

**Kerala State Higher Education Council**  
**Minutes of the 4<sup>th</sup> Executive Body meeting held on 19.03.2024**

The 4<sup>th</sup> Executive Body Meeting of the fourth KSHEC was held on 19.03.2024 at 11.00 am. in the Board Room of the Kerala State Higher Education Council. Prof. Rajan Gurukkal P.M., Vice Chairman presided.

The following members attended the meeting.

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|------------------------------------|----------|--|
| <b>1. Prof.Rajan Gurukkal P.M.</b> | <b>:</b> | <b>Vice Chairman, KSHEC.</b>   |
| <b>2. Dr.Rajan Varughese</b>       | <b>:</b> | <b>Member Secretary, KSHEC</b>   |
| <b>3. Dr. Saji Gopinath</b>        | <b>:</b> | <b>Vice Chancellor, Kerala University of Digital Sciences, Innovation &amp; Technology</b> |
| <b>4. Dr. Sabu Thomas</b>          | <b>:</b> | <b>Former Vice Chancellor, Mahatma Gandhi University</b>                                   |
| <b>5. Dr. M.S. Rajasree</b>        | <b>:</b> | <b>Director, Technical Education</b>   |
| <b>6. Dr. K.K. Damodaran</b>       | <b>:</b> | <b>Member, Executive Body, KSHEC</b>   |
| <b>7. Sri. Paul V. Karanthanam</b> | <b>:</b> | <b>Member, Executive Body, KSHEC</b>   |

**The following agenda was transacted and decisions taken.**

**Item No. 1. Implementation of K -Reap.**

After detailed discussion it was resolved to form the Project Management Unit (PMU) for the implementation of K Reap project as per Government Order (G.O.(Rt)No.191/2024/HEDN Dated, Thiruvananthapuram, 08-02-2024) / Govt. Letter No. B1/126/2023-HEDN-Part (1) dated 18.03.2024 to develop the SRS and FRS for the first stage of student lifecycle management as given below.

**Structure of K-REAP PMU**

- 1 Project manager & state Nodal officer -1
- 2 Operational Manger -1
- 3 Associate manager Domain Experts-3
- 4 Supporting staff: 2 technical assistant and 2 office assistants

**Details of Role and Responsibilities**

<b>Sl. No.</b>	<b>Name</b>	<b>No. of Persons Required</b>	<b>Agency/ Responsibility</b>
1.	Project Executing agency		The Kerala State Higher Education Council will implement this K-REAP project through the K-REAP PMU functioning under it. The K-REAP PMU is proposed to have the following structure.
2.	Project Manager & State Nodal officer	1	He/ She will coordinate the PMU activity and shall responsible for overseeing the timely completion of all project activities and for monitoring progress of implementation in various universities against the key milestones.

3.	Operational Manager	1	Who will be responsible for the overall software development, which includes planning, execution and monitoring of the project as well as coordinating and supporting with the project development unit.
4.	Associate Manager & Domain Expert	3	PMU can have a maximum of 3 associate managers who will be experts in various domains of the project. Associate managers will provide the overall guidance for the Project management and shall directly support the operational Manager. They will Serve a liaison between various units of the university (and other key stakeholders) and the PMU. Apart from this they may assist the project manager in decision making based on the inputs from the various stake holders. Any other responsibilities that may be assigned by the PMU.
5.	Technical assistants support staff	(2+2) 4	To perform the duties assigned by the PMU in connection with the implementation of the project.

**Item No. 2. Guidelines for FYUGP (Honours with Research).**

Approved the Guidelines for FYUGP (Honours/ Honours with Research) and decided to forward the same to universities.

**The Kerala State Higher Education Council  
Guidelines for FYUGP (Honours with Research)**

**General guidelines:**

- All departments currently offering 3 year programme shall offer 4 year Honours programme .
- The departments having PG programmes may start the Honours with research programme as an additional pathway.
- University Departments may start Honours with research programme

**General proposed structure of the 4th year of study of FYUGP (Honours/ Honours with Research)**

1. 4th year shall have two semesters Semester VII and VIII.
2. Semesters VII shall have 6 courses, a total of 24 credits
3. In the VII semester, out of these 6 courses, 3 courses shall be from the major subjects in the level 400 or above.
4. Students shall be allowed to pursue three courses (12 credits) from suitable interdisciplinary/ transdisciplinary/ multidisciplinary/ Vocational areas of their choice.
5. Student shall be allowed to do two mandatory online courses in their major area/research related area in the VIII semester.

