recommendation:** *The Committee considered the above matter and recommended to cancel the Ph.D registration granted to Smt. Madhuri Krishnan S in the subject Physics.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.B5** *Ph.D Research- Chronic Absenteeism - Namith Nava Krishnan - Complaint from the Research Supervisor in Physics- non compliance of Syndicate Resolution - Conduct of Hearing to the research supervisor - reg:-*

Dr.Vijayakumar S, research supervisor to Namith Nava Krishnan, a full-time Ph.D research scholar in Physics has submitted a complaint against the research scholar, recommended by the head of research centre.

In his letter, Dr.Vijayakumar S says that Namith Nava Krishnan had been abstaining from the assigned research work. It has been more than one year since he has turned up for the research programme. As a result of this, the progress of his research work is almost nil and he is yet to report for the progress discussion. This kind of behaviour is seen as a sign of gross negligence of his duty that goes against the UGC regulations 2016 and the University's attendance policy.

Namith Nava Krishnan was sanctioned University JRF for first year (from 09/01/2018 to 08/01/2019) vide UONo. Ac.EVI(4)/11976/JRF/2018 w.e.f 22/02/2018. As per the remarks from Ad.FII section, Namith Nava Krishnan had claimed an amount of Rs 113645/- (Rupees One Lakh Thirteen thousand six hundred and forty five only) as University JRF during the period from 09/01/2018 to 30/09/2018.

The details of the candidate is shown below:

| Details of the candidate, Subject, Full-time/ Part-time  | Name of Research Supervisor & Research centre   | Request                                 | Remarks  |
|--|---|---|--|
| Namith Nava Krishnan<br>Full-time<br>Physics<br>UONo.Ac.EVI(4)/717/PHY/16237/2017 dated 18/01/2018 w.e.f. 09/01/2018 | <u>Research Supervisor</u><br>Dr.Vijayakumar S<br>Assistant Professor<br>Dept. of Physics,<br>NSS College<br>Pandalam<br><br><u>Centre</u><br>Christian College<br>Chengannur | Chronic Absenteeism of Research Scholar | The Research Supervisor has forwarded a letter recommended by the Head of the Research Centre<br>The Research scholar had claimed an amount of Rs 113645/-(Rupees One Lakh Thirteen thousand six hundred and forty five only) as University JRF during the period from 09/01/2018 to 30/09/2018. |

The matter was placed before the Standing Committee of the Syndicate on Academics and Research held on 12/05/2020 and the Standing Committee recommended to hear the Research Scholar and Research Supervisor. The Syndicate held on 15/05/2020 resolved the same.

The Standing Committee of the Syndicate on Academics and Research held on 02/07/2020 heard the research scholar, Sri. Namith Nava Krishnan, and recommended to entrust the Pro-Vice- Chancellor to probe in to the grievances of the research scholar since the continuation of research in this University seems impracticable as per the existing rules. The Syndicate held on 14.08.2020 had resolved the same.

Accordingly, a hearing of the Candidate was conducted on 11/11/20 at 3 pm at the Chamber of the Pro Vice- Chancellor. The research supervisor had informed that he was not able to attend the meeting as he had admission duty at NSS College, Pandalam.

As per the hearing minutes, since the regulation relating to Ph.D degree clearly mentioned the completion of course work examination during the initial one year from the date of registration for research, failing which the registration for research will be cancelled, and it was suggested that the original registration of the candidate may be cancelled after refund of the JRF claimed by the research scholar. However, when the candidate pointed out certain medical reason also for not completing the

course work with in the stipulated time, he was directed to give detailed representation with supporting medical documents.

In the representation, the candidate explained that it was not an intentional absenteeism. He is having visual disabilities by 40% and also he is a fits patient. Because of these health issues he could not attend the course work exams with in the stipulated time. He also submitted supporting medical documents (disability certificate) from District Hospital, Kannur.

The matter was placed placed before the Standing committee of the Syndicate on Academic and Research held on 22.12.2020 and the committee recommended to grant six months time to the candidate to submit the Thesis and the Syndicate held on 29.12.2020 resolved to agree to the same. Accordingly an intimation memo was issued to Sri. Namith Nava Krishnan and the same matter was intimated to the research supervisor through email.'

It may be further noted that the research scholar has not completed compulsory course work exam with in the stipulated time as prescribed by the UGC regulation 2016, and this was pointed out by the PVC in his report at the time of hearing. **The Syndicate considered the report of the PVC and the whole matter and it was resolved to grant six months additional time to the candidate to submit the thesis w.e.f. the date of Syndicate decision. (ie from 29.12.2020)**

Now in the representation dated 03/02/2021 submitted by the candidate, **it is pointed out that, the research supervisor had not endorsed the application for the course work examination and has asked to take further necessary action**

The matter was placed placed before the Standing committee of the Syndicate on Academic and Research held on 09/04/2021 and the committee **recommended to hear the Research Supervisor Dr. Vijayakumar S and the Syndicate held on 13/04/2021 resolved to agree to the same.**

As per the orders of the Hon'ble Vice-Chancellor hearing note prepared in this regard is placed before the Standing Committee of the Syndicate on Academics and Research for the conduct of hearing and for appropriate recommendations to the Syndicate.

**Recommendation:** *The Committee considered the above matter and recommended to defer the matter.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. B6** *Approval as Research Supervisor in Statistics -Application submitted by Dr. Vineshkumar. B - reg.*

Name : Dr. Vineshkumar.B, Assistant Professor, Department of Statistics, Govt. Arts College, Thiruvananthapuram.  
 Subject : Statistics  
 Faculty : Science  
 Facility Centre : Department of Statistics, University College, Thiruvananthapuram.

**Request : Approval as Research Supervisor in the subject Statistics.**

**Recommendation:** *The Committee considered the above matter and recommended to recognize Dr. Vineshkumar.B, Assistant Professor, Department of Statistics, Govt. Arts College, Thiruvananthapuram as approved Research Supervisor in the subject Statistics, with Department of Statistics, University College, Thiruvananthapuram as facility centre.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. B7** *Ph.D Research – Change of Research Supervisor – Parvathy H S, Part-time-research scholar in Botany- reg:-*

Name : Parvathy H S  
 Subject : Botany (Part-time)  
 Research Supervisor : Dr.D K Sathish (Rtd.)  
 Research Centre : University College, Tvpm.  
 Request : Change of Research Supervisor to Dr.Laija S Nair, Associate Professor, Department of Botany, University College, Tvpm.



**Recommendation:** *The committee considered the above matter and recommended to agree with the request.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. B8**      **Ph.D Research –Change of Research Supervisor and change of research centre - Linipriya Vasavan- Part-time-research scholar in Law reg:-**

Name : Smt. Linipriya Vasavan  
 Subject : Law (part time)  
 Research Supervisor : Dr. Sindhu Thulaseedharan, Associate Professor, Dept. of Law, University of Kerala, Tvpm.  
 Co-Supervisor : Dr. John P  
 Research Centre : Dept. of Law, University of Kerala, Kariavattom, Tvpm.  
 Requests : 1. Change of Research Supervisor to Dr. Meenakumary S, Assistant Professor, Dept. of Law, Govt. Law College, Tvpm.  
 2. Change of Research Centre to Govt. Law College, Tvpm.

**Recommendation:** *The committee considered the above matter and recommended to agree with the requests.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. B9**      **Research leading to Ph.D Degree- Modification of title - request submitted by Ms. Azeen Ratheesan-English- consideration of reg:-**

Name : Ms. Azeen Ratheesan  
 Subject : English ((full time)  
 Research Supervisor : Dr. Shameem A (Rtd.)  
 Research Centre : T.K.M College of Arts & Science, Kollam.  
 Request : Modification of title of Research as “English Education at the Secondary Level in Kerala: A critique of the Academic Streams with reference to Kollam District”

**Recommendation:** *The Committee considered the above matter and recommended to obtain remarks from Dean Faculty of Arts and Chairman Doctoral Committee.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.B10**      **Application for approval as Research Supervisor in Mathematics – Dr.Sabarinath A-reg:-**

Name : Dr.Sabarinath A, Scientist Engineer ‘SF’, Space Transportation Systems, VSSC, Tvpm.  
 Subject : Mathematics  
 Faculty : Science  
 Facility Centre : VSSC, Thiruvananthapuram.  
**Request** : **Approval as Research Supervisor in the subject Mathematics**

**Recommendation** : *The Committee considered the above matter and recommended to recognize Dr.Sabarinath A, Scientist Engineer ‘SF’, Space Transportation Systems, VSSC, Tvpm as approved Research Supervisor in the subject Mathematics with VSSC, Thiruvananthapuram as facility centre.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. B11 Cancellation of Ph.D Admission in English - July 2020 session - Mr. Arun Abraham Varghese- Regarding:**

Mr. Arun Abraham Varghese, a research aspirant who was registered in July 2020 session has submitted a **request for cancelling his Ph.D admission as he received an opportunity to pursue research at the Central University of Tamil Nadu, Thiruvapur after registering Ph D in Kerala University .**

Being a UGC JRF Scholar, the candidate has already joined in the research centre Mar Ivanios College, Tvpmw.e.f. 12/01/2021 and the Head, Institute of English, University of Kerala, Tvpm has forwarded the minutes of the meeting of the doctoral committee held on 08/01/2021 along with the application, relevant documents and course work details. The committee has recommended granting Ph.D registration to the candidate. He was allotted to pursue research under the guidance of Dr.Sherly Stewart, Associate Professor &HoD, Dept.of English, Mar Ivanios College, Tvpm at Mar Ivanios College, Tvpm as research centre. Sanction was accorded by the Hon'ble Vice-Chancellor to Mr. Arun Abraham Varghese being granted full time Ph.D registration in English in the July 2020 session based on the recommendations of the Doctoral Committee in English held on 08/01/2021.**The University Order regarding final registration leading to Ph.D degree has not been issued to the candidate.**

**Now the candidate is requesting to cancel his Ph D admission as he received an opportunity to pursue research at the Central University of Tamil Nadu, Thiruvapur.** His request has been recommended and forwarded by the DC Chairman. His proposed research supervisor, Dr. Shirley Stewart also informed that she is willing to allow Mr. Arun Abraham Varghese to relinquish his position as a Ph D student.

As per the orders of the Hon'ble Vice-Chancellor, the matter regarding the cancellation of Ph D admission in English in July 2020 session in r/o Mr. Arun Abraham Varghese is placed before the Standing Committee of the Syndicate on Academics & Research for consideration and appropriate recommendations.

**Recommendation: The Committee considered the above matter and recommended to agree with the request of Sri. ArunAbraham to cancel the Ph.D registration in English granted to him.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.B12 Ph.D Research –Change of Research Supervisor- Smt. Sharada Devi V- English- reg:-**

Name : Smt. Sharada Devi V  
 Subject : English (full time)  
 Research Supervisor : Dr. B S Jamuna (Rtd.)  
 Research Centre : Institute of English, University of Kerala, Tvpm.  
 Requests : Change of Research Supervisor to Dr. Meena T Pillai, Institute of English, University of Kerala, Tvpm.

**Recommendation: The Committee considered the above matter and recommended to agree with the request.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.B13 Request for the Extension of period of Guideship - Submitted by – Dr.D.K.Sathish - Research supervisor in Botany-reg**

Dr.D K Sathish, Research guide in Botany, University College, Tvpm has submitted a request, via e-mail, in which he has stated that the research scholar, Smt. Aswathi P. who is under his guidance and under the co-guidance of Dr N S Pradeep, Scientist, JNTBGRI, Palode, Tvpm has completed her research work and applied for pre-submission. She was issued University order for pre-submission vide U.O N.o.2450/2021/UOK dated 16/05/2021. The validity of his guideship expired on 31/05/2021 ie. on completion of one year after having retired from service and the pre -submission seminar in respect of Aswathy P had to be completed by 31/05/2021. He has also stated that, due to

the present situation it is not possible to conduct the pre-submission seminar due to the lock down and restriction imposed by the Government on account of the COVID-19 Pandemic. The research supervisor further states that, though the online presentation can be made, the regulation demands the physical presence of candidate and guide at the venue which is not possible during the present condition. Hence he has requested to grant an extension for the validity of his guideship period till 30th June 2021.

It may be noted that, the research supervisor was superannuated from his regular service on 31.05.2020. As per U.O.No.Ac.EI/2016 dated 01/02/2016 the research supervisor can continue the guidance for one year from the date of retirement to complete the research work of the then existing research scholars. Hence the research supervisor can normally continue his guidance only up to 31/05/2021.

As per the orders of the Vice-Chancellor, the request of Dr. D K Sathish for extension of guideship by another month in view of the lockdown imposed by the Government and the matter of taking a general decision in similar cases is placed before the Standing Committee of the Syndicate on Academics and Research for consideration and appropriate recommendation.

**Recommendation:** *The Committee considered the above matter and recommended following 1) The request of Dr.D K Sathish, Research Supervisor in Botany for extension of Guideship for conducting the Pre Submission Seminar in respect of Smt.Aswathy P shall be considered only as per existing rules. 2) The candidate can avail the general extension of grace time granted by the University from time to time.*

*Further resolved that considering the present Covid-19 pandemic situation and UGC guidelines issued in this regard, the last date stipulated for various research activities as prescribed in the University rules and regulations which falls during lockdown period to be extended upto 30<sup>th</sup> September 2021.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.C1** *Ph.D Research – Change of Research Supervisor – Application submitted by Sri. Ratheesh. S - reg.*

Name : Sri.Ratheesh. S  
Subject : Sanskrit (full-time)  
Research Supervisor : Dr.Prasad.N, ( Rtd.)  
Research Centre : Govt. Sanskrit College, Tvpm.  
Request : Change of Research Supervisor to Dr. P. Rajesh Kumar, Associate Professor, Govt. Sanskrit College, Tvpm.

**Recommendation:** *The Committee considered the above matter and recommended to agree with the request.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30 C2** *Recognition as Research Supervisor –Faculty of Oriental Studies - reg.*

Name : Dr. Benady.K, Assistant Professor in Tamil, Govt. Arts College, Tvpm.  
Subject : Tamil  
Faculty : Oriental Studies  
Facility Centre : University College, Tvpm.  
**Request** : Recognition as Research Supervisor in the subject Tamil.

**Recommendation:** *The Committee considered the above matter and recommended to recognize Dr. BenadyK, Assistant Professor in Tamil, Govt.Arts College, Tvpm as approved Research Supervisor in the subject Tamil with University College, Tvpm as facility centre.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. C3**      **Ph.D Research –Change of Research Supervisor and Centre –Application submitted by Smt. AswanyMohanan P –reg**

Name : Smt. AswanyMohanan P  
 Subject : Malayalam (full-time)  
 Research Supervisor : Dr.S. Ajayaghosh( Rtd.)  
 Research Centre : S.N.College, Kollam.  
 Requests : 1.Change of Research Supervisor to Dr. Shiju K, Assistant Professor, Govt. College for Women, Tvpm.  
 2. Change of Research Centre to University College, Tvpm.

**Recommendation:**      **The Committee considered the above matter and recommended to agree with the requests.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. C4**      **Ph.D Research – Change of Research Supervisor – Application submitted by Sri. John Britto J.-reg**

Name : Sri. John Britto J  
 Subject : Commerce (part-time)  
 Research Supervisor : Dr. Joseph James V ( Rtd.)  
 Research Centre : F.M.N. College, Kollam.  
 Request : Change of Research Supervisor to Dr. Sangeetha Vincent, Assistant Professor, Department of Commerce, F.M.N. College Kollam.

**Recommendation:**      **The Committee considered the above matter and recommended to agree with the request.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. C5**      **Recognition as Research Supervisor – Faculty of Commerce - reg.**

Name : Dr. Shanimon S, Assistant Professor, Dept. of Commerce, Govt. College, Attingal.  
 Subject : Commerce  
 Faculty : Commerce  
 Facility Centre : Govt. College, Attingal.  
**Request : Recognition as Research Supervisor in the subject Commerce.**

**Recommendation:**      **The Committee considered the above matter and recommended to recognize Dr. Shanimon S, Assistant Professor, Dept. of Commerce, Govt. College, Attingal as approved Research Supervisor in the subject Commerce with Govt. College, Attingal as facility centre.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.C6**      **Recognition as Research Supervisor – Faculty of Commerce - reg.**

Name : Dr. Sunilraj N V, Assistant Professor, Dept. of Commerce, Govt. College, Attingal.  
 Subject : Commerce  
 Faculty : Commerce  
 Facility Centre : Govt. College, Attingal.  
**Request : Recognition as Research Supervisor in the subject Commerce.**

**Recommendation:**      **The Committee considered the above matter and recommended to recognize Dr. Sunilraj N.V, Assistant Professor, Dept. of Commerce, Govt. College, Attingal as approved Research Supervisor in the subject Commerce with Govt. College, Attingal as facility centre.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. C7** *Ph.D Research –Change of Research Supervisor and Centre –Application submitted by Smt. Maja K Koshy –reg*

Name : Smt. Maja K Koshy  
 Subject : Commerce (part-time)  
 Research Supervisor : Dr.N. Suresh Kumar (Rtd.)  
 Research Centre : K.S.M.D.B. College, Sasthamkottah.  
 Requests : 1.Change of Research Supervisor to Dr. Gracious J, Associate Professor, Govt. College, Attingal.  
 2. Change of Research Centre to Govt. Arts College, Tvpm.

**Recommendation:** *The Committee considered the above matter and recommended to agree with the requests.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. C8** *Ph.D registration- Conversion to Part-time in respect of Smt. Lekshmi Prakash -reg.*

Name : Smt. Lekshmi Prakash  
 Subject : Commerce (full time)  
 Research Supervisor : Dr. Suman Alexander  
 Research Centre : K.S.M.D.B. College, Sasthamcotta.  
 Request : Conversion of Ph.D registration from full time to part time w.e.f. 28.07.2018 AN

**Recommendation:** *The Committee considered the above matter and recommended to agree with the request.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30 C9** *Ph.D Research –Change of Research Supervisor and Centre –Application submitted by Smt. Neethu V –reg*

Name : Smt. Neethu V  
 Subject : Malayalam (full-time)  
 Research Supervisor : Dr. GeethaP( Rtd.)  
 Research Centre : M.G. College, Thiruvananthapuram.  
 Request : 1.Change of Research Supervisor to Dr. T K Santhosh Kumar, Assistant Professor, Dept. of Malayalam, University of Kerala, Kariavattom, Tvpm.  
 2. Change of Research Centre to Dept. of Malayalam, University of Kerala, Kariavattom, Tvpm.

**Recommendation:** *The Committee considered the above matter and recommended to agree with the requests.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. C10** *Ph.D Research in Malayalam – permission for continuing the research of existing research scholars at Department of Kerala Studies - request from the research supervisor Dr.Lekshmi V S-reg.*

Dr.Lekshmi.V.S, Asst.Prof.,Dept of Malayalam,SNCW,Kollam, research supervisor in Malayalam has been granted change of facility centre from Department of Kerala Studies, University

of Kerala, Kariavattom to S.N College Kollam as per U.O No.1667/2020/UOK dated 12/06/2020. At present 5 candidates- Smt.Latha.V, Smt.Saraja.R, Sri.Girisankar.A.J, Sri.Sumesh.P.K and Smt.Bindhu.V are doing research under her guidance at Department of Kerala Studies. Now she has forwarded a letter dated 17.04.2021 requesting that these five research scholars may be permitted to continue their research at Department of Kerala Studies itself. Request in this regard was not received along with the application for change of facility centre and hence this was not mentioned in the U.O, granting change of facility centre, issued on 12.06.2020.

As per the orders of the Vice-Chancellor, the matter of granting permission to the 5 research scholars - Smt.Latha.V, Smt.Saraja.R, Sri Girisankar.A.J, Sri.Sumesh.P.K and Smt.Bindhu.V who are doing research under the guidance of Dr.Lekshmi.V.S to continue their research at Department of Kerala Studies, University of Kerala, Kariavattom is placed before the Standing Committee of the Syndicate on Academics and Research for consideration and recommendations.

**Recommendation:** *The Committee considered the above matter and recommended to permit the existing candidates under the supervision of Dr. Lekshmi V S to continue their research activities at Department of Kerala Studies, till the submission of thesis.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30.C11**      **Recognition as Research Supervisor –Faculty of Oriental Studies - Linguistics- Dr.Syam S K- reg;**

Name : Dr.Syam S K, Assistant Professor, Dept. of Linguistics, University of Kerala, Kriavattom, Thiruvananthapuram

Subject : Linguistics

Faculty : Oriental Studies

Facility Centre : Dept. of Linguistics, University of Kerala, Kriavattom

**Request : Recognition as Research Supervisor in Faculty of Oriental Studies**

**Recommendation:** *The Committee considered the above matter and recommended to recognize Dr. Syam S K, Assistant Professor, Dept. of Linguistics, University of Kerala as approved Research Supervisor in the subject Linguistics with Dept. of Linguistics, University of Kerala, Kriavattom as facility centre.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. C12**      **Ph.D Research – Change of Research Supervisor – Application submitted by Smt. Shilpa.S.L- reg.**

Name : Smt.Shilpa.S.L

Subject : Hindi (full-time)

Research Supervisor : Dr.Rathee.D (Retired Faculty)

Research Centre : University College, Tvpm

Request : Change of Research Guide to Dr.Manoj.N, Associate Professor and Head, Department of Hindi, Govt.Sanskrit College, Thiruvananthapuram.

**Recommendation:** *The Committee considered the above matter and recommended to agree with the request*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. D1**      **Issuance of Degree Certificate for the award of Ph.D in respect of Sri. Sagar A. S. - reg:-**

(Ac. E V)

Sri. Sagar A. S, research scholar in Theatre Arts And Film Aesthetics For Education under the Faculty of Fine Arts, was awarded Ph.D Degree on 26.12.2017.

As per the order no. Ac.E1B3/2297/10 dtd. 13.04.12 the title of the thesis is **VISUAL SIGNS IN FILMS – A CULTURAL ANALYSIS BASED ON PIRAVI, SWAM, VANA PRASTHAM AND KUTTISRANKU.**

Later the title of the thesis was modified to **ദൃശ്യചിഹ്നങ്ങളുടെ സിനിമയിൽ -പിറവി, വാനപ്രസ്ഥം, കുട്ടിരാജ്, എൻ ചലച്ചിത്രങ്ങളെ ആധാരമാക്കിയ സാംസ്കാരിക അപഗ്രന്ഥം (VISUAL SIGNS IN FILMS A CULTURAL ANALYSIS BASED ON PIRAVI, VANAPRASTHAM AND KUTTISRANKU)** vide U.O.No. Ac.E1.B3/12936/2015 dtd 30.03.2015.

In the Provisional Certificate issued, on 04.01.2018, the title is same as in the title modification order stated above.

Also in the other records maintained in the section like, Thesis Submission Register & in the Notification (Award of Research Degree) the title is same as in the Provisional Certificate.

While preparing the degree certificate it has been informed from the Hologram section that, only one language is possible in the title. Hence it is not possible to print the title in both Malayalam and English as shown in the title modification order.

Sri. Sagar A. S has stated in his request that he may be issued the Original Degree Certificate stating the title in English.

As per the orders of the Hon'ble Vice-Chancellor the matter is placed before the Standing Committee of the Syndicate on Academics and Research for consideration and appropriate recommendation.

**Recommendation:** *The Committee considered the above matter and recommended to place the matter before the Standing Committee of the Academic Council for consideration.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. D2** *Permission for LL.B Students to do internship programme at Department of Student Service-Reg:-*

**(Ac. AIII)**

The Director, Department of Student Services of this University has sought permission to allow 3 candidates of 2<sup>nd</sup> Semester 5 year Integrated BALLB of Govt. Law College, Thiruvananthapuram to do internship programme at DSS based on the request received from the Principal of that institution.

In this context, it may be noted that:

1. The regulation related to Internship of 5 year integrated BA LL.B course 2020 admission onwards stipulates that "Each student shall have completed minimum of 20 weeks internship during the entire period of legal studies under NGO, Trial and Appellate Advocates, Judiciary, Legal Regulatory authorities, Legislatures and Parliament, Other Legal Functionaries, Market Institutions, Bank, Stock exchanges, Law Firms, Companies, Local Self Government and other such bodies where law is practiced either in action or indisputable solution or in management".
2. Internship is a component which is valued internally within the college.
3. There may be certain apprehension, in allowing students of affiliated colleges into these administrative departments comprehensively as these students may come in contact with sensitive records or areas where confidential Academic data of students are stored and personal intimacy with staff members, as this may create various threats, thus it may be dissuaded.

**As per the orders of the Vice-Chancellor, the request from the Director, Department of Student Studies to allow candidates of 2<sup>nd</sup> Semester 5 year integrated BA LL.B course at Govt. Law College, Thiruvananthapuram to do internship there is placed before the Standing Committee of the Syndicate on Academics & Research for consideration and recommendation.**

**Recommendation:** *The committee considered the above matter and recommended not to agree to the request.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No: 28.30.D3 Constitution of Board of Studies in Women's Studies – reg****(Ac. AII)***Ref:-Item no.26.80.D29, Minutes of the meeting of the Syndicate held on 13.04.2021.*

The Chairman Board of Studies in English PG was requested to provide model question papers for the newly introduced Degree programme M.A in Women's Studies. In response, the Chairman opined that the PG Board in English alone will not be able to prepare model question papers as the preparation of the evaluation scheme for such a programme requires the expertise from other disciplines as well.

As per the orders of the Vice Chancellor the remarks of the Dean, Faculty of Arts was sought in this regard and also about the details of Board of Studies involved in the preparation of Scheme and Syllabus of M.A Women's Studies. In response the Dean proposed to constitute a Board of Studies in Women's Studies with the following members.

1. Dr Meena T Pillai, Chairman
2. Dr Nazeeb S
3. Smt C S Chandrika
4. Dr A G Oleena
5. Dr Mini Sukumar, Director, Women's Studies, Calicut University
6. Dr Manju Nair, Dept of Economics
7. Dr BushraBeegum, Dept of Sociology
8. Dr LekshmiPriya, Institute of English
9. Dr Seema Jerome, Dept of Malayalam
10. Dr R. Jayachandran, Dept of Hindi

The Dean also remarked that the new Board may take the responsibility for the preparation of question papers & all matters regarding Women's Studies Programmes.

As per the orders of the Vice Chancellor, the matter regarding constitution of Board of Studies in Women's Studies as proposed by the Dean, Faculty of Arts was placed before the Standing Committee of the Syndicate on Academics and Research for consideration.

The Standing Committee of the Syndicate on Academics and Research recommended to defer the matter and the Syndicate at its meeting held on 13.04.2021 resolved to approve the same.

As per the orders of the Vice-Chancellor, the matter is again placed before the Standing committee of the Syndicate on Academics and Research for consideration and appropriate recommendation.

**Recommendation:** *The committee considered the above matter and recommended to entrust the convenor, Standing Committee of the Syndicate on Academics and Research to submit a panel before the Syndicate .*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. D4 Recommendations of the expert committee in the Report on University Education: Covid 19 Period and After-Rearrangement of Faculties and renaming of Departments- reg.****(Ac. AII)***Ref:- Item No.26.80.D.29, Minutes of the meeting of the Syndicate held on 13.04.2021*

The Expert Committee report on University Education: Covid-19 Period and After, recommended the following rearrangements of Faculties.

- **Renaming the Faculty of Oriental Studies:** The term 'Orient' is used to refer to the countries of East and Southeast Asia. The term, Orient is a by-product of the colonial era. It has been problematised by theorists like Edward Said who argued that 'Orient' suggests the sum total of the prejudices of the West about the East. By referring to languages like Malayalam, Hindi, Sanskrit, Arabic and Tamil as Oriental languages we are knowingly or unknowingly sharing the prejudices of the West.

**Recommendations:**

Remove the name Oriental Studies and rearrange the Faculty of Oriental Studies, Faculty of Arts and the five Faculties related to Health Sciences.



- **Faculty of Languages:** All language Departments will come under this Faculty such as Malayalam, Hindi, Sanskrit, Tamil, Hebrew & Syriac, English, German, Russian, Arabic, French & Latin.
- **Faculty of Humanities & Culture:** Will include Philosophy, Library Science, Communication & Journalism, Linguistics & Geography.

The Vice-Chancellor has directed to place the above proposals before the Standing Committee of the Syndicate on Academics and Research and to the Academic Council after getting approval of the Syndicate and then before the Senate for approval.

The Standing Committee of the Syndicate on Academics and Research recommended to defer the matter and the Syndicate at its meeting held on 13.04.2021 resolved to approve the same.

As per the orders of the Vice-Chancellor, the recommendations of the expert committee are again placed before the Standing Committee of the Syndicate on Academics and Research for consideration and appropriate recommendation.

**Recommendation:** *The committee considered the above matter and recommended to defer the matter*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

**Item No:28.30. D5** *Shifting of the Centre for Women Studies to Kariavattom Campus- Request - reg*

*(Ad. DIII)*

Dr. Bushra Beegom R K, Director, Centre for Women's Studies vide her letter dated 26.04.2021, has requested that necessary arrangements may be taken to shift the Centre for Women Studies from Palayam to Kariavattom Campus since the shifting would be more convenient for the students and academic community concerned.

In this regard, the following may kindly be noted;

- i) Dr.B.Hariharan, Professor and Head, Institute of English vide his letter dated 30.01.2021 had forwarded the Short Minutes of the Department Council held on 27.01.2021 and informed the following;
  - the Institute of English is facing severe space constraints to accommodate the two batches of MA Students and the Batch of M.Phil Students since the conversion of earlier class room for the M Phil Programme into Language Lab.
  - The Department is conducting classes for one batch of students in the Seminar Hall since then.
  - The Centre for Women's Studies which exist in one of the rooms of the Institute of English, is now headed by Dr. BushraBeegom R.K, Assistant Professor, Department of Sociology, Kariavattom. Under these circumstances, the Centre for Women Studies be shifted to Kariavattom so that the M Phil Classes of the Institute of English may be conducted in that room.
- ii) In response to the request of Dr.B.Hariharan, Professor and Head of the Institute of English to shift the Centre for Women Studies from Institute of English to Kariavattom, the Vice-Chancellor has ordered that the request can be considered later.

Now Dr. BushraBeegom R K, Director, Centre for Women's Studies has requested that necessary arrangements may be taken to shift the Centre for Women Studies from Palayam to KariavattomCampus for more convenience.

As per the orders of the Vice-Chancellor, the request of Dr. BushraBeegom R.K, Director, Centre for Women Studies to shift the Centre for Women Studies to Kariavattom Campus is placed before the Standing Committee of the Syndicate on Academics and Research for consideration and appropriate recommendations.

**Recommendation:** *The committee considered the above matter and recommended to agree with request of Dr.BushraBeegom R K, Director Center for Womens Studies to shift the Centre to Kariavattom Campus.*

Meeting came to an end at 1.30 pm

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Academic & Research held on 08.06.2021, be approved.

***Item No.28.31 Re-Constitution of Standing Committees of the Syndicate-Reporting of-reg. (Ac.A.I)***

As per the order of the Vice-Chancellor, the Standing Committees of the Syndicate on Academics and Research, Examinations, Students Discipline, Affiliation of Colleges, Departments and Other Institutions of the University and Students Services are reconstituted by including Sri. RiyasVahab, Student Member to the Syndicate and 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.28.32 Minutes of the meeting of the Standing Committee of the Syndicate on Staff, Equipment & Buildings and the Statutory Officers of the University, held on 07.06.2021—Approval of--reg.***

***(Ad.A.VI)***

The Minutes of the meeting of the Standing Committee of the Syndicate on Staff, Equipment & Buildings and the Statutory Officers of the University, to discuss the Report of the Expert Committee constituted to monitor the modernization of Administration and Institutions of the University of Kerala, held on 07.06.2021, is placed before the Syndicate, for consideration and approval.

**Minutes of the meeting of the Standing Committee of the Syndicate on Staff, Equipment & Buildings & the Statutory Officers of the University to discuss the report of the Expert Committee constituted to monitor the modernization of Administration and Institutions of the University of Kerala (through online mode)**

Date & Time : 07.06.2021, 12.00 noon

**Members Present**

1. Vice Chancellor (on Chair)
2. Pro-Vice Chancellor
3. Adv. B. Balachandran (Convener, S/C of the Syndicate on Staff, E&B)
4. Adv. K. H. Babujan (Member Syndicate)
5. Adv. Muralidharan Pillai G. (Member Syndicate)
6. Adv. A. Ajikumar (Member Syndicate)
7. Sri. Bijukumar G (Member Syndicate)
8. Prof. K. Lalitha (Member Syndicate)
9. Sri. B.P Murali (Member Syndicate)
10. Dr. S. Nazeeb (Member Syndicate)
11. Dr. K.B. Manoj (Member Syndicate)
12. Dr. K. G. Gopchandran (Member Syndicate)
13. Registrar
14. Finance Officer
15. Controller of Examinations (in Charge)

The meeting started at 12.00 noon.

The Vice Chancellor addressed the meeting. Afterwards the Pro-Vice Chancellor presented the Report (appended) of the expert committee constituted to monitor the modernisation of Administration and Institutions of the University of Kerala.

***After a detailed discussion and deliberations, the committee recommended to approve the reports with the following modifications:***

1. **Under sub heading: Further Delegations:**

| <b>Powers to be delegated</b>   | <b>Now vested with</b>     | <b>To be delegated to</b>  |
|---|----------------------------|----------------------------|
| i) Communication regarding open defence   | Registrar                  | Research Director          |
| ii) Refund of amount to remitters if it is due to technical error   | Registrar                  | Joint Registrar            |
| iii) Attestation of Syllabus  | Registrar                  | Registrar                  |
| iv) Official transcripts  | Registrar                  | Registrar                  |
| v) Cancellation of a course to register for another course  | Registrar                  | Joint Registrar            |
| vi) Contingent form and fellowship form of U.G.C. fellowships   | Registrar                  | Registrar                  |
| vii) Certificate on Medium of Instruction   | Registrar                  | Registrar                  |
| viii) Utilization certificate and statement of expenditure of project under-taken by teaching staff of University, utilizing plan fund upto 50 Lakhs. | Registrar                  | Registrar                  |
| ix) Remuneration to Officers attending Open Defense   | Registrar                  | Joint Registrar            |
| x) *T.A bills upto 50,000   | Finance Officer            | Joint Registrar            |
| xi) *T.A bills above 50,000 and below 1 Lakh  | Finance Officer            | Finance Officer            |
| xii) Ph.D thesis evaluation Bills   | Registrar                  | Joint Registrar            |
| xiii) Issuance of Genuineness verification  | Controller of Examinations | Controller of Examinations |
| xiv) Special certificates   | Registrar                  | Registrar                  |
| xv) Letters of Communication within the University including University Departments.  | Deputy Registrar           | Deputy Registrar           |

\* with Statute Amendment

2. **Procedures in office manual**

Item No 27: Assistants

IV) They shall maintain all the records as per manual. The following records/registers shall be prepared and submitted to the higher officers for verification:

- a) Personal Register
- b) File Register
- c) Work Diary

The Section officers shall maintain a Suit Register and Transit / Despatch Register

9. **Recognition of Courses**

In the case of recognition of regular courses of other Universities, on getting clearance from both the Chairman, Board of Studies & Dean, courses except interdisciplinary dual or triple main courses, the same can be sanctioned directly by Vice Chancellor **as per the recommendation of the Dean's Council**, subject to reporting to the Academic Council.

27. **Measures on liabilities of Employees**

..... ..In order to avoid unnecessary litigations in this regard, liabilities, if any, pending against an employee, who is due to retire from service shall be calculated and quantified at least **one year** prior to the date of his retirement and intimation given to him to get his explanation whatsoever.

34. **Pre-Audit section in Finance**

In addition to the endorsement of all payments/proposals above **Rs.5,00,00/-** Finance section has to verify the attendance statements of the Guest lecturers of all the 43 University Teaching Departments and around 60 self-financing Institutions for the payment of salary/wages every month.

**Further the committee made the following recommendations:**

1. During distribution of works, works of similar nature shall come under Deputy Registrars for effective supervision and speedy administration.
2. Once the minutes of the Syndicate is approved, the Vice Chancellor, Pro-Vice Chancellor and the Registrar, together may identify the items on which immediate implementation is needed and the Vice Chancellor may give implementation orders in the minutes itself.

