



COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY  
INTERNAL QUALITY ASSURANCE CELL

**MINUTES OF THE MEETING OF THE CORE COMMITTEE OF INTERNAL QUALITY  
ASSURANCE CELL (IQAC) HELD ON 03/08/17 AT 12 NOON IN THE VICE-  
CHANCELLOR'S ANTE ROOM**

**Members Present:**

- |                                  |      |
|----------------------------------|------|
| 1. Vice-Chancellor (Chairperson) | Sd/- |
| 2. Registrar                     | Sd/- |
| 3. Dr. Sunil K. Narayanankutty   | Sd/- |
| 4. Dr.S.Harikumar                | Sd/- |
| 5. Dr.K.Girish Kumar             | Sd/- |

**I. Reconstitution of IQAC**

The meeting has taken the following decisions regarding strengthening of IQAC functioning:

- (i) Redesign the IQAC website with the assistance of CIRM.
- (ii) Maintain a permanent advance of Rs.5000/- by the Director, IQAC

**II. Participation of University in BRICS University Ranking 2017 and various other ranking processes.**

The meeting approved the report, in the prescribed format, in correction with the collection and validation of data for this year's BRICS evaluation with slight modifications.

The meeting discussed the matter of participation of the University in various ranking processes conducted by different agencies and decided to participate in the important ranking processes only.

**III. Academic Audit of Departments.**

The meeting decided to conduct Academic Audit of the University departments/schools in every year. This audit has to be done by the departments themselves with the help of 2 or 3 external experts based on the approved criteria, under intimation to the IQAC and the audit report has to be sent to IQAC. The Director, IQAC has been entrusted to identify the criteria for the assessment.

It is also decided to provide a financial support of Rs.10,000 (Rupees ten thousand only) to the departments for conducting the academic audit.

**IV. Evaluation of Academic Performance of new teachers.**

The meeting decided to direct faculty members to submit a copy of the performance report to IQAC while submitting the same in administration section for declaration of probation. The meeting entrusted IQAC to submit a report after analysing the performance report of all teachers.

**V. IQAC monthly report**

The meeting approved the format to collect monthly data from university departments.

**VI. Delay in publication of results as well as the conduct of DAT of some programmes**

The meeting noted the delay in publication of results and delay in the conduct of DAT in some programmes. The meeting decided to give directions to avoid these delays in the next meeting of Head of Departments.

Sd/-  
REGISTRAR