



**DIRECTORATE OF DISTANCE EDUCATION**

**MINUTES OF THE 10<sup>th</sup> MEETING OF CIQA**

The 10<sup>th</sup> CIQA meeting was held on Monday, 28<sup>th</sup> November, 2022 at 12 pm in the Conference Hall, MANUU Campus, Gachibowli, Hyderabad. Following members attended the meeting;

Sr. No	Name	Designation
1	Prof. Syed Ainul Hasan, VC, MANUU	Chairperson
2	Prof. Sk. Ishtiaque Ahmed, Registrar, MANUU	Member
3	Prof. V. Venkaiah, Former VC, Krishna University, A.P.	Member
4	Prof. S. Jeelani, Director, CDVL, University of Hyderabad	Member
5	Prof. N.I. Mulla, Professor, DDE	Member
6	Prof. Gulfishaan Habeeb, Professor, DDE	Member
7	Prof. Nikhat Jahan, Professor, DDE	Member
8	Prof. Syed Alim Ashraf, HOD, Dept. of Arabic, MANUU	Member
9	Prof. H. Alim Basha, Dept. of Physical Sciences, MANUU	Member
10	Prof. Ramesh Ghanta, Advisor, DDE	Special Invitee
11	Prof. Abdul Wahid, Director, CIT, MANUU	Special Invitee
12	Dr. Zair Hussain, COE, MANUU	Special Invitee
13	Prof. Mushtaq Ahmed I. Patel, Professor, DDE	Special Invitee
14	Prof. Najmus Saher, Professor, DDE	Special Invitee
15	Prof. Rabbe Subhani, Professor, DDE	Special Invitee
16	Dr. Shaikh Shaheen Altaf, Asso. Professor, DDE	Special Invitee
17	Dr. Sayyad Aman Ubed, Asso. Professor, DDE	Special Invitee
18	Dr. Shaikh Wasim, Asso. Professor, DDE	Special Invitee
19	Dr. Aftab Alam Baig, Asst. Registrar, DDE	Special Invitee
20	Dr. Shafiq Ahmed, ARD, DDE	Special Invitee
21	Prof. Mohd. Razaullah Khan, Director, DDE	Member Secretary

Prof. Syed Alim Ashraf, HOD, Dept. of Arabic, MANUU and Prof. Mohd. Fariyad, HOD, Dept. of MCJ, MANUU, could not attend the meeting due to their pre-occupations.

At the outset Director, DDE welcomed the members and with the permission of chair presented agenda items before the committee in seriatim.

The minutes of the meeting are as under;

**10.1 Confirmation of Minutes of the 9<sup>th</sup> CIQA Meeting held on 26<sup>th</sup> May, 2022**

The minutes of 9<sup>th</sup> CIQA meeting was confirmed.

## 10.2 Action Taken Report

The Action Taken Report (ATR) of minutes of 9<sup>th</sup> CIQA meeting was confirmed.

## 10.3 ITEMS FOR REPORTING/RATIFICATION

### 10.3.1 Reporting of Recognition of the Programmes from UGC-DEB

The UGC-DEB has recognized two programmes i.e. MA- Urdu and B.Com for Academic year 2021-2022 (January Session 2022) vide letter F. No. 8-2/2021(DEB-III) dated 02<sup>nd</sup> March, 2022. Subsequently, B.A, M.A (English) & M.A (Islamic Studies) were recognized vide. F.No.8-2/2018 (DEB-III) Part File dated 17<sup>th</sup> May, 2022.

Now, three programmes, i.e., M.A (History), M.A (Hindi) & M.A (Arabic) are recognized vide. F.No.40-11/2022 (DEB-II) (ODL) dated 27.10.2022.

S. No	Programme	Commission Order	Period of Recognition
1	B.Com	F. No. 8-2/2021(DEB-III) dated 02.03.2022	2021-22, academic session beginning January, 2022 to 2025-26
2	M. A (Urdu)		
3	B. A (General)	F.No.8-2/2018 (DEB-III) Part File dated 17.05.2022	2022-23, academic session beginning July – August, 2022 to 2026-27
4	M.A (English)		
5	M.A (Islamic Studies)		
6	<b>M.A (History)</b>	F.No.40-11/2022(DEB- II) (ODL) dated 27.10.2022	<b>2022-23, academic session beginning September, 2022 to 2026- 27 (upto January, 2027 only)</b>
7	<b>M.A (Hindi)</b>		
8	<b>M.A (Arabic)</b>		

The committee noted the recognition status of DDE, MANUU.