6. Students shall do a capstone project/research project of 12 credits in the VIII semester.
7. Those students who are not doing capstone project shall do 3 courses at the level 400 or above or three vocational training courses or internships for 12 credits.

**Standard Operating Procedures for Colleges for implementation of the 4th year of FYUGP with Honours.**

**Eligibility for students to pursue 4th year of FYUGP with Honours:**

- Students shall have secured the mandatory minimum credits/ passed in all the courses of semester I to VI.
- Eligible students who pursued the first three years in a college shall automatically be promoted to 4<sup>th</sup> year of 4-year Degree in the same college. No new admission procedure is required for them.
- A student shall have choice to exit after three years and pursue the 4<sup>th</sup> year in another college, provided vacancies existing in that college or in the 4th year programme offered in the university.
- Colleges shall intimate the vacancies existing in their programmes only after admitting their own students to the university. The affiliating university shall fill up such vacancies by admitting students from other colleges, following the rule of reservation and merit. The admissions/promotions to the 4<sup>th</sup> year shall be made only after the declaration of the VI Semester results.

**Implementation:**

- To acquire an Honours Degree, the student shall pursue at least 3 courses in their major subject in the VII semester. This enables them to acquire an in-depth knowledge in one of the subject areas.
- Students shall be allowed to pursue three courses (12 credits) from suitable interdisciplinary/transdisciplinary/multidisciplinary/ vocational areas of their choice.
- Students shall be allowed to choose two online courses/courses from other institutions (which are eligible for credit transfer) of their choice in their major area of study (with a course level of 400 or above) in the VIII semester.
- Students may be encouraged to do a capstone project in their VIII Semester. Those who are not planning to do the capstone project may be advised to do 3 advanced courses at the level 400 or above or 3 vocational courses from an approved vocational training institute/ agency.

**Standard Operating Procedures for Colleges for implementation of the 4<sup>th</sup> year of FYUGP (Honours with Research)**

**Minimum Eligibility criteria for implementing UG Honours with Research**

- The Post Graduate /Research Departments can offer Four Year Honours with Research as an optional pathway along with the Four-Year Honours Programme which is mandatory subject to the fulfillment of other conditions

- The Departments which are recognized as Research Centers may conduct a 4-year UG Degree (Honours with Research) without obtaining any further approval
- The colleges having the Post Graduate Programmes may start the 4-year UG Honours with Research Degree in their sanctioned UG Programmes with at least two permanent faculty members with Ph.D. and other eligibility conditions stipulated by UGC/ University for research guidship in the respective departments with a prior sanction from the University.
- If a recognized Department loses permanent faculty with Ph.D, the Department shall not be eligible to offer the said programme, until faculty with the required qualifications are recruited.
- The students obtaining CGPA equivalent to 75% marks and above after successful completion of all the first VI semesters from the same institution may opt for Honours with Research Degree in the VII & VIII Semester.
- A relaxation of 0.5 score, i.e. CGPA of 7/10 or an equivalent relaxation of grade may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled, Economically Weaker Section (EWS) and other categories of candidates as per the decision of the UGC from time to time.
- The admission shall be based on the criteria notified by the Institution, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Government from time to time.
- The number of seats in a specialization area depends upon the number of faculty with PhD Degrees. It is advisable that not more than 5 students may be allotted to eligible faculty at a given time. Based on this, the maximum intake of the department may be fixed.
- As the eligible students who pursued the first three years in a college shall automatically be promoted to 4<sup>th</sup> year of 4-year Degree programme, the total intakes of the Honours program plus the Honours with research programme shall not exceed the total sanctioned seats of the UG programme including the marginal increase if any.
- If a greater number of eligible students are opting for the Honours with Research programme than the number of available seats then the allotment shall be based on the existing rules of reservations and merits.
- Infrastructure facilities like library, access to journals, computer lab and software, laboratory facilities for carrying out experimental research work, and any other specific requirement of the University shall be provided to the students.
- The admissions to the 4<sup>th</sup> year of FYUGP Honours with Research Degree shall commence only after the declaration of the results of VI semester.
- Students may be admitted depending on the number of available Research Supervisors and other academic, research, and infrastructural facilities

available, keeping in mind the norms regarding the student-teacher ratio, laboratory, library, and such other facilities.

