



### DIRECTORATE OF DISTANCE EDUCATION

The 11<sup>th</sup> Meeting of the Centre for Internal Quality Assurance Committee (CIQA) was held on Monday, 29<sup>th</sup> May, 2023 at 11:00 am in the Conference Hall, Administrative Building, MANUU Campus, Hyderabad.

The following members attended the meeting online/offline.

S. No.	Name of the Members	Designation
1.	Prof. Syed Ainul Hasan, Vice-Chancellor, MANUU	Chairperson
2.	Prof. Sk. Ishtiaque Ahmed, Registrar, MANUU	Member
3.	Prof. V. Venkaiah, Former VC, Krishna University, AP	Member
4.	Prof. S. Jeelani, Director, CDVL, HCU, Hyderabad	Member
5.	Prof. Gulfishaan Habeeb, Professor, DDE	Member
6.	Prof. Nikhath Jahan, Professor, DDE	Member
7.	Prof. Syed Alim Ashraf, Head, Dept. of Arabic, MANUU	Member
8.	Prof. Mohammad Fariyad, Head, Dept. of MCJ, MANUU	Member
9.	Dr. Mohd. Jamaluddin Khan, Deputy Registrar, DDE	Member
10.	Prof. Ramesh Ghanta, Advisor, DDE	Special Invitee (Online)
11.	Mr. Imran Aslam, System Analyst, CIT (Representative of Director, CIT)	Special Invitee
12.	Dr. Zair Hussain, Controller of Examinations	Special Invitee
13.	Prof. Mushtaq Ahmed I Patel, Professor, DDE	Special Invitee
14.	Dr. Sayyad Aman Ubed, Associate Professor, DDE	Special Invitee
15.	Dr. Shams Imran, Assistant Professor, DDE	Special Invitee
16.	Mr. P. Habibulla, Asst. Registrar, Purchase & Stores	Special Invitee
17.	Mr. S.N.V. Bharat, SAMARTH (Representative)	Special Invitee (Online)
18.	Prof. Mohd Razaullah Khan, Director, DDE	Member Secretary

Prof. N.I. Mulla, Professor, DDE and Prof. H. Aleem Basha, School of Sciences, MANUU, could not attend the meeting due to their pre-occupation.

At the outset Director, DDE welcomed the members and thanked them for attending the CIQA Meeting offline/online and with the permission of Chair presented the agenda items before the committee.

#### 11.1 Confirmation of Minutes of 10<sup>th</sup> CIQA Meeting held on 28.11.2022.

The Minutes of 10<sup>th</sup> CIQA meeting was circulated among the members. As no comments were received, it was resolved to approve the Minutes of 10<sup>th</sup> CIQA meeting.

#### 11.1.2 Follow up Action Taken Report (ATR) on the Minutes of 10<sup>th</sup> Centre for Internal Quality Assurance (CIQA) meeting held on 28.11.2022.

The Action Taken Report (ATR) of minutes of 10<sup>th</sup> CIQA meeting was confirmed.

## 11.2 ITEMS FOR REPORTING/RATIFICATION

### 11.2.1 Reporting of Application of DEB status.

The Director apprised the committee regarding status of application for new courses i.e., B.Sc. (MPC and BZC) and B.Ed. On the query regarding NCTE approval raised by the Chair, the Advisor, DDE, Prof. Ramesh Ghanta, clarified that the NCTE approval is valid for years until it is withdrawn by the NCTE due to some deficiencies observed, if any.

### 11.2.2 Establishment of Quality Management Cell.

The Committee ratified the same.

### 11.2.3 Diploma in School Leadership and Management – Rectification of the nomenclature of Diploma Programme.

The Committee ratified the same. It was further resolved that the Diploma in Early Childhood Care and Education and Diploma in School Leadership and Management shall be introduced from the academic year 2023-24 and Diploma in Employability Skills programme from the next academic session, i.e. from 2024-25.