### 10.3.2 Reporting of Non-Recognition of B.Ed (ODL) Programme

The UGC-DEB did not recognize the B.Ed (ODL) programme due to the non-clearance from SRC-NCTE and communicated its decision 1<sup>st</sup> September, 2022. Meanwhile, The SRC in its communication to UGC-DEB, dated 14<sup>th</sup> September, 2022, mentioned that, *DDE-MANUU fulfils the NCTE prescribed regulations to offer B.Ed (ODL) programme. This is for your information and necessary action. After hearing from you the same will be placed before ensuing SRC meeting then continuation recognition order for MANUU to offer B.Ed (ODL) for 2 units of (500 students each) may be considered.* On the basis of this letter, the University filed the appeal to UGC-DEB on its portal as per Regulation 6 of Part-II of UGC (ODL & Online Programmes) Regulations, 2020.

The Standing Appellate Committee meeting of UGC-DEB was held on 29<sup>th</sup> September, 2022 and the decision of SAC is communicated on 12<sup>th</sup> October, 2022. The SAC rejected and disposed off the appeal of the University and observed that, "The NCTE letter dated 14<sup>th</sup> September, 2022, as shown by the HEI is neither the

NCTE approval nor the recommendations; it only talks about UGC recommendations to be placed in SRC meeting.”

Later on SRC-NCTE and the University wrote many letters to UGC-DEB to review the decision. The UGC-DEB did not consider the letters of SRC-NCTE and the University. The UGC-DEB made it clear in its letter dated 11<sup>th</sup> November, 2022, that, *“It is intimated that the decision of the Commission shall be final and the application of the HEI for recognition of ODL Programmes for academic session 2022-23 academic session beginning September 2022 (revised from July-August 2022) stands closed. The HEI needs to apply afresh as and when UGC invites application for recognition of ODL Programmes. Hence the request made by the HEI to grant recognition for B.Ed Programme in ODL mode for the current academic session cannot be considered.”* (Annexure IV)

Therefore, the University will apply afresh for recognition of B.Ed (ODL) programme as and when UGC invites application for recognition.

**The committee noted the non-recognition of B.Ed (ODL) Programme.**

### **10.3.3 Ratification of DDE Prospectus for the Academic year 2022-2023 (Sept, 2022)**

Prospectus for the Academic year 2022-2023 (September Session 2022) was prepared and issued on-line for admission after receiving UGC recognition letter and approval from the Hon'ble Vice-Chancellor. Accordingly, admissions notification was issued and admissions were made till last date 15<sup>th</sup> November, 2022 (up to 23:59 hrs.) and details will be uploaded on UGC Portal before 30<sup>th</sup> November, 2022 as per instructions of UGC-DEB.

**The committee ratified the DDE Prospectus, 2022.**

### **10.3.4 Reporting of Enrolment in September, 2022 Session in various programmes:**

The details of enrolment in 12 programmes of DDE are as under;

Sr. No	Programme	Number of Students	Level
1	BA	3677	UG (3778)
2	B COM	101	
3	MA (ARABIC)	784	PG (5353)
4	MA (URDU)	2105	
5	MA (ENGLISH)	1354	
6	MA (HINDI)	244	
7	MA (HISTORY)	392	
8	MA (ISLAMIC STUDIES)	474	
9	DJMC	143	Diploma (171)
10	DTE	28	
11	CPU	34	Certificate (46)
12	CFE	12	
	<b>Total</b>	<b>9348</b>	

**The committee noted the Enrolment in September, 2022 session and congratulated the DDE Team for the same.**

### 10.3.5 Establishment of New LSCs/Study Centres/PCs

The University has established 10 new Learner Support Centres/Study Centres and 01 programme center (B.Ed-ODL) 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/PCs are as under;