- Colleges shall intimate the vacancies existing in their programmes only after admitting their own students to the university. The affiliating university shall fill up such vacancies by students from other colleges, following the rule of reservation and merit.
- The affiliating Colleges which do not have Research Centers, fulfilling the eligibility conditions and which intend to offer 4<sup>th</sup> year of FYUGP Honours with Research Degree Programme need to apply to the affiliating university. After preliminary scrutiny of the application and the documents submitted by the institution, the deficiencies if any shall be intimated by the university. Subject to rectification of deficiencies and after the inspection of instructional and infrastructural requirements by the inspection committee, permission shall be granted for Honours with Research Programme.

#### **Implementation of Honours with Research programmes**

- Student admitted for Honours with Research shall pursue at least 3 courses in their major subject in the level 400 or above. This enables them to acquire an in-depth knowledge in one of the subject areas.
- Student shall do 5 research methodology/research area specific courses, out of which 3 shall be Research Discipline Specific Courses.
- Two of the research methodology courses may be online and may be common to all disciplines.
- Students choosing FYUGP (Honours with Research) are required to take up research projects under the guidance of a faculty member. The students shall have to complete the Research project in the VIII semester (total 12 credits)

#### **Entry and Exit of the student after three years of study:**

- Students who passed all the courses from Semester I to Semester VI along with the mandatory 2 credit internship and with the minimum number of mandatory credits and wish to pursue their PG may be advised to exit after three years with a Degree to join for the two year PG programmes.
- Students who passed all the courses from Semester I to Semester VI along with the mandatory 2 credit internship and with the minimum number of mandatory credits may be encouraged to pursue the Honours Programme for career prospects.
- A student desirous of pursuing FYUGP with Honours or Honours with Research can exit from the College, where he/she pursued the first three years of study, if the College is not offering the 4<sup>th</sup> year Degree Programme of his/her choice and seek entry into another College or University for the 4<sup>th</sup> year of study.
- A student can also exit from the College where he/she has pursued the first three years of study, and seek entry to another College or University for the 4<sup>th</sup> year of study even if the College is willing to offer the 4<sup>th</sup> year of study.

- A student can seek entry to the 4<sup>th</sup> year of study in a college/university, provided there are vacancies in that particular programme in that college/university. The transfer/ admission shall be subject to the maximum permitted student intake in the college. A college shall give preference to those students who have completed the three years of study from the same college and the remaining vacancies to be filled by new entrants. The new entrants shall be selected following the rule of reservation and merit.

### **General guidelines for the Change of Major after 1<sup>st</sup> year.**

The students shall be allowed to pursue various pathway courses from different disciplines (suitable for major stream/minor stream, along with additional 2 broad disciplines (in multidisciplinary category)). At the end of first year Students shall be allowed to opt for a change of Major within the disciplines which they have studied either as pathway course or as a multidisciplinary course.

### **Item No. 3. Guidelines for B Voc. Programmes.**

Approved the Guidelines for B Voc. programme in universities and colleges in accordance with the FYUGP curriculum.

### **Draft Guidelines for Restructuring the Bachelor of Vocation (B.Voc.) Programme in Universities and Colleges in Accordance with the New Curriculum Frame Work for FYUGP**

#### **1.0 Introduction**

Higher education institutions offering the Bachelor of Vocation (B.Voc.) degrees may need to restructure their curriculum and credit structure of their BVoc programmes in tune with the four year under graduate programs (FYUGP) which is being implemented in our universities from the 2024-2025 academic year onwards. The Vocational curriculum shall be restructured following the FYUGP credit patterns either on their own or in partnership with industry and Non-governmental Organization (NGOs). Different models of vocational education, and apprenticeships, shall also be experimented by the higher education institutions. Incubation centers need to be set up in higher education institutions in partnership with industries. The focus areas for vocational education shall be chosen based on skills gap analysis and mapping of local opportunities. Higher Education Institutions offering BVoc programme shall offer various skill courses suitable for FYUG programs. The three year Bachelor of Vocation (B.Voc.) degrees shall continue however the vocational courses offered by the BVoc programs shall also be available to students enrolled in all other Bachelor's degree programmes, including the 4-year multidisciplinary Bachelor's programmes .