3. The Deputy Registrars shall attend the meeting of the Standing Committee and Subcommittee and explain the files.
4. Duties and responsibilities of the Computer Assistants is not defined in the report. Steps may be initiated to define the same.
5. Action taken report on the resolutions of a meeting of the Syndicate shall be submitted before the ensuing meeting itself.
6. Steps may be taken to strengthen the Legal sections.
7. To delete the proposal for appointing Purchase Officer (Page no. 24 para 2 )

**The Committee also recommended that the following proposals of the report shall be implemented with immediate effect.**

| Sl.No. | Contents  |
|--------|---|
| 1      | Solutions/Remedial Measures/Further Delegations   |
| 2      | Movement of files/Duties of Officers  |
| 3      | Role of Intermediary Officers   |
| 4      | Maintenance of Personal Register  |
| 5      | Periodical Meetings for Effective Administration  |
| 6      | Disposal of files by Statutory Officers and matters to be placed before the Syndicate         |
| 7      | Legal wing  |
| 8.     | Suggestions for improvement and speedy Administration   |
| 9      | Recognition of Courses  |
| 10     | Awareness of University rules – Training Programmes   |
| 11     | Imparting of Refresher Courses  |
| 12     | Training programmes to Teaching Staff   |
| 13     | Conduct of meeting of the Syndicate, preparation of agenda notes & implementation of decision |
| 14     | Deferred item by Syndicate  |
| 15     | Right To Information Act 2005   |
| 16     | Office Discipline and Decorum   |
| 17     | Initiation of Files   |
| 18     | Civil List with details of Employees  |
| 19     | Strengthening of Records Section  |
| 20     | Formation of Purchase Section   |
| 21     | Purchase of Books   |
| 22     | Posting of Estate Officer   |
| 23     | Measures on Liabilities of Employees  |
| 24     | Regularization of Provisional Advances  |
| 25     | Financial Powers  |
| 26     | Audit Report & Clearance of queries   |
| 27     | Pre-Audit section in Finance  |
| 28     | Staff requirement in the Electrical Wing  |
| 29     | Engineering Unit  |
| 30     | Modernization of University Press   |
| 31     | Modernization of Observatory  |
| 32     | Oriental Research Institute and Manuscripts Library   |
| 33     | University Library  |
| 34     | Department of Publications  |
| 35     | Malayalam Lexicon   |
| 36     | History sheet of Vehicles   |
| 37     | Training to drivers in three years  |
| 38     | Amenities   |
| 39     | University Orders, Provisions of Act, Statutes Ordinances etc:                                |

*It was also recommended that implementation of the following proposals shall be done only after detailed discussion.*

| Sl.No. | Contents  |
|--------|---|
| 1      | Public Relations Section                              |
| 2      | General Transfers                                     |
| 3      | Institutions under the University                     |
| 4      | Formation of House Keeping Section                    |
| 5      | Cross functional team for Asset Recording             |
| 6      | Inventory Management software for assets, consumables |
| 7      | System for raising grievances or availing services    |
| 8      | Implementation of Finance Module                      |
| 9      | Work in the Examination Branch                        |
| 10     | Computer Center                                       |
| 11     | Vision 2025   |
| 12     | Kerala State Right to Service Act 2012                |

The meeting came to an end at 2.00 pm.

**Resolution of the Syndicate**

**RESOLVED** that the item be referred to the **Standing Committee of the Syndicate on Staff, Equipment & Buildings** for detailed discussion with the representatives of all Organizations of the University Employees.

**FURTHER RESOLVED** to invite the Pro-Vice-Chancellor and the Registrar in the above meeting.

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**Item No.28.33                      Transfer of funds under Fixed deposits maintained at SBI to Treasury - Detailed Report –Consideration of-Reg.**

**(CASH IV)**

As per the orders of the Hon'ble Vice Chancellor a detailed report on “New Investment Options suitable for investing Kerala University fund to earn higher interest” was placed before the Standing Committee of the Syndicate on Finance held on 25.01.2021 and the committee had recommended to take steps to deposit the amount in Treasury account.

The Syndicate in its meeting held on 17.02.2021 considered the recommendation of the Standing Committee of the Syndicate on Finance vide Item No.23.106.Additional Item No. 2 and resolved to approve the recommendation of the Standing Committee of the Syndicate on Finance.

In order to implement the resolution of the Syndicate, the file was submitted before the Hon'ble Vice Chancellor for approval. Now the Hon'ble Vice Chancellor had ordered to submit a detailed report of the fixed deposits under various heads maintained at SBI and place before the Syndicate.

Accordingly, a detailed report of the fixed deposits maintained at SBI (copy appended) is prepared and placed before the Syndicate for consideration.

**REPORT**

**Sub:            Transfer of fund under various heads to Treasury to earn more interest- Details of the fixed deposits- Reg.**

University is maintaining more than 400 fixed deposits under various head of accounts including Endowment at *Indian Bank*, State Bank of India and also at District Treasury. For the effective management of funds under KUF the major portion of the fixed deposits are maintained at State Bank of India. This helps to maintain the fixed deposits under each heads separately. But now the interest rates offered by SBI is getting reduced drastically when compared to that of Treasury. This invites Audit Objections from C & AG and Local Fund audit. To overcome the situation a Proposal for “New Investment Options to earn higher returns for Kerala University fund” was placed before the Standing Committee of the Syndicate on Finance. The Syndicate considered the recommendation of the Standing Committee of the Syndicate on Finance “To transfer fund to Treasury” and resolved to approve the recommendation.

Now the present status of the Fixed Deposits under various heads other than Endowment, GWS and Pension Reserve Fund maintained at SBI maturing in the financial year 2021-2022 that may be transferred to Treasury are as follows :

| Sl. No. | HEAD OF ACCOUNT | AMOUNT (in Rs.) |
|---------|-----------------|-----------------|
| 1       | FBS             | 41715845        |

|    |  |                      |
|----|--|----------------------|
| 2  | EBF                                    | 4191145              |
| 3  | INVESTMENT                             | 367464149            |
| 4  | KUF[IDE]                               | 23321989             |
| 5  | KUF[B]                                 | 612899588            |
| 6  | KUF[3312]                              | 567877157            |
| 7  | KUF[A]                                 | 148037504            |
| 8  | KUF[P]                                 | 9360279              |
| 9  | SAF                                    | 1818802              |
| 10 | KUF[S]                                 | 20954157             |
| 11 | KUF[EDN]                               | 14726933             |
| 12 | KUF[TECH]                              | 84436981             |
| 13 | KUF[ENGG]                              | 41579840             |
| 14 | KUF[C]                                 | 306520315            |
| 15 | KUF[PRIVATE REGISTRATION]              | 17900877             |
| 16 | KUF[HORTUS]                            | 3653291              |
| 17 | KUF[SDE REGISTRATION]                  | 33671073             |
| 18 | KUF[DD/CHEQUE (R)]                     | 389985711            |
| 19 | KUF[UIM]                               | 22330504             |
| 20 | MERCHANT A/C                           | 242431714            |
| 21 | DEGREE CERTIFICATE ONLINE VERIFICATION | 3155951              |
|    | TOTAL                                  | <b>295,80,33,805</b> |

The Head wise/ month wise details of the fixed deposits maturing in the financial year 2021-2022 are also appended.

University has already transferred an amount of Rs.454,72,19,079/- (Rupees Four hundred Fifty Four Crore Seventy Two Lakh Nineteen Thousand Seventy Nine) under Fixed Deposit scheme under Pension Reserve Fund as on 31.03.2021. Also as per the Orders of the Hon'ble Vice Chancellor, the section has already started the procedure for transferring a total amount of Rupees Six Crore only to District Treasury, by closing fixed deposits under Group Welfare Scheme (GWS) maintained at SBI after retaining the balance amount GWS account.

***Resolution of the Syndicate***

The Syndicate considered the detailed report of the fixed deposits maintained at SBI, submitted by the Finance Officer and noted the same.

**Item No.28.34**                      ***Minutes of the Meeting of the Standing Committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges –Approval of- reg. (Ac F II)***

The Meeting of the Standing Committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges was held on 08.06.2021 at 04.45 P.M in the University Buildings.

The Minutes of the Meeting of the Standing Committee is placed before the Syndicate for consideration and approval.

**Minutes of the meeting of the Standing Committee of the Syndicate on Teaching and Non-Teaching Staff of Private Colleges**

Day and Date : Tuesday, 08<sup>th</sup> June 2021    Time : 04 .00 PM  
Venue : University Buildings.

**Members Present**

- 1.Dr.M.Vijayan Pillai
- 2.Dr.K.B Manoj
- 3.Sri.R.Arun Kumar
- 4.Prof.K.Lalitha
- 5.Smt.Renju Suresh

**Members Absent**

- 1.Sri.R.Rajesh (Ex.MLA)
2. Dr. Mathew.V
- 3.Sri.B.P.Murali

4.Dr.B.Unnikrishnan Nair

5.Sri.Jairaj.J

The meeting started at 04.45 PM

**ITEM No.28.34.01: NSS College, Cherthala -Workload Assessment and Fixation of Staff Strength for the academic year 2019-2020– Approval reg-**

**(Ac.FII/1128/2021)**

The Principal, NSS College, Cherthala has forwarded the half yearly returns of the College and requested for the workload assessment and fixation of staff strength for the academic year 2019-20.

The Government of Kerala has issued a Government order vide G.O (Ms) No. 155/2020/HEDN dated 01.04.2020 insisting that workload of 16 hours per week is required for sanctioning and filling up of regular teaching posts and P.G. weightage will not be considered since it is not provided under UGC Regulations.

The Standing Committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges held on 04.05.2021 considered the proposal based on G. O (Ms) No. 155/2020/HEDN and recommended to approve the workload of NSS College, Cherthala. The Syndicate in its meeting held on 07.05.2021 resolved to approve the same vide item No. 27.82. Additional Item No. 12.

While implementing the Syndicate resolution, it was pointed out to the Vice Chancellor that as G.O (Ms) No. 155/2020/HEDN dated 01.04.2020 is not yet implemented in the University the calculated workload on the basis of said G.O is against the Kerala University First Ordinances, 1978. Hence the Vice Chancellor has ordered to resubmit the file in accordance with ordinance in force.

It may be noted as per the half yearly returns forwarded from NSS College, Cherthala, for the years 2017-2018, the Lecture hours for BSc Environmental Science (Core Course) was included in the workload of Chemistry. As per the University Order, U.O No.AcAIV/3/2011 dated 13.12.2011, the essential Qualification for Appointment to the post of Assistant Professors in Environmental Science is MSc in Environmental Science/Environmental Science and Management/ Environmental Technology/ Environmental Science and Disaster Management with 55% marks at Masters Degree level with relaxation as per UGC regulation 2010. Other Qualification shall be a pass in NET conducted by UGC ,CSIR or Similar tests accredited by UGC or Ph.D in Environmental Science (Copy attached) and the same was included in the regulations relating to the Qualification of Teachers via Amendment No.153.

The combined meeting of Board of studies in Chemistry and Environmental Science recommended to calculate the work load of BSc Environmental Science as a core course as follows:

- Core Course shall be allocated to the Faculty of Environmental Science
- Complementary course shall be allocated to the faculty of Chemistry
- Regarding vocational courses the status quo shall be maintained till the revision of syllabus.

It may be noted that as per the existing norms and minutes of combined meeting of the BOS in Chemistry & Environmental Science held on 23.02.2019, the workload of Chemistry and Environmental Science is calculated as **157** hours for Chemistry including the hours of Vocational Course and Complementary (Chemistry) of Environmental Science and **49** hours for Environmental Science (Core Course) by providing two batches for practicals, since the sanctioned strength of Environmental Science is 24.

In the light of above mentioned facts, workload of NSS College, Cherthala for the academic year 2019-20 assessed as per the existing provisions in the Kerala University First Ordinances 1978 incorporating the decision taken at the meeting of combined BOS is placed before the standing committee of the Syndicate on teaching and non teaching staff of private colleges for recommendation. (Workload statement appended).

**STATEMENT SHOWING THE ASSESSMENT OF WORKLOAD OF VARIOUS TEACHING DEPARTMENTS OF NSS COLLEGE, CHERTHALA FOR THE ACADEMIC YEAR 2019-2020.**

| Sl.No | Department | Workload Assessed |
|-------|------------|-------------------|
| 1.    | English    | 127 hours         |
| 2.    | Sanskrit   | 19 hours          |
| 3.    | Malayalam  | 76 hours          |
| 4.    | Hindi      | 32 hours          |

|     |                       |                     |
|-----|-----------------------|---------------------|
| 5.  | Mathematics           | 127 hours           |
| 6.  | Chemistry             | 157 hours           |
| 7.  | Environmental Science | 49 hours            |
| 8.  | Botany                | 59 hours            |
| 9.  | Zoology               | 59 hours            |
| 10. | Physics               | 74 hours            |
| 11. | Commerce              | 138 hours           |
| 12. | Economics             | 121 hours           |
| 13. | Politics              | 18 hours            |
| 13. | Statistics            | 17 hours            |
| 14. | History               | 46 hours            |
| 15. | Physical Education    | Above 1000 students |

**The Standing Committee considered the proposal and recommended to fix work load in the various Teaching Departments in N S S College, Cherthala as follows**

| Sl.No | Department            | Workload Assessed   |
|-------|-----------------------|---------------------|
| 1.    | English               | 127 hours           |
| 2.    | Sanskrit              | 19 hours            |
| 3.    | Malayalam             | 76 hours            |
| 4.    | Hindi                 | 32 hours            |
| 5.    | Mathematics           | 127 hours           |
| 6.    | Chemistry             | 131 hours           |
| 7.    | Environmental Science | 75 hours            |
| 8.    | Botany                | 59 hours            |
| 9.    | Zoology               | 59 hours            |
| 10.   | Physics               | 74 hours            |
| 11.   | Commerce              | 138 hours           |
| 12.   | Economics             | 121 hours           |
| 13.   | Politics              | 18 hours            |
| 13.   | Statistics            | 17 hours            |
| 14.   | History               | 46 hours            |
| 15.   | Physical Education    | Above 1000 students |

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges held on 08.06.2021, be approved and issue University Order to fix workload in various teaching departments in NSS College, Cherthala w.e.f. 01.06.2019 onwards.

**FURTHER RESOLVED** to entrust the Registrar to take necessary steps to amend the Kerala University First Ordinance 1978 accordingly.

**ITEM No.28.34.2: KSMDB College, Sasthamcotta -Workload Assessment and Fixation of Staff strength for the academic year 2020-21– Approval reg-**

(AcFII)

The Principal, KSMDB College, Sasthamcotta has forwarded the request for assessing the workload in the College for the year 2020-21.

The Government of Kerala has issued a Government order vide G. O (Ms) No. 155/2020/HEDN dated 01.04.2020 insisting that workload of 16 hours per week is required for sanctioning and filling up of regular teaching posts and P.G. weightage will not be considered since it is not provided under UGC Regulations.

The Standing Committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges held on 09.04.2021 considered the proposal based on G. O (Ms) No. 155/2020/HEDN and recommended to approve the workload of NSS College, Cherthala. The Syndicate in its meeting held on 13.04.2021 resolved to approve the same vide item No. 26.104.13.



While implementing the Syndicate resolution, it was pointed out to the Vice Chancellor that as G. O (Ms) No. 155/2020/HEDN dated 01.04.2020 is not yet implemented in the University as the calculated workload on the basis of said G.O is against the provisions Kerala University First Ordinances, 1978. Hence the Vice Chancellor has ordered to resubmit the file in accordance with ordinance in force.

The course B.Sc Statistics is started in KSMDDB College, Sasthamcotta from the year 2013 with the sanctioned strength of 32 students .Complementary courses offered by B.Sc Statistics in KSMDDB College, Sasthamcotta are Mathematics and Computer Science.

A workload adalat was conducted among the Educational Agency, Deputy Director of Collegiate Education, Kollam and University of Kerala. But in the adalat, workload for the Subject Computer Science is not calculated by oversight. Based on the adalat, U.O was issued vide No Ac.FII/41591/2018 dated 14.08.2019.

Hence a letter was sent to the Deputy Director of Collegiate Education, Kollam to clarify whether the University may proceed to issue a revised U.O incorporating the workload for the department of Computer Science.

The workload in the department of Computer Science is calculated as 13 hours and incorporated in the subject wise workload statement of DB College.

In the light of above mentioned facts and request of the Principal, the proposal for the approval of workload assessment in KSMDDB College, Sasthamcotta for the academic year 2020-21 assessed in accordance with the existing provisions in the Kerala University First Ordinances 1978, is placed before Standing Committee of the Syndicate on Teaching and Non-Teaching Staff of Private Colleges for consideration and recommendation.(Workload statement appended.)

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

| Sl.No | Department         | Workload Assessed                      |
|-------|--------------------|--|
| 1.    | Mathematics        | 136 Hours                              |
| 2.    | Statistics         | 61 Hours                               |
| 3.    | English            | 247 Hours                              |
| 4.    | Malayalam          | 104 Hours                              |
| 5.    | Hindi              | 74 Hours                               |
| 7.    | History            | 52 Hours                               |
| 8.    | Political science  | 52 Hours                               |
| 9.    | Economics          | 127 Hours                              |
| 10.   | Physics            | 87 Hours                               |
| 11.   | Chemistry          | 200 Hours                              |
| 12.   | Botany             | 75 Hours                               |
| 13.   | Commerce           | 138 Hours                              |
| 14.   | Sanskrit           | 146 Hours                              |
| 15.   | Zoology            | 75 Hours                               |
| 16.   | Computer Science   | 13 Hours                               |
| 17.   | Physical Education | Above 1000 students<br>(2533 students) |

**The Standing Committee considered the proposal and recommended to fix work load in the various Teaching Departments in KSMDDB College, Sasthamcotta as follows**

| 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          | 208 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<br>(2533 students) |

The Meeting came to a close at 05.00 PM

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges held on 08.06.2021, be approved.

The Syndicate noted that the workload in the various teaching departments in the KSMDDB College, Sasthamcottah for the academic year 2020-21 is same as that of 2019-2020. Therefore 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.

**ALSO RESOLVED** to entrust the Registrar to take necessary steps to amend the Kerala University First Ordinance 1978 accordingly.

=====  
***Item No.28.35 School of Distance Education - admission to 26 UG/PG programmes for the academic year 2021 - '22 – reg.***

(Ad.Misc.1/SDE)

The Director, School of Distance Education, vide note dated 09.06.2021 has forwarded the details regarding the need to approach the Government of Kerala for seeking permission to start admission to SDE and also UGC – DEB for recognition to run 26 UG/PG (13 programmes each) programmes for the academic year 2021 – '22. The following facts are brought to the notice in this context.

- 1). The School of Distance Education (SDE) had permanent recognition of UGC-Distance Education Bureau (DEB) for its 26 {UG + PG} programmes during the academic years 2018-19 and 2019-20. On account of the COVID-19 pandemic, SDE had received an extension in 2020-21. In the meantime, SDE had applied for recognition of its 26 programmes (13 UG and 13 PG programmes) online for the academic year 2021-22 and onwards in October 2020 and the approval for the same is awaited.
- 2). Generally, SDE notify the programmes in an academic year in July. Due to COVID-19 and delay in getting an extension from the UGC-DEB, it started the admission process for the academic year 2020-21 through a notification in November 2020 and closed the admission on December 31, 2020. During 2020-21, SDE admitted about 10000 students for its 26 UG and PG programmes.
- 3). Though SDE is all set to offer the 26 programmes this academic year (2021-22) as well, owing to the absence of UGC-DEB's recognition/extension for 2021-22, it cannot go ahead with the admission process. Also, the Sree Narayana Guru Open University Act (SNGOU) 2021 (Chapter 5, 47(2)) stipulates that distance education, continuing education and private registration which were under the jurisdiction of the Kerala University, Calicut University, MG University and Kannur University shall be separated and excluded from these universities and brought under the jurisdictional limit of the open university.
- 4). Even if SDE has been given recognition/extension by the UGC-DEB and permission by the government through ordinance amending the provision of SNGOU Act above for the academic year 2021-22, it has to follow the 2017 syllabus for all its 26 programmes. Furthermore, SDE has no ready stock of study materials (SLMs) to distribute for the students to be admitted.

- 5). Though Sree Narayana Open University at Kollam had given 2(f) status by the UGC, as it is an Open University started in offering open and distance (ODL) programmes it cannot start/notify programmes without the permission of DEB as per UGC (ODL Programmes and Online Programmes) Regulations 2020. Also SNGOU expressed doubts about launching their open and distance programme this year (The Hindu, June 8, 2021).
- 6). In this situation, Kerala University, the Mother University of the State, has a responsibility towards thousands of students, employees and housewives etc. who cannot pursue higher education through regular mode, depend on distance mode or private study for fulfilling their academic/career goals.

The Director, SDE in accordance with the aforementioned facts has requested the following:

1. Approach the government of Kerala and seek its permission to start distance programmes through the School of Distance Education of the University by citing the provision/restriction specified in Chapter 5 clause 47(2) of the SNGOU Act 2021.
2. Request the UGC-DEB, New Delhi to advance further the process of verification of the online application it had received from the University of Kerala among others in October 2020 for granting recognition for UG and PG programmes under ODL mode for the academic year 2021-22 onwards.

As per the orders of the Vice – Chancellor, the aforementioned matter regarding the initiative for admission to 26 UG/PG programmes of SDE for the academic year 2021 – '22 is placed before the Syndicate for consideration and decision.

**Resolution of the Syndicate**  
**RESOLVED** that the proposal at Sl. No. 1, be approved.

**Item No.28.36                      Academic Programme for UG and PG (2020-21 Admission ) –Approval of -  
 reg**

**(Ac.D)**

The 27<sup>th</sup> Meeting of the Syndicate held on 07.05.2021 vide item no 27.20 resolved to approve the draft Academic and Examination Calendar for the year 2021-22 in principle and authorised the Pro-Vice-Chancellor to effect necessary corrections in view of Covid-19 pandemic and further resolved that the second semester classes (2020-21 Admission) of UG/PG Programmes in the affiliated colleges be commence from 17<sup>th</sup> May, 2021 through online mode. The Vice Chancellor has ordered to implement the decision and as per the same a Circular has been issued with regard to the Starting of Second semester classes for 2020-21 Admissions on 07.05.2021.

The corrections necessary in the prepared Academic and Examination Calendar 2021-22 in the wake of Covid 19 pandemic is nearing to completion. Meanwhile an Academic Schedule for the UG/PG 2020-21 Admission programmes is finalised for the smooth conduct of the programmes in affiliated colleges (Appendix 1&2)

The draft Academic schedule for the UG/PG 2020-21 admissions is placed before the Syndicate for consideration.

**D1: CBCS UG Programmes in Affiliated Colleges**

Admission and academic schedule of the first semester UG programmes will be published after the announcement of plus two results.

| <b>2nd Year UG (2020-21 Admission)</b> |              |                   |              |
|--|--------------|-------------------|--------------|
| <b>Semester- 2</b>                     |              |                   |              |
| Commencement of classes                | :17.05.21    | Exam Notification | : 02.08.2021 |
| Conclusion of classes                  | :01.09.2021  | Exam Commencement | :02.09.2021  |
| Exam conclusion                        | :22.09.2021  |                   |              |
| <b>Semester - 3</b>                    |              |                   |              |
| Commencement of Classes                | : 24.09.2021 | Exam Notification | : 03.12.2021 |
| Conclusion of classes                  | :03.01.2022  | Exam Commencement | :04.01.2022  |
|  |              | Exam Conclusion   | :24.01.2022  |
| <b>Semester - 4</b>                    |              |                   |              |
| Commencement of Classes                | : 27.01.2022 | Exam Notification | : 04.04.2022 |
| Conclusion of classes                  | :03.05.2022  | Exam Commencement | : 04.05.2022 |
|  |              | Exam Conclusion   | :25.05.2022  |

| <b>3rd Year UG (2019-20 Admission)</b> |              |                   |              |
|--|--------------|-------------------|--------------|
| <b>Semester - 5</b>                    |              |                   |              |
| Commencement of Classes                | : 01.06.2021 | Exam Notification | : 0309.2021  |
| Conclusion of classes                  | :01.10.2021  | Exam Commencement | : 04.10.2021 |
|  |              | Exam Conclusion   | : 22.10.2021 |
| <b>Semester - 6</b>                    |              |                   |              |
| Commencement of Classes                | :25.10.2021  | Exam Notification | :07.02.2022  |
| Conclusion of classes                  | :07.03.2022  | Exam Commencement | : 08.03.2022 |
|  |              | Exam Conclusion   | : 18.03.2022 |

In each semester, classes are to be engaged for 90 teaching days or for 450 hours. It shall be the responsibility of the Principals to ensure that any deficiency in this shall be made good either by conducting classes on holidays/saturdays or engaging extra classes on working days so that the minimum teaching hours shall be completed. If any of the dates, prescribed in the calendar happens to be a holiday, the next working day shall be the prescribed date for the academic event noted against it.

**D2: PG Programmes in Affiliated Colleges  
2020-2021 Admissions**

| <b>Semester - 2</b>          |              |                   |              |
|------------------------------|--------------|-------------------|--------------|
| Commencement of Classes      | : 17.05.2021 | Exam Notification | : 03.08.2021 |
| Conclusion of classes        | : 02.09.2021 | Exam Commencement | : 03.09.2021 |
|                              |              | Exam Conclusion   | : 15.09.2021 |
| <b>Semester - 3</b>          |              |                   |              |
| Commencement of Classes      | : 20.09.2021 | Exam Notification | : 04.12.2021 |
| Conclusion of classes        | : 04.01.2022 | Exam Commencement | : 05.01.2022 |
| Commencement of Project work | : 24.09.2021 | Exam Conclusion   | : 17.01.2022 |
| <b>Semester - 4</b>          |              |                   |              |
| Commencement of Classes      | : 20.01.2022 | Exam Notification | : 20.02.2023 |
| Conclusion of classes        | : 19.04.2022 | Exam Commencement | :20.04.2022  |
| Project submission           | : 12.05.2022 | Exam Conclusion   | 02.05.2022   |

- \* For courses without practical examination, the internal assessment marks shall be forwarded within 15 days after the completion of last theory exam. For courses with practical examination the internal assessment marks shall be forwarded within in 10 days after the completion of last practical examination.
- \* In each Semester, classes are to be engaged at least for 450 hours. Any deficiency in this shall be made good either by conducting classes on holidays/Saturdays or engaging extra classes on working days so that the minimum teaching hours (450 hours) shall be completed.
- \* If any of the dates, prescribed in the calendar, happens to be a holiday, the next working day shall be the prescribed date for the academic event notified.
- \* The Academic calendar shall be strictly followed, and the internal assessment made accordingly for the timely submission of CA marks to the University.
- \* The Principals shall ensure that the students have the minimum attendance required for the previous semesters while registering them for University examinations and also ensure the minimum attendance required for the semester for which registrations were made while issuing the hall tickets.
- \* The colleges shall ensure that the Online registration of examinations are made complete by verification of the student registration at the required levels (Teacher Level, HoD Level, Principal Level).
- \* The attendance of students during the period of 90 days be taken for calculating the percentage of attendance for the Semester.
- \* Enrollment process shall start 5 days after the closure of admission.
- \* Submission of qualifying certificates shall be done 5 days after the closure of enrollment.

**Resolution of the Syndicate**

**RESOLVED** to approve the draft Academic schedule for the UG/PG 2020-21 Admissions (Appendix 1&2), for the smooth conduct of the programmes in Affiliated Colleges of the University.

**Item No.28.37 Department of Commerce-Rotation of Headship - Nomination of HOD – Consideration of-reg:-**

**(Ad.A.II)**

Dr.G.Raju, Professor and Head, Department of Commerce, University of Kerala has requested to take necessary steps to appoint the next Head in the Department of Commerce w.e.f 26.06.2021 as his tenure ends on 25.06.2021.

The details of teaching faculty in the Department of Commerce is given below:

| <b><u>NAME<br/>AND DESIGNATION</u></b> | <b><u>DATE OF ENTRY<br/>IN UNIVERSITY SERVICE</u></b> | <b><u>RETIRING ON</u></b> |
|--|---|---------------------------|
| Dr.Resia Beegam S, Professor           | 25.11.1988  | 31.05.2025                |
| Dr.Gabriel Simon Thattil, Professor    | 19.05.1998  | 31.08.2023                |
| Dr.Harikumar P. N. Professor           | 18.05.2020  | 31.05.2028                |
| Dr.Biju T, Associate Professor         | 15.05.2020  | 31.10.2032                |
| Dr.Biju A.V. , Assistant Professor     | 22.05.2020  | 31.05.2040                |

As per amendment No.232 of Statute in Chapter 3 of the Kerala University First Statute 1977 " The Head of the Department shall be nominated on a rotation basis for 3 years starting with the senior most Lecturer of the Department.The Syndicate shall nominate the senior most Professor as the Head of the Department for a period of 3 years and at the end of the 3 years, next senior most Professor shall be nominated. After all the Professors are given a turn, the rotation shall then be implemented among the Associate Professors/Readers as per seniority".

"To become eligible for Headship, a teacher should possess a Ph.D Degree and has to put in at least 2 years of service in the Department concerned, except in cases where there is no senior teachers in the Department. A teacher shall be eligible to take Headship only if he/she has a minimum of 6 months of service remaining till retirement.In the Department where there are no Professors or Associate Professors/Readers eligible for the Headship, it shall be rotated among the Assistant Professors".

"It shall however be open to the teacher who has been nominated as the Head of the Department to make a request that he/she shall be relieved of such responsibility for academic reasons.In such cases, the next senior most teacher shall be the Head of the Department.The other members of the teaching staff shall work under the direction of the Head of the Department and shall assist him in the performance of his/her duties".

In the Department of Commerce, Dr.Gabriel Simon Thattil is the next senior most faculty. He has put in 23 years of service in the Department and has 2 more years of service remaining till retirement. Dr.Resia Beegam S, Professor, Department of Commerce had been the Head of the Department prior to Dr.Raju, Professor and Head, Department of Commerce. Besides Dr.Raju, Dr.Resia Beegam S & Dr.Gabriel Simon Thattil, there are three more faculty members in the Department of Commerce.They are Dr.Harikumar P.N, Professor, Dr.Biju T, Associate Professor, Dr.Biju A.V, Assistant Professor.

Hence as per the orders of the Vice Chancellor, the Proposal to nominate Dr. Gabriel Simon Thattil, Professor, Department of Commerce as the next Head of the Department of Commerce, w.e.f. 26/06/2021 to 31/08/2023 (Date of Retirement) is placed before the Syndicate for consideration and appropriate decision.

***Resolution of the Syndicate***

**RESOLVED** to nominate Dr. Gabriel Simon Thattil, Professor, Department of Commerce as Head of the Department of Commerce, w.e.f. 26/06/2021 to 31/08/2023 (Date of Retirement).

**Item No.28.38 Appointment as Additional Private Secretary in the Personal Staff of the Minister for Food, Civil Supplies, Consumer Affairs & Legal Metrology - Permission to relieve - Sri. S. Najimudeen, Section Officer (Hr.Gr), Ac.A IV section –Consideration of-reg.**

**(Ad.A.I)**

Sri.S. Najimudeen, Section Officer (Hr.Gr), Ac.AIV section vide submission dated 08.06.2021 requested that he may be relieved of as Section Officer (Hr.Gr) in the University to take up new appointment as Additional Private Secretary in the Personal Staff of the Minister for Food, Civil Supplies, Consumer Affairs & Legal Metrology.

Vide G.O(Rt)No.2109/2021/GAD dated 07-06-2021, Govt have informed that Sri. S. Najimudeen, Section Officer (Hr.Gr), University of Kerala (ID No.4457) is appointed as Additional Private Secretary in the Personal Staff of the Minister for Food, Civil Supplies, Consumer Affairs & Legal Metrology.

As per Rule 140(c) Part I of Kerala Service Rules incorporated by GO(P)No.45/2013/fin dated 22-01-2013, the period of Deputation to foreign service shall be initially for one year and may be extended year by year up to a continuous period of five years in the aggregate.

As per the orders of the Vice -Chancellor, the request of Sri. S. Najimudeen, Section Officer (Hr.Gr), Ac.A IV section to relieve from the University to take up appointment as Additional Private Secretary in the Personal Staff of the Minister for Food, Civil Supplies, Consumer Affairs & Legal Metrology as per G.O(Rt)No.2109/2021/GAD dated 07-06-2021 under usual terms and conditions of Deputation is placed before the Syndicate for consideration.

***Resolution of the Syndicate***

**RESOLVED** to relieve Sri. S. Najimudeen, Section Officer (Hr.Gr), Ac.A IV section from the University to take up appointment as Additional Private Secretary in the Personal Staff of the Minister for Food, Civil Supplies, Consumer Affairs & Legal Metrology as per G.O(Rt)No.2109/2021/GAD dated 07-06-2021 under usual terms and conditions of Deputation.

***Item No.28.39***

***Installation of Gaseous Medical Oxygen Generator Plant with Booster Facility for Cylinder Filling in the University of Kerala, Kariavattom Campus – Minutes of the Expert Committee and the Final Proposals incorporating all the suggestions and modifications from the External Experts -Consideration of-reg .***

***(Ad.D.III)***

Dr. Jaysree E.G., Head of the Department of Chemistry, vide her mail dated 09.06.2021 has forwarded the Minutes of the Online Meeting of the Expert Committee and final form of the two sets of proposals containing the Technical Specification for the purchase of gaseous Medical Oxygen Production Unit, incorporating all the suggestions, recommendations and modifications from the external experts in the meeting held on 7th June 2021, for consideration.

***A brief description of the Minutes of the Meeting of the Expert Committee in connection with the Installation of Gaseous Medical Oxygen Generator Plant with Booster Facility for Cylinder Filling in the University of Kerala, Kariavattom Campus is as follows;***

The Hon'ble Vice Chancellor and the Pro-Vice-Chancellor, remarked about the importance of setting up of a Medical Oxygen Plant of appropriate capacity urgently owing to the COVID-19 spike and the need of ensuring availability of medical oxygen as an effort from the University of Kerala to join the Government of Kerala in their well acclaimed COVID-19 pandemic management. The VC emphatically remarked that as the proposal is to produce medical oxygen of high purity to be filled in the Cylinders to be delivered to the needy Government Hospitals, utmost care is to be taken to have high quality oxygen generation for the needy critical care patients. The proposal submitted to the Syndicate was discussed and the experts were requested to give their valuable inputs for incorporating into the specifications to be given while the quotations/tenders are invited. The Expert members emphasized the following points for incorporation into the proposal

1. Both the Oxygen Generator as well as the Boosters should have oil free compressors
2. The quality of the Molecular Sieves, Zeolite Filter which filter the air, especially to remove the nitrogen in the air, must be of long duration quality. The life span of the filter should be ensured and periodicity of filter change must be specified by the Vendors while quoting
3. Certificate of quality to be submitted by competent authorities (European Union)
4. Air cooling or water cooling system to be added, if needed
5. The compressors should have facility for noise reduction
6. Need for certification from competent authorities, especially for cylinder filling at high pressure of the oxygen produced and their transportation
7. To take a survey to take a stock of the requirement of Medical oxygen demand/supply in Government hospitals in Kerala (needed at the time of starting the production and cylinder filling

The Vice-Chancellor directed the Committee to prepare a proposal incorporating the tender specifications in order to get the best Medical Oxygen Generator of assured quality. He has also directed the Committee to inquire with the competent authorities regarding the requirement of licensing under the Explosives Act of the Government of India before installing the Oxygen Plant in the Campus.

*The two proposals forwarded by the Head of the Department of Chemistry, based on the Minutes of the Expert Committee are detailed below;*

**Proposal I**

**Proposal for setting up of a Medical Oxygen Plant, Booster for Cylinder Filling as well as procuring Cylinders in the Kariyavattom Campus with specifications;**

**1. PSA unit – I (400 L/Minute)**

Pressure Swing Adsorption (PSA) Unit

1. Oil free Compressor System. The air compressor must be of internationally acceptable standards with CE mark and ISO certification.
2. Air Dryer
3. Air receiver
4. Filtration system to ensure good feed air quality as per ISO standards
5. Molecular Sieve units
6. Oxygen Concentrator Module that should be able to produce medical grade oxygen purity of 93+/-3%. Microprocessor based, fully automatic. Oxygen quality should be of medical grade conforming to Indian pharmacopeia.
7. Oxygen analyser
8. Oxygen product receiver
9. Alarm system for trouble shooting

**2. PSA unit- II**

For boosting oxygen purity to 99.9% for academic research and industrial uses as per International Standards

**3. Booster facility with**

1. Oil free compression for filling the cylinders
2. Pressure gauge indicators and automatic cut-off system
3. Should have silencer that reduces the noise level
4. All the equipment including the accessories supplied as per the technical specification should carry comprehensive warranty for a period of 5 years and comprehensive annual extended warranty for a period of seven years. During this period, all defective parts should be replaced and all breakdowns should be attended to. The cost of spare parts thus replaced should be borne by the provider during the warranty period.
5. All the safety certifications should be provided.
6. Life span certificate (minimum 15 years). The availability of all spare-parts and accessories should also be certified during this period.
7. On-site training should be given for use and maintenance at the time of installation.

