



केरलकेन्द्रीयविश्वविद्यालय
CENTRAL UNIVERSITY OF KERALA
Tejaswini Hills, Periy, Kasaragod- 671 320

Minutes of the 46th Meeting of the Executive Council (Online) held on 24th April, 2020.

The 46th Meeting of the Executive Council of Central University of Kerala was held online on 24th April, 2020, in which Vice Chancellor and Registrar joined the meeting at the 'Board Room' Central University of Kerala, Tejaswini Hills, Periy, Kasaragod.

Members present:

01	Prof. (Dr.) G. Gopa Kumar, Vice Chancellor Central University of Kerala	Chairperson
02	Prof. (Dr.) K. Jayaprasad, Pro-Vice Chancellor Central University of Kerala	Member
03	Prof. (Dr.) M.K. Sridhar Nominee of the Chairman, University Grants Commission	Member
04	Dr. C.A. Jayaprakas Principal Scientist (Entomology) & Head, Division of Crop Protection, ICAR-CTCRI, Thiruvananthapuram	Member
05	Prof. M. Parameswaran (Rtd. Professor, Department of Library & Information Science, Calicut University),	Member
06	Dr. Vinodkumar T.G. Nair Senior Scientist, Jawaharlal Nehru Tropical Botanic Garden & Research Institute	Member
07	Dr. K.N. Madhusudanan Pillai Academic Dean, Bharatiya Vicharakendram Research Centre, Thiruvananthapuram	Member
08	Prof. (Dr.) M.R. PrathapachandraKurup Dean, School of Physical Science, Central University of Kerala	Member
09	Dr. Bindu M. Nambiar Principal, Govt. Law College, Thrissur	Member
10	Dr. A. Radhakrishnan Nair Registrar, Central University of Kerala	Secretary (Ex-Officio)

The meeting started with condolence on the sad demise of Padmabhushan Professor Virendra Lal Chopra, the first Chancellor of Central University of Kerala, who passed away on 18th April, 2020 and remembered his worthy contributions to the University as

Chancellor. The Executive Council observed one minute of silence as a mark of respect to the departed soul.

The Vice Chancellor welcomed all the members present online and thanked for making it possible to attend the meeting. The Vice Chancellor informed the members that the meeting was convened to discuss the action taken by the University in connection with the situation emerged out of the pandemic of Novel Coronavirus (COVID-19) and to discuss the future course of action to be taken by the University.

The Secretary, Department of Higher Education, MHRD, Govt. of India, New Delhi; the Principal Secretary, Higher Education, Govt. of Kerala had expressed their inability to join online due to unavoidable commitments and took leave of absence.

Thereafter the agenda items were taken for discussion and the following resolutions were taken.

EC:46:01	<i>To report the Action Taken by Central University of Kerala due to the spread of COVID-19 Pandemic</i>
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Due to the spread of Novel Coronavirus (Covid-19), which has declared by WHO as pandemic, Central University of Kerala has taken immediate necessary action to prevent the spread of the virus in and around the campus. As per the directives issued by Govt. of India and Govt. of Kerala, the Central University of Kerala has taken preventive steps. Vide Order No. CUK/CORR/ADM/459/17/ACIV, dated 18th March, 2020, the University has declared 45 days' vacation from 21st March, 2020 to 3rd May, 2020 by preponing the vacation. Research students were expected to report to the University on 15.04.2020. This decision has enabled the students and faculty members to vacate their hostels and accommodation places and to reach their home safely. It has been proposed to re-open the University by 4th May 2020.

Since Govt. of India has declared lockdown, Central University of Kerala also has decided to shut down the University up to 14th April, 2020. However, minimum staffs under the leadership of Vice Chancellor and Deputy Registrar (Admn) in-charge were available in the University to run the day to day functioning of the University.

In between, Govt. of Kerala has declared Central University of Kerala as a Corona Care Centre under Disaster Management Act and requested University to take up the test of COVID-19 in the Biochemistry and Molecular Biology Lab of the University. The matter was reported to MHRD and UGC. As such, University has approached ICMR for permission and after verifying the facilities in our Lab, ICMR has given permission to conduct the lab tests. Upto 20th April, 2020, 670 samples have been tested in our Lab. Dr. Rajendra Pilankatta and Dr. V.B. Sameer Kumar are heading the activities in the Lab.