#### **2.0 SALIENT FEATURES OF THE MULTIDISCIPLINARY BVOC PROGRAMME**

- All the B. Voc. programmes shall continue as a six semester based three years degree course under the new FYUG programme structure with a major focus to bridge the potential skill gap identified and to provide adequate knowledge and skills, so that the students become work ready at each exit point of the programme:

- The major objective of the Bvoc program is to elevate the subject knowledge among students, and making them as critical thinkers thereby students can address the issues related to industry and other business sectors.
- The curriculum combines conceptual knowledge with practical engagement and understanding that has relevant real world application through practical laboratory work, field work, internships, workshops and research projects.
- Foundation courses are common to all students which contribute to the breadth of study
- Student have an option for one minor areas of specialization and one major area of specialization in disciplinary areas provides for depth of study.
- Major area of specialization shall be focused on Skill development in the appropriate areas.
- The BVoc program shall be structured in a semester mode with exit options with Certification, Diploma and Basic Bachelor Degree at the completion of first, second and third years, respectively.
- The students who exit with Certification and Diploma shall be eligible to reenter the programme at the exit level to complete the programme or to complete the next level.
- The certification levels will lead to Diploma /Advanced Diploma /B.Voc. Degree
- The curriculum in each of the years of the programme would be a suitable mix of general education and skill development components.
- This Multidisciplinary Undergraduate Programme may help in the improvement of all the educational outcomes, with a flexible and imaginative curricular approach. The program provides for both breadth and depth in diverse areas of knowledge. A range of courses are offered with rigorous exposure to multiple disciplines and areas, while specializing in one or two areas. The programme fulfils knowledge, vocational, professional and skill requirements along-side humanities and arts, social, physical and life sciences, mathematics, sports etc.
- Students shall be given options to choose courses from a basket of courses which the institution is offering. There shall be no rigidity of combination of subjects.

### **2.1 Flexibility for synthesizing degrees**

The curriculum proposed here aims at synthesizing degrees. Synthesizing degree is now an international standard adopted by all the universities all across the world. Kerala has a legacy of providing quality education to its pupil, in order to maintain the higher standards of such education the committee feels that the degree to be synthesized as per the choices of the individual learner. While synthesizing their degrees, there shall be no bar or restriction on the subjects/courses across the disciplines. The integral education shall be the part of foundational skills. By implementing the concept of integral education a paradigm shift from education's failure, to education's potentials through Learner Centric Pedagogy is expected.

### **2.2 Semester, course and credit design:**

#### **Academic credit**

Academic credit - An academic credit in this entire frame work is defined both in terms of student efforts and teacher's efforts. A course which include one hour of lecture or tutorial or minimum 2 hrs of lab work/practical work/field work per week is given one credit hour.

### **3.0 Course structure of the BVoc Degree Programme**

The Curriculum of the BVoc courses should have two Major parts. part 1 General education components (GEC) and Part II skill development components (SDC). In each of the years of the programme would be a suitable mix of general education and skill development components. In all cases GEC should have a share of 40% of the total credits and the remaining credits shall be given to the SDC. All Bvoc students need to acquire 180 credits within 3 years out of which 70 credits shall be from General Education Components and the remaining 110 credits shall be from skill development components (SDC).

### 3.1 Part 1 General Education components.

All BVOC student need to acquire 70 credits from the general education components (GEC) approximately about 38% of the credit decided for the three year programme. The general education component (GEC) shall have the following sub components namely (A) foundation components and (B) minor pathway components. The foundation components and minor pathway components shall follow the FYUG programme of the respective universities. The Details and Credit distribution of the Part 1 General Education Component (GEC) and its sub components is given below.