**Approximate Project Cost**

| Sl No.   | Item   | Cost            |
|--|--|-----------------|
|  | Oxygen Generator with PSA technology Capacity 400 L/Minute Purity : 93.0-95.0% (with the specifications given) | Rs. 41,00,000/- |
|  | PSA unit – II Purity: 99.9%  | Rs. 21,00,000/- |
|  | Booster for filling 100 Cylinders/day  | Rs. 50,00,000/- |
|  | Infrastructure Facilitation+ Miscellaneous expenditure   | Rs. 5,00,000/-  |
| <b>Total: Rs. 1,38,28,000/- (Including GST/CIF on first 3 items)</b> |  |                 |

*Separate tenders should be invited for 200 cylinders with separate regulators and valves of medical standards.*

**Approximate cost for 200 Cylinders with valves** Rs. 30,00,000/-

**Total Project Cost** Rs. 1,68,28,000/-

**(Rupees One Crore, Sixty Eight Lakhs and Twenty Eight Thousands only)**

**Proposal II****Proposal for setting up of a Medical Oxygen Plant, Booster for Cylinder Filling as well as procuring Cylinders in the Kariyavattom Campus with specifications****1. PSA unit – I (200 L/Minute)**

Pressure Swing Adsorption (PSA) Unit

1. Oil free Compressor system. The air compressor must be of internationally acceptable standards with CE mark and ISO certification.
2. Air Dryer
3. Air receiver
4. Filtration system to ensure good feed air quality as per ISO standards
5. Molecular Sieve units
6. Oxygen Concentrator Module that should be able to produce medical grade oxygen purity of 93+/-3%. Microprocessor based, fully automatic. Oxygen quality should be of medical grade conforming to Indian pharmacopeia.
7. Oxygen analyser
8. Oxygen product receiver
9. Alarm system for trouble shooting

**2. PSA unit- II**

For boosting oxygen purity to 99.9% for academic research and industrial uses as per International Standards

**3. Booster facility with**

1. Oil free compression for filling the cylinders
2. Pressure gauge indicators and automatic cut-off system
3. Should have silencer that reduces the noise level
4. All the equipment including the accessories supplied as per the technical specification should carry comprehensive warranty for a period of 5 years and comprehensive annual maintenance contract or an extended warranty for a period of seven years. During this period, all defective parts should be replaced and all breakdowns should be attended to. The cost of spare parts thus replaced should be borne by the provider during the warranty period.
5. All the safety certifications should be provided
6. Life span certificate (minimum 15 years). The availability of all spare-parts and accessories should also be certified during this period.
7. On-site training should be given for use and maintenance at the time of installation.

**Approximate Project cost**

| Sl No.   | Item  | Cost            |
|--|---|-----------------|
|  | Oxygen Generator with PSA technology<br>Capacity 200 L/Minute Purity : 93.0-95.0% | Rs. 29,75,000/- |
|  | PSA unit –II (Optional) - Purity: 99.9%   | Rs. 9,75,000/-  |
|  | Booster for filling 100 cylinders per day   | Rs. 50,00,000/- |
|  | Infrastructure facilitation +Miscellaneous expenditure                            | Rs. 5,00,000/-  |
| <b>Total: Rs. 1,12,00,000 (Including GST/CIF on first 3 items)</b> |   |                 |

*Separate tenders should be invited for 100 cylinders with separate regulators and valves of medical standards.*

**Approximate cost for 100 Cylinders with valves** Rs. 15,00,000/-

**Total Project Cost** Rs. 1,27,00,000/-

*(Rupees One Crore and Twenty Seven Lakhs only)*

As per the orders of the Vice-Chancellor, the two sets of proposals containing the Technical Specification for the purchase of gaseous Medical Oxygen Production Unit, incorporating all the suggestions, recommendations and modifications from the external experts, forwarded by the Head of the Department of Chemistry are placed before the Syndicate for consideration and appropriate decision.



**Resolution of the Syndicate**

**RESOLVED** to send letter to the Hon'ble Chief Minister, Minister of Health and Family Welfare, Minister of Higher Education and Principal Secretary, Higher Education Department requesting to provide their suggestions and support regarding the Proposal for setting up of a Medical Oxygen Plant, Booster for Cylinder Filling in the Kariyavattom Campus.

**Item No.28.40**                      **UIT Regional Centre, Muthukulam - Handing over of charge of Principal - Reporting of - reg.**

**(Ad. A VII)**

Sri. Shajahan A., Principal on contract, UIT Regional Centre Muthukulam was terminated from service w.e.f. 31.03.2021 as resolved by the Syndicate, at its meeting held on 13.04.2021 vide Item No. 26.66, to limit the tenure up to the last date of the month of completion of 62 years. The matter was intimated to him on 17.05.2021 and hence he receded from the charge of Principal w.e.f. 17.05.2021. Hence the post remains to be vacant from 18.05.2021 as charge wasn't officially assigned to any of the staff.

The matter regarding the regularisation of service of Sri. Shajahan A. as Principal of UIT Regional Centre, Muthukulam for the period from 01.4.2021 to 17.05.2021 and handing over the charge of Principal was ordered to place before the Standing Committee of the Syndicate on Departments and Other Institutions of the University and accordingly the note to the Committee was approved. But the meeting has yet not been convened.

Meanwhile, Sri. J. Jairaj, Convener, Standing Committee of the Syndicate on Departments and Other Institutions of the University, requested that in order to process the wages and other works, charge of Principal at the Centre may be handed over to Sri. Manoj R., Lecturer in Computer Science on contract basis at the Centre. Considering the letter, the Vice-Chancellor has ordered to hand over the charge of Principal at UIT Regional Centre, Muthukulam to Sri. Manoj R., Lecturer in Computer Science on contract basis at the Centre subject to report to the Syndicate. Accordingly the charge was handed over vide U.O. No. 2738/2021/UOK dated 09.06.2021.

In obedience to the orders of the Vice-Chancellor, the matter of handing over of charge of Principal, UIT Regional Centre, Muthukulam to Sri. Manoj R., Lecturer in Computer Science on Contract basis w.e.f. 09.06.2021 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.28.41**                      **Rotation of Headship - Department of Islamic Studies Nomination of HOD - Consideration of- reg.**

**(Ad.A.II)**

Dr. A.K Ampotti, Head, Department of Islamic Studies, University of Kerala, was nominated as the Head of the Department w.e.f 10.08.2016FN and his tenure as Head will be over by 31.03.2022 FN and has requested to take necessary steps to appoint the next Head, Department of Islamic Studies w.e.f 01.04.2022.

The details of Teaching faculties in the Department of Islamic Studies is given below:

| <b><u>NAME &amp; DESIGNATION</u></b> | <b><u>DATE OF ENTRY IN UNIVERSITY SERVICE</u></b> | <b><u>RETIRING ON</u></b> |
|--------------------------------------|---|---------------------------|
| Asharaf.A, Assistant Professor       | 12.05.05  | 31.05.2030                |
| Dr.Manu.T, Assistant Professor       | 20.03.2020  | 31.03.2046                |

As per amendment No.232 of Statute in Chapter 3 of the Kerala University First Statute 1977 " The Head of the Department shall be nominated on a rotation basis for 3 years starting with the senior most lecturer of the Department. The Syndicate shall nominate the senior most Professor as the Head of the Department for a period of 3 years and at the end of the 3 years, next senior most Professor shall be nominated. After all the Professors are given a turn, the rotation shall then be implemented among the associate professors/Readers as per seniority".

"To become eligible for headship , a teacher should possess a Ph.D Degree and has to put in at least 2 years of service in the Department concerned, except in cases where there is no senior

teachers in the Department. A teacher shall be eligible to take Headship only if he/she has a minimum of 6 months of service remaining till retirement. In the Department where there are no Professors or Associate Professors/Readers eligible for the Headship, it shall be rotated among the Assistant Professors".

"It shall however be open to the teacher who has been nominated as the Head of the Department to make a request that he/she shall be relieved of such responsibility for academic reasons. In such cases, the next senior most teacher shall be the Head of the Department. The other members of the teaching staff shall work under the direction of the Head of the Department and shall assist him in the performance of his/her duties".

In the Department of Islamic studies, Asharaf.A is the next senior most and has put in 15 years of service in the Department and has 9 more years of service remaining till retirement but he doesn't possess a Ph.D degree. On the other hand, Dr.Manu.T, Assistant Professor has only 1 year of service in the Department and has a Ph.D.

As per orders of the Vice-Chancellor the nomination of Head of the Department of Islamic studies is placed before the Syndicate for consideration .

***Resolution of the Syndicate***

**RESOLVED** that the status quo be maintained.

**Item No.28.42**                      ***Meeting of the Standing committee of the Syndicate on Planning and Development held on 10.06.2021– Minutes - approval of-reg.***

***(Pl. G)***

The Minutes of the meeting of the Standing committee of the Syndicate on Planning and Development held on 10.06.2021. (COPY APPENDED) is placed before the Syndicate for approval.

**MINUTES OF THE MEETING OF THE STANDING COMMITTEE OF THE SYNDICATE ON PLANNING AND DEVELOPMENT**

Date and Time                      :            12.30 PM ; 10.06.2021.

Venue                                    :            Senate Chamber, Senate House Campus, Palayam

**Members**

|   |      |
|---|------|
| Adv.A.Ajikummar, Member, Syndicate [Convener] | Sd/- |
| Adv.K.H.Babujan, Member, Syndicate            | Sd/- |
| Dr.S.Nazeeb, Member, Syndicate                | Sd/- |
| Dr.K.B.Manoj, Member, Syndicate               | Sd/- |
| Sri.B.P.Murali, Member, Syndicate --          |      |
| Adv.Muralidharan Pillai.G, Member, Syndicate  | Sd/- |
| Sri.Bijukumar. G, Member, Syndicate           | Sd/- |
| Sri.Jairaj. J, Member, Syndicate --           |      |
| Dr.K.G. Gopchandran, Member, Syndicate        | Sd/- |
| Dr. Vijayan Pillai. M, Member, Syndicate      | Sd/- |
| Sri.Arun Kumar. R, Member, Syndicate          | Sd/- |

The meeting began at 2.30 P.M

**ITEM NO. 28.42.01**                      ***Construction of New Hostel for Men & ICCR Students at Kariavattom – request from Kerala State Housing Board to accord sanction to the lowest quoted tender amount of Rs. 2,61,50,382.9/- for the civil works, package I – negotiation with the contractor – reg.***

***[ PL.G ]***

As per U.O No. Pl.G/2305/SP 2018-19/2018 dated 15.09.2020, administrative sanction was accorded for the verified abstract estimate of KSHB amounting to Rs.3,18,77,791/- (Rupees Three crore eighteen lakh seventy seven thousand seven hundred and ninety one only) for the construction of New Hostel for Men & ICCR Students, which includes 4.5% centage charge, 18% GST on centage charge and GST @ 12% on works and an MoU was executed with KSHB for the work on 22/12/2020.

As per order no. T-02/2021/C/HB dated 01/02/2021 , the KSHB has accorded technical sanction for civil works as package I, which includes building works, kitchen works, water supply & sanitary work, septic tank, for Rs. 2,95,05,262.9/-, including 4.5% centage charges, 18% GST on centage charges and 12% GST on works.

The Chief Engineer, KSHB, vide letter No. T-02/2021/C/HB dated 26/03/2021 has reported that based on the technical sanction issued for civil works, package I (building works, kitchen works, water supply & sanitary work, septic tank) the work was tendered against the Probable Amount of Contract (PAC) as Rs.2,51,51,533/- (Rupees Two Crore fifty one lakh fifty one thousand five hundred and thirty three only) and out of the two tenders received, the lowest amount of Rs.2,63,53,319.84/- was quoted by the contractor Sri. Sreekumar K S. The KSHB further reported that, after negotiation with the contractor the amount was reduced to Rs. 2,61,50,382.9/- which is 3.9% above the estimate amount, but lower than the justification estimate amount of Rs.3,31,33,789/- as per PWD LMR.

The details of the estimate amount & the quoted amount are as follows:

| Name of Work                                       | Estimated amount for civil works as per approved abstract estimate (excluding overhead charge, centage charge, GST on centage charge & GST on works) | PAC for civil works as per technical sanction of KSHB (excluding overhead charge, centage charge, GST on centage charge & GST on works) | Amount quoted by the contractor after negotiation | Difference                                      |
|--|--|---|---|---|
| Construction of New Hostel for Men & ICCR Students | Rs.2,51,73,976.09/-  | Rs.2,51,51,533/-  | Rs.2,61,50,382.9/-                                | Amount quoted is 3.9% above the estimate amount |

It is also reported that the tender committee convened at the office of the Chief Engineer, KSHB on 20/03/2021 pointed out that the amount quoted by the contractor Sri. Sreekumar K S is acceptable as the estimate amount which is 3.9% below the quoted amount, was finalised after excluding 5% overhead charges and also the quoted amount is lower than the justification estimate amount.

Hence, the KSHB has requested to accord sanction for the lowest quoted amount of Rs.2,61,50,382.9/- for the civil works, package I (building works, kitchen works, water supply & sanitary work, septic tank) related to the construction of New Hostel for Men & ICCR Students at Kariavattom.

The University Engineer, in this regard, has recommended to conduct a further negotiation with the contractor in presence of KSHB, in the Standing Committee of the Syndicate on Planning & Development to reduce the quoted rate to the maximum possible extend.

Hence, as per the orders of the Vice-Chancellor, the matter of negotiation with the contractor, Sri. Sreekumar K S, who has quoted the lowest amount of Rs. 2,61,50,382.9/- for the civil works, package I related to the construction of New Hostel for Men & ICCR Students at Kariavattom, in presence of KSHB is placed before the Standing Committee of the Syndicate on Planning & Development for consideration.

**RECOMMENDATION:**

- **To entrust the KSHB to hold further negotiation with the contractor limiting the amount within the approved estimate and to furnish the updated status, immediately.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Planning and Development held on 10.06.2021, be approved.

**FURTHER RESOLVED** to intimate the matter accordingly.

**ITEM NO. 28.42.02** *Construction of School of Communication & Library Science at Kariavattom – request from KSHB to accord sanction for the lowest quoted tender amount of Rs. 3,78,36,396.98/- for the civil works, package I – negotiation with the contractor – reg.*

[ Pl. G ]

As per U.O No. Pl.G/2305/SP 2018-19/2018 dated 15.09.2020, administrative sanction was accorded for the verified abstract estimate of KSHB amounting to Rs. 4,53,62,629/- (Rupees Four crore fifty three lakh sixty two thousand six hundred and twenty nine only) for the construction of

School of Communication and Library Science at Kariavattom, which includes 4.5% centage charge, 18% GST on centage charge and GST @ 12% on works and an MoU was executed with KSHB for the work on 22/12/2020.

As per order no. T-01/2021/C/HB dated 01/02/2021 , the KSHB has accorded technical sanction for civil works as package I, which includes building works, water supply & sanitary work, septic tank, rain water harvesting & development works, for Rs. 4,24,37,490.18/-, including 4.5% centage charges, 18% GST on centage charges and 12% GST on works.

The Chief Engineer, KSHB, vide letter No. T-01/2021/C/HB dated 26/03/2021 has reported that based on the technical sanction issued for civil works, package I, the work was tendered against the Probable Amount of Contract (PAC) as Rs.3,61,75,509/- (Rupees Three Crore sixty one lakh seventy five thousand five hundred and nine only) and out of the three tenders received, the lowest amount was quoted by the contractor Sri. Sreekumar K S. The KSHB further reported that, after negotiation with the contractor the amount was reduced to Rs. 3,78,36,396.98/- which is 4.59% above the estimate amount, but lower than the justification estimate amount of Rs.4,75,43,730/- as per PWD LMR.

The details of the estimate amount & the quoted amount are as follows:

| Name of Work   | Estimated amount for civil works as per approved abstract estimate (excluding overhead charge, centage charge, GST on centage charge & GST on works) | PAC for civil works as per technical sanction of KSHB (excluding overhead charge, centage charge, GST on centage charge & GST on works) | Amount quoted by the contractor after negotiation | Difference                                       |
|--|--|---|---|--|
| Construction of School of Communication & Library Science at Kariavattom | Rs.3,61,69,021.16/-  | Rs.3,61,75,509/-  | Rs.3,78,36,396.98/-                               | Amount quoted is 4.59% above the estimate amount |

It is also reported that the tender committee convened at the office of the Chief Engineer, KSHB on 20/03/2021 pointed out that the amount quoted by the contractor Sri. Sreekumar K S is acceptable as the estimate amount which is 4.59% below the quoted amount was finalised after excluding 5% overhead charges and also the quoted amount is lower than the justification estimate amount. Hence, the KSHB has requested to accord sanction for the lowest quoted amount of Rs.3,78,36,396.98/- for the civil works, package I (building works, water supply & sanitary work, septic tank, rain water harvesting, development works) related to the construction of School of Communication & Library Sciences at Kariavattom.

The University Engineer, in this regard, has recommended to conduct a further negotiation with the contractor in presence of KSHB, in the Standing Committee of the Syndicate on Planning & Development to reduce the quoted rate to the maximum possible extend.

Hence, as per the orders of the Vice-Chancellor, the matter of negotiation with the contractor, Sri. Sreekumar K S, who has quoted the lowest amount of Rs. 3,78,36,396.98/- for the civil works, package I, related to the construction of School of Communication & Library Sciences at Kariavattom, in presence of KSHB is placed before the Standing Committee of the Syndicate on Planning & Development for consideration.

**RECOMMENDATION:**

- **To entrust the KSHB to hold further negotiation with the contractor limiting the amount within the approved estimate and to furnish the updated status, immediately.**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Planning and Development held on 10.06.2021, be approved.

**FURTHER RESOLVED** to intimate the matter accordingly.

**ITEM NO.28.42. 03    *Implementation of the Specific Project titled ‘Establishment of Marine Museum in the University’ – Construction of a new museum building as an extension to the existing building of the Department of Aquatic Biology & Fisheries – Estimate for electrical works – reg.***

[ Pl. G ]

As per G.O (Rt) No.1383/2012/H.Edn dated 05.07.2012, administrative sanction was accorded by the Government for implementing the project ‘Establishment of Marine Museum in the University’ at an estimated cost of Rs. 1,00,00,000/- (Rupees. One crore only), based on the annual plan proposals for the year 2012-13 and as per G.O (Rt) No.1771/2013/H.Edn dated 26.08.2013 administrative sanction was also accorded for implementing the continuing activities of the project, at an estimated cost of Rs.1,00,00,000/- (Rupees. One crore only) based on the annual plan proposals for the year 2013-14.

Accordingly, the estimate submitted by the University Engineer for civil works only, amounting to Rs. 69,00,000/- (Rupees Sixty nine lakh only), including 12% GST, prepared based on DSR 2016 with 37.93% cost index towards the construction of a ‘new museum building’ as an extension to the existing building of the Department of Aquatic Biology & Fisheries, in connection with the implementation of the project ‘Establishment of Marine Museum in the University’ was approved vide U.O No. Pl.A1/2748/Marine Museum/2013 dated 04/02/2020, debiting the expenditure in the head of account ‘Part II – Plan- MH – 63 – Miscellaneous – 7/5969/ Establishment of Marine Museum (State)’.

The University Engineer, vide letter No. DBI/Ele/marine museum dated 25/02/2021, reported that the civil work for the project has already commenced and forwarded the estimate report & verified estimate amounting to Rs. 5,96,000/- (Rupees. Five lakh ninety six thousand only), including 12% GST, prepared based on DSR 2016 with cost index 37.93% towards the electrical works related to the construction of new museum building (copy of the estimate report & estimate appended).

The University Engineer reported that the estimate covers the electrification of two numbers of floors of Marine museum and includes provision for wiring of light points, fan points, combined plug points, LED tube lights, ceiling fans and 40 W LED outdoor lights, distribution boards etc. and the estimate covers all the necessary general light fixtures and points, but the special light fixtures for the display boards are not included. The University Engineer has requested to accord sanction for the estimate debiting the expenditure to appropriate head of account for arranging the work.

Further, the University Engineer, vide letter No.DBI/Ele/marine museum dated 23/04/2021, has informed that the expenditure for the electrical works may be charged to the head of account ‘Part II – Plan- MH – 63 – Miscellaneous – 7/5969/ Establishment of Marine Museum (State)’.

Hence, as per the orders of the Vice-Chancellor, the estimate amounting to Rs. 5,96,000/- (Rupees. Five lakh ninety six thousand only), including 12% GST, prepared based on DSR 2016 with cost index 37.93%, towards the electrical works related to the construction of a ‘new museum building’ as an extension to the existing building of the Department of Aquatic Biology & Fisheries, is placed before the Standing Committee of the Syndicate on Planning & Development for consideration and appropriate recommendation.

**RECOMMENDATION:**

- **To approve the estimate forwarded by the University Engineer, vide letter No. DBI/Ele/marine museum dated 25/02/2021 amounting to Rs. 5,96,000/- (Rupees. Five lakh ninety six thousand only), including 12% GST, prepared based on DSR 2016 with cost index 37.93%, towards the electrical works related to the construction of a ‘new museum building’ as an extension to the existing building of the Department of Aquatic Biology & Fisheries and to grant administrative sanction accordingly as per norms.**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Planning and Development held on 10.06.2021, be approved.

**Item No.28.42. 04    *Budget Speech 2021-22- Navodhana Veedhi at Kariavattom Campus– reg.***

[ Ad. B I ]

As envisaged in Budget Speech 2021-22 (item No.01), an amount of Rs.2 Crore has been earmarked for the development of main roads in the Kariavattom Campus as Navodhana veedhi.

In this context, the University Engineer has forwarded a rough cost estimate amounting to Rs.3,50,00,000/- (Rupees Three Crore Fifty Lakh only) for setting up of Navodhana Veedhi at Kariavattom campus by upgrading the existing road from Main gate to Centre for Performing Arts and from electrical section to health centre gate. The estimate consist of two parts-Part 1 for Civil works amounting to Rs. 2,25,00,000/- and Part II for electrical works amounting to Rs. 1,25,00,000/-. As ordered by the Vice Chancellor, the total estimate amounting to Rs. 3,50,00,000/- submitted by the University Engineer for setting up of Navodhana Veedhi at Kariavattom campus by upgrading the existing road from Main gate to centre for performing arts and from electrical section to health centre gate, is placed before the Standing Committee of the Syndicate on Planning and Development for consideration and appropriate recommendation.

**RECOMMENDATION:**

- **Discussed the proposal for setting up of Navodhana Veedhi from main gate to Centre for performing Arts and from Electrical section to Health Centre Gate, Kariavattom Campus and the rough estimate forwarded by the University Engineer, vide ddfs file no. 1188 / Engg Unit/ 2021 / UOK - KC and recommended to invite Expression of interest from the accredited agencies : WAPCOS, Uralungal Labour Contract Co-operative Society and Kerala State Housing Board.**

The meeting came to an end at 3.15 P.M

***Resolution of the Syndicate***

**RESOLVED** that the above recommendation of the Standing Committee of the Syndicate on Planning and Development held on 10.06.2021, be approved.

**FUTHER RESOLVED** to entrust the University Engineer to prepare and submit the estimate for the construction of two Main Gates at Kariavattom Campus.

**ALSO RESOLVED** to explore the feasibility of finding sponsorship for setting up of Navodhana Veedhi and construction of two Main Gates at Kariavattom Campus.

**ALSO RESOLVED** to take necessary steps to strengthen the Engineering Unit by appointing qualified and experienced staff on contract basis. Also explore the possibility of appointing a Superintending Engineer on deputation.

=====  
**Item No.28.43**                      ***Entrusting Sri. Amal Suseel, Section Officer, CE III section with the additional charge of Store Keeper, Exam Store - Report to the Syndicate-reg.***

***(Ad.A.I)***

Sri. S. Gopinadhan, Store Keeper, Exam Store retired from service on 31-05-2021. Since the selection process of appointing a new Store Keeper, Exam Store could not be initiated due to the imposition of Lockdown, Sri. AmalSuseel, Section Officer, CE III has been entrusted with the additional charge of Store Keeper, Exam Store as per the orders of the Vice-Chancellor w.e.f. 31.05.2021 AN, until furtherorders.

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.28.44**                      ***UGC Regulations 2018- Clarification on Appointment of Assistant Professors in University Departments and Affiliated Colleges-Consideration of-reg.***

***(AcF II)***

The University of Kerala had implemented UGC 2018 Regulations in toto vide UO N.Ac.FII/General/UGC-R-2018/2019 dated 02.09.2019. In the said Regulations the mode of selection of Assistant .Professors in the Universities and Affiliated colleges is prescribed in the UGC under as note to clause4.1Bdealing with Direct Recruitment which reads as follows:

*'The Academic score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table3B) for Colleges, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.'*

Many Educational Agencies of the Aided Arts and Science colleges affiliated to the University of Kerala had either, conducted interview for the selection of Assistant Professors and selection was done on the basis of the marks scored by the candidates in the interview only or had approached the University to conduct the same on basis of the above mentioned criteria without considering the Academic score. Where as some managements is proceeding with the selection process considering the Academic performance score also along with the marks scored in the interview.

*In the above circumstances and in response to a complaint received in this regard, a circular dated 19.05.2021 was forwarded to all managements to temporarily keep the initial appointment interviews in hold until further orders are issued.*

In order to bring a clarity and uniformity in the selection process of Asst.Professors in the Affiliated Aided colleges, within the ambit of the UGC Regulations 2018, the University decided to constitute a sub committee chaired by Pro Vice Chancellor to study the matter and to submit a report. As such the sub-committee convened on 17.05.2021 to discuss the criteria to be followed in the selection of Asst.Professors in the entry cadre in Affiliated Arts and Science Colleges in tune with the UGC Regulations 2018.

The Committee discussed the research score relating to the direct recruitment to the posts of Associate Professors and Professors in the Universities and Colleges, based on the criteria given in Appendix III, Table 2 for Associate Professor and Professor. It was pointed out that, for the selection process of Associate Professor, 20 marks is allotted for Research Guidance in PhD/M.Phil/PG dissertation and 25 for that of Professors. The members of the Committee put forth that a criteria has to be set for allocating marks proportionately to PhD and M.phil/PG dissertation.

**After discussions, the Committee recommended that marks may be given considering one PhD thesis as equivalent to 5 (five) PG/MPhil Thesis.**

In the interview for appointment of Assistant Professors in Aided Colleges, based on UGC Regulations 2018, the sub-committee suggested to give due weightage to academic credentials so as to maintain superior standards in selection process.

As per UGC Regulations 2018, for the purpose of selection of Assistant Professor, the Academic score as prescribed in Appendix III, Table 3 A for Universities and 3 B for Colleges, shall be considered for short-listing of candidates for interview only and the selections shall be based on performance in the interview. As per Note B of Table 3B: Criteria for shortlisting of candidates for interview for the post of Assistant Professors in Colleges, '*Number of candidates called to the interview shall be decided by the college and as per Note B of Table 3A: Criteria for shortlisting of candidates for interview for the post of Assistant Professors in Universities, 'Number of candidates called to the interview shall be decided by the concerned Universities.'*

**The sub committee also discussed the following criteria regarding the number of candidates to be called for in the interview for the selection of Assistant Professors:**

#### **A- University Departments**

2. All the eligible applicants having score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges above cut-off (75 in the case of Universities and 60 in the case Colleges) will be shortlisted for interview. However, if the total number of eligible candidates such arrived is less than  $10 + ((N-1)5)$ , the cut-off score should be lowered so that the minimum number of shortlisted candidates is  $10 + ((N-1)5)$ , where N is the number of vacancies. In case, if the total number of eligible candidates is less than this number ( $10 + ((N-1)5)$ ) all the eligible candidates be shortlisted for participating in the interview. If there are more candidates with minimum cutoff score arrived, all such candidates shall also be called for interview. When 'Open' and 'Reserved' posts are notified simultaneously, the applicants belonging to reserved communities should also be considered against 'Open' vacancies if they satisfy the cut off score arrived in the selection process for the open vacancies.
3. In the case of posts reserved for a particular community all the eligible applicants belonging to that community having score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges above cut-off (75 in the case of Universities and 60 in the case Colleges) will be shortlisted for interview. However, if the total number of eligible candidates belonging to that particular community such arrived is less than  $10 + ((N-1)5)$ , the cut-off score should be

lowered so that the number of shortlisted candidates is  $10 + ((N-1)5)$ , where N is the number of vacancies. In case, if the total number of eligible candidates belonging to that particular community is less than this number ( $10 + ((N-1)5)$ ) all the eligible candidates be shortlisted for participating in the interview. If there are more candidates with minimum cutoff score arrived, all such candidates shall also be called for interview.

- The shortlisted candidates as per the above criteria only will be called for the interview. Ability of teaching and /or research aptitude of the Candidates will also be assessed during the interview through a seminar or lecture or discussion as envisaged in the UGC regulations 2018.

#### ***B- Affiliated Colleges***

- All the eligible applicants having score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges will be shortlisted for interview.

From among the eligible candidates, 10 candidates are to be shortlisted for a single vacancy under each category (open or reserved for a particular community). For every additional vacancy in the same category, the number of candidates to be shortlisted shall be increased by 5 per vacancy for the category concerned. If there are more candidates with minimum cutoff score, all such candidates shall also be called for interview. When 'Open' and 'Reserved' posts are notified simultaneously, the cut off score for open post and that for reserved post shall be fixed separately. The applicants belonging to reserved communities should also be considered against 'Open' vacancies if they satisfy the cut off score fixed for the open vacancies.

- The shortlisted candidates as per the above criteria only will be called for the interview. Ability of teaching and /or research aptitude of the Candidates will also be assessed during the interview through a seminar or lecture or discussion as envisaged in the UGC regulations 2018.

#### **Other General Instructions suggested by committee are as follows:**

- Interview will be conducted by a Selection Committee as prescribed in Clause 5.1(1) of the UGC regulations 2018
  - Ranking /Selection will be purely based on the marks obtained in the interview.
  - Total Marks for the interview will be 20. Out of these 5 marks for the domain knowledge (Assessed by the subject experts), 5 marks for the research aptitude (Assessed by the subject experts) and 10 marks for the communication skills (Assessed by the Selection Committee).
  - Awards (as per column 8): Awards obtained for best paper presentation in Seminar/ Conferences, fellowships, etc. will not be considered under this category.
  - In the case of affiliated colleges, scores obtained by all the applicants also should be submitted to the university along with the proposal for approval of the Initial appointment.
  - \* A screening committee with the following as members be constituted for shortlisting the candidates for smooth conduct of the selection procedure.
8. University: Pro-Vice Chancellor (Chairman), Dean of Faculty of the concerned subject, Head of the concerned Department and two subject experts for shortlisting purpose nominated by the Vice-Chancellor.
  9. Colleges: Principal (Chairman), Manager/Manager's Nominee and one subject expert nominated by the Vice-Chancellor for shortlisting purpose.

4. **All decisions of the screening committee will be subjected to verification and approval of the selection committee constituted in accordance with Section 5.1 of UGC Regulations 2018.**

**The issue, whether the criteria for shortlisting of candidates for interview is to be based on number of candidates applied for the post or cut off based on percentage of marks was deliberated.. It was recommended to obtain legal opinion on the problems arising in the shortlisting of candidates consequent to community reservation, in Minority Colleges.**

As such legal opinion was sought from the Standing Counsel and the reply is awaited. Legal opinion was sought in the above issue on the following points:

- **Whether University can fix higher Standards to the Provisions in the UGC Regulations 2018**



The UGC Regulations always prescribes the Minimum qualifications for appointment of teachers and other academic staff in Universities and colleges which is evident from the title of the Regulations which reads as “UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND OTHER MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION,2018”.

Since the UGC prescribes only minimum qualifications for the selection of Assistant professors in Universities and Affiliated Arts and Science colleges, whether the University could fix a higher standard so as to maintain transparency, equality and to eliminate bias in the selection process in the criteria to be followed in the selection of Assistant Professors at all stages with respect to the provisions in the UGC Regulations, 2018 is to be ascertained.

- **Ambiguity regarding the final score, based on which the rank list is prepared:**

The existing system of adding academic score (out of 100) to the interview marks (out of 20) came into existence with UGC Regulations 2010.

As per UGC Regulations 2018 vide note to 4.1B dealing with Direct Recruitment reads as follows:

*‘The Academic score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.’*

Weightage is to be given for academic credentials so as to maintain superior standards in selection process. This can only be achieved by reckoning the academic score of the candidate along with the marks scored in the interview for the final selection of candidates.

*To prepare rank list entirely based on interview may question the transparency of the selection process as the academic parameters may get over ridden leading to biased appointments.*

- **Ambiguity regarding the number of candidates to be called for the interview for the selection of Assistant Professors in Departments or in the Aided Colleges**

In UGC Regulations 2018,as per Note B of Table 3A - *Criteria for shortlisting of candidates for interview for the post of Assistant Professors in Universities*,which reads as *‘Number of candidates called to the interview shall be decided by the concerned Universities.’*

Note B of Table 3B reads as follows:

*Criteria for short listing of candidates for interview for the post of Assistant Professors in Colleges, Number of candidates called to the interview shall be decided by the college.’*

*The UGC regulations 2018 is silent regarding the criteria to be followed in determining the number of candidates to be called for interview especially in the case if the number of applicants for a particular subject is large. Hence the criterion to be followed for shortlisting of candidates to be called for interview is to be finalised.*

*As per the order of the Vice Chancellor, the matter regarding the criteria and guidelines to be followed for the selection of Assistant Professors in University Departments and Affiliated Colleges, with respect to the provisions in the UGC Regulations 2018 ,is placed before the Syndicate for consideration and appropriate decision.*

**Resolution of the Syndicate**

**RESOLVED** to refer the matter to the Syndicate alongwith the legal opinion from the Standing Counsel.

Item No.28.45

**Minutes of the Meeting of the Standing Committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges –Approval of-reg.**

(Ac F II)

The Meeting of the Standing Committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges was held on 21.05.2021 at 12.00 P.M through online mode.

**It may be noted that all Educational Agencies have been directed by the Syndicate to put on hold all Selection Committees for initial appointments. Hence it would only be appropriate to consider if the approval of the appointments now recommended may also be disposed in the light of the reasons thereto.**

The Minutes of the Meeting of the Standing Committee is placed before the Syndicate for consideration.

**Minutes of the meeting of the Standing Committee of the Syndicate on Teaching and Non-Teaching Staff of Private Colleges**

Day and Date : Friday, 21<sup>st</sup> May 2021 Time : 12 .00 PM  
Venue : University Buildings.

**Members Present**

1. Dr.M.Vijayan Pillai
2. Dr.K.B Manoj
3. Sri.R.Arun Kumar
4. Dr.B.Unnikrishnan Nair
5. Sri.Jairaj.J
6. Prof.K.Lalitha
7. Sri.B.P.Murali

**Members Absent**

- A) Sri.R.Rajesh (MLA)
- B) Smt.Renju Suresh
- C) Dr. Mathew.V

The meeting started at 12.00 PM

***ITEM No.28.45. 01 Mar Ivanios College, Thiruvananthapuram -Proposal for the approval of Initial Appointment of Assistant Professors in English--Approval – reg . (23385/Ac F I/2020/UOK)***

The Educational Agency, Mar Ivanios College, Thiruvananthapuram has forwarded the proposals for the approval of initial appointment of the following Assistant Professors in the Department of English.

| Sl No | Name of Assistant Professor | Subject | Date of joining | Nature of vacancy   |
|-------|-----------------------------|---------|-----------------|---|
| 1     | Dr.Dhanya Johnson           | English | 11.03.2020 FN   | Against the retirement vacancy of Dr.Abraham Joseph on 31.03.2018 |
| 2     | Dr.Anto A Paul              | English | 12.03.2020 FN   | Against the retirement vacancy of Dr.P J Jacob on 31.03.2019      |

The details of the Assistant Professors and the workload are indicated in the proforma placed below. The following details have been furnished by the DDO.

01. Appointment Orders in Form 1.
02. Workload Statement.
03. Qualifying Certificates.
04. Documents proving age.
05. Service Books of Teachers.
06. Seniority- wise list of teachers in the Departments.
07. Apportionment Statement.
08. Government nominee letter No.D2/405/2019/HEdn dated.16.10.2019
09. Score Sheet of the candidates.
10. Minutes of the Selection Committee.
11. Attested copies of News Paper Cuttings .
12. Joining reports of the incumbents.
13. Confidential Report from the subject experts.
14. Certificate that there are no thrown-out hands and supernumerary hands in the Departments.
15. Certificate to the effect that one month time was given to prospective candidate for applying for the post of Assistant Professors.
16. Post Adalath Report of English.
17. NET undertaking produced.