District administration has taken over all the Hostels of the University to convert it as a Corona primary care centre as per Disaster Management Act. So far, the facility has not been put into operation.

The Canteen of Central University of Kerala run by Kudumbashree District Mission has been converted as a Community Kitchen for providing food to the needy people.

All the faculties, non-teaching staff and students of the University has been advised to follow the guidelines issued by the Ministry of Health and Family Welfare, Govt. of India and Govt. of Kerala regarding the safety and security during the time of COVID-19 and follow all the guidelines without any compromise.

All has been advised to download *Arogya Setu App*, which is a safety measure against the spread of Coronavirus. Vide Order No. CUK/EST-3/2012, dated April 17, 2020, the University has issued orders for the partial functioning of the administration as per the directives issued by Ministry of Home Affairs, Govt. of India, dated 15th April, 2020. The attendance of all the Group 'A' and Statutory Officers have been made mandatory. Apart from that among Group 'B' and other Staff 33% may attend the office, for which Branch Heads has been asked to prepare the roster. This has come into effect from 20th April, 2020.

Decision: The Executive Council Members unanimously resolved to record its appreciation to the Vice-Chancellor, Registrar, other academic staff, teachers and students of the University for their earnest efforts in prevention and control of Novel Corona Virus (COVID-19) within the University and in the community. The Executive Council further recorded its appreciation to the Department of Biochemistry and Molecular Biology, especially the Head of the Department, Dr. Rajendra Pilankatta, Dr. R. Aswati Nair and Dr. V.B. Sameer Kumar for their efforts to convert the Department Lab into a COVID-19 Testing Centre, approved by ICMR. While appreciating the efforts of the Department and University in setting up the COVID-19 Testing Lab, the Executive Council further resolved that

University may set up a Centre for Molecular Diagnosis and Research in the University to further the research initiatives in this area. The Vice Chancellor has informed that a detailed proposal for the setting up of a Centre for Molecular Diagnosis and Research will be placed before the next Executive Council in consultation with Finance Committee, since financial commitments from the part of the University is also involved in setting up the Centre.

The Executive Council has further resolved that the University may take up inter-disciplinary and multi-disciplinary studies on the effects of Novel Corona Virus (COVID-19). The study may be conducted in socio-economic context; Mathematical modeling and data analysis may be done. The University may further explore how the faculties and students can extend morale booster services to all the Corona warriors in the country.

EC:46:02	<i>To report the implementation of Online Education in Central University of Kerala due to the closure of the University on account of COVID-19 Pandemic</i>
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Even though the University has declared vacation up to 3rd May, 2020 considering directives/advises of MHRD/UGC, Central University of Kerala has taken active steps for the promotion of online education for the students of the University. As such, two video conferences have been conducted with Deans, HoDs and Statutory Officials of the University by the Vice Chancellor and the action taken for the promotion of online education has been evaluated. The various online education materials developed by MHRD/UGC have been shared among the faculties and the faculties in turn to the students. At present 1887 numbers of students are using the online education facility and 106 number of faculty are also involved in the same. Apart from the online materials provided by MHRD/UGC, Central University of Kerala has also launched a CU Kerala e-learning platform in its ERP (Educational Resource Planning System) through ITI, Hyderabad and the same will be made operational from 22nd April, 2020 onwards.

Decision: The Executive Council has taken note of the initiatives taken by the University for the promotion of online education. It has been noted by the Executive Council that all the faculties are not involved in the online education activities and hence the University may impress upon all faculties to start teaching online, considering it as a moral obligation on the part of the faculties.

The Executive Council further taken note of the decision of the University to conduct mid-semester and internal examinations through online and the guiding and submission of dissertation by online. The Executive Council appreciated the University for these efforts.

The Executive Council has further resolved that considering the possibility of extension of the re-opening of the University, the University may work out a plan to offer maximum hours of online teaching, preparation of teaching modules and study materials and mentoring for each and every faculty. This may be communicated to all the teachers and students, so that online education can be conducted in a systematic manner and all the syllabus portion can be covered appropriately on time.