### 11.2.4 Establishment of New Learner Support Centres (LSCs) established in March, 2023.

The University has established 4 new Learner Support Centres/Study Centres at different regions of the country on the recommendations of the Regional Directors/Asst. Regional Directors of Regional/Sub-Regional Centres and Scrutiny Committee of DDE and the Hon'ble Vice-Chancellor has accorded administrative approval. The details of LSCs are as under:

S.No.	Name and Address of the Institutions	Regional/Sub-Regional Centre
1.	<b>Kaliachak College, Sultanganj</b> At & PO: Sultanganj, PS :Kaliachak, Dist-Malda-732 201, West Bengal Mob: 7908101455. principalkaliachakcollege@gmail.com, Kaliachak.college@gmail.com www.kaliachakcollege.edu.in	RC-KOLKATA
2.	<b>DakshMahavidhalayaKernada</b> Ramsar Road, KernadaChohatan, Barmor 344 702, Rajaathan Mob: 9928181620, 9587181620. Email :dmc201415@gmail.com, nkdhande@gmail.com	RC-DELHI
3.	<b>Adarsh Varishtha Mahila Mahavidyalaya,</b> Sorapada, Tal: Akkalkuwa, Nandurbar (Dist) – 425 415, Maharashtra Mobile: 7620106342, 9823147218 Email: adarshmahilacollege64@gmail.com	RC-MUMBAI

4.	<b>Govt. Degree College, Kilhotra,</b> Tehsil :Gandoh Bhallesa, Dist: Doda, J&K - 182 203 www.gdckilhotran.com	SRC-JAMMU
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The Committee ratified the establishment of new Learner Support Centres(LSCs).

### 11.3 ITEMS FOR CONSIDERATION

#### 11.3.1 Draft Prospectus of UG/PG/Diploma/Certificate programs

Draft Prospectus 2023-24 for UG/PG/Diploma/Certificate programs was considered and approved.

#### 11.3.2 Draft Prospectus of B.Ed. (ODL)

Draft Prospectus for B.Ed. (ODL) was considered and approved.

#### 11.3.3 Algorithm of B.Ed. (ODL)

The Algorithm was approved by the Committee. During the discussion, the matter pertaining to SAMARTH ERP was raised by the Controller of Examinations. The clarification was sought from the SAMARTH representative. He said they are in the process of customization and there are some lengthy procedures involved for mapping of students. The Assistant Registrar (Exams) also elaborated on the difficulties faced by the Examination Branch related to SAMARTH. Since the exams are scheduled from 14<sup>th</sup> June, 2023, the preparatory work has to be completed in a week's time. Prof. Mushtaq Ahmed Patel, Head, TSU, DDE volunteered that he would undertake the task of mapping students data by taking 2-3 persons each from DDE, CIT and Examination Branch. This was appreciated by the Chair and the Committee. The Hon'ble Vice-Chancellor has advised that work be completed and examination of all the pending batches to be conducted with better coordination between DDE, Examination Branch and CIT.

#### 11.3.4 Revised Academic Calendar for different batches.

The Committee approved the revised academic calendars.

#### 11.3.5 Generic Electives – Public Administration and Teaching and Learning with Hindi and English/Translations to be offered at M.A. English and M.A. Hindi.

The Committee approved the same.

#### 11.3.6 Marks Memo and Degree Specimen as per UGC-DEB Guidelines.

The Committee approved the specimen for marks memo and Degree for UG/PG Programmes.

#### 11.3.7 Approval of CIQA Reports for 2020- 2021 and 2021-22.

The Committee approved the CIQA Reports for 2020-21 and 2021-22 and the same are to be placed before the Academic Council for approval.



### **11.3.8 ESTABLISHMENT OF VIRTUAL LEARNING CENTRE (VLC)**

The proposal has been discussed and approved.

### **11.3.9 Proposal for Madrasa Connect Programme.**

The proposal for Madrasa Connect Programme was discussed and approved.

### **11.3.10 NEP Implementation from the academic year 2024-25.**

The Committee approved the same.

### **11.4 Any Other Item with the Permission of the Chair.**

The Director, DDE with the permission of the Chair has presented a proposal for Printing of SLM. The approximate amount for the printing of 58 titles is Rs. 1.48 Crores (Approx). The Committee discussed and approved the same.

  
Director, DDE

  
28.6.23  
Vice-Chancellor