The Govt has nominated Sri.S D Ferold Xavier, Addln secretary to Govt. for filling up 2 vacancies only in the Dept. of English, Mar Ivanios College,TVPM vide G.O D2/405/2019/HEdn dated 16.10.2019.

The Educational Agency had advertised the notification regarding the vacancy in 4 daily newspapers viz. The Hindu, Deepika, The New Indian Express and Mangalam on 26.10.2019. Hence the age of the teacher is calculated as on 01.01.2019.

As per the minutes of the meeting of the Selection Committee constituted for the selection of Assistant Professors in English at Mar Ivanios College Thiruvananthapuram, held on 06.03.2020 a selected list of 4 candidates in open category and 4 candidate in community category was prepared.

The subject expert/University nominee for the selection committee have submitted the confidential reports regarding the interview in the prescribed proforma. The details regarding the age, rank position academic qualifications, workload in the department, permissible number of teachers, position of the teacher in the department etc. are shown in the proforma appended.

**As per Post Adalath report there is a workload of 223 hours and 13 posts sanctioned in the department of English in Mar Ivanios College, Thiruvananthapuram.**

As per UGC Regulations 2018, the minimum qualifications required for the post of Assistant Professors (vide clause 4.1) is as follows.

- A Master's Degree with 55% marks (or an equivalent grade in a point -scale wherever the grading system is followed) in a concerned /relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign University.
- Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET.
  - a) The Ph.D degree of the candidate has been awarded in a regular mode;
  - b) The Ph.D thesis has been evaluated by at least two external examiners;
  - c) An open Ph.D viva voce of the candidate has been conducted;
  - d) The Candidate has published two research papers from his /her Ph.D work out which at least one is in a refereed journal.
  - e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored/ funded/ supported by the UGC/ICSSR/CSIR or any similar agency.

The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned. Provided the candidates registered for the Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the them existing Ordinances/Bye - laws/Regulations of the Institution awarding the degree and such Ph.D candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities /Colleges/Institutions subject to fulfillment of the following conditions:-

- ◆ NET/SLET/SET shall also not be required fro such Master's Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

**On verification of the above proposals, it is found that the appointments made by the Educational Agency is as per the qualifications prescribed in the UGC Regulations 2018.**

**The appointment of Dr.Dhanya Johnson and Dr.Anto A Paul are within the sanctioned post and the department has sufficient Work load to accommodate the incumbents.**

On verification of the Score sheet the following discrepancies have been noted.

| Name of Teacher   | Marks awarded                     |                      |                     | Original marks                    |                      |                     | Remrks  |
|-------------------|-----------------------------------|----------------------|---------------------|-----------------------------------|----------------------|---------------------|---|
|                   | Percentage of marks in Graduation | Research Publication | Teaching Experience | Percentage of marks in Graduation | Research Publication | Teaching Experience |   |
| Dr.Dhanya Johnson | -                                 | -                    | 8                   | -                                 | -                    | 6                   | The teacher has given 8 marks for Teaching Experience for the period from 01.06.2016 to 31.05.2019 (3 years). |

|                |   |   |   |   |   |   |   |
|----------------|---|---|---|---|---|---|---|
| Dr.Anto A Paul | - | 6 | 2 | - | 4 | 1 | The teacher has only 3+4 =7 months Teaching Experience but had given 2 marks for teaching experience. Had submitted only two research Publications ( 2 marks for each Publication).But had given 6marks |
|----------------|---|---|---|---|---|---|---|

However there is no change in the rank position of the teachers.

| Sl No | Name of Assistant Professor | Subject | Date of joining | Nature of vacancy   |
|-------|-----------------------------|---------|-----------------|---|
| 1     | Dr.Dhanya Johnson           | English | 11.03.2020 FN   | Against the retirement vacancy of Dr.Abraham Joseph on 31.03.2018 |
| 2     | Dr.Anto A Paul              | English | 12.03.2020 FN   | Against the retirement vacancy of Dr.P J Jacob on 31.03.2019      |

The Syndicate at its meeting held on 13.04.2021 vide item No.26.63 considered the proposal for the approval of the above said initial appointments and resolved that the item be referred to the Standing Committee of the Syndicate on Teaching & Non-Teaching Staff of Private Colleges.

In the light of the above facts, the proposal for the approval of the initial appointment of the above mentioned Assistant Professors in the Department of English, Mar Ivanios College, Thiruvananthapuram is once again placed before the Standing Committee of the Syndicate on Teaching & Non-Teaching Staff of Private Colleges, as resolved by the Syndicate, for consideration and appropriate recommendation.

### PROFORMA

Proposal for the approval of the initial appointment of Assistant Professor in English at Mar Ivanios College, Thiruvananthapuram  
Date of Notification – 26.10.2019

| Sl. No | Name of the Assistant Professor and Date of Joining    | Date of Birth and Age as on 01/01/2019 | Rank Position and Category         | Academic Qualification  | Workload in the Dept. & No. Of Teachers permissible & Position of the teacher                                       | Apportionment position |           | Remarks   |
|--------|--|--|------------------------------------|---|---|------------------------|-----------|---|
|        |  |  |                                    |   |   | Open                   | Community |   |
| 1      | Dr.Dhanya Johnson<br>Date of Joining- 11.03.2020<br>FN | 12.06.1986<br>32 years and 6 Months    | 1 <sup>st</sup> Rank in open merit | 1) B A English, First Class, University of Kerala, April 2007, Reg No.232015, percentage of marks-62.62<br>2) M A English <b>First Class</b> , University of Kerala, June 2009 Reg No.53006402/07120007, percentage of marks-76<br>3) CSIR-UGC- | Post Adalath workload - 223 hrs<br>No of teachers permissible - 13<br><br>Position of the teacher- 11 <sup>th</sup> | 74                     | N.A       | Against the retirement vacancy of Dr.Abraham Joseph, Associate Professor, retired on 31.03.2018 |

|   |  |                        |   |  |  |     |    |  |
|---|--|------------------------|---|--|--|-----|----|--|
|   |  |                        |   | NET<br>September 2012<br>Roll<br>No.32300834,<br>held on<br>24.06.2012<br>NET<br>undertaking<br>produced.<br>4)Ph D, Reg<br>No.6316,<br>University of<br>Kerala, awarded<br>on 18.07.2019.   |  |     |    |  |
| 2 | Dr.Anto A<br>Paul<br>Date of<br>Joining-<br>12.03.2020F<br>N | 01.01.1980<br>39 years | I <sup>st</sup><br>Rank in<br>communit<br>y merit/<br>2 <sup>nd</sup> rank in<br>open<br>merit. | 1) B A English,<br>M G University<br>April 2001 Reg<br>No.11877<br>percentage of<br>marks-68<br>2) M A English,<br>University of<br>Calicut First<br>Class,<br>September<br>2004, Reg No.<br>ELACMEG003<br>3)CSIR-UGC-<br>NET Roll No.<br>KL1701500131<br>, held on<br>December 2018<br>NET<br>undertaking<br>produced.<br>4) M Phil,<br>December<br>2006, 'A'Grade,<br>University of<br>Kerala<br>5)Ph D, Reg<br>No.6385,<br>University of<br>Kerala<br>awarded on<br>25.05.2019. | Post<br>Adalath<br>workload -<br>223 hrs<br>No of<br>teachers<br>permissible<br>-13<br>Position of<br>the teacher-<br>12 <sup>th</sup> | N.A | 40 | Against the<br>retirement<br>vacancy of<br>Dr.P J<br>Jacob<br>, Associate<br>Professor ,<br>retired on<br>31.03.2019 |

**The Standing Committee considered the proposal and recommended to approve the same.**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the Standing committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges held on 21.05.2021, be approved.

**ITEM No. 28.45.02 St.Xavier's College, Thumba – Proposal for the Initial Appointment of Assistant Professors --Approval – reg .**

**(Ac F1/1656/2021)**

The Educational Agency St.Xavier's College, Thumba has forwarded proposals for the approval of the initial appointment of the following Assistant Professors in the Department of English.

| Sl No | Name of assistant Professor | Subject | Date of joining | Nature of Vacancy                               |
|-------|-----------------------------|---------|-----------------|---|
| 1     | Dr.Dominic Joseph P         | English | 15/12/2020 FN   | Permanent Retirement Vacancy of Dr.Mary Susan   |
| 2     | Smt.Melissa Hilary          | English | 16/12/2020 FN   | Permanent Retirement Vacancy of Smt. Celine P.C |

The details of the Assistant Professors and the workload are indicated in the proforma placed below. The following details have been furnished by the Principal.

01. Appointment Orders in Form 1.
02. Workload Statement.
03. Qualifying Certificates.
04. Documents proving age.
05. Service Book of Teacher.
06. Seniority- wise list of teachers in the Departments.
07. Apportionment Statement.
08. Government nominee letter No.D2/557/2019/HEdn Dated 19/3/2020 and D2/425/2019/HEdn dated 10/12/2019/ and GO (Rt)No.1214/2020/HEdn dt 30/09/2020
09. Score Sheet of the candidates.
10. Minutes of the Selection Committee.
11. Attested copies of News Paper Cuttings .
12. Joining reports of the incumbent.
13. Confidential Report from the subject experts.
14. Certificate that there are no thrown-out hands and supernumerary hands in the Departments.
15. Certificate to the effect that one month time was given to prospective candidate for applying for the post of Assistant Professors.
16. Post Adalath Report of English.
17. NET undertaking produced

The Government had nominated a representative to the staff selection committee of St.Xavier's College, Thumba for filling up of two vacancies in English vide letter No. D2/557/2019/HEdn Dated 19/3/2020 & D2/425/2019/HEdn dated 10/12/2019. The Govt.vide G.O (Rt) No. 1214/2020/HEDN dated 30.09.2020 has extended the validity of nomination of Govt. representative in the staff selection committee of Aided Colleges till 30.11.2020.

The Educational Agency had advertised the notification regarding the vacancy in 4 daily newspapers viz. Deepika (dated 09.10.2020), The Times of India (dated. 09.10.2020), Mathrubhumi (dated 09.10.2020) and The New Indian Express (dated 09.10.2020). Hence the age of the teacher is calculated as on 01.01.2020.

The subject expert/University nominee for the selection committee have submitted the confidential reports regarding the interview in the prescribed proforma. The details regarding the age, rank position, academic qualifications, workload in the department, permissible number of teachers, position of the teacher in the department etc. are shown in the proforma appended.

As per the minutes of the meeting of the Selection Committee held on 28.11.2020 a selected list of 3 candidates in Open Merit and 3 Candidates in Community Merit for English was prepared .

As per Post Adalath report there is a workload of 60 hours and 2 posts sanctioned in the department of English St.Xavier's College, Thumba.

As per UGC Regulations 2018, the minimum qualifications required for the post of Assistant Professors (vide clause 4.1) is as follows.

5. A Master's Degree with 55% marks (or an equivalent grade in a point -scale wherever the grading system is followed) in a concerned /relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign University.
6. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET.

Provided the candidates registered for the Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye -laws/Regulations of the Institution

awarding the degree and such Ph.D candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities /Colleges/Institutions subject to fulfillment of the following conditions:-

- The Ph.D degree of the candidate has been awarded in a regular mode;
- The Ph.D thesis has been evaluated by at least two external examiners;
- An open Ph.D viva voce of the candidate has been conducted;
- The Candidate has published two research papers from his /her Ph.D work out which at least one is in a refereed journal.
- The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored/funded/supported by the UGC/ICSSR/CSIR or any similar agency.

The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

NET/SLET/SET shall also not be required from such Master's Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

On verification of the above proposals, it is found that the appointments made by the Educational Agency is as per the qualifications prescribed in the UGC Regulations 2018. The appointment of Dr.Fr.Dominic Joseph P and Smt.Melissa Hilary are within the sanctioned post and the department have sufficient Work load to accommodate the incumbent. .

In the light of the above mentioned facts the proposal for the approval of initial appointments of Dr.Dominic Joseph P *Assistant Professor in Department of English, w.e.f 15.12.2020 FN, in St.Xavier's College, Thumba. against the permanent Retirement Vacancy of Dr. Mary Susan who retired on 31.03.2019* and Smt.Melissa Hilary, *Assistant Professor in Department of English, w.e.f 16.12.2020 FN, in St.Xavier's College, Thumba against the permanent Retirement Vacancy of Smt.Celine P.C who retired on 31.03.2019* is placed before the Standing Committee of the Syndicate on Teaching and Non-Teaching Staff of Private Colleges for consideration and appropriate recommendation.

Ac.F1/1656/2021

### PROFORMA

Proposal for the Initial appointment of Assistant Professors in English, at St.Xavier's College Thumba  
Date of Notification:09.10.2020( Deepika,Times of India,Mathrubhumi,The New Indian Express)

| Sl. No | Name of the Assistant Professor and Date of Joining                            | Date of Birth and Age as on 01/01/2019 | Rank Position and Category    | Academic Qualification   | Workload in the Dept. & No. Of Teachers permissible & Position of the teacher | Position of the teacher                   | Apportionment position |           | Remarks   |
|--------|--|--|-------------------------------|--|---|---|------------------------|-----------|---|
|        |  |  |                               |  |   |   | Open                   | Community |   |
| 1      | Dr. Dominic Joseph P DOJ 15.12.2020FN Assistant Professor in English Interview | 29.04.1980 ( 39 years and 8 months )   | I <sup>st</sup> in Open merit | <b>B.A</b> -80.33% - April 2004, Reg .No. 10504(Kerala University)<br><b>M.A</b> -70% - April 2008 - Reg. No.06-PEL-03-(University of Madras)<br><b>UGC-NET</b> -Reg | 60 hours Number of teachers permissible -2                                    | 1 <sup>st</sup> position as on 15.12.2020 | 15                     |           | <i>permanent Retirement Vacancy of Dr. Mary Susan who retired on 31.03.2019</i> |

|   |   |  |  |  |   |  |    |    |  |
|---|---|--|--|--|---|--|----|----|--|
|   | held on<br>28.11.20<br>20   |  |  | No-38002605<br>April 2016. - Net<br>Undertaking<br>Produced.<br><b>Ph.D in English-</b><br>August 2020-<br>Bharatiar<br>University   |   |  |    |    |  |
| 2 | Smt.Melissa<br>Hilary<br>DOJ<br>16.12.20<br>20FN<br>Assistant<br>Professor<br>in<br>English<br>Interview<br>held on<br>28.11.20<br>20 | 24.11.1<br>993( 26<br>Years<br>and 1<br>month) | I <sup>st</sup> in<br>Communi<br>merit | <b>B.A -90.75% -</b><br>April 2014, Reg<br>.No.<br>3010602/1110005<br>9(Kerala<br>University)<br><b>M.A -74.10%</b><br>December 2016<br>Reg.-<br>No.ENG140514/2<br>016 -(University<br>of Kerala)<br><b>UGC-NET -Reg</b><br>No-38004521<br>April 2016. - Net<br>Undertaking<br>Produced. | 60<br>hours<br>Numbe<br>r of<br>teacher<br>s<br>permisi<br>ble -2 | 2 <sup>nd</sup><br>Positio<br>n<br>as on<br>16.12.2<br>020 | NA | 06 | <b>permanent<br/>Retirement<br/>Vacancy of<br/>Smt.Celine P.C<br/>who retired on</b> |

The Standing Committee considered the proposal and recommended to approve the same.

The Meeting came to a close at 12.30 PM

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the Standing committee of the Syndicate on Teaching and Non Teaching Staff of Private Colleges held on 21.05.2021, be approved.

**Item No.28.46** *Minutes of the Standing Committee of the Syndicate on Staff, Equipment & Buildings held on 07.06.2021--Approval--reg.*

(Ad. A.VI)

**Resolution of the Syndicate**

**RESOLVED** that the item referred to the next Syndicate.

**Item No.28.47** *Harithalayam Project-Request for appointing Special Officer on contract basis -reg*

(Ad. BI)

The Syndicate considered the request submitted by Prof. A. Gangaprasad, Chief Coordinator, Harithalayam project and **RESOLVED** to appoint Dr. P. Raghavan, Joint Registrar (Rtd.) as Special Officer on contract basis to implement and monitor the various activities of the *Harithalayam* Project. **FURTHER RESOLVED** to appoint Dr. Pramod Kiran .R.B as Chief Coordinator of Harithalayam project and relieve Prof. A. Gangaprasad from the duties. **ALSO RESOLVED** to place the matter of fixing honorarium to the Special Officer, *Harithalayam* Project, before the Standing Committee of the Syndicate on Finance.

**Item No.28.48** *Minutes of the 2nd meeting of the Purchase Committee for the year 2021-22 –approval-reg*

(Ad.B IV)

As per the orders of the Vice-Chancellor, the Minutes of the 2<sup>nd</sup>(Non-Plan-fund and Plan Fund) Meeting of the Purchase Committee held on 10.06.2021 is placed before the Syndicate for approval.



**MINUTES OF THE 2<sup>nd</sup> MEETING OF PURCHASE COMMITTEE TO CONSIDER THE PROPOSAL FROM PLAN &NON-PLAN SECTOR**

Day : Thursday  
Date : 10.06.2021  
Time : 11.00 A M  
Venue : Pro-Vice Chancellor's chamber

**Chairman**

Pro-Vice-Chancellor : Sd/-

**Members Present**

1. Adv.K.H.Babujan, Member, Syndicate : Sd/-  
2. Adv.A.Ajikumar, Member, Syndicate : Sd/-  
3. Dr. K.G.Gopchandran, Member, Syndicate : Sd/-  
4. Dr.S.Nazeeb, Member, Syndicate : Sd/-  
5. Adv.B.Balachandran, Member, Syndicate : Online  
6. Adv.G.Muralidharan Pillai, Member, Syndicate : Sd/-  
7. Dr. K.B. Manoj, Member, Syndicate : Sd/-  
8. Sri.Arunkumar.R, Member, Syndicate : Sd/-  
9. The Finance Officer : Sd/-  
10. The Director, Planning & Development : Online  
11. The Director, Computer Centre : Online  
12. The Instrumentation Engineer : Online

***Item No:28.48. 02.01: Modernization of the Examination Wing - Purchase of IT Equipment.***

As per the Budget Speech 2020-2021 of the University of Kerala, ₹2.5 Crore have been allocated for the Modernization of the Examination Wing by implementing Automated Storage Retrieval System (ASRS), Permanent Video Conferencing System incorporating suitable software for convening online meetings of the University officials with the Principals, Chief Superintendent, Head of Department, Teachers etc. regarding academic and administrative purposes and to purchase sufficient numbers of computer systems, printers, scanners etc. for the use in various sections of the Examination Wing. The proposal pertaining to the Modernization of Examination wing was submitted by the EK-1 Section (read as ref 1).

The proposal was considered by the Standing Committee of the Syndicate on Finance (read as ref 2) and recommended to invite the officials of ITI Palakkad to ascertain the exact numbers of Computers and accessories required for modernization of Examination Wing. The details of the electronic gadgets needed for the Modernisation of the Examination wing, after sorting out the recommendations of the officials of the ITI Palakkad are as follows:

| Sl. No. | Item   | No. |
|---------|--|-----|
| 1       | Micro PC (Windows OS)                          | 200 |
| 2       | Micro PC (Ubuntu OS)                           | 48  |
| 3       | Laptops (Windows OS)                           | 10  |
| 4       | Printer (low end)                              | 13  |
| 5       | Printer (High end)                             | 70  |
| 6       | Scanner (High duty)                            | 2   |
| 7       | Scanner (low duty or medium duty)              | 18  |
| 8       | Photocopier                                    | 15  |
| 9       | Toner cartridges for printers and photocopiers | 98  |

The Finance has remarked that an appropriate decision may be taken at the administrative level whether the purchase of IT Equipment for the Modernisation of exam wing to be done through CPRCS Portal or by e-tendering as, there is a delay of around 3-6 months for the delivery of items ordered through CPRCS Portal and certain items are not available in the normal product list in the CPRCS Portal and such items can be procured only as special requirement and this may cause further delay in the purchase process.

Commonly used IT Equipment shall be procured through CPRCS portal of KSITM maintained by the M/s. KELTRON, as per the G.O.No.1/26/2019/V/Sa/Va dated 18.03.2019.

The Vice-Chancellor has ordered to place the purchase proposal before the Exam Monitoring Committee held on 11.02.2021 and the Committee decided to convene a Technical Committee meeting on 15.02.2021, to discuss the mode through which the procurement of IT Equipment for the Modernisation of Examination wing in presence of the officials from KSITM and M/s. KELTRON. The representatives from M/s. KELTRON has informed that almost all items required shall be made available in the usual product list of the Portal and the items which are not available in the usual product list can be procured through Special requirement. The KSITM official suggested that for DDFS and Examination software that are web based, an additional 4GB RAM shall be added to the proposed configuration of Desktop Medium End Ubuntu which will serve the purpose. ITI Palakkad have informed that Software application being web based will work on all PC's which can support web based applications and its brand and vendor neutral.

The matter was again placed before the the Technical Committee constituted as per the orders of the Vice-Chancellor, held on 19.03.2021, as suggested by the Registrar that the Technical specification to be finalized by the Technical Committee, 5 years Comprehensive onsite warranty be ensured and an SLA should be executed with the suppliers.

The Technical Committee finalised the specifications as follows:

| Sl. No. | Item                | Qty (No.) | Remarks  |
|---------|---------------------|-----------|--|
| 1.      | PC (Windows OS)     | 48        | Desktop Medium End Win 10 Prof with Intel Processor (Item No.5 under Desktop + 4 GB RAM Extra) |
| 2.      | PC (Ubuntu OS)      | 200       | Desktop Medium End Ubuntu with Intel Processor (Item No.1 under Desktop + 4 GB RAM Extra)      |
| 3.      | Laptops (Ubuntu OS) | 10        | Laptop Medium End Ubuntu (Item No.1 under Laptop + 4 GB RAM Extra)                             |
| 4.      | Printer(Low end)    | 13        | A4 monochrome Network Laser Printer (Item No.1 under Printer)                                  |
| 5.      | Printer (High end)  | 70        | Specification given by the Expert from IT Mission  |
| 6.      | Scanner (High duty) | 2         | Specification given by the Expert from IT Mission  |
| 7.      | Photocopier         | 2         | A3 Network MFP(Entry level) (Item No.1 under Photocopier)                                      |

Scanner (low duty or medium duty) and Toner cartridges for printers and photocopiers have been exempted and the number of photocopiers has been reduced from 15 to 2.

The specification for the items Sl. No. 5 and 6, given by the expert from IT Mission is as follows:

(1) Printer (High end)

| Item                 | Specification  |
|----------------------|--|
| Technology           | Single Function Laser  |
| Min Print Speed      | 30 ppm on A4 Single-sided  |
| Resolution           | 1200 x1200   |
| Memory               | 512MB (RAM) or above   |
| Processor            | 600 MHz or above   |
| Interface            | Hi Speed USB 2.0 & Network 10 Base-T/ 100 Base-TX / 1000Base-T (IP V6 Enabled)               |
| Inbuilt Duplex       | Yes  |
| Paper Tray Capacity  | Min 500 + 100 Sheets   |
| Duty Cycle           | 60000 or above   |
| Paper size: Max.-Min | A4, Legal, Letter  |
| GSM                  | 60 to 230 GSM  |
| Driver               | Linux, Windows, MAC (Must be support Linux latest and previous versions available in market) |
| Warranty             | 5 Year Comprehensive onsite Warranty.  |
| Preferred Brand      | HP/Canon/Epson   |

## (2) Scanner (High duty)

| Item                      | Specification   |
|---------------------------|---|
| Scanner type              | Sheetfed, ADF, Colour Scanning  |
| Scan resolution, optical  | up to 600 dpi   |
| Bit depth                 | 48-bit  |
| Levels of greyscale       | 300 or above  |
| Scan-Speed (ADF)          | 60 ppm or above   |
| Task speed                | Scan speed at 300 dpi, A4 in greyscale                                      |
| Scan size (ADF), maximum  | A4,Letter,Legal,A5,custom,long paper up to 864 mm                           |
| Media types               | Paper (plain, inkjet, photo, newsprint, magazine articles).                 |
| Scan file format          | BMP, JPEG, TIFF, PDF, PNG, OCR-formats                                      |
| Control panel             | 4 buttons (PDF, AUTO SCAN, COPY, E-MAIL)                                    |
| Connectivity, standard    | Yes, USB 2.0 Type B, Ethernet interface (100 Base-TX/ 10 Base-T) (optional) |
| Driver                    | Windows, Linux, MAC   |
| Duplex Scan               | Yes, single pass duplex   |
| Automatic Document Feeder | Yes   |
| Duty Cycle                | 5000 scans per day/high   |
| Feeder capacity           | 50 sheet or above   |
| Warranty                  | 5 Year Comprehensive onsite Warranty  |
| Preferred Brand           | HP/Canon/Epson/Kodak  |

The expert from IT Mission also remarked that “For the scanner type, we have a Flatbed that may not get the scan speed mentioned in the requirement, and also our main purpose is with Tapal scanning so it would be better to remove the flatbed from the requirement and will go with the sheetfed scanner, if required we may purchase a separate flatbed scanner”.

M/s KELTRON has forwarded a proforma invoice for the purchase of items which are not available in the usual product list of CPRCS Portal in connection with Modernisation of Examination Wing. The details of the invoice is as follows:

| Sl.No   | Description                                    | Rate/Unit(₹) | Qty. | Value(₹)    |
|---|--|--------------|------|-------------|
| 1.  | 4 GB RAM for Desktop; Warranty : 5 Year        | 4,835/-      | 248  | 11,99,080/- |
| 2.  | 4 GB RAM for Laptop; Warranty : 3 Year         | 4,956/-      | 10   | 49,560/-    |
| Printer (High end) – Specification given by the Expert from IT Mission  |  |              |      |             |
| 3.  | HP LaserJet Pro M05dn; Warranty : 5 Year       | 30,479/-     | 70   | 21,33,530/- |
| 4.  | Canon LBP226DW; Warranty : 5 Year              | 31,923/-     | 70   | 22,34,610/- |
| Scanner (High duty) – Specification given by the Expert from IT Mission |  |              |      |             |
| 5.  | Epson DS 970; Warranty : 5 Year                | 1,11,400/-   | 2    | 2,22,800/-  |
| 6.  | Kodak s 2060 w; Warranty : 5 Year              | 91,686/-     | 2    | 1,83,372/-  |
| 7.  | HP ScanJet Ent Flow 5000 s5; Warranty : 5 Year | 79,048/-     | 2    | 1,58,096/-  |

The Instrumentation Engineer, CLIF, after the verification of Proforma Invoice, has remarked that the high end printer and high duty scanner quoted by M/s. KELTRON do not satisfy the required technical specification as suggested by the IT Mission. On enquiring with M/s KELTRON, it was informed that they require few rejig in the specifications for full compliance as two major print OEM's (HP, Canon) have informed them that the specification given is not exactly complying with their existing product line. Accordingly, revised specification was sought from the KSITM expert which was forwarded to the Instrumentation Engineer for verification and the revised specification was forwarded to the M/s KELTRON to obtain new proforma invoice of Printer (High End) and Scanner (High Duty). After obtaining the new proforma invoice from M/s. KELTRON, the purchase procedures of the same may be initiated.

Simultaneously, the purchase procedure of the IT equipment except the Printer (High End) and Scanner (High Duty) was initiated and the remarks of Finance was obtained on the same. On the basis of proforma invoice forwarded from M/s. KELTRON and the prevailing rates of the items in the CPRCS Portal, the total cost of the IT equipment except the Printer (High End) and Scanner (High Duty) as detailed below:

| Sl. No | Item                               | Qty | Prevailing Rate(₹) | TOTAL(₹)    |
|--------|------------------------------------|-----|--------------------|-------------|
| 1.     | PC (Windows OS) 4 GB RAM Extra     | 48  | 39,797/-           | 19,10,256/- |
|        |                                    | 48  | 4,835/-            | 2,32,080/-  |
| 2.     | PC (Ubuntu OS) 4 GB RAM Extra      | 200 | 30,004/-           | 60,00,800/- |
|        |                                    | 200 | 4,835/-            | 9,67,000/-  |
| 3.     | Laptops (Ubuntu OS) 4 GB RAM Extra | 10  | 27,229/-           | 2,72,290/-  |
|        |                                    | 10  | 4,956/-            | 49,560/-    |
| 4.     | Printer (low end)                  | 13  | 12,953/-           | 1,68,389/-  |
| 5.     | Photocopier                        | 2   | 45,060/-           | 90,120/-    |
|        |                                    |     | TOTAL              | 96,90,495/- |

Rupees Ninety Six Lakhs Ninety Thousand Four Hundred and Ninety Five Only

The Finance section has remarked that the proposal for the purchase of the above items in connection with Modernisation of Examination wing may be placed before the Purchase Committee and steps may be taken to include this proposal under Plan Fund. It is informed that the file regarding the resolution of the Syndicate held on 13.04.2021 (Item no.26.112. Special Recommendation) approving the special recommendation of the Purchase Committee held on 12.04.2021, regarding the meeting of the expenditure towards the creation of Capital assets, for example: purchase of all equipment including Computer, Computer Networks, Laptops, Printer, Furniture etc. from the Plan Funds from the Financial year 2021-2022 onwards, as proposed by the Finance Officer, after implementation orders of the Vice-Chancellor has been forwarded to Finance section for getting remarks on issuance of the University Order. (File No. 16315/Admn IV/2021/UOK).

*The Committee considered the proposal for the purchase of the following items in connection with the Modernization of Examination Wing and recommended to purchase the equipment which are available in the usual product list of the Portal from the CPRCS Portal, and the items which are not available in the usual product list to be procured through Special requirement from the CPRCS Portal of M/s KELTRON as per the recommendation of the Technical Committee. The Committee also recommended to meet the expenditure towards the purchase from the PLAN FUND.*

| Sl No | Item                                  | Qty | Prevailing Rate(₹) | TOTAL(₹)    |
|-------|---------------------------------------|-----|--------------------|-------------|
| 1.    | PC (Windows OS)<br>4 GB RAM Extra     | 48  | 39,797/-           | 19,10,256/- |
|       |                                       | 48  | 4,835/-            | 2,32,080/-  |
| 2.    | PC (Ubuntu OS)<br>4 GB RAM Extra      | 200 | 30,004/-           | 60,00,800/- |
|       |                                       | 200 | 4,835/-            | 9,67,000/-  |
| 3.    | Laptops (Ubuntu OS)<br>4 GB RAM Extra | 10  | 27,229/-           | 2,72,290/-  |
|       |                                       | 10  | 4,956/-            | 49,560/-    |
| 4.    | Printer (low end)                     | 13  | 12,953/-           | 1,68,389/-  |
| 5.    | Photocopier                           | 2   | 45,060/-           | 90,120/-    |
|       |                                       |     | TOTAL              | 96,90,495/- |

Rupees Ninety Six Lakhs Ninety Thousand Four Hundred and Ninety Five Only

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No: 28.48.02.02. University Office-Purchase of Toners 37A, 81A,28A, 228A, 88 A,12A, 324/55A & 326/278A – Rate Contract – Sanction.**

Quotations were invited vide QN Ad.BIV.CP.01.2020 dated 31.12.2020 for rate contract for the supply of 37A, 81A,28A, 228A, 88 A,12A, 324/55A & 326/278A make toners (original/compatible) for use in various sections of the University. The details of Quotations received are as follows:

**I. Toner Cartridge 28 A/228A**

| Sl. No. | Firm                        | Model                        | Amount (in Rs) (including GST 18%) | Remarks  |
|---------|-----------------------------|------------------------------|------------------------------------|--|
| 1.      | M/s. Amaze Tech, Trivandrum | Image King/Prodot Compatible | 1,290<br>L5 compatible             | <b>L1 compatible</b> having vendor in Trivandrum |

|    |   |                            |                             |  |
|----|---|----------------------------|-----------------------------|--|
| 2. | M/s.Apex Enterprise, Mumbai                     | HP original make           | 2,183<br><b>L1 original</b> | No vendors in Trivandrum   |
|    |   | Apex make Compatible       | 885<br>L3 compatible        |  |
| 3. | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | HP original                | 7494<br>L5 original         | L2 original having vendor in Trivandrum  |
| 4. | M/s.Fountain Stationers, Mumbai                 | HP original                | 4719 L3 original            | No vendors in Trivandrum   |
|    |   | Compatible                 | 885 L3 compatible           |  |
| 5. | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | <b>Original 28 A</b>       | 7100<br>L4 original         | <b>L1 original</b> having vendor in Trivandrum   |
|    |   | Compatible 28 A            | 1800<br>L6 compatible       | L2 compatible having vendor in Trivandrum  |
| 6. | M/s.Lakshmi cartridges, Bangalore               | Cartridge world Compatible | 1121<br>L4 compatible       | No vendors in Trivandrum   |
| 7. | M/s.Print Care Solutions, Pondicherry           | Jet Tec 228A Compatible    | 850<br>L2 compatible        | No vendors in Trivandrum<br>Compatible L2  |
| 8. | M/s.Navkar Infomedia, Ahmedabad                 | HP make original           | 3400<br>L2 original         | No vendors in Trivandrum.<br>Compatible L1<br>The firm supplied 40 numbers of HP 28A original toner to Examination wing vide supply letter no. EK1/S.O/2915/5/HP 28A original/2020-21 dated 19.06.2020 |
|    |   | HANP make compatible       | 750<br><b>L1 compatible</b> |  |

## II. Toner Cartridge 88A

| Sl.No. | Firm  | Model                          | Amount (including GST18%)        | Remarks  |
|--------|---|--------------------------------|----------------------------------|--|
| 1.     | M/s. Amaze Tech, Trivandrum                     | Image King/ Prodoot Compatible | Rs.690/-<br>L6 compatible        | <b>L1 compatible</b> having vendor in Trivandrum |
| 2.     | M/s.Apex Enterprise, Mumbai                     | HP original make               | Rs.1,357/-<br><b>L1 original</b> | No vendors in Trivandrum                         |
|        |   | Apex make Compatible           | Rs.502/-<br>L3 compatible        |  |
| 3.     | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | HP original                    | 3717<br>L5 original              | L2 original having vendor in Trivandrum          |
| 4.     | M/s.Fountain Stationers, Mumbai                 | HP original                    | 2182 L2 original                 | No vendors in Trivandrum                         |
|        |   | Compatible                     | 565.22 L5 compatible             |  |
| 5.     | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | original                       | 3600 L4 original                 | <b>L1 original</b> having vendor in Trivandrum   |
|        |   | Compatible                     | 700<br>L7 compatible             |  |
| 6.     | M/s.Lakshmi cartridges, Bangalore               | Cartridge world Compatible     | 531<br>L4 compatible             | No vendors in Trivandrum                         |

|    |                                       |                      |                             |                          |
|----|---------------------------------------|----------------------|-----------------------------|--------------------------|
| 7. | M/s.Print Care Solutions, Pondicherry | Jet Tec 88A          | 425<br><b>L1 compatible</b> | No vendors in Trivandrum |
| 8. | M/s.Navkar Infomedia, Ahmedabad       | HP make original     | 2600<br>L3 original         | No vendors in Trivandrum |
|    |                                       | HANP make compatible | 500<br>L2 compatible        | No vendors in Trivandrum |

### III. Toner Cartridge 12 A

| Sl. No. | Firm  | Model  | Amount (including GST 18%) | Remarks  |
|---------|---|--|----------------------------|--|
| 1.      | M/s. Amaze Tech, Trivandrum                     | Image King/Prodot Compatible<br>L6 compatible      | Rs.690/-                   | <b>L1 compatible</b> having vendor in Trivandrum |
| 2.      | M/s.Apex Enterprise, Mumbai                     | HP original make <b>L1 original</b>                | Rs.1,475/-                 | No vendors in Trivandrum                         |
|         |   | Apex make Compatible<br>L3 compatible              | Rs.502/-                   |  |
| 3.      | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | HP original<br>L5 original                         | 4543                       | L2 original having vendor in Trivandrum          |
| 4.      | M/s.Fountain Stationers, Mumbai                 | HP original<br>L2 original                         | 2182                       | No vendors in Trivandrum                         |
|         |   | Compatible<br>L5 compatible                        | 565.22                     |  |
| 5.      | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | original<br>L4 original                            | 3800                       | <b>L1 original</b> having vendor in Trivandrum   |
|         |   | Compatible<br>L7 compatible                        | 700                        | L2 compatible having vendor in Trivandrum        |
| 6.      | M/s.Lakshmi cartridges, Bangalore               | Cartridge world<br>Compatible<br>L4 compatible     | 531                        | No vendors in Trivandrum                         |
| 7.      | M/s.Print Care Solutions, Pondicherry           | Jet Tec 12 A<br>Compatible<br><b>L1 compatible</b> | 400                        | No vendors in Trivandrum                         |
| 8.      | M/s.Navkar Infomedia, Ahmedabad                 | HP make original<br>L3 original                    | 2600                       | No vendors in Trivandrum                         |
|         |   | HANP make compatible<br>L2 compatible              | 500                        | No vendors in Trivandrum                         |