The Executive Council further suggested that HoDs may prepare the list of mentors and allot students to each mentors and ensure that mentoring of students both UG/PG and Ph.D. are happening regularly.

The Executive Council further observed that the online teaching materials available in various platforms like MHRD/UGC/NSDL, You Tube etc. may be explored seriously and University may develop a directory of e-learning resources according to the curriculum of various departments of the University. The HoDs may initiate to shortlist such materials and consolidated link may be provided in the CU Kerala E-Learning platform, so that students can access materials in one place. Elective courses with the help of MOOCS are also to be encouraged for helping the students. Again each faculty may be allotted students for mentoring and guidance.

EC:46:03

To consider the functioning of University beyond 3rd May, 2020

As per Order No. CUK/CORR/ADM/459/17/ACIV, dated 18th March, 2020 Central University of Kerala has ordered vacation and decided to reopen the University on 4th May, 2020. Now the lockdown in the country has been extended upto 3rd May, 2020. The students and faculties are coming from various states of the country and hence the function of the campus from 4th May seems to be extremely difficult.

In case Lockdown is extended further, the action to be taken by the University may please be considered by the Executive Council.

Decision: While considering the agenda, the Executive Council has suggested that online education to be made 100% and mandatory as there is likelihood of extension of re-opening of the University. However, the Executive Council noted the difficulty of science faculty in the case of conducting experiments by PG students for which minimum time has to be given after re-opening.

The Executive Council further suggested that before commencing regular functioning of the University it should see that all the hostels taken over by the District Collector is released, the lab equipment's and all the facilities of the University are disinfected properly. Sufficient time also needs to be given enabling the students and faculties to return after the withdrawal of the lockdown. Training may be provided to all the teachers and students in effecting online education.

<i>EC:46:04</i>	<i>To consider the extension of contract for outsourcing of manpower through M/s. Gurubani Security Pvt Ltd.</i>
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As per the decision of the Executive Council meeting held on 20th February, 2020 the contract for outsourcing man power with M/s Gurubani Security Pvt. Ltd has been extended to 29th February 2020. Since the fresh tender process for outsourcing of manpower through GeM is under process and has not been finalized, the contract with M/s Gurubani Security Pvt. Ltd for outsourcing man power for two more months, i.e. from 1st March 2020 to 30th April 2020 on 24th February 2020 and the same has been conveyed to members of the Executive Council and M/s Gurubani Security Pvt. Ltd vide Letter no. CUK/ADM/OS MANPOWER /2017-Vol-II/F7271 dated 26th February 2020 is under process and has not been finalized. Due to the present Lock down since 23rd March 2020, the fresh tender process for outsourcing of manpower through GeM may take more time to complete.

In view of the above and considering the exigency, the Executive Council may kindly consider the extension of contract with M/s Gurubani Security Pvt. Ltd. for outsourcing man power upto 31st July, 2020.

Decision: The Executive Council approved the extension of contract for outsourcing of manpower through M/s. Gurubani Security Pvt. Ltd., Secunderabad. It further noted that bare minimum staff are only allowed to continue through outsource and no new staff should be recruited without the consent of UGC and Executive Council.

The Executive Council further suggested that the award of new contract should be speeded up and the work may be done through online mechanism without waiting for the lifting of lockdown.



EC:46:05

To consider the proposal to start Stationery Shop including DTP and Xerox copy machine facility etc. in the University Campus

- 1) The University has permitted Milma, DTPC and Kudumbashree to start Kiosks inside University campus. Kudumbashree has not started the Kiosk.
- 2) Now, another Kudumbashree Unit, Navajeevan Kundumbashree Unit, Chattanchal, Kasaragod has submitted a proposal to allot space about 200 sq. ft. on rental basis in University Campus to start a stationary shop including DTP and Xerox copy machine facility etc. The University can allot a space of about 200 sq. ft. on normal rent i.e. Rs. 10/- per sq. ft. (the same rate fixed for Milma & DTPC as approved by the Executive Council). The stationary shop will be helpful for the students because they can take Xerox copies, DTP and can purchase stationery items.
- 3) The proposal has submitted by the Secretary, Navajeevan Kundumbashree, Chanttanchal, Kasaragod. If approved the University can allot a space about 200 sq.ft. within the campus with a rent @ Rs. 10/- per sq.ft. to start a Stationery Shop including DTP and Xerox Copy Machine facility to Navajeevan Kundumbashree Unit.