#### A Foundation components

- It is mandatory for all students who enrolled for a BVoc programme need to acquire 30 credits from the General foundation courses of the FYUG degree programme from the three different sub categories The Suggested credit distribution for each of the sub category of General foundation Courses are given below

Table 1: General Foundation Courses:

SI NO	Name of the General Foundation Courses	Required Credit
1	Ability Enhancement Courses (AEC)	12
2	Value added Courses ( VAC)	09
3	Multi-disciplinary Courses (MDC)	09

#### B. Minor Pathway components (MPC)

- All BVOC student need to acquire 40 credits from Discipline specific pathway components approximately about 22% of the credit decided for the three year programme.
- The Suggested credit distribution for each of the sub category of Discipline specific Courses are given below

Table 2: Discipline Specific Foundation/pathway Courses

SI NO	Name of the Pathway Courses	Required Credit
1	Minor Pathway Components	40

### 3.2 Part 2 skill development components (SDC).

- All BVOC student need to acquire 110 credits from skill development components (SDC) which shall approximately about 61% of the credit decided for the three year programme.
- The focus of skill development components shall be to equip students with appropriate knowledge, practice and attitude, so as to become work ready. The skill



development components should be relevant to the industries in their chosen field of study

- The overall design of the skill development component along with the job roles selected should be such that it leads to a comprehensive specialization in one or two domains.
- The progressive curriculum proposed shall position knowledge and skills required on the continuum of novice problem solvers (at entry level of the program) to expert problem solvers (by the time of graduation)
- Internship/ Entrepreneurship shall be an integral part of the Skill development component Curriculum.

SI NO	Name of the Pathway Courses	Required Credit
1	Major pathway : Skill Development Components	110

### 3.3 Course and credit structure of BVoc programs

SI No	Categorization of Courses for all programs	Minimum Number of Credit required	
		3 year UG	No Of Courses
<b>GENERAL EDUCATION COMPONET (GEC)</b>			
1	Ability Enhancement Courses (AEC)	12	4
2	Value Added Courses (VAC)	9	3
3	Multi-disciplinary Courses(MDC)	9	3
4	Minor Pathway Courses (MPC)	40	10
<b>Skill Development Components(SDC)</b>			
5	Major (Vocational/Skill ) Pathway	88	22
6	Advanced Skill Enhancement Courses (ASEC)	8	2
7	Summer Internship ,field based learning etc	2	
8	Internship /project	12	
	<b>Total Credits</b>	<b>180</b>	<b>44</b>

3.4

#### Optimum hours per week/Semester suitable for Different category of courses:

All discipline-specific courses (major or minor) may be of 4 hrs. per week or as appropriate. Tutorials may be arranged for all discipline specific Major/Minor course of 1 hr per week Practical's may be allotted either 2 or 4 hours per week All courses under the Multi-disciplinary, Ability Enhancement (language), and Skill Enhancement categories may be given of 3 hrs. per week Summer Internship/ Apprenticeship/ Community outreach activities, etc., may be of 60 hours of engagement.

### Proposed Distribution of Courses per semester

Type of Courses	SEM1	SEM2	SEM3	SEM4	SEM5	SEM6	Total
<b>General Education Component</b>							
AEC	1	1	1	1			4
MDC	1	1	1				3
VAC	1	1	1				3
MPC (minor)	2	2	2	2	2		10
<b>Skill Development Component</b>							
MJC (Major)	3	3	3	5	6	4*	24
Project/internship				intern		project	
Total	8	8	8	8	8	4	44

#### Item No. 4. State Level Digital Repository for online learning.

Deferred

#### Item No. 5. Review of Higher Education Empowerment Implementation Plan

After detailed discussion, it was resolved to request the Government to extend the Higher Education Empowerment Implementation Plan 2023-24 to a further period of one year for achieving the major objectives envisaged in the plan. It also urged the Government to release the funds sanctioned for the Implementation Plan.

Further resolved to recommend the Government to shift the three Research Officers who are working on deputation basis in the Higher Education Empowerment Implementation Plan, to the regular vacancies of Research Officers now existing in the council.

#### The Minutes were read and confirmed

The Meeting which started at 11.00 am concluded by 1.40 pm.



Vice Chairman



Member Secretary