### IV. Toner Cartridge 324

| Sl. No. | Firm  | Model   | Amount (Rs) (including GST 18%) | Remarks  |
|---------|---|---|---------------------------------|--|
| 1.      | M/s.Apex Enterprise, Mumbai                     | 324 Canon Original<br>L2 original             | 4130                            | No vendors in Trivandrum                       |
|         |   | 324 Apex brand<br>Compatible<br>L3 compatible | 1534                            |  |
| 2.      | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | Canon original<br>L4 original                 | 6646                            | <b>L1 original</b> having vendor in Trivandrum |

|    |   |   |       |  |
|----|---|---|-------|--|
| 3. | M/s.Fountain Stationers, Mumbai             | Canon original L3 original                | 4719  | No vendors in Trivandrum                         |
|    |   | Compatible L5 compatible                  | 2595  |  |
| 4. | M/s.Indtech Infosystems Pvt Ltd, Trivandrum | original L5 original                      | 12400 | L2 original                                      |
|    |   | Compatible L6 compatible                  | 2900  | <b>L1 compatible</b> having vendor in Trivandrum |
| 5. | M/s.Lakshmi cartridges, Bangalore           | Cartridge world Compatible L4 compatible  | 1593  | No vendors in Trivandrum                         |
| 6. | M/s.Print Care Solutions, Pondicherry       | Jet Tec 12 A Compatible L2 compatible     | 1350  | No vendors in Trivandrum                         |
| 7. | M/s.Navkar Infomedia, Ahmedabad             | HP make original <b>L1 original</b>       | 3800  | No vendors in Trivandrum                         |
|    |   | HANP make compatible <b>L1 compatible</b> | 1200  |  |

**V. Toner Cartridge 37 A**

| Sl. No. | Firm  | Model                                     | Amount (Rs) (including GST 18%) | Remarks  |
|---------|---|---|---------------------------------|--|
| 1.      | M/s.Apex Enterprise, Mumbai                     | HP Original L2 original                   | 5888                            | No vendors in Trivandrum                         |
|         |   | Apex Brand Compatible L3 compatible       | 3009                            |  |
| 2.      | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | HP original L4 original                   | 13013                           | <b>L1 original</b> having vendor in Trivandrum   |
| 3.      | M/s.Fountain Stationers, Mumbai                 | HP original L3 original                   | 10619                           | No vendors in Trivandrum                         |
|         |   | Compatible L6 compatible                  | 4719                            |  |
| 4.      | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | Original L5 original                      | 13200                           | L2 original                                      |
|         |   | Compatible L2 compatible                  | 2900                            | <b>L1 compatible</b> having vendor in Trivandrum |
| 5.      | M/s.Lakshmi cartridges, Bangalore               | Cartridge world Compatible L5 compatible  | 3658                            | No vendors in Trivandrum                         |
| 6.      | M/s.Print Care Solutions, Pondicherry           | Jet Tec 37 A Compatible L4 compatible     | 3650                            | No vendors in Trivandrum                         |
| 7.      | M/s.Navkar Infomedia, Ahmedabad                 | HP make original <b>L1 original</b>       | 4000                            | No vendors in Trivandrum                         |
|         |   | HANP make compatible <b>L1 compatible</b> | 1400                            |  |

**VI. Toner Cartridge 81 A**

| Sl. No. | Firm  | Model  | Amount (including GST 18%) | Remarks   |
|---------|---|--|----------------------------|---|
| 1.      | M/s.Apex Enterprise, Mumbai                     | HP original<br>L2 original                     | 4897                       | No vendors in Trivandrum                            |
|         |   | Apex Brand Compatible<br>L3 compatible         | 2065                       |   |
| 2.      | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | HP original<br>L4 original                     | 11766                      | <b>L1 original</b><br>having vendor in Trivandrum   |
| 3.      | M/s.Fountain Stationers, Mumbai                 | HP original<br>L3 original                     | 9439                       | No vendors in Trivandrum                            |
|         |   | Compatible<br>L5 compatible                    | 2713                       |   |
| 4.      | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | Original<br>L5 original                        | 12200                      | L2 original   |
|         |   | Compatible<br>L4 compatible                    | 2200                       | <b>L1 compatible</b><br>having vendor in Trivandrum |
| 5.      | M/s.Lakshmi cartridges, Bangalore               | Cartridge world<br>Compatible<br>L6 compatible | 2714                       | No vendors in Trivandrum                            |
| 6.      | M/s.Print Care Solutions, Pondicherry           | Jet Tec 81 A Compatible<br>L2 compatible       | 1850                       | No vendors in Trivandrum                            |
| 7.      | M/s.Navkar Infomedia, Ahmedabad                 | HP make original<br><b>L1 original</b>         | 3500                       | No vendors in Trivandrum                            |
|         |   | HANP make compatible<br><b>L1 compatible</b>   | 1600                       |   |

**VII. Toner Cartridge 326**

| Sl. No. | Firm  | Model   | Amount (including GST 18%) | Remarks   |
|---------|---|---|----------------------------|---|
| 1.      | M/s.Apex Enterprise, Mumbai                     | Canon original 326<br><b>L1 original</b>        | 1569                       | No vendors in Trivandrum                            |
|         |   | Apex Brand 326<br>Compatible - L3<br>compatible | 561                        |   |
| 2.      | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | Canon 326 original<br>L5 original               | 4211                       | L2 original<br>having vendor in Trivandrum          |
| 3.      | M/s.Fountain Stationers, Mumbai                 | Canon original<br>L3 original                   | 2713                       | No vendors in Trivandrum                            |
|         |   | Compatible<br>L4 compatible                     | 649                        |   |
| 4.      | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | original<br>L4 original                         | 4100                       | <b>L1 original</b>                                  |
|         |   | Compatible<br>L5 compatible                     | 1200                       | <b>L1 compatible</b><br>having vendor in Trivandrum |
| 5.      | M/s.Lakshmi cartridges, Bangalore               | Cartridge world<br>Compatible<br>L4 compatible  | 649                        | No vendors in Trivandrum                            |



|    |                                       |  |      |                          |
|----|---------------------------------------|--|------|--------------------------|
| 6. | M/s.Print Care Solutions, Pondicherry | Jet Tec 326 Compatible<br><b>L1 compatible</b> | 425  | No vendors in Trivandrum |
| 7. | M/s.Navkar Infomedia, Ahmedabad       | HP make original<br>L2 original                | 2550 | No vendors in Trivandrum |
|    |                                       | HANP make compatible<br>L2 compatible          | 500  |                          |

**VIII. Toner Cartridge278A**

| Sl. No. | Firm  | Model   | Amount (including GST 18%) | Remarks  |
|---------|---|---|----------------------------|--|
| 1.      | M/s. Amaze Tech, Trivandrum                     | Image King/Prodot Compatible<br>L6 compatible       | 790                        | <b>L1 compatible</b> having vendor in Trivandrum |
| 2.      | M/s.Apex Enterprise, Mumbai                     | HP Original 278 A<br><b>L1 original</b>             | 1534                       | No vendors in Trivandrum                         |
|         |   | Apex Brand 278 A Compatible<br>L3 compatible        | 531                        |  |
| 3.      | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | HP original<br>L5 original                          | 5056                       | L2 original having vendor in Trivandrum          |
| 4.      | M/s.Fountain Stationers, Mumbai                 | HP original<br>L2 original                          | 2183                       | No vendors in Trivandrum                         |
|         |   | Compatible<br>L4 compatible                         | 565.22                     |  |
| 5.      | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | Original<br>L4 original                             | 4200                       | <b>L1 original</b> having vendor in Trivandrum   |
|         |   | Compatible<br>L7 compatible                         | 900                        | L2 compatible having vendor in Trivandrum        |
| 6.      | M/s.Lakshmi cartridges, Bangalore               | Cartridge world<br>Compatible<br>L5 compatible      | 649                        | No vendors in Trivandrum                         |
| 7.      | M/s.Print Care Solutions, Pondicherry           | Jet Tec 278 A<br>Compatible<br><b>L1 compatible</b> | 425                        | No vendors in Trivandrum                         |
| 8.      | M/s.Navkar Infomedia, Ahmedabad                 | HP make original<br>L3 original                     | 2550                       | No vendors in Trivandrum                         |
|         |   | HANP make<br>compatible<br>L2 compatible            | 500                        |  |

**IX. Toner Cartridge55 A**

| Sl. No. | Firm                        | Model  | Amount (including GST 18%) | Remarks  |
|---------|-----------------------------|--|----------------------------|--|
| 1.      | M/s. Amaze Tech, Trivandrum | Image King/Prodot<br>Compatible<br>L4 compatible | 1490                       | <b>L1 compatible</b> having vendor in Trivandrum |
| 2.      | M/s.Apex Enterprise, Mumbai | HP Original 278 A L2<br>original                 | 3835                       | No vendors in Trivandrum                         |
|         |                             | Apex Brand 278 A<br>Compatible                   | 1534                       |  |

|    |   |  |       |  |
|----|---|--|-------|--|
|    |   | L5 compatible                                  |       |  |
| 3. | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | HP original<br>L5 original                     | 10080 | L2 original having vendor in Trivandrum        |
| 4. | M/s.Fountain Stationers, Mumbai                 | HP original<br>L3 original                     | 7669  | No vendors in Trivandrum                       |
|    |   | Compatible<br>L3 compatible                    | 1415  |  |
| 5. | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | Original<br>L4 original                        | 9200  | <b>L1 original</b> having vendor in Trivandrum |
|    |   | Compatible<br>L7 compatible                    | 2900  | L2 compatible having vendor in Trivandrum      |
| 6. | M/s.Lakshmi cartridges, Bangalore               | Cartridge world<br>Compatible<br>L6 compatible | 1593  | No vendors in Trivandrum                       |
| 7. | M/s.Print Care Solutions, Pondicherry           | Jet Tec 55 A<br>Compatible<br>L2 compatible    | 1350  | No vendors in Trivandrum                       |
| 8. | M/s.Navkar Infomedia, Ahmedabad                 | HP make original<br><b>L1 original</b>         | 3800  | No vendors in Trivandrum                       |
|    |   | HANP make compatible<br><b>L1 compatible</b>   | 1200  |  |

The Instrumentation Engineer, CLIF has verified the quotations received and remarked that there is no significant technical specification of toner cartridges to be checked. All the firms quoted (original/compatible) toner cartridges. Hence the lowest quoted items as per cartridge numbers in quotation numbers may be selected separately for original and compatible cartridges.

The Finance has remarked that the proposal for entering into rate contract for the purchase of Toner Cartridges 37A, 81A, 28A, 228A, 88A, 12A, 324A, 55A, 326A & 278A(Original or Compatible) for use in the various sections of the University Office may be placed before the Purchase Committee for approval along with a comparative statement.

If approved, the rate contract may be awarded accordingly.

***The Committee considered the proposal and recommended to award the rate contract of various toners to the firms within the State of Kerala as detailed below.***

| Sl No. | Toner Cartridge | Firm  | Model                          | Amount (including GST 18%)Rs |
|--------|-----------------|---|--------------------------------|------------------------------|
| 1      | 28 A/228A       | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | Original 28 A                  | 7100                         |
|        |                 | M/s.Amaze Tech, Trivandrum                      | Image King/ Prodote Compatible | 1,290                        |
| 2      | 88A             | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | Original                       | 3600                         |
|        |                 | M/s. Amaze Tech, Trivandrum                     | Image King/Prodote Compatible  | 690                          |
| 3      | 12 A            | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | original                       | 3800                         |
|        |                 | M/s. Amaze Tech, Trivandrum                     | Image King/Prodote Compatible  | 690                          |
| 4      | 324             | M/s.CyberKing Technologies Pvt Ltd, Trivandrum  | Canon original                 | 6646                         |
|        |                 | M/s.Indtech Infosystems Pvt Ltd, Trivandrum     | Compatible                     | 2900                         |
| 5      | 37A             | M/s. CyberKing Technologies Pvt Ltd, Trivandrum | HP original                    | 13013                        |
|        |                 | M/s.Indtech Infosystems Pvt Ltd,                | Compatible                     | 2900                         |

| <i>Trivandrum</i> |      |  |                                     |              |
|-------------------|------|--|-------------------------------------|--------------|
| 6                 | 81A  | <i>M/s. CyberKing Technologies Pvt Ltd, Trivandrum</i> | <i>HP original</i>                  | <i>11766</i> |
|                   |      | <i>M/s.Indtech Infosystems Pvt Ltd, Trivandrum</i>     | <i>Compatible</i>                   | <i>2200</i>  |
| 7                 | 326  | <i>M/s.Indtech Infosystems Pvt Ltd, Trivandrum</i>     | <i>Original</i>                     | <i>4100</i>  |
|                   |      | <i>M/s.Indtech Infosystems Pvt Ltd, Trivandrum</i>     | <i>Compatible</i>                   | <i>1200</i>  |
| 8                 | 278A | <i>M/s.Indtech Infosystems Pvt Ltd, Trivandrum</i>     | <i>Original</i>                     | <i>4200</i>  |
|                   |      | <i>M/s. Amaze Tech, Trivandrum</i>                     | <i>Image King/Prodot Compatible</i> | <i>790</i>   |
| 9                 | 55A  | <i>M/s.Indtech Infosystems Pvt Ltd, Trivandrum</i>     | <i>Original</i>                     | <i>9200</i>  |
|                   |      | <i>M/s. Amaze Tech, Trivandrum</i>                     | <i>Image King/Prodot Compatible</i> | <i>1490</i>  |

*The committee also recommended to purchase the original toners for the printers with warranty, and to those Printers in the sections undertaking special previlaged works like Printing of Degree Certificates/Mark Lists etc.Compatible toners are to be purchased for all other office uses.*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

***Item No: 28.48.02.03 Audit IV Section – Purchase of Heavy duty High Speed Dot Matrix Printer-sanction-reg.***

The Audit IV Section has requested vide note dated 30.10.2020 to provide a Heavy Duty High speed Dot Matrix Printer (Lipi Printer) for the purpose of consolidation of bills of salary of contract teachers of 10 KUCTE's as the Audit IV (A & B) Sections were shifted to first floor and hence not possible to use the Dot matrix printer installed for the use of Audit V and VI sections at the ground floor.

The Instrumentation Engineer, CLIF vide letter no. CLIF/Report/161/2020-21 dated 31.12.2020 has recommended to procure LIPI 2280 for Audit IV Section of the University. Quotations have been invited four firms quoted for the supply of one number of Heavy duty High Speed Dot Matrix Printer (LIPI 2280) for the use of Audit IV Sections of the University (Minutes of Quotation dt. 25.01.2021).

The instrumentation Engineer, CLIF has verified all quotations and remarked that all quotations satisfy technical specifications (Letter dt. 23.03.2021). The details of four quotations are listed below:

| Sl. No. | Firm   | Model  | Unit Price    | Total Price (including GST)           |
|---------|--|--|---------------|---------------------------------------|
| 1.      | M/s. Cann Links, Thiruvananthapuram              | Heavy Duty High Speed Dot Matrix Printer : Lipi 2280 (Warranty 1 year) | Rs.1,22,720/- | Rs.1,22,720/- (18% GST included)      |
| 2.      | M/s. Power CMS Technology, Thiruvananthapuram    | Heavy Duty High Speed Dot Matrix Printer : Lipi 2280 (Warranty 1 year) | Rs.1,22,012/- | Rs.1,22,012/- (18% GST included) (L2) |
| 3.      | M/s. Quarks Engineering Pvt Ltd, Palakkad        | Heavy Duty High Speed Dot Matrix Printer : Lipi 2280 (Warranty 1 year) | Rs.1,06,375/- | Rs.1,11,694/-(5% GST included) (L1)   |
| 4.      | M/s. Sree Renjini Associates, Thiruvananthapuram | Lipi 2280+ with one year warranty                                      | Rs.1,09,000/- | Rs.1,28,620/- (18% GST included)      |
|         |  | Lipi 2280+ with three  | Rs.1,17,000/- | Rs.1,38,060/-                         |

|  |               |                    |
|--|---------------|--------------------|
|  | year warranty | (18% GST included) |
|--|---------------|--------------------|

The Finance I Section has remarked to place the proposal before the Purchase Committee for approval.

***The Committee considered the matter and recommended to purchase a Heavy Duty High speed Dot Matrix Printer (Lipi Printer) from the lowest quoted firm M/s. Quarks Engineering Pvt Ltd, Palakkad for an amount of Rs.1,11,694(Rupess One Lakh Eleven thousand Six hundred and Ninety Four Only)including 5 % GST for use in the Audit IV Section.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

***Item No: 28.48.02.04: Kerala University Press – Purchase of Copier Papers-sanction-reg.***

The Superintendent i/c, Kerala University Press vide ref(1) has forwarded quotations received from 6 firms for the supply of photocopier papers (A3, A4 and Legal size) for the use in Kerala University Press as detailed below:

| Sl. No | Item                       | Qty     | Name of the firm                         | Rate/Pkt (including GST) | Total      | Remarks                               |
|--------|----------------------------|---------|--|--------------------------|------------|---------------------------------------|
| 1      | A3 Copier paper, 70 gsm    | 500 pkt | M/s.Travancore Agencies & Suppliers, TVM | 369.17/-                 | 1,84,585/- |                                       |
|        |                            |         | M/s.Hareram Agencies, TVM                | 356.60/-                 | 1,78,300/- |                                       |
|        |                            |         | M/s.Quilon Paper Mart, TVM               | 375/-                    | 1,87,500/- |                                       |
|        |                            |         | M/s. Aswin paper company, TVM            | 352/-                    | 1,76,000/- | L2                                    |
|        |                            |         | M/s.Trichur Scientific Centre, Thrissur  | 490/-                    | 2,45,000/- |                                       |
|        |                            |         | M/s.Impec Technologies, Kannur           | 350/-                    | 1,75,000/- | L1(Rejected as it is out of district) |
| 2      | A4 Copier paper, 70 gsm    | 500 pkt | M/s.Travancore Agencies, TVM             | 180.269/-                | 90,134.5/- |                                       |
|        |                            |         | M/s.Hareram Agencies, TVM                | 189.12/-                 | 94,560/-   |                                       |
|        |                            |         | M/s. Quilon Paper Mart, TVM              | 185/-                    | 92,500/-   |                                       |
|        |                            |         | M/s. Aswin paper company, TVM            | 169/-                    | 84,500/-   | L1                                    |
|        |                            |         | M/s. Trichur Scientific Centre, Thrissur | 210/-                    | 1,05,000/- |                                       |
|        |                            |         | M/s. Impec Technologies, Kannur          | 170/-                    | 85,000/-   |                                       |
| 3      | Legal Copier paper, 70 gsm | 100 pkt | M/s.Travancore Agencies, TVM             | 216.63/-                 | 21663/-    |                                       |
|        |                            |         | M/s.Hareram Agencies, TVM                | 223.84/-                 | 22384/-    |                                       |
|        |                            |         | M/s. Quilon Paper Mart, TVM              | 240/-                    | 24000/-    |                                       |
|        |                            |         | M/s. Aswin paper company, TVM            | 210/-                    | 21000/-    | L1                                    |
|        |                            |         | M/s. Trichur Scientific Centre, Thrissur | 290/-                    | 29000/-    |                                       |
|        |                            |         | M/s. Impec Technologies, Kannur          | 215/-                    | 21500/-    |                                       |

For the item, “A3 Copier paper, 70 gsm”, the lowest quoted firm was M/s.Impec Technologies, Kannur. The press Superintendent (i/c) has remarked to accept M/s. Aswin paper company, TVM which is the second lowest quoted firm as the former is out of district.

For the items, “A4 Copier paper 70 gsm” and “Legal Copier paper 70 gsm”, the lowest quoted firm is M/s. Aswin paper company, TVM.

The total expense for the purchase comes to Rs.2,81,500/-(Rupees Two Lakh Eighty One Thousand and Five Hundred only). The Superintendent (i/c) suggested to meet from the h/a “Part I – NP-MH-56- University Press - 4-2115-Purchase of Paper” provided in the current year’s Budget Estimate of the University.

The Finance I section remarked that clarification has to be obtained from the Superintendent (i/c), Kerala University Press as the reason submitted by him for rejecting the L1 firm for the purchase of A3 size paper is not valid.

The Superintendent i/c, Kerala University Press vide ref(2) has forwarded clarification in connection with rejecting the L1 (M/s.Impec Technologies, Kannur) for purchasing A3 size paper. The Superintendent has informed that it is difficult to collect the details or communicate directly with the firms which are out of districts and it will cause the delay in work of the Press and resulting in financial loss. It is also remarked that the firm which supply only single item will not supply the item on time or there may be a delay in delivering the item. The Superintendent has also suggested to consider the L1, if there is any legal impediments.

The Finance I Section has remarked to place the proposal before the Purchase Committee along with the clarification obtained from the Superintendent (i/c).

***The Committee considered the matter and recommended to purchase the following items from the firms as detailed below for use in the Kerala University Press, meeting the expenditure from the h/a “Part I –NP-MH-56- University Press - 4-2115-Purchase of Paper”, provided in the current year’s Budget Estimate of the University.***

| Sl. No. | Item                       | Qty     | Name of the Firm               | Rate/Pkt (including GST) | Total      |
|---------|----------------------------|---------|--------------------------------|--------------------------|------------|
| 1       | A3 Copier paper, 70 gsm    | 500 pkt | M/s.Impec Technologies, Kannur | 350/-                    | 1,75,000/- |
| 2       | A4 Copier paper, 70 gsm    | 500 pkt | M/s. Aswin paper company, TVM  | 169/-                    | 84,500/-   |
| 3       | Legal Copier paper, 70 gsm | 100 pkt | M/s. Aswin paper company, TVM  | 210/-                    | 21000/-    |

***The Committee also recommended to withdraw the comment of Superintendent i/c, Kerala University Press that “it is difficult to collect the details or communicate directly with the firms which are out of the district” as it does not stand legally***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No: 28.48.02.05** ***The Examination Help desk at Student Amenity Centre - Purchase of one Printer cum scanner/photocopier, Cupboards for file stacking, Student writing desks, One pedestal fan -reg.***

As per the request from the Section Officer, PRO, the Deputy Registrar (Admn. IV) has ordered to initiate purchase proceedings for the following items after acquiring specifications for use in the Examination Help desk at Student Amenity Centre.

1. Printer cum scanner/photocopier(One no.)
2. Cupboards for file stacking.
3. One pedestal fan.
4. Student writing desks.

1. The Instrumentation Engineer (CLIF) has suggested to procure A3 Network MFP (Entry Level) from the CPRCS portal of KSITM. The prevailing rate of the same in the CPRCS Portal is ₹45,060/- (Rupees forty five thousand and sixty only).

2.

| Sl. No. | Item                         | Price     |
|---------|------------------------------|-----------|
| 1.      | A3 Network MFP (Entry Level) | ₹45,060/- |

3. M/s SIDCO Sales Emporium, Thiruvananthapuram has provided the proforma invoice for the Cupboard for file stacking. The expenditure comes to ₹11,424/- (Rupees Eleven Thousand Four Hundred and Twenty Four Only).

| Sl. No. | Item                       | Price     |
|---------|----------------------------|-----------|
| 1.      | Cupboard for file stacking | ₹11,424/- |

4. The Assistant Engineer, Electrical Section has provided the estimate of the Pedestal fan for the Examination Help desk at Student Amenity Centre, the details of quotations are as follows:

| Sl no: | Name of the Firm                                    | Brand                             | Price       | Total                                     | Total Amount (after including GST@ 18% and excluded KFC) |
|--------|---|-----------------------------------|-------------|---|--|
| 1      | M/s UK Agencies and Electricals, Thiruvananthapuram | Crompton 16"HIFLO ped. Cool Gry   | ₹ 1923.73/- | ₹2289/- (including GST@ 18% and KFC @ 1%) | ₹2270/-  |
|        |   | Havells 400MM Swing pedestal fan  | ₹ 2021.19/- | ₹2405/- (including GST@ 18% and KFC @ 1%) | ₹2385/-  |
| 2      | M/s Bhaskara Electricals, Thiruvananthapuram        | Havells 400MM Trendy pedestal fan | ₹ 2118.64/- | ₹2500/- (including GST @ 18%)             | ₹2500/-  |
|        |   | Usha Mist Air Icy 400 MM pedestal | ₹ 1906.78/- | ₹2250/- (including GST@ 18%)              | ₹2250/-  |
|        |   |                                   |             | ₹ 2263/-                                  | ₹2244/-  |
| 3      | M/s Sivaram Electricals, Thiruvananthapuram         | Bajaj Pedestal fan 16" Media      | ₹ 1901.61/- | (including GST@ 18% and KFC @ 1%)         | (L2)   |
|        | (L1)  | Crompton Pedestal Fan 16" High FL | ₹ 1890.69/- | ₹2250/- (including GST@ 18% and KFC @ 1%) | ₹2231/- (L1)   |

5. The University Engineer has forwarded the estimate from M/s. RUBCO, for providing 5 Nos. of L shaped wooden writing desk amounting to ₹69,230/- (Rupees Sixty nine thousand two hundred and thirty only) including transportation, unloading charges and 18% GST.

| Sl. No. | Item                         | Unit Price  | Qty | Price     |
|---------|------------------------------|---|-----|-----------|
| 1.      | L shaped wooden writing desk | 13,846/- (Including Transportation, Unloading charges and 18 % GST) | 5   | ₹69,230/- |

The Finance I Section has remarked to place the proposal before the Purchase Committee for approval.

*The Committee considered the matter and recommended to purchase A3 Network MFP (Entry Level) Photocopier from M/s.KELTRON through CPRCS portal for an amount of Rs.45,060/- (Rupees forty five thousand and sixty only), One number of Cupboard for file stacking from M/s.SIDCO Sales Emporium, Thiruvananthapuram for an amount of Rs.11,424/-(Rupees Eleven Thousand Four Hundred and Twenty Four Only), one number of Crompton pedestal fan 16 " High FL from the lowest quoted firm M/s Sivaram Electricals, Thiruvananthapuram for an amount of Rs.2,231/- (Rupees Two thousand two hundred and thirty one only) and 5 Nos. of L shaped wooden writing desk from M/s. RUBCO for a total amount of Rs.69,230/- (Rupees Sixty nine thousand two hundred and thirty only) including GST and transportation & unloading charges for use in the Examination Help desk at Student Amenity Centre.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No:28.48.02.06: QPR section- Purchase of clothline cover.**

The QPR section vide Note dated 14.12.2020 from QPR section has informed that an additional requirement of 8000 units of Medium size clothline question paper cover and 4000 units of Big size clothline question paper covers. After retendering, only one quotation was received. The details of quotation is as follows:

| Sl. No. | Firm                    | Item  | Rate (per cover) | Quantity | Amount in Rs. (including GST) |
|---------|-------------------------|---|------------------|----------|-------------------------------|
| 1.      | M/s L.Mark, Kaniyapuram | Medium size clothlined question paper cover | 28.7625          | 8000     | 2,30,100/-                    |
|         |                         | Big size clothlined question paper cover    | 35.44            | 4000     | 1,41,760/-                    |

The Finance has remarked that the proposal for the purchase of 8000 numbers of medium size and 4000 numbers of big brown cloth lined question paper packing covers for use in the QPR section, may be placed before the Purchase Committee for approval. The Finance also suggested that as only one quotation is received for the purchase of Question paper covers even after retendering, in future, instead of inviting quotations, purchase through GeM Portal may be considered.

**The Committee considered the matter and recommended to purchase the following items from the single quoted firm M/s L.Mark, Kaniyapuram as detailed below for use in the QPR Section.**

| Sl. No. | Firm                     | Item  | Rate (per cover) | Quantity | Amount in Rs. (including GST) |
|---------|--------------------------|---|------------------|----------|-------------------------------|
| 1.      | M/s L. Mark, Kaniyapuram | Medium size clothlined question paper cover | 28.7625          | 8000     | 2,30,100/-                    |
|         |                          | Big size clothlined question paper cover    | 35.44            | 4000     | 1,41,760/-                    |

**The Committee further recommended that in future instead of inviting quotations, purchase shall be done through GEM portal.**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No: 28.48.02.07 Department of Environmental Sciences –Purchase of Gel Documentation System for Establishment of Anaerobic Microbial Culture Collection Facility**

The Head, Department of Environmental Sciences has submitted a proposal for the purchase of Gel Documentation System for Establishment of Anaerobic Microbial Culture Collection Facility vide Letter No.38/R/ENS/2020-21 dated 17.12.2020 from the Head, Department of Environmental Sciences. The Department council at its meeting recommended the above purchase.

The Head of the Department, has forwarded eight quotations received with the Evaluation report of the Department Technical Committee. The details of the quotations are as follows:

| Sl. No | Firm                                | Make & Model                        | Total price (tax inclusive) | Remarks  |
|--------|-------------------------------------|-------------------------------------|-----------------------------|--|
| 1      | M/s. Crescent Lab Equipments, Aluva | Bio-Rad , Gel Doc Go Imaging System | Rs. 5, 10,772/-             | Technical specifications satisfied (Warranty – 1 year) |
| 2      | M/s. Eppendorf India Pvt Ltd,       | Bio-Print CX4-20M                   | Rs.3,67,500/-               | Some of the Technical specifications not satisfied.    |

|   |  |  |                |   |
|---|--|--|----------------|---|
|   | Chennai                                      |  |                | (Warranty – 1year)  |
| 3 | M/s. Supremo Laboratorio Palakkad            | Orange OPRL Bioscience                       | Rs.2,47,538/-  | Some of the Technical specifications not satisfied. Hence rejected (Warranty – 1year) |
| 4 | M/s Universal Agencies, Thrissur             | Gelstan 4X Make.Mediccare India              | Rs. 3,35,475/- | Some of the Technical specifications not satisfied. (Warranty – 1year)                |
| 5 | M/s. Scientific Enterprises, Cochin          | Thermofisher Scientific E Gel Imager (44661) | Rs.4,41,500/-  | <b>Technical specification satisfied. Hence Selected</b> (Warranty – 1year)           |
| 6 | M/s. Synergy Technical Systems, Udayamperoor | Thermofisher Scientific Make:E.Gel Imager    | Rs.4,69,500/-  | Technical specification satisfied (Warranty – 1year)                                  |
| 7 | M/s. Biodigital(P) Limited, Gurgaon          | Pop-Bio Imaging-Vu-F                         | Rs.5,30,250/-  | Some of the Technical specifications not satisfied. (Warranty – 1year)                |
| 8 | M/s. Microtech Systems, Cochin               | Thermofisher Scientific Model:EGel imager    | Rs.4,75,000/-  | Technical specification satisfied (Warranty – 1year)                                  |

The Head, Department of Environmental Sciences, requested sanction to purchase Gel Documentation System Model: Thermofisher Scientific E-Gel Imager from M/s. Scientific Enterprises, Cochin for an amount of Rs.4,41,500/-(Rupees Four lakh forty one thousand and five hundred only) meeting the expenditure from the budget speech 2020-21 (Item No.30).

The Finance has remarked that the proposal for the purchase of Gel Documentation System for the Establishment of Anaerobic Microbial Culture Collection Facility in the Department of Environmental Sciences may be placed before the Purchase Committee for approval.

***The Committee considered the matter and recommended to purchase Gel Documentation System Model: Thermofisher Scientific E-Gel Imager from M/s. Scientific Enterprises, Cochin for an amount of Rs.4,41,500/-(Rupees Four lakh forty one thousand and five hundred only) including GST meeting the expenditure from the budget speech 2020-21 .***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

***Item No.28.48.02.08 Kerala University Press-Purchase of Printing materials***

The Superintendent -in-charge, Kerala University Press has forwarded three quotations after inviting quotations for the purchase of Printing materials for use of University Press . The details are as follows:



| Sl. No. | Items                 | Required Quantity | Quoted by Firms per item |                |                   |
|---------|-----------------------|-------------------|--------------------------|----------------|-------------------|
|         |                       |                   | Travancore System        | Kelvin General | Hare Ram Agencies |
| 1       | P.S. Plate Developing | 500 Litre         | 117.20                   | 98.32          | 88.50             |
| 2       | Fountain Solution     | 500 Litre         | 116.40                   | 81.01          | 82.60             |
| 3       | Washing Solution      | 750 Litre         | 187.23                   | 163.63         | 129.80            |
| 4       | Plate Cleaner         | 100 Litre         | 234.28                   | 163.48         | 141.60            |
| 5       | Gum Arabic Solution   | 250 Litre         | 113.19                   | 102.57         | 78.75             |

The Superintendent -in-charge, Kerala University Press has requested to grant permission to purchase items for an amount of **Rs. 2,33,285/- (Rupees Two Lakhs Thirty three thousand two hundred and eighty five only)**, including GST @18 %.

The Finance I section remarked to place above proposal before the Purchase Committee.

**The Committee considered the proposal and recommended to purchase the following items;**

| Sl. No. | Item                                 | Qty               | Unit Rate     | Firm                          | Amount in Rs.     |
|---------|--------------------------------------|-------------------|---------------|-------------------------------|-------------------|
| 1.      | <i>P.S Plate Developing Solution</i> | <i>500Litre</i>   | <i>88.50</i>  | <i>Hare Ram Agencies</i>      | <i>44,250/-</i>   |
| 2.      | <i>Fountain Solution</i>             | <i>500 Litre</i>  | <i>81.01</i>  | <i>Kelvin General Trading</i> | <i>40,503.50</i>  |
| 3.      | <i>Washing solution</i>              | <i>750 Litre</i>  | <i>129.80</i> | <i>Hare Ram Agencies</i>      | <i>97,350/-</i>   |
| 4.      | <i>Plate Cleaner</i>                 | <i>100 Litre</i>  | <i>141.60</i> | <i>Hare Ram Agencies</i>      | <i>14,160/-</i>   |
| 5.      | <i>Gum Arabic Solution</i>           | <i>250 Litre</i>  | <i>78.67</i>  | <i>Hare Ram Agencies</i>      | <i>19687.50/-</i> |
| 6.      | <i>Image Remover</i>                 | <i>50 bottles</i> | <i>54.63</i>  | <i>Kelvin General Trading</i> | <i>2731.50/-</i>  |
| 7.      | <i>Ink Reducer</i>                   | <i>50 Kg</i>      | <i>247.80</i> | <i>Hare Ram Agencies</i>      | <i>12,390/-</i>   |
| 8.      | <i>Sponge</i>                        | <i>25 Nos.</i>    | <i>88.50</i>  | <i>Hare Ram Agencies</i>      | <i>2,212.50/-</i> |
|         | <b>TOTAL</b>                         |                   |               |                               | <b>2,33,285/-</b> |

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No.28.48.02.09 Kerala University Press-Purchase of Computers and Printers**

The Superintendent in charge, Kerala University Press has requested for 10 numbers each of Desktop Computers and Printers for the use in various sections of the University Press. The

specification for the same was obtained from Instrumentation Engineer, CLIF. As per the specification, invoice was generated from CPRCS portal of Keltron. The details are as follows:

The proposal for purchase of two printers (A3 and A4 each for DTP section of Kerala University Press) to be procured by inviting open quotations, has been put up separately.

| Sl no.       | Item  | Unit rate | Qty required | Amount in Rs.     |
|--------------|---|-----------|--------------|-------------------|
| 1.           | Desktop High end Windows 10 Professional (Intel Corei5) for DTP section | 50,616/-  | 2            | 1,01,232/-        |
| 2.           | Desktop Medium end Windows 10 home (Intel Core i3)                      | 31,280/-  | 8            | 2,50,240/-        |
| 3.           | A4 Monochrome Network Laser Printer                                     | 12,953/-  | 8            | 1,03,624/-        |
| <b>TOTAL</b> |   |           |              | <b>4,55,096/-</b> |

The Finance I section remarked that the above proposal for purchase of printers and computers for Kerala University Press may be placed before the Purchase Committee.