Decision: Deferred.

EC:46:06

To consider the proposal for extension of lease agreement for hiring of buildings for Capital Centre, Trivandrum with BSNL for a period of 3 years w.e.f. 29.03.2020 or till the setting up of a permanent Centre whichever is earlier

The Capital Centre at Trivandrum was established on 10.02.2014. Since then it has been functioning at the rented premises from BSNL. The Lease Agreement for hiring of buildings for Capital Centre, Trivandrum with BSNL had expired on 28.03.2020. Since the land has not been transferred to the University by the Govt. of Kerala, the setting up of a permanent campus could not be materialized. In order to continue the Centre, we may need to continue the agreement with BSNL. Hence, it is proposed for extension of Lease Agreement with BSNL for 3 years w.e.f. 29.03.2020 or till the setting up of a permanent Centre whichever is earlier.

Decision: The Executive Council approved the proposal. While considering the item, one of the Executive Council Member has suggested that all the vacancies of Guest faculties in the undergraduate Department of International Relations, Capital Centre may be advertised before the

commencement of the new academic year. The Executive Council approved the same.

EC:46:07	<i>To consider the extension of tenure of Dr. K.R. Thankappan, Professor in the Department of Public Health and Community Medicine, Central University of Kerala</i>
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- 1) The Department of Public Health and Community Medicine under the School of Medicine and Public Health currently runs the Master of Public Health and Ph.D. programmes. The Department has only four Assistant Professors and there exist two vacancies of Associate Professor and one vacancy of Professor.
- 2) It was reported by the Department that they are finding it difficult to work efficiently with the limited faculty strength and it is important to have a strong and able leadership to propel the growth of the Department in particular and the School of Medicine and Public Health in general.
- 3) The department has identified an eminent Public Health Professor Dr. K.R. Thankappan an Emeritus Professor who is recognized nationally and internationally in the field of Public Health. Dr. K.R. Thankappan has agreed to join the Department as Visiting Faculty in the cadre of Professor for one year or until a regular faculty is appointed, whichever is earlier.
- 4) Further in pursuance of the Resolution of the 11th meeting of the 3rd Executive held on 24.01.2019, vide Resolution No. 03:11:AA:06 and as per the provision contained in Statute 19 (1) of the Central Universities Act, 2009, the University has appointed Dr. K.R. Thankappan as Professor in the Department of Public Health and Community Medicine, Vide Order No. CUK/T/C & D/PF-11/KRT/2019, dated 30th May, 2019 for one year w.e.f. 01.04.2019 or till the appointment of a regular Professor/Associate Professor in the Department, whichever is earlier.
- 5) Now Dr. K.R. Thankappan has completed his one year tenure as Professor in the Department of Public Health and Community Medicine.
- 6) Since he is doing tremendous service, we may consider to appoint him for one more year w.e.f. 1st July, 2020 or the re-opening of the Department after vacation, whichever is earlier.

Decision: The Executive Council approved the proposal.

EC:46:08	<i>End semester examinations scheduled to be held by the end of May 2020. Regularising the examination due to COVID – 19 pandemic</i>
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1. If the nationwide lockdown is completely lifted by the end of May 2020 with no restriction for interstate transportation, semester examination may be conducted during 1st or 2nd week of June, 2020.
2. In case of partial lifting of lockdown, the conduct of examinations suggested is as follows in two parts:
 - a. As around 70 percentages of students belong to the Kerala state, the examinations may be conducted during 1st or 2nd week of June, 2020. All those students who can participate can take the examination.
 - b. Examinations for the remaining students who could not attend the examination, may be conducted after waiving of the nationwide lockdown and also by giving a reasonable time gap of one week or so for the arrival of the students.
 - c. Viva-voce examinations for the 4th Semester may be conducted simultaneously during the semester examinations in these two parts.

Decision: The Executive Council resolved that the end semester examinations can be conducted at one stretch after the re-opening of the University, unless alternative suggestions are given by UGC.

