

## Kerala State Higher Education Council

### Minutes of the 3<sup>rd</sup> Executive Body meeting held on 04.03.2024

The 3<sup>rd</sup> Executive Body Meeting of the fourth KSHEC was held on 04.03.2024 at 2.30 pm. 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.

- |    |                          |   |                               |
|----|--------------------------|---|-------------------------------|
| 1. | Prof.Rajan Gurukkal P.M. | : | Vice Chairman, KSHEC.         |
| 2. | Dr.Rajan Varughese       | : | Member Secretary, KSHEC       |
| 3. | Dr. K.K. Damodaran       | : | Member, Executive Body, KSHEC |
| 4. | Sri. Paul V. Karanthanam | : | Member, Executive Body, KSHEC |

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

#### **Item No. 1. Establishment of Centre of Excellence.**

Proposals were submitted to the Government for the Establishment of the following Centre of Excellence under KSHEC

1. Centre for Indigenous People's Education (CIPE)
2. The Kerala Institute for Gender Equality (KIGE)
3. Kerala Language Network (KLN)
4. Centre of excellence for Teaching, Learning and Training (CETLT)
5. Kerala Institute for Science, Technology, and Innovation (KISTI)
6. Kerala Institute of Advanced Studies (KIAS)
7. Kerala Network for Research Support in Higher Education - (KNRSHE)
8. Proposal for Implementation of K-REAP

#### **Item No. 2. Establishment of K Reap PMU in KSHEC and other related matters.**

Reported - The following proposal was forwarded to the Government for implementing K-REAP Project Management Unit (K-REAP PMU) in KSHEC.

The Proposed structure of the 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

| Sl No. | Nsme                     | No. of Persons Required | Agency/ Responsibility  |
|--------|--------------------------|-------------------------|---|
| 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)<br>4 | To be recruited on contract basis to perform the duties assigned by the PMU in connection with the implementation of the project.  |

**Item No. 3. Report on IT Infrastructural Facilities and All Kerala Higher Education Survey 2023.**

Approved the All-Kerala Higher Education Survey 2021-22 report and decided to release the same by the Hon'ble Chief Minister.

**Item No. 4. Monitoring committee for the construction of Unnatha Vidya Bhavan.**

Reported the constitution of the Technical Committee for the construction of Unnatha Vidya Bhavan by the Government. It was also decided to authorize the Vice Chairman to constitute a monitoring committee for the construction of Unnatha Vidya Bhavan.

**Item No. 5. Renewal of Higher Education Scholarship.**

Resolved to renew the Scholarship of Ms. Anjana Babu, BSc Physics, NSS College ,Pandalam, Pathanamthitta (recipient of Higher education Scholarship 2021-22) as a special case based on the certificate produced in connection with the demise of her brother Akhil Babu's on 30/06/2022.

**Item No. 6. Maintenance payment to KSSTM & Engagement of Sweepers.**

Resolved to settle the payment bill of sweepers provided by KSSTM to the Council after verification of necessary documents. It was further resolved to engage sweepers by the Council as provided in the GO (MS) No. 387/2010/HEDn dated 06.12.2010 and end the present practice of engaging two sweepers provided by KSSTM.

**Additional Agenda**

**A1. Appointment of Statutory Auditor**

Resolved to approve the appointment of Ms. Mohan and Mohan Associates as statutory auditor for auditing Council's Account 2023-24 as they have quoted the lowest amount of Rs. 110000 +GST (Rupees One Lakh Ten Thousand +GST).

**A2. State Health Research Policy**

Approved the State Health Research Policy prepared by the Kerala state Higher Education Council based on detailed consultation/ workshop held with stakeholders and release the same in the Advisory Body meeting.

**A3. Calculation of combined workload in Commerce and BBA in colleges.**

Approved the report submitted by the committee (Dr. K K Damodaran and Sri. Paul V Karanthanam) constituted to study the issues related to the practice of calculating the combined workload in Commerce and BBA in colleges in Calicut University, and decided to forward the same to the Government.

The recommendations are

1. The commerce content as well as the commerce workload in the BBA syllabus should be specified as is done by other Universities. This need be done by a panel of experts from outside Calicut University.
2. Bifurcate the Commerce and Business administration departments in all colleges where both BBA and B Com programmes are offered. Bifurcation does not create additional posts, instead, reduce the number of permanent faculty.
3. Allow Commerce faculty members, who are working on BBA workload as Assistant professor/Associate professor/Professor to continue until they retire from service. Appointment to such positions after the retirement of present incumbents should be from MBA plus NET/PhD qualified candidates.

**The Minutes were read and confirmed**

The Meeting which started at 2.30 pm concluded by 4.15 pm.



**Vice Chairman**



**Member Secretary**