*The Committee considered the proposal and recommended to purchase the following items through the GEM Portal.*

| Sl no. | Item  | Quantity |
|--------|---|----------|
| 1.     | Desktop High end Windows 10 Professional (Intel Corei5) for DTP section | 2        |
| 2.     | Desktop Medium end Windows 10 home (Intel Core i3)                      | 4        |
| 3.     | A4 Printer for DTP section  | 2        |
| 4.     | A3 Printer for DTP section  | 2        |

*Further recommended to entrust the Director, Computer Centre for developing a Software for the smoothfunctioning of Kerala Univesity Press.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No.28.48.02.10 Department of Malayalam Lexicon-Purchase of Computer, Laptop and A3 Photocopier**

The Editor-in charge, Department of Malayalam Lexicon has requested for purchase of Computer, Laptop and A3 Photocopier in connection with digitisation of Lexicon volumes. The specification for these was obtained from the Instrumentation Engineer, CLIF. The proforma invoice for the above items were generated through the CPRCS portal of Keltron. The details are as follows;

| Sl.No.       | Item                                | Qty | Amount (Rs.)    |
|--------------|-------------------------------------|-----|-----------------|
| 1.           | Computer-Medium end Windows 10 Home | 1   | 31,280/-        |
| 2.           | Laptop Medium end Windows 10 Home   | 1   | 28,165/-        |
| 3.           | A3 Photocopier                      | 1   | 45,060/-        |
| <b>TOTAL</b> |                                     |     | <b>1,04,505</b> |

The expenditure may be met from the provisional advance sanctioned to Dr.S.Shifa, Editor-in charge, Department of Malayalam Lexicon. Finance I section remarked that the proposal for purchase of Computer, Laptop and A3 Photocopier through CPRCS portal may be placed before the Purchase Committee.

*The Committee considered the proposal and recommended to purchase the following items through the GEM Portal*

| Sl.No. | Item                                | Qty |
|--------|-------------------------------------|-----|
| 1.     | Computer-Medium end Windows 10 Home | 1   |
| 2.     | A4 Printer/Photocopier              | 1   |

*The expenditure shall be met from the provisional advance sanctioned to Dr.S.Shifa, Editor-in charge, Department of Malayalam Lexicon.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No.28.48.02.11 Department of Botany- Purchase of Rotary Evaporator with accessories under the project 'Establishment of a Germplasm Conservatory for Economically important plant species of the Andaman-Nicobar islands and their sustainable Utilization—reg.**

The proposal submitted by the Head, Department of Botany towards the establishment of a Germplasm Conservatory for Economically important plant species of the Andaman-Nicobar islands and their sustainable Utilization, amounting to Rs.30,00,000/- (Rupees thirty lakh only) was approved by the Syndicate held on 11.07.2018 and an amount of Rs.6 lac was released to Dr. S. Suhara Beevy, the then Head as provisional advance for establishing the same, vide U.O no. Ad. A.VI/027754/2018 dated 14.11.2018. Further the HoD, Department of Botany had submitted a proposal amounting to Rs.24 lac for purchasing various equipment as detailed below, in connection with the establishment of Germplasm Conservatory.

| Sl. No. | Item                                      | Amount                 |
|---------|---|------------------------|
| 1.      | <b>Rotary Evaporator with accessories</b> | <b>Rs. 7,00,000/-</b>  |
| 2.      | Rotary Microtome                          | Rs. 6,00,000/-         |
| 3.      | U.V. Vis Spectrophotometer                | Rs. 5,00,000/-         |
| 4.      | Gyratory Shaker                           | Rs. 4,00,000/-         |
| 5.      | Hot Air Oven                              | Rs. 2,00,000/-         |
|         | <b>Grand Total</b>                        | <b>Rs. 24,00,000/-</b> |

As per the remarks from the finance section, the HoD, Department of Botany was requested to initiate e-tender procedures for the purchase of these equipments in accordance with the rules of store purchase manual and to place the quotations in the Purchase Committee .

After e-tendering the Head, Department of Botany has forwarded the re-tender notice, quotations, Technical Bid, Technical Comparative Statement, BOQ chart and Financial Evaluation summary, for the purchase of **Rotary Evaporator with accessories, alone**. Based on the comparison of technical specifications quoted by the tenders, the Technical Committee, Department of Botany has selected Inkarp Instruments Pvt. Ltd, Hyderabad [Model-Hei-VAP Expert Control (ML/G3)] for the supply, installation and commissioning of Rotary Evaporator with accessories. The Inkarp Instruments Pvt. Ltd, Hyderabad has quoted an amount of Rs. 8,15,746.80 (Rupees eight lakh fifteen thousand seven hundred forty six and eighty paise only), which is above the allotted amount for the purchase of Rotary Evaporator with accessories.

| ITEM  | QTY      | AMOUNT                     |
|---|----------|----------------------------|
| High-End Branded Desktop with Processor:<br>Intel & ampampreg i5 8400 @2.8 Ghz, 6 cores, 9 MB L3 cache, TDP-65W<br>Chipset: compatible Chipset Motherboard:OEM Motherboard<br>Memory: 8 GB DDR4 RAM upgradable to 32 GB.<br>Hard Disk Drive:High End Graphics adapter with 2.0GB memory<br>Monitor:21.5 & ampampprdquo or larger TF/LED<br>Digital Colour Fuli HD Monitor with IPS disply, DELL Keltron                   | 7<br>Nos | Rs.52,633 * 7 Nos=3,68,431 |
| Laptop<br>Processor: Intel core IS 8265 U @ 1.6GFz,8 threads, 4 MB cache<br>Lithgraphy i4nm,TDP:15W<br>Memory:8 GB DDR4 RAM Expandable up to 32 GB<br>Graphics Card: 2 GB NVIDIA Enforce MX 130 & ampampampamp 2GB integrated UHD graphics 620<br>Storage:512 GB SSD<br>Display: Antiglare Full HD LEDBacklit Display<br>Dimay size:i4& ampampampamprdqno<br>Wireless connectivity: Integrated wireless b/g/n, Integrated | 1<br>Nos | Rs.63508/-                 |

|  |       |                      |
|--|-------|----------------------|
| Blootth<br>Speaker- Integrated Stereo Speaker<br>Keyboard:Keyboard with Touch Pad<br>Expansion port: Minimum 3 USB port(atleast two number of USB 3.0 and one number of Type G),10/100/1000 Ethernet Card, RDMI, Head phone/Micro phone coeibo or separate & ampainpampamp other standard features Keltron |       |                      |
| V-Guard UPS SLENDER PLUS 600   | 7 Nos | Rs.3000 * 7=21,000/- |
| SIDCO Steel Computer table 120*75*75 cm CPU provision, Key board & drawer 20G  | 5 Nos | Rs.7364*5=36,820/-   |
| Computer Chair Revolving Medium Back Rubco   | 7Nos  | Rs.8181*7=57,267     |
| Grand Total  |       | Rs.5,47,026/-        |

The Finance has remarked that, 'the proposal for the purchase of Rotary Evaporator with accessories in connection with the establishment of Germplasm Conservatory at the Department of Botany, may be placed before the Purchase Committee for approval. Out of Rs. 24 lakh sanctioned for the purchase of various equipments in connection with the establishment of Germplasm conservatory, an amount of Rs. 7 lakh is allotted for Rotary Evaporator. But the single tender (as per Technical Comparative Statement) quoted by the Firm M/s Inkarp Instruments Pvt. Ltd. amounts to Rs.8,15,746.80/- which is above the allocation and GST amount is also not mentioned by the Firm. Hence, the firm may be invited to Purchase Committee for negotiation. If approved by the Committee, supply order may be placed on condition that the total purchase of all the equipments in connection with the establishment of Germplasm Conservatory will be limited to Rs. 24 lakh.'

***The Committee considered the proposal and recommended to entrust the Pro-Vice Chancellor, Dr.K.G.Gopchandran , Member Syndicate and Head Of Department, Botany,for negotiation the Firm M/s Inkarp Instruments Pvt. Ltd. to reduce the rate of Rotary Evaporator with accessories within the allotted limit of Rs. 7 Lakh.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

***Item No.28.48.02.12. Department of German-Infrastructure Augmentation***

The Head, Department of German, vide letter No.GER.33/2020 dated 16.11.2020, has requested to take necessary steps for Infrastructure Augmentation of the Department of German by approving Rs.5,47,026/- and also requested to sanction the permission for the purchase Keltron desktops, Laptop, UPS,Sidco steel, Computer Table, Rubco Computer Chair Revolving Medium Back as per the details attached.

The minutes of the Department Council recommending the above mentioned proposal of - Infrastructure Augmentation is also forwarded by the Head, Department of German. The Finance section has remarked

1. At the first instance administrative sanction may be obtained for the purchase of items regarding the Infrastructure Augmentation in the Department of German, after requirement analysis. The h/a meeting the expenditure for the same and sufficient fund may be provided at the time of effecting purchase.
2. Technical opinion should be obtained before issuing administrative sanction  
Accordingly technical opinion from Instrumentation Engineer has been received (copy attached) and the same has been forwarded for administrative sanction.

As per the orders of Vice Chancellor, the proposal submitted by the Head, Department of German for Rs.5,47,026/- (Rupees Five Lakh Forty Seven Thousand and Twenty Six only) with the technical opinion received from Instrumentation Engineer is placed before the Purchase Committee for consideration.

***The Committee considered the matter and recommended to entrust the Head, Department of German to discuss with the Director, KUCC on revising the proposal and to place the revised proposal in the next Standing Committee on Finance.***

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No.28.48.02.13 Binding of Books, Journals, Gazettes and Newspapers in the Kerala University Library .**

The University Librarian (i/c), vide letter no. M/554/2020/21 dated 16.02.2021, has stated that, quotations were invited for binding works in the Kerala University Library by advertising in the newspaper and website and out of the three quotations received, M/s Poornima Law Book Binders & Screens has quoted the lowest rate as follows (comparative statement of the quotations is appended)

- Book : Rs.118/- per book
- Journal : Rs. 260/- per journal
- Newspaper : Rs. 340/- per newspaper
- Gazette : Rs. 260/- per Gazette

It is also stated that, the Committee headed by the University Librarian (i/c) has examined the quoted rates item wise and has resolved to recommend the Registrar for accepting the quotation submitted by M/s Poornima Law Book Binders & Screens for binding works of Books, Periodicals, Newspapers and Gazettes in the Kerala University Library. The details of items which need to be bound submitted by the University Librarian(i/c) are as follows.

| Sl.No. | Items      | Quantity | Rate  | Total     |
|--------|------------|----------|-------|-----------|
| 1.     | Books      | 790      | 118/- | 93,220/-  |
| 2.     | Journals   | 400      | 260/- | 104,000/- |
| 3.     | Newspapers | 60       | 340/- | 20,400/-  |
| 4.     | Gazettes   | 35       | 260/- | 9,100/-   |

The Finance has remarked that, 'the proposal for entrusting the binding works of Kerala University Library may be placed before the Purchase committee along with the recommendation of the Department Committee of University Library for consideration.'

**The Committee considered the proposal and recommended to entrust the University Librarian (i/c), University Library to discuss with the Superintendent i/c , Kerala University Press whether the above mentioned works can be done by them and if not possible, the Committee recommended to entrust the Pro-Vice Chancellor, Dr.K.G.Gopchandran( Member,Syndicate) and University Librarian( i/c) to negotiate and finalize the quotation submitted by M/s Poornima Law Book Binders & Screens for binding works of Books, Periodicals, Newspapers and Gazettes in the Kerala University Library**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No.28.48.02.14 Centre for Latin American Studies – Purchase of furniture for the Centre from M/s Kerala SIDCO-reg**

Dr. Samuel Jacob Kuruvilla, Hon.Director, Centre for Latin American Studies vide letter dated 28.01.2021 stated that an amount of Rs.2,00,000/- (Rupees Two Lakhs only) was allocated as per Lumpsum provision MH:49(w) Centre for Latin American Studies for this fiscal 2020-21 and hence requested to authorize the expenditure of the above for the purchase of furniture for the Centre as per Proforma Invoice received from M/s Kerala SIDCO WOOD WORKING,Trivandrum.

The details of Proforma Invoice received from M/s Kerala SIDCO WOOD WORKING, Trivandrum are furnished below.

| Sl. No | Particulars   | GST | Rate   | Qty | Gross Amount |
|--------|---|-----|--------|-----|--------------|
|        | Steel Almirah 198*90*48 cm (20 G) with four fixed shelves | 18% | 9399   | 1   | 9399.00      |
|        | Steel Cabinet with Glass Door 198*90*48 cm 20G            | 18% | 10,374 | 1   | 10,374       |

|  |  |                    |  |    |  |
|--|--|--------------------|--|----|--|
|  | Hard Wood Plain Table<br>90*60*75 cm                 | 18%                | 3969   | 17 | 67473.00   |
|  | Hard Wood Arm<br>Chair Plank Seat and<br>Reaper Back | 18%                | 3234   | 17 | 54978.00   |
|  | Delivery Charge                                      | 18%                |  |    | 4230.00  |
|  |  |                    |  |    | CGST 13,180.86<br>SGST 13,180.86<br>Round off 0.28 |
|  |  | <b>Grand Total</b> | <b>1,72,816.00 (Rupees One Lakh Seventy Two Thousand Eight Hundred and Sixteen only)</b> |    |  |

Finance section remarked to place the purchase of furniture from M/s Kerala SIDCO , Trivandrum for the use of Centre for Latin American Studies before the purchase committee for approval.

As per the orders of the Vice-Chancellor the purchase of furniture from M/s Kerala SIDCO, Trivandrum for the use of Centre for Latin American Studies is placed before the purchase committee for approval.

*The Committee considered the proposal and recommended to purchase the items from M/s Kerala SIDCO, Trivandrum for the use of Centre for Latin American Studies as detailed below.*

| Sl.No | Particulars  | GST                | Rate   | Qty | Gross Amount                                       |
|-------|--|--------------------|--|-----|--|
|       | <i>Steel Almirah 198*90*48 cm (20 G) with four fixed shelves</i> | 18%                | 9399   | 1   | 9399.00  |
|       | <i>Steel Cabinet with Glass Door 198*90*48 cm 20G</i>            | 18%                | 10,374   | 1   | 10,374   |
|       | <i>Hard Wood Plain Table 90*60*75 cm</i>                         | 18%                | 3969   | 17  | 67473.00   |
|       | <i>Hard Wood Arm Chair Plank Seat and Reaper Back</i>            | 18%                | 3234   | 17  | 54978.00   |
|       | <i>Delivery Charge</i>   | 18%                |  |     | 4230.00  |
|       |  |                    |  |     | CGST 13,180.86<br>SGST 13,180.86<br>Round off 0.28 |
|       |  | <b>Grand Total</b> | <b>1,72,816.00 (Rupees One Lakh Seventy Two Thousand Eight Hundred and Sixteen only)</b> |     |  |

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

***Item No.28.48.02.15 University Health Centre, Kariavattom-Purchase of lab equipment-reg.***

The Syndicate held on 13.03.2020, while considering the matter regarding the revamping of the University Health Centre, resolved to purchase lab equipments such as Auto Analyzer, Centrifuge and ECG Machine each for both Health Centres at Kariavattom and Palayam. The Resident Medical Officer was entrusted with the invitation of quotation for the purchase of lab equipment as per the specification furnished by the Instrumentation Engineer, CLIF.

Accordingly, the Resident Medical Officer, invited quotations for ECG Machine, Auto Analyzer and Centrifuge and forwarded the same along with the verification report and comparative statement of Instrumentation Engineer, CLIF. The details are as follows:

| Sl. No.             | Name of Firm                              | Model                    | Price including GST after discount | Remarks  |
|---------------------|---|--------------------------|------------------------------------|--|
| <b>CENTRIFUGE</b>   |   |                          |                                    |  |
| 1                   | M/s Remedex Pharma Pvt. Ltd.              | KEMIC6A                  | 6,756/- (18%)                      | Satisfies Technical Specification  |
| 2                   | M/s Universal Agencies                    | REMIC-854-6              | 6,997/- (18%+1%)                   | Satisfies Technical Specification  |
| 3                   | M/s. Scientific Medical Equipments Kerala | REMI-Electrotechnic      | 7,676/- (5%)                       | satisfies Technical Specification  |
| <b>AUTOANALYZER</b> |   |                          |                                    |  |
| 1                   | M/s Remedex Pharma Pvt. Ltd               | Innolab200               | 1,11,368/- (18%)                   | satisfies Technical Specification Programmable storage-upto 300                      |
| 2                   | M/s Scientific Medical Equipments Kerala  | Autolab Accord           | 1,34,946/- (18%+1%)                | programmes Data Storage- 2,00,000 results (confirmed with firm)                      |
| 3                   | M/s Universal Agencies                    | Fuji Film DRI-CHEM NX500 | 5,24,475/- (5%)                    | Satisfies Technical Specification  |
|                     |   |                          |                                    | Does not satisfy Technical Specification (program storage capacity, analysis method) |
| 4                   | M/s Universal Agencies                    | AGD2020                  | 93,870/- (5%)                      |  |
| <b>ECG</b>          |   |                          |                                    |  |
| 1                   | M/s Remedex Pharma Pvt. Ltd.              | Heidelco HE300           | 46,728/- (18%)                     | satisfies Technical Specification  |
| 2                   | M/s Sanmed Healthcare                     | Nidek ECG703             | 46,816/- (12%)                     | Satisfies Technical Specification  |
| 3                   | M/s Scientific Medical Equipment Kerala   | BPL-6208                 | 64,838/- (18%+1%)                  | satisfies Technical Specification  |

The Finance I section has endorsed the proposal of purchase of lab equipment such as Auto Analyser, Centrifuge and ECG machine for use at University Health Centre, subject to the following:

- 1) In the case of ECG machine, the Resident Medical Officer recommended the purchase of BPL Model as the BPL Model ECG Machine satisfies all technical specification and are more feasible. According to RMO, in almost all the hospitals the most commonly and widely used and preferred ECG machine are that of BPL. But in the quotation notice, the model has not been specified.
- 2) The firm, M/s Universal Agencies has quoted GST @ 5% for all items against Exemption certificate. Hence the possibility of procuring items @ 5% GST may be explored. However, it may be noted that, vide notification no. 45/2017-Central Tax (Rate) dated 14.11.2017, the Central Government has exempted the goods in excess of the amount calculated at the rate of 2.5 percent, when supplied to institutions such as University or Research Institution other than a hospital, subject to producing a certificate at the time of purchase, from the Head of the Institution (Registrar), to the effect that the goods are essential for research purposes and will be used for stated purpose only. However, in case of the University Health Centre,

the equipment required are for service and not research and hence, it may not be possible to issue such a Certificate. Further, there exists bidders who have quoted rates inclusive of tax but less than that of M/s Universal Agencies in case of Centrifuge.

Hence, as per the orders of the Vice-Chancellor, the quotations invited for the purchase of lab equipments such as Auto Analyser, Centrifuge and ECG machine along with the verification report and comparative statement of instrumentation Engineer, CLIF is placed before the purchase committee for consideration.

***The Committee considered the proposal and recommended to purchase the following lab equipment -Auto Analyzer, Centrifuge and ECG Machine for the Health Centre at Kariavattom as detailed below:***

| Sl. No. | Item         | Name of Firm                 | Model          | Price including GST after discount |
|---------|--------------|------------------------------|----------------|------------------------------------|
| 1.      | CENTRIFUGE   | M/s Remedex Pharma Pvt. Ltd. | KEMIC6A        | 6,756/- (18%)                      |
| 2.      | AUTOANALYZER | M/s Remedex Pharma Pvt. Ltd. | Innolab200     | 1,11,368/- (18%)                   |
| 3.      | ECG          | M/s Remedex Pharma Pvt. Ltd. | Heidelco HE300 | 46,728/- (18%)                     |

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

***Item No.28.48.02.16. Telephone Cabling at Amenity Centre.***

Competitive quotations were invited from interested vendors inside Kerala, for the telephone cabling works at New Examination Building and Amenity Building, S.H. Campus, vide a Limited Tender Notice. The quotations received were opened at 3.30 P.M. on 22.02.2021.

The details are given below:

**I. Quotations received for telephone cabling at Amenity Building:**

| Sl No. | Name of the Firm                        | Rate Quoted   | Remarks  |
|--------|---|---------------|--|
| 1.     | Medical & Visual Technologies Pvt. Ltd. | Rs.3,98,381/- | L2   |
| 2.     | Arbpillar Enterprises                   | Rs.4,94,715/- |  |
| 3.     | Fezto Technologies                      | Rs.4,87,556/- |  |
| 4.     | Nexttron Technologies                   | Rs.4,39,845/- | L3   |
| 5.     | RRN Infra & Energy Solutions            | Rs.3,93,934/- | L1 (The firm affirmed that the quoted rate is inclusive of all taxes, transportation & installation charges) |

**II. Quotations received for telephone cabling at New Examination Building:**

| Sl No. | Name of the Firm                        | Rate Quoted    | Remarks  |
|--------|---|----------------|--|
| 1.     | Medical & Visual Technologies Pvt. Ltd. | Rs. 4,50,664/- | L2   |
| 2.     | Arbpillar Enterprises                   | Rs. 5,96,608/- |  |
| 3.     | Fezto Technologies                      | Rs. 5,55,247/- |  |
| 4.     | Nexttron Technologies                   | Rs. 4,89,334/- | L3   |
| 5.     | RRN Infra & Energy Solutions            | Rs. 4,42,558/- | L1 (The firm affirmed that the quoted rate is inclusive of all taxes, transportation & installation charges) |

The IE, CLIF has remarked that, all the quotations satisfy the technical specifications. The Finance has remarked that if approved, the expenditure may be met from h/a "Part - I - NP - MH - I(a) - General Direction - 4/1930 - Equipment" of the current years budget estimate and bills in B2B format may be obtained from the firm before effecting the payment.



*The Committee considered the proposal and recommended to entrust Deputy Registrar (Admn II) to conduct a meeting with Pro Vice Chancellor, Dr.K.G.Gopchandran (Member, Syndicate), Registrar, Director (Computer Centre) Instrumentation Engineer, Electrical Engineer, Deputy Registrar (Examinations) for discussing the matter regarding retaining the existing intercom connections along with the cabling works and to modify the proposal according to the usage and minimizing the number of connections and expenses.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No:28.48.02.17**                      **Kerala University Library-Subscription of iThenticate, anti-plagiarism software**

The Syndicate held on 29.12.2020 considered the proposal for the purchase and installation of iThenticate, the anti-plagiarism software for one year from M/s Turnit India Education Private Limited at the rate of US\$12,508.00 (including 18% GST), after negotiation, and has approved the proposal in principle. The Syndicate resolved to constitute a Sub-Committee comprising of the Pro-Vice-Chancellor, Dr. K. G. Gopchandran, Member Syndicate, the Research Director and the University Librarian (i/c), KUL, to conduct negotiation with the agency and to submit a proposal to the Syndicate. The meeting of the Sub-Committee was held on 06.02.2021. The Sub-Committee conducted negotiation and decided to place the final estimate of the firm (three year package for a total amount of US\$41,083, for 3371 end-user access) before the Syndicate for appropriate decision.

The Syndicate held on 17.02.2021 considered the proposals submitted by M/s Turnit India Education Private Limited and has resolved to invite fresh invoice from the firm for subscription of iThenticate and authorized the Sub-Committee to negotiate with the firm. In the Sub-Committee meeting conducted on 22.04.2021, the firm has been requested to offer another proposal for the end user access of 200, 500, 1000, 1500 etc separately by reducing the rates.

Sri.

Anub Kumar, Regional Manager, Turnit India Education Private Limited has offered an annual subscription price of US\$9027 (US\$7650+18% GST) which is equivalent to almost Rs. 6,67,998/-, via email. It has been stated that, this was for single campus access only and gives a provision to create up to a maximum of 1744 end-user access for Academic staff/Faculty members, Ph.D Scholars and PG Students, either by adding all the end-user access to the software or by utilizing a centralised facility like library or IT centre. He has also stated that, they are unable to provide 200 end-user access as asked by the University and has requested not to share the access with affiliated colleges since it is single campus access for the University only.

The Vice-

Chancellor has ordered to place the matter before the Purchase Committee along with the invoice from the firm. Accordingly, the firm has submitted the invoice of US\$9027 (US\$7650+18% GST) for 1744 end-user access for one year.

As per the orders of the Vice-Chancellor, the proposal of subscription of iThenticate, anti-plagiarism software for annual subscription price of US \$ 9027 (US\$7650+18% GST) (equivalent to Rs. 6,70,074/-) at the present exchange rate, for 1744 end-user access for one year, is submitted before the Purchase Committee for consideration and appropriate recommendation.

*The Committee considered the proposal and recommended for the subscription of iThenticate, anti-plagiarism software for single campus access.*

*The Committee further recommended to place the matter before the Standing Committee of Finance regarding the fixing of service charge.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No.28.48.18. Department of Physics – Purchase of "Gaussian 16 Software for Windows" and "5 KVA Online UPS" in the Department**

The Head, Department of Physics, vide Letter No. KU/PHY/161/20-21 dated 27.01.2021, has submitted a proposal for the purchase of: (1) Gaussian 16 for Windows (Single User Academic Licence Multiprocessor 64-bit) and (2) One Online UPS 5KVA/120V in the Department.

Item 1: Gaussian 16 for Windows (Single User Academic Licence Multiprocessor 64-bit) (Quotation Notice Phy/138/2020 dated 31/12/2020):

The Head, has forwarded the Quotation obtained from 'M/s Scube Scientific Software Pvt. Ltd.' for the purchase of 'Gaussian 16 for Windows (Single User Academic Licence Multiprocessor 64-bit)' in the Department. A copy of Quotation notice and Minutes of the Department Council meeting held in the Department on 27/01/21, recommending the purchase, has also been furnished. The Head also informed that only one quotation has been received against the first and second quotation notices for the purchase of Gaussian Software and that firm, i.e., 'Scube Scientific Software Pvt. Ltd.', is the sole sales agent through which licenses for software products of 'Gaussian Inc., USA', are being sold.

The detailed quote in this regard is enumerated below:

| Sl. No | Item                 | Components & Make  | Firm   | Quoted Amount (inclusive of GST @5%) |
|--------|----------------------|--|--|--------------------------------------|
| 1.     | Gaussian 16 Software | Gaussian 16 for Windows (Single User Academic Licence Multiprocessor 64-bit)<br>Make: Gaussian Inc., USA | M/s SCUBE Scientific Software Pvt. Ltd., New Delhi | 2,73,656.25                          |
|        |                      | Gauss View 6 for Windows (Single Academic Licence Multiprocessor 64-bit)<br>Make: Gaussian Inc., USA     | M/s SCUBE Scientific Software Pvt. Ltd., New Delhi | 76,781.25                            |
|        |                      | TOTAL  |  | 3,50,437.50/-                        |

**Item No. 2: Supply and Installation of UPS 5 KVA, 96V with backup(Quotation Notice No. Phy/119/2020-21 dated 11/12/2020):**

The Head, has forwarded the Quotations obtained from seven firms for the supply of one 'Online UPS 5 KVA, 96V with backup' for providing stable 24x7 power supply for 'Glove Box machine' in the research lab of the Department of Physics. A copy of Quotation notice, Minutes of the Department Council meeting held in the Department on 27/01/21, recommending the purchase and the Verification Report of Instrumentation Engineer, CLIF has also been furnished. As per the verification report, the quote received from only three firms are in full compliance with the Technical Specifications stipulated in the "Quotation Notice".

The comparative statement of quotations in this regard is enumerated below:

| Sl. No. | Firms Quoted                               | Model                     | Base Price (in Rs.) | GST (in Rs.)                   | Total (in Rs.)         | Qty    | Grant Total (in Rs.)                                | Remarks                    |
|---------|--|---------------------------|---------------------|--------------------------------|------------------------|--------|---|----------------------------|
| 1.      | SUPRA Hi-Tech Electro Equipments Pvt. Ltd. | Model: SUPRA 11D - 150    | 35,000/-            | 1750/- @ 5%<br>6300/- @18%     | 36,750/-<br>41,300/-   | 1<br>1 | 1,08,519.60 (@ 5% GST for UPS and Battery)          | L1 Recommended by the Head |
|         |  | 100 Ah 12V Amaron Battery | 8544/-              | 427.2/- @ 5%<br>2392.32/- @28% | 8971.20/-<br>10,936.32 | 8<br>8 | 1,28,790.56 (@ 18% GST for UPS and 28% for battery) |                            |
| 2.      | AEM Technologies                           | Model: BPE                | -                   | Inclusive of GST @ 18%         | 1,52,000               | 1      | 1,52,000  |                            |
| 3.      | POWER CMS                                  | Model: SUPRA 11D-150      | -                   | Inclusive of GST @ 18%         | 51,684/-               | 1      | 1,75,792.80   |                            |

|  |  |               |   |                       |           |        |  |  |
|--|--|---------------|---|-----------------------|-----------|--------|--|--|
|  |  | 100Ah Battery | - | Inclusive of GST @28% | 15,513.60 | 7<br>8 |  |  |
|--|--|---------------|---|-----------------------|-----------|--------|--|--|

The Head, Department of Physics, has recommended following firms for the purchase of "Gaussian 16 for Windows (Single User Academic Licence Multiprocessor 64-bit)" and "Online UPS 5 KVA/120V" in the Department, for a total amount of Rs. 3,50,437/- (Rupees Three lakh fifty thousand four hundred and thirty seven only) and 1,08,519.60/- (Rupees One lakh eight thousand five hundred and nineteen and Paise Sixty only) respectively:

| Sl. No.      | Item   | Component/Details  | Firm                                       | Amount                   | Total Amount         |
|--------------|--|--|--|--------------------------|----------------------|
| 1.           | Gaussian 16 for Windows (Single user Academic Licence Multiprocessor 64-bit) | Gaussian 16 for Windows (Single user Academic Licence Multiprocessor 64-bit) | 'M/s Scube Scientific Software Pvt. Ltd'   | 2,73,656.25 (@ 5% GST)   | 3,50,437/-           |
|              |  | Gauss View 6 for Windoes (Single Academic Licence Multiprocessor 64-bit)     | 'M/s Scube Scientific Software Pvt. Ltd'   | 76,781.25 (@ 5% GST)     |                      |
| 2.           | UPS 5 KVA 96V with back up   | Model: SUPRA 11D with 150 100 Ah 12V Amaron Battery                          | SUPRA Hi-Tech Electro Equipments Pvt. Ltd. | 1,08,519.60/- (@ 5% GST) | 1,08,519.60/-        |
| <b>TOTAL</b> |  |  |  |                          | <b>4,58,956.60/-</b> |

The Expenditure in this connection may be debited from the State Plan Grant 2020-21, sanctioned to the Department, under the Scheme-component "Infrastructure & Laboratory Development".

The Finance Officer has remarked to place the proposal for the purchase of: (1) Gaussian 16 for Windows (Single User Academic Licence Multiprocessor 64-bit) and (2) One Online UPS 5KVA/120V in the Department of Physics, before the Purchase Committee for consideration and if approved, supply order may be placed accordingly.

***The Committee considered the proposal and recommended to effect the purchase of "Gaussian 16 for Windows (Single User Academic Licence Multiprocessor 64-bit)" and "Online UPS 5 KVA/120V" in the Department of Physics, from the corresponding firms detailed below, at a total cost of Rs. 4,58,957/- (Rupees Four lakh fifty eight thousand nine hundred and fifty seven), debiting the expenditure from the State Plan Grant 2020-21 sanctioned to the Department, under the Scheme-component "Infrastructure and Laboratory Development":***

| Sl. No. | Item   | Component/Details  | Firm                                       | Amount                   | Total Amount  |
|---------|--|--|--|--------------------------|---------------|
| 1.      | Gaussian 16 for Windows (Single user Academic Licence Multiprocessor 64-bit) | Gaussian 16 for Windows (Single user Academic Licence Multiprocessor 64-bit) | 'M/s Scube Scientific Software Pvt. Ltd'   | 2,73,656.25 (@ 5% GST)   | 3,50,437/-    |
|         |  | Gauss View 6 for Windoes (Single Academic Licence Multiprocessor 64-bit)     | 'M/s Scube Scientific Software Pvt. Ltd'   | 76,781.25 (@ 5% GST)     |               |
| 2.      | UPS 5 KVA 96V with back up   | Model: SUPRA 11D with 150 100 Ah 12V Amaron Battery                          | SUPRA Hi-Tech Electro Equipments Pvt. Ltd. | 1,08,519.60/- (@ 5% GST) | 1,08,519.60/- |

*Also recommended to register the license of the software "Gaussian 16 for Windows (Single user Academic Licence Multiprocessor 64-bit)" in the name of the Head, Department of Physics, so as to ensure its use for the entire Department.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No:28.48.02.19 Department of Environmental Sciences – Purchase of six Air Conditioners in the Department- reg.**

The Head, Department of Environmental Sciences, vide Letter No 19/DPD/ENS/ 2020-21 dated 29/03/2021, has submitted a proposal for the purchase of six Air Conditioners in the Department.

The Head, has invited quotations by publishing the Quotation Notice in the University Website. The Head, has forwarded the Quotations obtained from six suppliers for the purchase of six air conditioners, along with the Verification Report from Assistant Executive Engineer (Electrical), Engineering Unit, certificate regarding compliance with KFC & Minutes of the Technical Committee meeting held in the Department on 29/03/21, recommending the purchase. Among the firms, the quotations submitted by "M/s R J Enterprises" and "M/s. ITPCOS, Trivandrum", are not in compliance with the specifications stipulated in the "Quotation Notice".

The AEE has also remarked that the lowest quoted firm can be accepted on the ground that the supplier should install the AC unit strictly abiding by all the terms and conditions stipulated in the "Schedule of Specifications" forwarded from the Engineering Unit. It is further remarked that payment to the firm shall be effected only for those items which are actually needed/necessary for the installation and commissioning of the same.

The Comparative Statement of quotations, in this regard is detailed below:

Name of the Item: Air Conditioners (two 2TR and four 1.5 TR: Five star rating):

6 Nos:

| Sl. No | Firm Quoted                      | Make and Model                            | Base Rate | GST@ 28%  | Unit Rate | Qty | Total Rate | Total      | Remarks  |
|--------|----------------------------------|---|-----------|-----------|-----------|-----|------------|------------|--|
| 1      | Breeze Land, Angamaly            | 2 TR<br>Make: Voltas<br>Model: R32        | 54,500/-  | Inclusive | 54,500/-  | 2   | 1,09,000/- | 3,14,930/- | L2. Warranty - 2 years onsite warranty                                 |
|        |                                  | 1.5 TR<br>Make: Voltas<br>Model: R32      | 39,500/-  | Inclusive | 39,500/-  | 4   | 1,58,000/- |            |  |
|        |                                  | Accessories                               | 47,930/-  | Inclusive | 47,930/-  |     | 47,930/-   |            |  |
| 2      | Quarks Engineering Pvt, Palakkad | 2 TR<br>Make: Voltas<br>Model: R32        | 70,000/-  | 19,600/-  | 89,600/-  | 2   | 1,79,200/- | 4,86,400/- | Warranty - 1 year onsite warranty and 5 year compressor warranty       |
|        |                                  | 1.5 TR<br>Make: Daikin<br>Model: FTKF50TV | 60,000/-  | 16,800/-  | 76,800/-  | 4   | 3,07,200/- |            |  |
| 3      | Seven Seas Infotech, Trivandrum  | 2 TR<br>Make: Carrier<br>Model:           | 62,000/-  | Inclusive | 62,000/-  | 2   | 1,24,000/- | 3,36,800/- | L3. Warranty - 2 years onsite warranty and 10 year compressor warranty |
|        |                                  | 1.5 TR<br>Mke: Carrier<br>Model:          | 48,000/-  | Inclusive | 48,000/-  | 4   | 1,92,000/- |            |  |
|        |                                  | Accessories                               | 20,800/-  | Inclusive | 20,800/-  |     | 20,800/-   |            |  |
| 4      | Maxsel                           | 2 TR                                      | 53,990/-  | Inclusive | 53,990/-  | 2   | 1,07,980/- |            | L1.  |

|  |                     |                            |                |              |   |                |   |            |  |
|--|---------------------|----------------------------|----------------|--------------|---|----------------|---|------------|--|
|  | Agencies,<br>Kollam | Make:<br>Carrier<br>Model: |                | ve           | - |                | - | 3,12,500/- | Recommen-<br>ded by the<br>Head.<br>2 years<br>onsite<br>warranty<br>for AC and<br>additional 8<br>years for<br>compressor |
|  | 1.5 TR              | 39,990/-                   | Inclusi-<br>ve | 39,990/<br>- | 4 | 1,59,960/<br>- |   |            |  |
|  | Accessories         | 44,560/-                   | Inclusi-<br>ve | 44,560/<br>- |   | 44,560/-       |   |            |  |

The Head, Department of Environmental Sciences has recommended the firm 'M/s Maxsel Agencies, Kollam' for the purchase of Six 'Air Conditioners' in the Department, at a total cost of Rs. 3,12,500/- (Rupees Three lakh twelve thousand and five hundred only), inclusive of GST @28%.