EC:46:09	<i>Taking up of evaluation of the Ph.D. thesis of Ms. Vandana R Prabhu, Department of Genomic Science - seeking approval</i>
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One Ms. Vandana R Prabhu has submitted her thesis for adjudication during January 2020 to CoE Office. The details are as follows:

<i>Name of Student</i>	<i>Topic of Research</i>	<i>Title of thesis proposed</i>	<i>Name of Supervisor</i>	<i>Reg. No.</i>	<i>Date of Registration</i>	<i>Remarks</i>
Ms. Vandana R Prabhu	Genomics	Exploring the Genetic and Metagenomic Variations Between Gaur and Mithun	Dr.M Nagarajan	GEN071511	11.12.2015	Full Time

The University has issued a Circular dated 09/12/2019 directing to take EC approval of title for all Ph.D. research since 2012. As noted earlier, the Ph.Ds. of these periods contains only approval of topic with no separate approval of title.

This has been creating much confusion and difficulty during thesis submission in the University. Most of the Research Supervisors took the approval of title accordingly as per Circular dated 09.12.2020.

However, Ms. Vandana R. Prabhu as per her registration order has got approval for topic entitled "Genomics" with no separate approval for title of her research. She submitted her Ph.D. Synopsis to CoEs Office on 14.08.2019 but she did not take approval for her Ph.D. research title in consonance with the CUK order dated 09/12/2019. The Research Supervisor in his letter dated 25.02.2020 admitted his lapse.

The Executive Council may condone the lapse and permit the University to take up evaluation work in respect of Ms. Vandana R Prabhu to avoid further delay/ inconvenience on the future of student, as a special case.

Decision: The Executive Council approved the research title of Ms. Vandana R. Prabhu and permitted the Controller of Examinations to proceed with the evaluation process of the thesis. It is further resolved that an explanation from Supervising Guide should be called for the delay caused and a warning should be given in this regard.

<i>EC:46:10</i>	<i>To consider the payment of wages to Outsource Cleaning Staff through M/s. Gurubani Security Service Pvt Ltd.</i>
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As per Executive Council decision vide E.C Minutes EC 45.32 University has decided to terminate the work order issued to M/s. Orion Security Solutions Pvt. Ltd. and approved to entrust the work to M/s. Gurubani Security Services Pvt. Ltd. till alternate arrangements are made.

Accordingly University has cancelled the work order issued to M/s. Orion Security Solutions Pvt. Ltd. vide letter No. CUK/Estate/H.K/19/2017 dated 25/02/2020 and has issued administrative order to engage M/s. Gurubani Security Service Pvt. Ltd. for distributing the wages of cleaning staff engaged by M/s. Orion Security Solutions Pvt Ltd. w.e.f. 01/12/2019. University has to reimburse the wages distributed by M/s. Gurubani Security Pvt. Ltd. on production of its proof including the respective payment of ESI and EPF of these workers as per rules.

University had made above payments of the cleaning staff engaged by M/s. Orion Security Solutions Pvt Ltd through M/s. Gurubani Security Service Pvt. Ltd. up to 24/02/019 on the basis of the total quoted amount of M/s. Orion Security Solutions Pvt. Ltd. divided by the total number of cleaning staff engaged by the agency including the cost of cleaning materials and necessary ESI and EPF payment of above cleaning staff.

From 25/02/2020 onwards i.e. after the termination of M/s. Orion Security Solutions Pvt. Ltd. University has paid the wages based on the minimum wages prescribed by Govt. of Kerala @ Rs. 16,200/- per month and statutory contributions towards employer share of ESI and EPF component of their wages. The service charge @ 2.25% also has been paid to outsource agency.

Hence, the Executive Council may kindly ratify the action taken by University regarding the fixation of wages of outsource cleaning staff and to consider the payment at the same rate in subsequent months, till the new agency is finalised.

The Executive Council may kindly consider.

Decision The Executive Council approved the proposal.

As there was no other item for discussion, the meeting ended with a Vote of Thanks from and to the Chair.




**Registrar &
Secretary, Executive Council**
कुलसचिव / Registrar
केरल केन्द्रीय विश्वविद्यालय
Central University of Kerala
कासरगोड / Kasaragod