The expenditure in this connection may be debited from the State Plan Grant 2020-21 sanctioned to the Department, under the Scheme component "Infrastructure and Laboratory Development".

The Finance Officer has remarked to place the proposal for the purchase of Six 'Air Conditioners' in the Department of Environmental Sciences, before the Purchase Committee for approval, subject to availability of fund. If approved, supply order may be placed accordingly.

**The Committee considered the proposal and recommended to effect the purchase of Six "Air Conditioners (two 2TR and four 1.5 TR: with Five star rating)" in the Department of Environmental Sciences from the lowest quoted firm 'M/s Maxsel Agencies, Kollam', at a total cost of Rs. 3,12,500/- (Rupees Three lakh twelve thousand and five hundred only), inclusive of GST @28%, subject to satisfying the conditions specified by the Assistant Executive Engineer (Electrical) in the Verification Report dated 27/03/2021, debiting the expenditure from the State Plan Grant 2020-21 sanctioned to the Department, under the Scheme-component "Infrastructure and Laboratory Development".**

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No: 28.48.02.20 Department of Computational Biology and Bioinformatics–Purchase of five Laptops in the Department-reg.**

The Head, Department of Computational Biology and Bioinformatics, vide Letter No. DCB/Annual Plan/197/20-21 dated 07/04/2021, has submitted a proposal for the purchase of five Laptops in the Department. The Head, has invited quotations by publishing the Quotation Notice in the University Website.

The Head, has forwarded the Quotations obtained from five suppliers for the purchase of five laptops, along with the evaluation report from the Instrumentation Engineer, CLIF, certificate regarding compliance with KFC & Minutes of the Department Council meeting held in the Department on 29/03/2021, recommending the purchase. Among the firms, the quotations submitted by "M/s Quarks Engineering, Palakkad " and "M/s. Power CMS, Trivandrum" are not in compliance with the specifications stipulated in the "Quotation Notice".

The Comparative Statement of quotations, in this regard is detailed below:

Name of the Item: Laptops: 5 Nos

| Sl No | Firms Quoted                       | Specifications                                | Base Rate | GST @18%  | Unit Total Rate | Qty | Total Rate (Rs.) | Remarks  |
|-------|------------------------------------|---|-----------|-----------|-----------------|-----|------------------|--|
| 1     | Cann Links, Trivandrum             | Make: Dell<br>Model:<br>Inspiron<br>i5 1135G7 | 55,343/-  | Inclusive | 55,343/-        | 5   | 2,76,715/-       | L1 Recommended by the Head. Warranty- 1 Year onsite Warranty |
| 2     | D Net Software Systems, Trivandrum | Make: HP<br>Model: 15<br>S-<br>DU3032TU       | 48,093/-  | 8656.74/- | 56,750/-        | 5   | 2,83,750/-       | L2<br><br>Warranty-1 Year                                    |

|   |                                 |                                  |             |             |              |   |            |                      |
|---|---------------------------------|----------------------------------|-------------|-------------|--------------|---|------------|----------------------|
|   | m                               |                                  |             |             |              |   |            |                      |
| 3 | Quinze Technologies, Trivandrum | Make: Dell Model: Vostro 15 3590 | 50,415.25/- | 9,074.745/- | 59,489.995/- | 5 | 2,97,450/- | L3. Warranty -1 Year |

The Head, Department of Computational Biology and Bioinformatics, has recommended the firm 'M/s Cann Links, Trivandrum' for the purchase of five "Laptops (Make: Dell Model: Inspiron)" in the Department, for a total amount of Rs.2,76,715/- (Rupees Two lakh seventy six thousand seven hundred and fifteen only), inclusive of GST @18%.

The Expenditure in this connection may be debited from the State Plan Grant 2021-22 sanctioned to the Department, under the Scheme component 'Infrastructure and Laboratory Development'.

The Finance Officer has remarked to place the proposal for the purchase of five "Laptops (Make: Dell Model: Inspiron i5 1135G7)" in the Department of Computational Biology and Bioinformatics, before the Purchase Committee for approval, subject to availability of fund. If approved, supply order may be placed accordingly.

**The Committee considered the proposal and recommended to effect the purchase of five "Laptops (Make: Dell - Model: Inspiron i5 1135G7)" in the Department of Computational Biology and Bioinformatics from the lowest quoted firm 'M/s Cann Links, Trivandrum', at a total cost of Rs. 2,76,715/- (Rupees Two lakh seventy six thousand seven hundred and fifteen only), inclusive of GST @18, debiting the expenditure from the State Plan Grant 2021-22 sanctioned to the Department, under the Scheme-component "Infrastructure and Laboratory Development".**

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

***Item No:28.48. 02.21 Department of Botany– Purchase of six Desktop Computers in the Department - reg.***

The Head, Department of Botany, vide Letter No. 14/Botany/Equipments dated 12/02/20, has submitted a proposal for the purchase of six Desktop Computers (Medium End Computers 10 Home (Intel Processor)) in the Department. The Head, has forwarded the price list obtained from 'M/s Keltron, Thiruvananthapuram' for the purchase of the same, in accordance with the approved rates detailed in the CPRCS Portal, along with the technical specifications obtained from the Instrumentation Engineer, CLIF. The Head has also forwarded the Minutes of the Technical Committee meeting held in the Department on 10/02/2021, recommending the purchase.

The detailed quote, in this regard is enumerated below:

Name of the Item: Desktop Computers (6No:)

| Sl.No   | Items  | Unit Rate | Qty | Total Rate | Amount (in Rs.) |
|---|--|-----------|-----|------------|-----------------|
| 1   | Desktop Medium End Win 10 Home (Intel Processor) | 31,280/-  | 6   | 1,87,680/- | 1,87,680/-      |
|   | Grand Total                                      |           |     |            | 1,87,680/-      |
| Rupees One lakh eighty seven thousand six hundred and eighty only |  |           |     |            |                 |

The Head, Department of Botany, has recommended the firm 'M/s Keltron, Thiruvananthapuram' for the purchase of six "Desktop Computers (Medium End -Win 10 Home (Intel Processor))" in the Department, at a total amount of Rs. 1,87,680/- (Rupees One lakh eighty seven thousand six hundred and eighty only), in accordance with the approved rates detailed in the CPRCS Portal.

The Expenditure in this connection may be debited from the State Plan Grant 2020-21 sanctioned to the Department, under the Scheme-component "Infrastructure and Laboratory Development".

The Finance Officer has remarked to place the proposal for the purchase of six "Desktop Computers" in the Department of Botany, before the Purchase Committee for consideration, subject to availability of funds and if approved, supply order may be approved accordingly.

*The Committee considered the proposal and recommended to effect the purchase of six "Desktop Computers (Medium End Windows 10 Home - Intel Processor)" in the Department of Botany, from M/s KELTRON(through the cprcs portal of the Government), at a total cost of Rs. Rs. 1,87,680/- (Rupees One lakh eighty seven thousand six hundred and eighty only), inclusive of GST, debiting the expenditure from the State Plan Grant 2020-21 sanctioned to the Department, under the Scheme-component "Infrastructure and Laboratory Development".*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No: 28.48.02.22 Department of Chemistry – Purchase of All in one Desktop Computers (8 Nos) in the Department- Reluctance in supplying the item by the "L1" firm - Request for effecting the purchase from the "L2" firm at a lower rate than the "L1" firm -reg.**

Based on the resolution of the Special meeting of the Syndicate held on 04.06.2020 (Spl. Syn. Item No. 12.54.02.03), sanction was accorded by the Vice-Chancellor, vide Letter No. 3348/2020/UOK dated 30/07/2020, to the Head, Department of Chemistry, to place supply order with the least quoted firm 'M/s. Mccann Info Solution, Mumbai' for the purchase of eight 'All in One Desktops' in the Department, at a total cost of Rs. 3,12,000/- (Rupees Three lakh twelve thousand only), debiting the expenditure from the State Plan Grant 2019-20 sanctioned to the Department, under the Scheme-component "Infrastructure and Laboratory Development".

Accordingly, the Head, Department of Chemistry, vide Letter No. DC/ST/Comp./01/2020-21 dated 24/08/2020, placed purchase order with the firm 'M/s. Mccann Info Solution, Mumbai' for the supply of eight 'All in One Desktops' in the Department. The same was also forwarded to the firm vide email dated 24/08/2020.

However the Head reported that, as the item was not supplied, he had contacted the firm over telephone and they had expressed their reluctance to supply the equipment at the quoted price and also demanded advance payment, which can not be agreed to, as per the terms and conditions stipulated in the Quotation Notice (dated 4/10/2019).

Accordingly, the matter was intimated to the firm vide email dated 29/09/2020. They were also requested to provide a declining letter stating their difficulties in completing the supply against the Supply Order issued by the Department. Thereafter, the firm remained irresponsive and did not provide a declining letter, even after repetitive reminders by the Head vide emails dated 11/11/2020 and 3/12/2020.

Now, the Head, Department of Chemistry vide Letter No. DC/4/59/2021 dated 10.02.2021 informed that the firm 'M/s STAR Computers, Pattom' who had participated in the proposed tender and ranked as "L2", has offered to provide eight 'All in One Desktops', at the competitive reduced price of Rs. 3,11,750/-, which is Rs. 250/- less than the rate quoted by the "L1" firm 'M/s. Mccann Info Solution, Mumbai'. The Head has also forwarded the Verification Report obtained from the Hon. Director, CLIF, stating that the specifications provided by 'M/s STAR Computers, Pattom', in their revised offer dated 4/02/2021, is in compliance with the technical specifications stipulated in the Quotation Notice dated 4/10/2019.

In this context, the Head has requested to cancel the supply order dated 30.07.2020 and issue a new one in favour of 'STAR Computers, Pattom'(the "L2" firm), for the purchase of eight 'All in One Desktops' in the Department, at the discounted cost of Rs. 3,11,750/- (Rupees Three lakh eleven thousand seven hundred and fifty only) (i.e. Rs.250/- less than the rate quoted by the "L1" firm), debiting the expenditure from the State Plan Grant sanctioned under the Scheme-component "Ongoing Projects/Purchases(Continuing Projects/Purchases sanctioned under State Plan Grant 2018-19 and 2019-20)", for the year 2020-21.

The Finance Officer has remarked that the proposal for the purchase of 8 All in One Desktops for use in the Department of Chemistry from the second lowest quoted firm, at the reduced cost of Rs.3,11,750/- (Rupees Three lakh eleven thousand seven hundred and fifty only), may be placed before the Purchase Committee for consideration, subject to availability of fund and if approved, supply order may be placed accordingly.

It is also remarked that, as the "L1" firm didn't supply the items as per the conditions stipulated in the Quotation Notice, they may be disqualified and steps may be taken to cancel their contract and forfeit their EMD. If EMD of L2 has already been refunded then the same may be collected from them, if approved.

It may be noted that, as per the Quotation Notice dated 4/10/2019, published by the Department, EMD has not been demanded from the bidders for participating in the proposed Tender.

***The Committee observed that the "L1" firm 'M/s. Mccann Info Solution, Mumbai' had not supplied the items, in spite of being issued the Supply Order on 24/08/2020 and did not respond to the subsequent reminders (dated 29/09/2020, 11/11/2020 and 3/12/2020) forwarded by the Department.***

***In this context, the Committee recommended to:***

- 1. Cancel the supply order dated 24.08.2020, issued to 'M/s. Mccann Info Solution, Mumbai' (the "L1" firm), as they did not supply the items in accordance with the conditions stipulated in the Quotation Notice, in spite of repeated reminders.***
- 2. Blacklist the firm 'M/s. Mccann Info Solution, Mumbai' from participating in any future tenders/quotations floated by the University.***
- 3. Effect the purchase of eight 'All in One Desktops' in the Department from 'M/s STAR Computers, Pattom'(the "L2" firm), at the discounted cost of Rs. 3,11,750/- (Rupees Three lakh eleven thousand seven hundred and fifty only), which is Rs. 250/- less than the rate quoted by the "L1" firm, debiting the expenditure from the State Plan Grant sanctioned under the Scheme-component "Ongoing Projects/ Purchases (Continuing Projects/ Purchases sanctioned under State Plan Grant 2018-19 and 2019-20)", for the year 2020-21.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

***Item No:28.48. 02.23 Purchase of 22 Desktop Computers from 'M/s. Keltron' for the "Resource Centre for Visually Challenged Users", in connection with the implementation of the Specific project "Library Services for the Differently Abled in the Kerala University Library".***

The Syndicate at its meeting held on 28.03.2019 (Item No. 07.54) had resolved to purchase 22 computers for the "Resource Centre for Visually Challenged Users", in connection with the implementation of the Specific project "Library Services for Differently Abled in the Kerala University Library", against the State Plan Grant 2015-16. However, the purchase could not initiated at that time due to the non- completion of the Civil and Electrical works for the setting up of above said Resource Centre.

Now, the University Librarian (i/c), vide Letter No. M/524/2020-21 dated 06/02/2021 has informed that the pending Civil, Electrical and Networking works of the Resource Centre have been completed and therefore requested to initiate urgent necessary action for the purchase of the Desktop computers, as recommended by the Syndicate, for the setting up of the proposed "Resource Centre".

Accordingly, the Instrumentation Engineer, CLIF, was requested to suggest an appropriate specification for the purchase of 22 Desktops from the latest rate contract available in the cprcs portal of the Government(i.e. through M/s KELTRON), vide email dated 19/03/2021.

Subsequently, the Instrumentation Engineer, CLIF vide email dated 22/03/2021 has remarked that Item No 3 (Desktop - Intel Processor- Medium End Windows 10 Home) under the latest rate contract available in the cprcs portal may be selected for installation at the proposed "Resource Centre" and recommended to process the purchase accordingly.

Accordingly, the requisite proforma invoice to this effect, has been generated from the cprcs portal. The detailed quote in this regard is enumerated below:

| Sl. No.   | Items  | Unit Rate | Qty | Total Rate |
|---|--|-----------|-----|------------|
| 1   | Desktop - Intel Processor- Medium End -Windows 10 Home | 31,280/-  | 22  | 6,88,160/- |
| Rs. 6,88,160/- (Rupees Six lakh eighty eight thousand one hundred and sixty only) |  |           |     |            |



The expenditure in this connection may be debited from the balance amount available in the State Plan Grant sanctioned for the implementation of the Specific Project "Library Services for Differently Abled in the Kerala University Library", for the year 2015-16(approx. Rs. 14.69 Lakh).

The Finance Officer has remarked that the proposal for the purchase of 22 Desktop Computers for the "Resource Centre for Visually Challenged Users", in connection with the implementation of the Specific project "Library Services for the Differently Abled in the Kerala University Library", may be placed before the Purchase Committee, subject to availability of funds and if approved, supply order may be placed accordingly.

***The Committee considered the proposal and recommended to effect the purchase of 22 "Desktop Computers(Medium End Windows 10 Home- Intel Processor)" for the "Resource Centre for Visually Challenged Users", in connection with the implementation of the Specific project "Library Services for the Differently Abled in the Kerala University Library", from M/s KELTRON(through the CPRCS portal of the Government), at a total cost of Rs. 6,88,160/- (Rupees Six lakh eighty eight thousand one hundred and sixty only), inclusive of GST, debiting the expenditure from the balance amount available in the financial assistance sanctioned for the implementation of the above Specific Project, under State Plan Grant for the year 2015-16.***

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No:28.48.02.24 Department of Computer Science – Purchase of "three numbers of 2 Ton Split Inverter Air Conditioners" in the Department - Request for effecting the purchase at the revised rates from the lowest quoted firm, without change in the "L1" status.**

Based on the resolution of the Special meeting of the Syndicate held on 12.01.2020 (Spl.Syn. Item No. 10.02.10.01), sanction was accorded by the Vice-Chancellor, to the Head, Department of Computer Science, to place supply order with 'M/s. Hevco Cooling Systems (P) Limited, Trivandrum', the "L1" firm, for the purchase of three numbers of "2 Ton Split Inverter Air Conditioners" (Panasonic - Make, Model: TU24WKY) in the Department, at a total cost of Rs. 1,73,773/- (Rupees One lakh seventy three thousand seven hundred and seventy three only), inclusive of GST @18% & Flood Cess @1%, debiting the expenditure from the State Plan Grant 2020-21 sanctioned to the Department, under the Scheme- component "Infrastructure and Laboratory Development", vide Letter No. 23562/PLANING A1/2020/UOK dated 11.02.2021.

Now, the Head, Department of Computer Science, vide letter No. CS/Purchase/20-21/12 dated 17.02.2021, has informed that the firm 'M/s. Hevco Cooling Systems (P) Limited, Trivandrum' did not accept the purchase order as the price quoted by them vide their quotation eight months back is no longer valid. The firm has also submitted the revised rate of Rs. 1,80,840/- (Rupees One lakh eighty thousand eight hundred and forty only) for the supply of same items. It is also informed that the revised price quoted by the firm is still the lowest among the prices quoted by other firms in the original tender, as detailed below:

| Sl. No | Firms   | Make and Model                  | Amount (in Rs) | GST @18%         | Total Amount | Remarks  |
|--------|---|---------------------------------|----------------|------------------|--------------|--|
| 1      | Hevco Cooling Systems (P) Limited, Trivandrum | Make: Panasonic Model :TU24WKY. | 1,80,840/-     | Inclusive of GST | 1,80,840/-   | L1 in spite of revising the price. 1 year warranty for AC and 5 years for compressor.5 years Warranty for the Stabilizer |
| 2      | Cool Palace Home Appliances, Trivandrum       | Make: Panasonic                 | 1,85,850/-     | Inclusive of GST | 1,85,850/-   | L2 -1 year warranty for AC and 5 years for compressor  |
| 3      | BST Air Conditioning &                        | Make:Bluestar                   | 2,04,780/-     | Inclusive of GST | 2,04,780/-   | L3 - 2 year warranty for AC and 5 years for  |

|   |  |             |            |          |            |                             |
|---|--|-------------|------------|----------|------------|-----------------------------|
|   | Refrigerations Private Limited, Kottayam |             |            |          |            | compressor                  |
| 4 | Lomofy Multi Traders Pvt Ltd, Trivandrum | Make:Voltas | 1,74,000/- | 31,320/- | 2,05,320/- | L4 - Warranty not specified |

In this context, the Head, Department of Computer Science, has requested to accord the administrative sanction for the purchase "three numbers of 2 Ton Split Inverter Air Conditioners" in the Department, from the firm 'M/s. Hevco Cooling Systems (P) Limited, Trivandrum', at the revised rate of Rs. 1,80,840/- (Rupees One lakh eighty thousand eight hundred and forty only), inclusive of GST, debiting the expenditure from the State Plan Grant 2020-21 sanctioned to the Department, under the Scheme-component "Infrastructure and Laboratory Development".

The Finance Officer has offered the following remarks:

1. The lowest quoted firm 'M/s. Hevco Cooling Systems (P) Limited, Trivandrum' vide letter dated 13/02/2021 has stated that they could not supply Air Conditioners with the price quoted 8 months back and submitted revised invoice. It is also informed that the validity of the tender was 3 months, which has already been exhausted. Hence the claim of the firm is found to be justifiable.
2. Also, the revised price quoted by the firm is still the lowest among the prices quoted by other firms in the original tender.
3. Considering the above, the proposal for the purchase of 2 Ton Split Inverter Air Conditioners at Department of Computer Science from M/s. Hevco Cooling Systems (P) Limited, Trivandrum at the revised rate of Rs. 1,80,840/- (Rupees One lakh eighty thousand eight hundred and forty only), may be placed before the Purchase Committee, subject to availability of funds. If approved, supply order may be placed accordingly.

In this context, the aforementioned proposal is placed before the Purchase Committee, for consideration.

*The Committee observed that the validity of the tender submitted by the lowest quoted firm 'M/s. Hevco Cooling Systems (P) Limited, Trivandrum' was for three months and the same had expired as on date of issuing the Purchase Order. Also, observed that the revised price offered by the firm is still the lowest among the prices quoted by other firms in the original tender.*

*In this context, the Committee recommended to effect the purchase of three numbers of "2 Ton Split Inverter Air Conditioners" in the Department of Computer Science from the firm 'M/s. Hevco Cooling Systems (P) Limited, Trivandrum', at the revised rate of Rs. 1,80,840/- (Rupees One lakh eighty thousand eight hundred and forty only), inclusive of GST, debiting the expenditure from the State Plan Grant 2020-21 sanctioned to the Department, under the Scheme-component "Infrastructure and Laboratory Development".*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No: 28.48.02.25 CLIF- Annual Maintenance Contract for XPS-Quotations- Request for Sanction-reg**

Dr.G.M.Nair, Hon.Director of CLIF, vide letter No. CLIF/AMC/250/2020-21 dated 11.02.2021 has forwarded the quotation for Annual Maintenance Contract of XPS installed in CLIF for a period of three years for a total amount of Rs.8,00,000/- (Rupees Eight Lakh only) and GST @ 18% from M/s Thermo Fisher Scientific India Pvt Ltd, Kolkata.

It is also stated that the amount was fixed after negotiations with M/s Thermo Fisher Scientific India Pvt Ltd, Kolkata during the Purchase Committee Meeting and the AMC becomes effective for three years from the date of issuance of the PO.

The Hon.Director of CLIF has also requested that sanction may be accorded for entering into an AMC for XPS with M/s Thermo Fisher Scientific India Pvt Ltd, Kolkata. for a period of three years at an amount of Rs.9,44,000/- (rupees Nine Lakhs Forty Four Thousand Only) inclusive of GST @ 18%, since the warranty period of the equipment was expired on February 2021.

In response to the above, Finance has opined the following:

1. Proposal for entering into AMC with M/s. Thermo Fisher Scientific India Pvt Ltd, Kolkata for the maintenance of XPS installed in CLIF for a period of three years for a total amount Rs.9,44,000/- (Rupees Nine Lakhs Forty Four Thousand Only) inclusive of GST @ 18% w.e.f the date of issuance of U.O ,may be agreed to, subject to administrative sanction.
2. The expenditure may be met from the h/a "Part I-NP-MH:59(e) CLIF-4/3020-Maintenance of Equipment", provided in the Current Year's Budget Estimates of University.
3. TDS and GST TDS @ 2% each to be deducted while effecting payment.

As per the orders of the Hon'ble Vice-Chancellor, the proposal of Finance for entering into AMC with M/s. Thermo Fisher Scientific India Pvt Ltd, Kolkata for the maintenance of XPS installed in CLIF for a period of three years for a total amount Rs.9,44,000/- (Rupees Nine Lakhs Forty Four Thousand Only) inclusive of GST @ 18% w.e.f the date of issuance of U.O is placed before the Purchase Committee for consideration.

*The Committee considered the proposal and recommended the proposal of CLIF for entering into AMC with M/s. Thermo Fisher Scientific India Pvt Ltd, Kolkata for the maintenance of XPS installed in CLIF for a period of three years for a total amount Rs.9,44,000/- (Rupees Nine Lakhs Forty Four Thousand Only) inclusive of GST @ 18% w.e.f the date of issuance of U.O . The expenditure shall be met from the h/a "Part I-NP-MH:59(e) CLIF-4/3020-Maintenance of Equipment", provided in the Current Year's Budget Estimates of University*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No:28.48.02.26 Centre for Renewable Energy and Materials- Approval for the Purchase of Equipment from the Provisional Advance sanctioned to the Centre-Request-reg**

Dr. S.M.A.Shibli, Professor and Hon. Director, Centre for Renewable Energy and Materials, vide letter dated 15.02.2021 has informed that the following equipment are required for the Centre for setting up of M.Sc-Renewable Energy Lab at Centre for Renewable Energy and Materials as detailed below and the Purchase of the same has been initiated by inviting quotations against the specifications as approved in the Dept Council Meeting.

It is also stated that as per U.O No.Ac.D/2/19363/2019 dated 23.12.2019, an amount of Rs.25,00,000/-was sanctioned as Provisional Advance for the establishment of the Centre.

All the eligible tender quotations for 11 items and their details are tabulated.

| SI No | Description of the Items  |
|-------|---|
| 1     | Laboratory Centrifuge Driven by Brushless DC Motor                              |
| 2     | Hot Air Oven  |
| 3     | Vacuum Oven supplied with Suitable Vacuum Pump                                  |
| 4     | Electronic balance  |
| 5     | Compound Microscope for Biological Purpose                                      |
| 6     | Portable Automatic Autoclave with Digital Display                               |
| 7     | Ceramic top Magnetic stirrer with hotplate                                      |
| 8     | Reference Detector for Intensity Verification for AI light line solar simulator |
| 9     | Spare lamp for Solar Simulator  |
| 10    | High Temperature Tubular Furnace  |
| 11    | Power Supply Board  |

**The details of Quotation are as follows;**

**Item No. 1. Laboratory Centrifuge Driven by Brushless DC Motor**

**Technical Specifications**

(Separation by spinning vessels for fluids, gases or liquids), Maximum 12 x 15 ml (Swing Out rotor) rotor capacity delivers up to 4000RPM, 3144 x g (Fixed Angle) RCF, 50 sec to 99 mins & Infinite Mode Time setting, Adjustable Ramp, Minimum 5 speed selection, Brushless DC Motor, Imbalance Detection and Lid Lock Safety Feature, Dimension-475 x 585 x 325 mm, Automatic Lid Open after the work, 9 Acceleration and 9 Deceleration modes.

| Sl. No. | Firms                             | Brand and Model | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks                      |
|---------|-----------------------------------|-----------------|--------------------------------|-------------------------------------|--------------------|------------------------------|
| 1.      | Leads India (BID 1)               | Model R-8M      | No                             | 40,200 + 5% GST                     | Rs. 42,210         | -                            |
| 2.      | Castle Lab Solutions (BID 2)      | iFuge L400P     | Yes                            | 56,798 + 18% GST                    | Rs. 67,022         | L <sub>1</sub> (Recommended) |
| 3.      | UNIQUE SCIENTIFIC (BID 3)         | T-8BL           | No                             | 46,856 + 5% GST                     | Rs. 49,198         | -                            |
| 4.      | Labtronix Inc. (BID 4)            | LNRC-4K         | Yes                            | 58,000 + 18% GST                    | Rs. 68,440         | L <sub>3</sub>               |
| 5.      | Genuine Scientific (BID 5)        | Medico Plus     | No                             | 27,698 (GST Included)               | Rs. 27,698         | -                            |
|         |                                   | R-8C            | No                             | 31,654 (GST Included)               | Rs. 31,654         | -                            |
| 6.      | UNIVERSAL AGENCIES (BID 6)        | REMI            | No                             | 41,580 + 5% GST                     | Rs. 43,659         | -                            |
|         |                                   | T-8BL           | No                             | 44,940 + 5% GST                     | Rs. 47,187         | -                            |
| 7.      | CALGON SCIENTIFIC CO. (BID 7)     | TC 650 F        | Yes                            | 58,447 + 18% GST                    | Rs. 68,968         | L <sub>4</sub>               |
| 8.      | S.V. SCIENTIFIC Pvt. Ltd. (BID 8) | iFuge L400P     | Yes                            | 56,800 + 18% GST                    | Rs. 67,024         | L <sub>2</sub>               |

**Item No. 2. Hot Air Oven**

(Ref. No. CREM/Eq/PUR/11/2020)

**Technical Specifications**

(90 Litre Capacity, +10 °C to 250 °C Temperature range) Minimum 2 No. of shelves height adjustable in 25mm steps, Glass window in-built into the door, Automatic cut off of heater & blower when door opened, Digital PID temperature controller with timer, Alarms and auto tuning, Solid and plain bottom without electricals, Seamless round cornered edge of internal chamber.

| Sl. No. | Firms   | Brand and Model | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks        |
|---------|---|-----------------|--------------------------------|-------------------------------------|--------------------|----------------|
| 1.      | HEATECH SYSTEMS (BID 1)                           | Hot Air Oven    | Yes                            | 2,55,000 + 18% GST                  | Rs. 3,00,900       | L <sub>3</sub> |
| 2.      | M/S BIOCRAFT SCIENTIFIC SYSTEMS PVT. LTD. (BID 2) | Hot Air Oven    | No                             | 25,370 (GST Included)               | Rs. 25,370         | -              |
| 3.      | Igene Labserve (BID 3)                            | Hot Air Oven    | No                             | 39,800 + 5% GST                     | Rs. 41,790         | -              |
| 4.      | Capital Labtech (BID 4)                           | Hot Air Oven    | No                             | 1,20,000 + 5% GST                   | Rs. 1,26,000       | -              |
| 5.      | Calgon Scientific                                 | Hot Air         | Yes                            | 74,194 + 18%                        | Rs. 88,290         | L <sub>2</sub> |

|    |   |              |     |                       |              |                                    |
|----|---|--------------|-----|-----------------------|--------------|------------------------------------|
|    | <b>(BID 5)</b>  | Oven         |     | GST                   |              |                                    |
| 6. | <b>S.V. SCIENTIFIC Pvt. Ltd. (BID 6)</b>                      | Hot Air Oven | No  | 1,64,800 + 5% GST     | Rs. 1,73,040 | -                                  |
| 7. | <b>Labtronixed Inc. (BID 7)</b>                               | LHTO-95      | No  | 38,000 + 18% GST      | Rs. 44,840   | -                                  |
| 8. | <b>Deep Scientific Emporium (BID 8)</b>                       | Hot Air Oven | No  | 48,790 (GST Included) | Rs. 48,790   | -                                  |
| 9. | <b>Unique Scientific (BID 9)</b>                              | Hot Air Oven | No  | 2,22,890 + 5% GST     | Rs. 2,34,035 | -                                  |
| 10 | <b>Genuine Scientific Instruments (BID 10)</b>                | Hot Air Oven | No  | 60,100 (GST Included) | Rs. 60,100   | -                                  |
| 11 | <b>Mayora Scientific (BID 11)</b>                             | Hot Air Oven | No  | 60,140 + 18% GST      | Rs. 70,965   | -                                  |
| 12 | <b>UNIVERSAL AGENCIES (BID 12)</b>                            | YSI – 431D   | No  | 55,500 + 5% GST       | Rs. 58,275   | -                                  |
| 13 | <b>The Industrial &amp; Laboratory Equipment Co. (BID 13)</b> | Hot Air Oven | No  | 2,40,000 + 18% GST    | Rs. 2,83,200 | -                                  |
| 14 | <b>Matrix Eco Technologies (BID 14)</b>                       | MET 111      | No  | 94,000 + 18% GST      | Rs. 1,10,920 | -                                  |
| 15 | <b>SLABS (BID 15)</b>   | ROTEK        | No  | 39,500 + 18% GST      | Rs. 46,610   | -                                  |
| 16 | <b>Castle Lab Solutions (BID 16)</b>                          | 7051-091     | Yes | 62,328 + 18% GST      | Rs. 73,547   | <b>L<sub>1</sub> (Recommended)</b> |
| 17 | <b>Leads India (BID 17)</b>                                   | Hot Air Oven | No  | 38,000 + 5% GST       | Rs. 39,900   | -                                  |

**Item No. 3. Vacuum Oven supplied with suitable Vacuum Pump**

(Ref. No. CREM/Eq/PUR/12/2020)

**Technical Specifications**

(40- 45Litre Capacity, 50°C to 250°C Temperature Range, ±2°C Accuracy), Imported Hydraulic Thermostat, Double Walled Construction, Inner Chamber Made of Stainless Steel S.S 304, Oil Free Vacuum Pump (Maximum Flow -45Ltrs/Min, Maximum Vacuum -27” Hg, Max Pressure: 55 PSI, Motor HP: ¼), Noiseless Performance.

| Sl. No. | Firms  | Brand and Model | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks              |
|---------|--|-----------------|--------------------------------|-------------------------------------|--------------------|----------------------|
| 1       | <b>CALGON SCIENTIFIC CO. (BID 1)</b>             | RVO-15          | Yes                            | 84,958 + 18% GST                    | Rs. 1,00,250       | <b>L<sub>3</sub></b> |
| 2.      | <b>SLABS (BID 2)</b>                             | RVO-15          | No                             | 84,000+ 18% GST                     | Rs. 99,120         | -                    |
| 3.      | <b>THE INDUSTRIAL &amp; LABORATORY EQUIPMENT</b> | VO100           | No                             | 1,90,800 + 18% GST                  | Rs. 2,25,144       | -                    |
|         |  | TLPPL 141       | No                             | 1,71,547 + 18%                      | Rs. 2,02,425       | -                    |

|     |  |  |     |                               |                 |  |
|-----|--|--|-----|-------------------------------|-----------------|--|
|     | <b>CO. (BID 3)</b>   |  |     | GST                           |                 |  |
|     |  | TLPPL<br>142                             | No  | 1,88,347<br>+18% GST          | Rs.<br>2,22,249 | -                                      |
| 4.  | <b>M/s Biocraft<br/>Scientific<br/>Systems PVT.<br/>LTD. (BID 4)</b> | Vacuum<br>Oven<br>with<br>vacuum<br>pump | No  | 1,30,390<br>(GST<br>included) | Rs.<br>1,30,390 | -                                      |
| 5.  | <b>CASTLE LAB<br/>SOLUTIONS<br/>(BID 5)</b>                          | RVO-R-<br>2                              | Yes | 81,500 +<br>18% GST           | Rs. 96,170      | <b>L<sub>2</sub></b>                   |
| 6.  | <b>Leads India<br/>(BID 6)</b>                                       | Vacuum<br>Oven<br>with<br>vacuum<br>pump | Yes | 1,90,000<br>+ 18%<br>GST      | Rs.<br>2,24,200 | <b>L<sub>7</sub></b>                   |
| 7.  | <b>S.V. Scientific<br/>Pvt. Ltd. (BID<br/>7)</b>                     | Vacucell<br>ECO                          | No  | 5,82,500<br>+ 18%<br>GST      | Rs.<br>6,87,350 | -                                      |
| 8.  | <b>Labtronixd<br/>Inc. (BID 8)</b>                                   | LVO-45                                   | Yes | 85,000 +<br>18% GST           | Rs.1,00,300     | <b>L<sub>4</sub></b>                   |
| 9.  | <b>Mansha<br/>Vacuum<br/>Equipments<br/>Pvt.Ltd. (BID 9)</b>         | Vacuum<br>Oven<br>with<br>vacuum<br>pump | No  | 6,39,000<br>+ 18%<br>GST      | Rs.<br>7,54,020 | -                                      |
| 10. | <b>CAPITAL LAB<br/>TECH (BID 10)</b>                                 | Vacuum<br>Oven<br>with<br>vacuum<br>pump | No  | 1,70,000<br>+ 5%<br>GST       | Rs.<br>1,78,500 | -                                      |
| 11. | <b>IGENE<br/>LABSERVE<br/>(BID 11)</b>                               | IG-<br>45VHA                             | Yes | 99,800 +<br>5% GST            | Rs.<br>1,04,790 | <b>L<sub>5</sub></b>                   |
| 12. | <b>UNIVERSAL<br/>AGENCIES<br/>(BID 12)</b>                           | RVO-15                                   | Yes | 78,840 +<br>5% GST            | Rs. 82,782      | <b>L<sub>1</sub><br/>(Recommended)</b> |
| 13. | <b>DEEP<br/>SCIENTIFIC<br/>EMPORIUM<br/>(BID 13)</b>                 | KVOR-2                                   | Yes | 1,18,000<br>(GST<br>included) | Rs.<br>1,18,000 | <b>L<sub>6</sub></b>                   |
| 14. | <b>UNIQUE<br/>SCIENTIFIC<br/>(BID 14)</b>                            | RVO-R-<br>2                              | No  | 1,02,380<br>+ 5%<br>GST       | Rs.<br>1,07,449 | -                                      |
| 15. | <b>Mayora<br/>scientific co.<br/>(BID 15)</b>                        | RVO-50                                   | No  | 1,11,550<br>+ 18%<br>GST      | Rs.<br>1,31,629 | -                                      |

**Item No. 4. Electronic balance**

(Ref. No. CREM/Eq/PUR/13/2020)

**Technical Specifications**

(Input AC 100 -240 V, 50-60 Hz/ Output DC 7.5 V Power), LCD/LED Display, 0.001 g Readability,  $\pm 001$  g Repeatability,  $\pm 002$  g Linearity, 10 °C to 40 °C Temperature range, 200 g maximum capacity, Stainless steel construction, 90 mm Diameter Weighing plate, Glass windshield with sliding doors, Maximum 3 kg weight.

| Sl. No | Firms   | Brand and Model     | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR (including all taxes) | Remarks                      |
|--------|---|---------------------|--------------------------------|-------------------------------------|--|------------------------------|
| 1.     | Mayora scientific Co. (BID 1)                     | BW101/BW201/BW201 S | Yes                            | 57,500 + 18% GST                    | Rs. 67,850                               | L <sub>13</sub>              |
| 2.     | Calgon Scientific Co. (BID 2)                     | SAB 203E            | Yes                            | 12,328 + 18% GST                    | Rs. 14,547                               | L <sub>1</sub> (Recommended) |
| 3.     | The Industrial & Laboratory equipment Co. (BID 3) | Shimadzu TX323L     | Yes                            | 60,500 + 18% GST                    | Rs. 71,390                               | L <sub>14</sub>              |
|        |   | Shimadzu BL-220H    | Yes                            | 36,462 + 18% GST                    | Rs. 43,025                               | L <sub>9</sub>               |
| 4.     | M/s Biocraft Scientific Systems Pvt. Ltd. (BID 4) | Electronic balance  | Yes                            | 22,656 (GST included)               | Rs. 22,656                               | L <sub>3</sub>               |
| 5.     | CASTLE LAB SOLUTIONS (BID 5)                      | SES323              | Yes                            | 30,500 + 18% GST                    | Rs. 35,990                               | L <sub>7</sub>               |
|        |   | SES204              | Yes                            | 39,000 + 18% GST                    | Rs. 46,020                               | L <sub>10</sub>              |
|        |   | SES220C             | Yes                            | 44,500 + 18% GST                    | Rs. 52,510                               | L <sub>11</sub>              |
| 6.     | Igene Labserve (BID 6)                            | IG-PG220            | Yes                            | 19,800 + 18% GST                    | Rs. 23,364                               | L <sub>4</sub>               |
| 7.     | Deep Scientific Emporium (BID 7)                  | INFRA               | Yes                            | 22,475 (GST included)               | Rs. 22,475                               | L <sub>2</sub>               |
| 8.     | First source Laboratory solutions (BID 8)         | RADWAG              | Yes                            | 25,600 + 5% GST                     | Rs. 26,880                               | L <sub>5</sub>               |
| 9.     | Capital Lab Tech (BID 9)                          | SAB 224CL           | No                             | 65,000 + 5% GST                     | Rs. 68,280                               | -                            |
| 10.    | UNIVERSAL AGENCIES (BID 10)                       | ACZET, CY223        | Yes                            | 29,400 + 5% GST                     | Rs. 30,870                               | L <sub>6</sub>               |
|        |   | Shimadzu, BL220H    | Yes                            | 37,500 + 5% GST                     | Rs. 39,375                               | L <sub>8</sub>               |
| 11.    | Genuine scientific instruments (BID 11)           | Shimadzu, UX220H    | Yes                            | 86,126 (GST included)               | Rs. 86,126                               | L <sub>15</sub>              |
|        |   | Shimadzu, UW220H    | Yes                            | 1,05,315 (GST included)             | Rs. 1,05,315                             | L <sub>16</sub>              |
| 12.    | Unique Scientific (BID 12)                        | SAB-223CL           | No                             | 22,425 + 5% GST                     | Rs. 23,546                               | -                            |
| 13.    | Leads India (BID 13)                              | PS210.R2            | Yes                            | 64,000 + 5% GST                     | Rs. 67,200                               | L <sub>12</sub>              |

**Item No. 5. Compound Microscope for biological purpose**

(Ref. No. CREM/Eq/PUR/14/2020)

**Technical Specifications**

100-1000X Magnification, Objectives (Achromatic, parfocal and parcentric 4X - 10X- 40X SL and 100X SL), Oil immersion, Observation Head (Binocular, 45° inclination, Rotatable through 360°, fixed in any direction), Nosepiece (Quadruple revolving with accurate centring and positive click stops), Eyepiece (Wide field WF 10X -20Xmm ), Stage (Focusable with Iris diaphragm and slider slot), Condenser, Coarse adjustments, LED/halogen bulb Illumination.

| Sl. No. | Firms  | Brand and Model      | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks                      |
|---------|--|----------------------|--------------------------------|-------------------------------------|--------------------|------------------------------|
| 1       | DEEP SCIENTIFIC EMPORIUM (BID 1)                   | HL -12               | No                             | 29,000 (GST included)               | Rs. 29,000         | -                            |
|         |  | HL-10A LED           | No                             | 33,900 (GST included)               | Rs. 33,900         | -                            |
| 2.      | CALGON SCIENTIFIC (BID 2)                          | Motic BI220 ASC      | Yes                            | 34,187 + 18 % GST                   | Rs. 40,341         | L <sub>4</sub>               |
| 3.      | UNIQUE SCIENTIFIC (BID 3)                          | MXL45                | Yes                            | 15,500 + 5% GST                     | Rs. 16,275         | L <sub>1</sub> (Recommended) |
| 4.      | M/s Biocraft Scientific Systems Pvt. Ltd. (BID 4)  | Compound Microscope  | No                             | 17,960 (GST Included)               | Rs. 17,960         | -                            |
| 5.      | In Biotek (BID 5)                                  | BScope               | No                             | 64,700 (GST Included)               | Rs. 64,700         | -                            |
| 6.      | Leads India (BID 6)                                | BXL                  | No                             | 23,000 + 5% GST                     | Rs. 24,150         | -                            |
| 7.      | Genuine Scientific Instruments (BID 7)             | MLXi-Plus            | No                             | 36,870 (GST included)               | Rs. 36,870         | -                            |
| 8.      | UNIVERSAL AGENCIES (BID 8)                         | LABOMED LX400 LED    | No                             | 29,970+ 5% GST                      | Rs. 31,469         | -                            |
| 9.      | MAYORA SCIENTIFIC (BID 9)                          | Cole Parmer          | No                             | 1,42,308 (GST Included)             | Rs. 1,42,308       | -                            |
| 10.     | The industrial & laboratory equipment co. (bid 10) | LABOMED -VISION-2000 | Yes                            | 23,162 + 18% GST                    | Rs. 27,331         | L <sub>2</sub>               |
|         |  | LABOMED -VISION-200  | Yes                            | 24,284 + 18% GST                    | Rs. 28,655         | L <sub>3</sub>               |

**Item No. 6. Portable Automatic Autoclave with Digital Display**

(Ref. No. CREM/Eq/PUR/15/2020)

**Technical Specifications**



(10/20litres Capacity, 105-135 °C Temperature, 15/16Psi Pressure), Stainless steel/ Aluminium Construction, Power (AC 220V / 50Hz), Digital temperature indicator, Sterilization indicator, Buzzer, Low water sensor, Low water cut-off device, Containers and baskets, Aluminium basket with handle, Stainless Steel Wire Basket, Plastic Disinfectant Tray, CE Marked Pressure Valves, Lid Lock, Steam and vacuum release valve, Auto electric cut off.

| Sl. No. | Firms  | Brand and Model | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks                      |
|---------|--|-----------------|--------------------------------|-------------------------------------|--------------------|------------------------------|
| 1.      | <b>CALGON SCIENTIFIC CO. (BID 1)</b>                         | 7471-16         | Yes                            | 1,16,940 + 18% GST                  | Rs. 1,37,989       | L <sub>5</sub>               |
| 2.      | <b>The Industrial &amp; Laboratory Equipment Co. (BID 2)</b> | HV-25           | No                             | 5,10,000 + 18% GST                  | Rs. 6,01,800       | -                            |
|         |  | TLPPPL 101      | No                             | 59,000 + 18% GST                    | Rs. 69,620         | -                            |
| 3.      | <b>Leads India (BID 3)</b>                                   | A25             | No                             | 20,000 + 5% GST                     | Rs. 21,000         | -                            |
| 4.      | <b>MATRIX ECO TECHNOLOGIES (BID 4)</b>                       | MET 102         | Yes                            | 1,40,000+ 18% GST                   | Rs. 1,65,200       | L <sub>6</sub>               |
| 5.      | <b>SLABS (BID 5)</b>   | RVA01SS         | Yes                            | 27,000 + 5% GST                     | Rs. 28,350         | L <sub>2</sub>               |
| 6.      | <b>UNIVERSAL AGENCIES (BID 6)</b>                            | RAV01           | Yes                            | 26,400 + 5% GST                     | Rs. 27,720         | L <sub>1</sub> (Recommended) |
|         |  | YSI-401         | Yes                            | 30,000 + 5% GST                     | Rs. 31,500         | L <sub>3</sub>               |
| 7.      | <b>Deep Scientific Emporium (BID 7)</b>                      | KEMI            | Yes                            | 84,700 (GST included)               | Rs. 84,700         | L <sub>4</sub>               |
| 8.      | <b>Unique Scientific (BID 8)</b>                             | HG-50           | No                             | 7,50,000 + 5% GST                   | Rs. 7,87,500       | -                            |
| 9.      | <b>Castle Lab Solutions (BID 9)</b>                          | 7407PAD         | No                             | 37,800 + 18% GST                    | Rs. 44,604         | -                            |
| 10.     | <b>Labtronix Inc. (BID 10)</b>                               | LVADW-22        | No                             | 98,000 + 18% GST                    | Rs. 1,156,40       | -                            |

**Item No. 7. Ceramic top magnetic stirrer with hotplate**

(Ref. No. CREM/Eq/PUR/17/2020)

**Technical Specifications**

(Ambient to 300°C Temperature Range, 200-2200 RPM in steps of 10 RPM Speed Range), Platform (26 x 26 cm), Set-up plate dimensions (140 mm), 9 L Stir Capacity, Ceramic coated SS Heating plate, Digital display, 1-999 mins and infinite range of Run time, IP 21 Protection Class, DC motor for better performance, PT-1000 probe temperature of medium.

| Sl. No. | Firms                       | Brand and Model | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks        |
|---------|-----------------------------|-----------------|--------------------------------|-------------------------------------|--------------------|----------------|
| 1.      | <b>The Industrial &amp;</b> | BOROSIL         | Yes                            | 36,480 +                            | Rs.                | L <sub>7</sub> |

|     |   |                  |     |                       |            |                                    |
|-----|---|------------------|-----|-----------------------|------------|------------------------------------|
|     | <b>Laboratory Equipment Co. (BID 1)</b> |                  |     | 18% GST               | 43,046     |                                    |
| 2.  | <b>S.V. SCIENTIFIC Pvt.Ltd. (BID 2)</b> | iStir HP320      | Yes | 22,800 + 18% GST      | Rs. 26,904 | <b>L<sub>5</sub></b>               |
| 3.  | <b>Calgon Scientific CO. (BID 3)</b>    | Glassco          | No  | 23,205 + 18% GST      | Rs. 27,382 | -                                  |
| 4.  | <b>SLABS (BID 4)</b>                    | iStir HP320      | Yes | 28,500 + 18% GST      | Rs. 33,630 | <b>L<sub>6</sub></b>               |
| 5.  | <b>CASTLE LAB SOLUTIONS (BID 5)</b>     | iStir HP320      | Yes | 15,400 + 18% GST      | Rs. 18,172 | <b>L<sub>1</sub> (Recommended)</b> |
| 6.  | <b>Universal Agencies (BID 6)</b>       | AN-MSH-750       | No  | 42,600 + 5% GST       | Rs. 44,730 | -                                  |
|     |   | MOXCA RE         | No  | 30,900 + 5% GST       | Rs. 32,445 | -                                  |
| 7.  | <b>Deep Scientific Emporium (BID 7)</b> | KEMI             | No  | 12,085 (GST included) | Rs. 12,085 | -                                  |
| 8.  | <b>Unique Scientific (BID 8)</b>        | iStir HP320      | Yes | 24,000 + 5% GST       | Rs. 25,200 | <b>L<sub>3</sub></b>               |
| 9.  | <b>FIRST SOURCE (BID 9)</b>             | iStir HP320      | Yes | 23,400 + 5% GST       | Rs. 24,570 | <b>L<sub>2</sub></b>               |
| 10. | <b>MAYORA SCIENTIFIC (BID 10)</b>       | Remi 10 MLH PLUS | No  | 45,590 + 18% GST      | Rs. 53,796 | -                                  |
| 11. | <b>Leads India (BID 11)</b>             | iStir HP320      | Yes | 25,000 + 5% GST       | Rs. 26,250 | <b>L<sub>4</sub></b>               |

**Item No. 8. Reference Detector for intensity verification For A1 light line Solar Simulator (Ref. No. CREM/Eq/PUR/18/2020)**

**Technical Specifications**

Spectral range (NIR, UV, Visible; 190 -1100 nm), Silicon Detector material, Solid state Detector, NEP ( $< 8.10 \times 10^{-15} \text{W/Hz}^{1/2}$ ), 2.5 mm square Active area, Responsivity (@200nm 0.12 A/W Typical (0.10 minimum), Peak @960nm, 0.5 A/W, DC coupled, Single channel. Calibrated Isc for 1 sun to be provided for measuring the intensity.

| Sl. No. | Firms                                    | Brand and Model    | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks                           |
|---------|--|--------------------|--------------------------------|-------------------------------------|--------------------|-----------------------------------|
| 1.      | <b>Measure India Corporation (BID 1)</b> | Reference Detector | Yes                            | 85,600 + 18% GST                    | Rs. 1,01,008       | <b>L<sub>2</sub></b>              |
| 2.      | <b>Ipgi Instruments (BID 2)</b>          | SKU 125-9007       | Yes                            | 80,620 + 18% GST                    | Rs. 95,131         | <b>L<sub>1</sub>(Recommended)</b> |
| 3.      | <b>Eurasian Associates (BID 3)</b>       | Reference Detector | Yes                            | 90,000 + 18% GST                    | Rs. 1,07,970       | <b>L<sub>3</sub></b>              |

**Item No. 9. Spare lamp for Solar Simulator (Ref. No. CREM/Eq/PUR/19/2020)**

**Technical Specifications**

Xenon Lamp, Short Xenon Arc Design, 300W Rating, Ozone Free, Spectral Range (Infrared, UV, Visible), Lamp (14~20 Volts, 14~21 Amps, 300 watts) Forced Air cooling, Suitable for AAA Solar simulator.

| Sl. No. | Firms                             | Brand and Model | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks                      |
|---------|-----------------------------------|-----------------|--------------------------------|-------------------------------------|--------------------|------------------------------|
| 1.      | Ipgi Instruments (BID 1)          | XE300           | Yes                            | 1,17,950 + 18% GST                  | Rs. 1,39,181       | L <sub>1</sub> (Recommended) |
| 2.      | Eurassian Associates (BID 2)      | Solar Simulator | Yes                            | 1,26,100 + 18% GST                  | Rs. 1,50,568       | L <sub>2</sub>               |
| 3.      | Measure India corporation (BID 3) | Solar Simulator | Yes                            | 1,23,000 + 18% GST                  | Rs. 1,54,580       | L <sub>3</sub>               |

**Item No. 10. High Temperature Tubular Furnace**

(Ref. No. CREM/Eq/PUR/20/2020)

**Technical Specifications**

Furnace Tube Dimensions (Inner diameter up to 75 mm, Outer diameter up to 85 mm, Length up to 1000 mm), 200 mm (within  $\pm 2$  °C) Even Hot zone length, Operate under Vacuum, Argon, Nitrogen Atmosphere, 1400 °C Maximum Operating Temperature,  $\pm 1$  °C achieved using a PID controller Temperature Accuracy, Power (3- 4 kW over 230 V AC supply), Silicon carbide Heating element, Inlet and outlets for gas flow, Ceramic fibre insulation, 760 mm/Hg Vacuum level, Vacuum gauge, Digital gas flow meter, Safety controllers, Separate thermocouples, Option for setting and selecting different programs, 2 year Warranty.

| Sl. No. | Firms                                     | Brand and Model                  | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks                      |
|---------|---|----------------------------------|--------------------------------|-------------------------------------|--------------------|------------------------------|
| 1.      | TECHNICO PRODUCTS (BID 1)                 | High Temperature Tubular Furnace | Yes                            | 2,12,600 + 18% GST                  | Rs. 2,50,868       | L <sub>1</sub> (Recommended) |
| 2.      | UNIVERSAL AGENCIES (BID 2)                | MSW-253                          | Yes                            | 10,44,000 + 5% GST                  | Rs. 10,96,200      | L <sub>3</sub>               |
| 3.      | Mansha Vacuum Equipments Pvt,Ltd. (BID 3) | High Temperature Tubular Furnace | No                             | 5,67,000+ 18% GST                   | Rs. 6,69,060       | -                            |
| 4.      | CAPITAL LAB TECH (BID 4)                  | High Temperature Tubular Furnace | No                             | 5,30,000+ 5% GST                    | Rs. 5,56,500       | -                            |
| 5.      | Leads India (BID 5)                       | High Temperature Tubular Furnace | Yes                            | 2,35,000 + 18% GST                  | Rs. 2,77,300       | L <sub>2</sub>               |

**Purchase of Power Supply Board with Proprietary Ownership**

**Item No. 11. Power Supply Board (Part ALI34803) for existing Electrochemical Workstation Model SP-200**

Item required to initiate the usage of an existing Electrochemical Workstation to be purchased from Biologic Science Instruments Pvt. Ltd., Seyssinet-Pariset, France, who has proprietary ownership on the product. The instrument can function only if the said Power Supply Board is replaced by the sole manufacturer. It is also further specially requested to permit for making 100%

advance payment by wire transfer as per their terms and conditions. Hence Tender Notice was not issued.

| Sl. No. | Firm                                   | Brand and Model                    | Price including GST & extra charges | Total Price in EURO | Remarks        |
|---------|--|------------------------------------|-------------------------------------|---------------------|----------------|
| 1.      | BioLogic Science Instruments Pvt. Ltd. | Power supply board (Part ALI34803) | 1407.00 Euro                        | 1407.00 Euro        | Proprietorship |

**The details of Lowest quotations (L1) for 11 items are tabulated.**

| Sl. No.   | Description of the Items  | Firms                                 | Price including GST & extra charges | Total Price                 |
|---|---|---------------------------------------|-------------------------------------|-----------------------------|
| 1.  | Laboratory Centrifuge Driven by Brushless DC Motor                              | Castle Lab Solutions                  | 56,798 + 18% GST                    | Rs. 67,022                  |
| 2.  | Hot Air Oven  | Castle Lab Solutions                  | 62,328 + 18% GST                    | Rs. 73,547                  |
| 3.  | Vacuum Oven supplied with suitable Vacuum Pump                                  | UNIVERSAL AGENCIES                    | 78,840 + 5% GST                     | Rs. 82,782                  |
| 4.  | Electronic balance  | Calgon Scientific Co.                 | 12,328 + 18% GST                    | Rs. 14,547                  |
| 5.  | Compound Microscope for biological purpose                                      | UNIQUE SCIENTIFIC                     | 15,500 + 5% GST                     | Rs. 16,275                  |
| 6.  | Portable Automatic Autoclave with Digital Display                               | UNIVERSAL AGENCIES                    | 26,400 + 5% GST                     | Rs. 27,720                  |
| 7.  | Ceramic top magnetic stirrer with hotplate                                      | Castle Lab Solutions                  | 15,400 + 18% GST                    | Rs. 18,172                  |
| 8.  | Reference Detector for intensity verification For A1 light line Solar Simulator | Ipgi Instruments                      | 80,620 + 18% GST                    | Rs. 95,131                  |
| 9.  | Spare lamp for Solar Simulator  | Ipgi Instruments                      | 1,17,950 + 18% GST                  | Rs. 1,39,181                |
| 10.   | High Temperature Tubular Furnace  | TECHNICO PRODUCTS                     | 2,12,600 + 18% GST                  | Rs. 2,50,868                |
| 11.   | Power Supply Board  | BioLogic Science Instruments Pvt. Ltd | 1407.00 Euro                        | 1407.00 Euro                |
| <b>Total amount required for the purchase of 11 items as per L1</b> |   |                                       |                                     | Rs.7,85,245/- +1407.00 Euro |

Dr.S.M.A.Shibli, Hon.Director, Centre for Renewable Energy and Materials has requested that steps may be taken to get approval through Purchase Committee to place the Supply Order and procure them.

4.It is also stated that the expenditure may be met from the amount allotted as per the U.O No.Ac.D/2/19363/2019 dated 23.12.2019

The Finance has issued concurrence to the purchase subject to the recommendations of the Purchase Committee.

***The Committee considered the proposal and recommended the purchase of items as detailed below for the setting up of M Sc. -Renewable energy Lab.at Centre for Renewable Energy and Materials***

| Sl. No. | Description of the Items                           | Firms                | Price including GST & extra charges | Total Price |
|---------|--|----------------------|-------------------------------------|-------------|
| 1.      | Laboratory Centrifuge Driven by Brushless DC Motor | Castle Lab Solutions | 56,798 + 18% GST                    | Rs. 67,022  |

|   |  |  |                           |                                    |
|---|--|--|---------------------------|------------------------------------|
| 2.  | <i>Hot Air Oven</i>  | <i>Castle Lab Solutions</i>                  | <i>62,328 + 18% GST</i>   | <i>Rs. 73,547</i>                  |
| 3.  | <i>Vacuum Oven supplied with suitable Vacuum Pump</i>                                  | <i>UNIVERSAL AGENCIES</i>                    | <i>78,840 + 5% GST</i>    | <i>Rs. 82,782</i>                  |
| 4.  | <i>Electronic balance</i>  | <i>Calgon Scientific Co.</i>                 | <i>12,328 + 18% GST</i>   | <i>Rs. 14,547</i>                  |
| 5.  | <i>Compound Microscope for biological purpose</i>                                      | <i>UNIQUE SCIENTIFIC</i>                     | <i>15,500 + 5% GST</i>    | <i>Rs. 16,275</i>                  |
| 6.  | <i>Portable Automatic Autoclave with Digital Display</i>                               | <i>UNIVERSAL AGENCIES</i>                    | <i>26,400 + 5% GST</i>    | <i>Rs. 27,720</i>                  |
| 7.  | <i>Ceramic top magnetic stirrer with hotplate</i>                                      | <i>Castle Lab Solutions</i>                  | <i>15,400 + 18% GST</i>   | <i>Rs. 18,172</i>                  |
| 8.  | <i>Reference Detector for intensity verification For AI light line Solar Simulator</i> | <i>Ipgi Instruments</i>                      | <i>80,620 + 18% GST</i>   | <i>Rs. 95,131</i>                  |
| 9.  | <i>Spare lamp for Solar Simulator</i>  | <i>Ipgi Instruments</i>                      | <i>1,17,950 + 18% GST</i> | <i>Rs. 1,39,181</i>                |
| 10.   | <i>High Temperature Tubular Furnace</i>  | <i>TECHNICO PRODUCTS</i>                     | <i>2,12,600 + 18% GST</i> | <i>Rs. 2,50,868</i>                |
| 11.   | <i>Power Supply Board</i>  | <i>BioLogic Science Instruments Pvt. Ltd</i> | <i>1407.00 Euro</i>       | <i>1407.00 Euro</i>                |
| <i>Total amount required for the purchase of 11 items as per LI</i> |  |  |                           | <i>Rs.7,85,245/- +1407.00 Euro</i> |

*The expenditure shall be met from the provisional advance allotted as per the U.O No.Ac.D/2/19363/2019 dated 23.12.2019*

***Resolution of the Syndicate***

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

***Item No.28.48. 02.27: Department of Publications-Purchase of RAI Paper- Administrative Sanction- Request-reg***

The Director, Department of Publications, vide letter No.KUDP/Purchase of RA-I Maplitho Paper/11/2021 dated 09.02.2021 has forwarded the Estimate for the Purchase of 500 reams of 60 GSM RAI Printing Paper (Size: 61x 86 cm) obtained from the Controller of Stationery, stating that the Stationery Department needs Administrative Sanction for an amount of Rs.5,50,000/- for the purchase of 500 reams of 60 GSM Maplitho paper with RAI Size.

It is also informed that the expenditure may be met from the Head MH-52-Department of Publications-4-2805-Printing Charges (Including cost of Paper).

Moreover, the Director, Department of Publications has requested that necessary administrative sanction may be granted for the purchase of 500 reams of 60 GSM RAI Size Maplitho Printing paper (Size: 61x 86 cm) from the Stationery Department at the earliest.

In response to the above, Finance has opined the following;

1. The proposal for purchase of 500 reams of 60 GSM Maplitho Printing Paper with RAI Size (Size: 61x 86 cm) from the Stationery Department, for the use in Department of Publications may be placed before the Purchase Committee for consideration
2. If approved, supply order may be placed accordingly.
3. Adequate amount is provided under the h/a "Part I-NP-MH-52-Publications-4-2805-Printing Charges (Incl.cost of paper)" of current year B.E of University for the purchase of paper.
4. If required, additional amount will be provided to the above h/a at the time of payment.

As per the orders of the Vice-Chancellor, the proposal of Finance in connection with the Purchase of 500 reams of 60 GSM Maplitho Printing Paper with RAI Size(Size: 61x 86 cm) from the Stationery Department, for the use in Department of Publications is placed

before the Purchase Committee for consideration.

*The Committee considered the matter and recommended the purchase of 500 reams of 60 GSM Maplitho Printing Paper with RAI Size(Size: 61x 86 cm) from the Stationery Department, for the use in the Department of Publications for an estimated amount of Rs.5,50,000/-. The expenditure may be met from the Head MH-52-Department of Publications-4-2805-Printing Charges provided in the Current Year's Budget Estimates of University and if required, additional amount may be provided to the above H/A at the time of the payment.*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

**Item No.28.48. 02:28 Centre for Renewable Energy and Materials- Approval for the Purchase of Equipment for setting up of M.Sc-Renewable Energy Lab at Centre for Renewable Energy and Materials-Request-reg**

Dr.S.M.A.Shibli, Professor and Hon. Director, Centre for Renewable Energy and Materials, vide letter dated 04.03.2021 has informed that the following equipment are required for the Centre for setting up of M.Sc-Renewable Energy Lab at Centre for Renewable Energy and Materials as detailed below and the Purchase of the same has been initiated by inviting quotations against the specifications as approved in the Dept Council Meeting.

All the eligible tender quotations for 6 items and their details are tabulated.

| SI No | Description of the Items                    |
|-------|---|
| 1     | Source Meter                                |
| 2     | Xe Lamp                                     |
| 3     | Monochromator                               |
| 4     | Digital Ceramic top hot plate stirrers      |
| 5     | Online UPS (5 KVA - 120 VDC) with batteries |
| 6     | Muffle furnace with programmable controller |

The details of Quotation are as follows;

**Item No. 1. Source Meter**

| Sl. No. | Firms                                       | Brand and Model                | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks |
|---------|---|--------------------------------|--------------------------------|-------------------------------------|--------------------|---------|
| 1.      | Innovative instruments inc (BID 1)          | Keysight B2910BL               | YES                            | 330000.00 inclusive of 5% GST       | 330000.00          | L1      |
| 2.      | Conexgen Technologies (BNG) Pvt Ltd (BID 2) | Keithely 2450                  | Yes                            | 493000/- inclusive of 5% GST        | 493000.00          | L2      |
| 3.      | Precise TeC-Solutions (BID 3)               | Keithley 2450                  | Yes                            | 473000.00 + GST 23650.00            | 496650.00          | L3      |
| 4.      | Enness Corporation (BID 4)                  | Keithley 2450                  | Yes                            | 501849.00 inclusive of 5% GST       | 501849.00          | L4      |
| 5       | Greenchip (BID 5)                           | Keithley 2450                  | Yes                            | 478000.00 + GST 23900.00            | 501900.00          | L5      |
| 6       | I square systems (BID 6)                    | Keithly 2611B                  | No                             | 425500.00 Inclusive of GST          | 425500.00          |         |
| 7       | Prominent perfect solution (BID 7)          | Precision Source Meter B2910BL | No                             | 444996.00 + GST 80099.28            | 525095.28          |         |

**Item No. 2 . Xe Lamp**

| Sl. No . | Firms                                 | Brand and Model | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks |
|----------|---------------------------------------|-----------------|--------------------------------|-------------------------------------|--------------------|---------|
| 1        | Good luck enterprises (BID 1)         | Xen-150         | Yes                            | 340000.00                           | 340000.00          | L3      |
| 2        | Comtek Scientific Instruments (BID 2) | Xe-150          | Yes                            | 195000.00 + 9750/- GST              | 204750.00          | L1      |
| 3        | Opto Lamellae (BID 3)                 | x-150           | Yes                            | 320000.00                           | 320000.00          | L2      |

**Item No.3. Monochromator**

| Sl. No . | Firms                                 | Brand and Model | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks |
|----------|---------------------------------------|-----------------|--------------------------------|-------------------------------------|--------------------|---------|
| 1        | Good luck enterprises (BID 1)         | m-150           | Yes                            | 450000.00                           | 450000.00          | L3      |
| 2        | Comtek Scientific Instruments (BID 2) | Mono            | Yes                            | 205000.00 + 10250/- GST             | 215250.00          | L1      |
| 3        | Opto Lamellae (BID 3)                 | Mono            | Yes                            | 420000.00                           | 420000.00          | L2      |

**Item No. 4. Digital Ceramic top hot plate stirrers**

| Sl. No . | Firms                      | Brand and Model          | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks |
|----------|----------------------------|--------------------------|--------------------------------|-------------------------------------|--------------------|---------|
| 1        | Unique Scientific (BID 1)  | MS7-H550-PRO             | Yes                            | 54598.95 inclusive of 5% GST        | 54598.95           | L2      |
| 2        | Supremo laboratory (BID 2) | I stir HP 550 (Neuation) | Yes                            | 55000.00 + 2750.00 GST              | 57750.00           | L3      |
| 3        | Universal Agencies (BID 3) | Remi Make 10-MLH PLUS    | YES                            | 46530.00+ 2327.00 GST               | 48857.00           |         |
|          |                            | Remi Make 15-MLH PLUS    | Yes                            | 43560.00+ 2178.00 GST               | 45738.00           | L1      |
|          |                            | ANTEC Make AN-MSH-750    | Yes                            | 50400.00+ 2520.00 GST               | 52920.00           |         |

**Item No. 5. Online UPS (5 KVA - 120 VDC) with batteries**

| Sl. No . | Firms                       | Brand and Model            | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks |
|----------|-----------------------------|----------------------------|--------------------------------|-------------------------------------|--------------------|---------|
| 1.       | Auto Power Agencies (BID 1) | LIBRA LU5K VOLT ONLINE UPS | YES                            | 61,000                              | 106,000            | L2      |
|          |                             | AMARON QUANTA 42 AH        |                                | 45,000                              |                    |         |

|    |                              |                      |     |        |         |    |
|----|------------------------------|----------------------|-----|--------|---------|----|
| 2. | Anitha power service (BID 2) | HYKON ALPHA SERIES   | YES | 62,000 | 109,500 | L3 |
|    |                              | EXIDE POWERSAFE      |     | 47,500 |         |    |
| 3. | Hitech Electronics (BID 3)   | SUPRA 5 KVA/120 V DC | YES | 55,460 | 95,460  | L1 |
|    |                              | EXIDE POWER SAFE     |     | 40,000 |         |    |

**Item No: 6. Muffle furnace with programmable controller**

| Sl. No. | Firms  | Brand and Model                             | Whether Meeting Specifications | Price including GST & extra charges | Total Price in INR | Remarks                                |
|---------|--|---|--------------------------------|-------------------------------------|--------------------|--|
| 1.      | Universal Agencies (BID 1)                     | MR4-17TP                                    | NO                             | 6,48,000 + 5% GST                   | 6,80,400.00        |  |
|         |  | MAC MUFFLE FURNACE                          | YES                            | 9,78,000 + 5% GST                   | 10,26,900.00       | L4                                     |
| 2.      | CAPITAL LAB TECH (BID 2)                       | CLT/MF/TABLE TOP                            | YES                            | 3,88,000 + 5% GST                   | 4,07,400.00        | L1                                     |
| 3.      | HEATECH SYSTEMS (BID 3)                        | Muffle Furnace With Programmable Controller | YES                            | 6,76,000.00 + 5% GST                | 709,800.00         | The quote value corrected to 5% GST L3 |
| 4.      | Technico laboratory products pvt. Ltd. (BID 4) | Muffle Furnace With Programmable Controller | YES                            | 4,96,000 + + 5% GST                 | 5,20,800.00        | L2                                     |

It is also stated that the Department Council decided to recommend the purchase of the required items as per L1 basis as listed below. The details of Lowest quotations (L1) for 6 items are tabulated.

| Sl. No.  | Description of the Items                    | Quantity | Firms                         | Price including GST & extra charges | Unit Price in INR | Total Price in INR |
|--|---|----------|-------------------------------|-------------------------------------|-------------------|--------------------|
| 1.   | Source Meter                                | 1        | Innovative instruments inc    | 330000.00 inclusive of 5% GST       | 330000.00         | 330000.00          |
| 2.   | Xe Lamp                                     | 2        | Comtek Scientific Instruments | 195000.00 + 9750/- GST              | 204750.00         | 409500.00          |
| 3.   | Monochromator                               | 2        | Comtek Scientific Instruments | 205000.00 + 10250/- GST             | 215250.00         | 430500.00          |
| 4.   | Digital Ceramic top hot plate stirrers      | 5        | Universal Agencies            | 43560.00+ 2178.00 GST               | 45738.00          | 228690.00          |
| 5.   | Online UPS (5 KVA - 120 VDC) with batteries | 2        | Hitech Electronics            | 95,460 inclusive of 5% GST          | 95460.00          | 190920.00          |
| 6.   | Muffle furnace with programmable controller | 1        | CAPITAL LAB TECH              | 3,88,000 + 5% GST                   | 407400.00         | 407400.00          |
| <b>Total amount required for the purchase of 6 items</b> |   |          |                               |                                     |                   | <b>19,97,010/-</b> |



Dr.S.M.A.Shibli, Hon.Director, Centre for Renewable Energy and Materials has requested that steps may be taken to get approval through Purchase Committee to place the Supply Order and procure them.

It is also stated that the expenditure may be met from the amount allotted as per the U.O. No.Ac.D/2/17385/2020 dated 10.11.2020 based on the decision of the Syndicate vide Item No.18.15.01 of the Minutes (Budget Speech 2020-21).

The Finance has issued concurrence to the purchase subject to the recommendations of the Purchase Committee.

*The Committee considered the proposal and recommended the purchase of items as detailed below;*

| <i>Sl. No.</i>   | <i>Description of the Items</i>             | <i>Qty</i> | <i>Firms</i>                  | <i>Price including GST &amp; extra charges</i> | <i>Unit Price in INR</i> | <i>Total Price in INR</i> |
|--|---|------------|-------------------------------|--|--------------------------|---------------------------|
| 1.   | Source Meter                                | 1          | Innovative instruments inc    | 330000.00 inclusive of 5% GST                  | 330000.00                | 330000.00                 |
| 2  | Xe Lamp                                     | 2          | Comtek Scientific Instruments | 195000.00 + 9750/- GST                         | 204750.00                | 409500.00                 |
| 3  | Monochromator                               | 2          | Comtek Scientific Instruments | 205000.00 + 10250/- GST                        | 215250.00                | 430500.00                 |
| 4.   | Digital Ceramic top hot plate stirrers      | 5          | Universal Agencies            | 43560.00+ 2178.00 GST                          | 45738.00                 | 228690.00                 |
| 5.   | Online UPS (5 KVA - 120 VDC) with batteries | 2          | Hitech Electronics            | 95,460 inclusive of 5% GST                     | 95460.00                 | 190920.00                 |
| 6.   | Muffle furnace with programmable controller | 1          | CAPITAL LAB TECH              | 3,88,000 + 5% GST                              | 407400.00                | 407400.00                 |
| <i>Total amount required for the purchase of 6 items</i> |   |            |                               |  |                          | <i>19,97,010/-</i>        |

*The expenditure shall be met from the amount allotted as per the U.O. No. Ac.D/2/17385/2020 dated 10.11.2020 based on the decision of the Syndicate vide Item No.18.15.01 of the Minutes (Budget Speech 2020-21).*

**Resolution of the Syndicate**

**RESOLVED** that the above recommendations of the meeting of the Purchase Committee (Non-Plan-fund and Plan Fund) held on 10.06.2021, be approved.

University Buildings,  
Thiruvananthapuram,  
11.06.2021



**UNIVERSITY OF KERALA**

***Preliminary Minutes of the 29<sup>th</sup> 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. 29.04. Confirmation of the Preliminary Minutes of the 28<sup>th</sup> Meeting of the  
Syndicate held on 11.06.2021 -reg.**

**(Ac.A.I)**

The Syndicate considered the Preliminary Minutes of the 28<sup>th</sup> Meeting of the Syndicate held on 11.06.2021 with the following modifications:

**Item No.28.23.02** Recommendation be corrected as 'the committee considered the matter and recommended to proceed with the decision already taken regarding the **conduct of Special examination** and to accommodate these candidates also on the basis of the outcome of the press release to be issued for the benefit of candidates who could not attend the examinations due to Covid-19 pandemic'.

**(M & C1/ EG.XI.B)**

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