RC/SRC	Sr. No	Name of LSC with address
SRC- Varanasi	1	<b>Al - Haneef Educational Centre,</b> Semra, Katesar, Ramnagar Road, Chandauli - 221 008, UP Mob:- 9044421786, Mail: <a href="mailto:alhaneeferdg@gmail.com">alhaneeferdg@gmail.com</a>
	2	<b>Veer Abdul Hameed Asmarak P. G. College,</b> Fatehpur, Jhungia Bazar, Near - Medical College, Gorakhpur, UP Mob:- 9648221914, 9565853301, E-mail: <a href="mailto:vahstdaycentregkp2022@gmail.com">vahstdaycentregkp2022@gmail.com</a>
	3	<b>Alvi Girls Degree College,</b> Chaq Abu Said Urf Poore Miyan, Parasinpur, Phool pur, Prayagraj, Allahabad, UP. Mob:- 9670234968, Email: <a href="mailto:ashrataliqdc5@gmail.com">ashrataliqdc5@gmail.com</a>
RC - Darbhanga	4	<b>Jai Prakash University, Chapra</b> Jai PrakashVishwavidyalaya, Rahul Sankrityayan Nagar, Chhota Telpa, Chhapra-841 302, Bihar Phone & Fax : 06152- 233507 (O), <a href="mailto:vc-jpu-bin@nic.in">vc-jpu-bin@nic.in</a> , <a href="mailto:registrar-jpu-bihar@nic.in">registrar-jpu-bihar@nic.in</a>
	5	<b>Araria College,</b> Jai Prakash Nagar, Araria- 854311, Bihar Ph: 8851869627, E-mail: <a href="mailto:tanzeeljnu@gmail.com">tanzeeljnu@gmail.com</a>
	6	<b>Purnea College, Jai Prakash Nagar</b> K. Hat, Purnea-854301, Bihar Ph: 7319615008, 9431471090, E-mail: <a href="mailto:izharhussain.ind@gmail.com">izharhussain.ind@gmail.com</a>
	7	<b>Mahakavi Kalidas Surdev Mahavidyalaya (MKS College )</b> Chandauna Main Road, PS: Jaley, Chandauna, Darbhanga - 847303 Phone No: 06247- 265063, Mob. 8544513337, 9199683430 Email: <a href="mailto:principal@mkscollege.in">principal@mkscollege.in</a> <a href="mailto:mkscollegechandauna209@gmail.com">mkscollegechandauna209@gmail.com</a>
	8	<b>Ram Krishna College (RK College)</b> Purpri Road, Madhubani- 847211, Bihar Phone : 06276-222264, Mob. 9199683430 E-mail: <a href="mailto:rkcollegemadhubani1940@gmail.com">rkcollegemadhubani1940@gmail.com</a>
	9	<b>Marwari College,</b> PO & Dist. Kishanganj, Kishanganj- 855107, Bihar Ph: 06456-222587, E-mail: <a href="mailto:marwaricollegeksn@gmail.com">marwaricollegeksn@gmail.com</a>
SRC - Hyderabad	10	<b>Vasundhara Degree College</b> Surya Complex, Sirpur, Kaghaznagar- 504 296, TS Mob: 6360427439, 9866889888 E-mail: <a href="mailto:vasundharade349@gmail.com">vasundharade349@gmail.com</a>
RC - Mumbai	11	<b>Jamia College of Education (B.Ed)</b> Jamia Campus Molgi Road, Akkalkuwa, Tq: Akkalkuwa, Nandurbar, Maharastra- 425 415 Contact : 02567 252256, E-mail: <a href="mailto:Jamiabed41@gmail.com">Jamiabed41@gmail.com</a> (PROGRAMME CENTRE only for B.Ed.)

The committee ratified the establishment of new LSCs/PCs.

### 10.3.6 Ratification of Skill Enhancement Courses (SEC) for BA and BSc (2019 Batch onwards) and Generic Elective (GE) for MA programmes-Reg.

#### Skill Enhancement Courses:

It is to submit that the following Courses under Skill Enhancement Courses (SEC) have been resolved to be offered to the students of B.A. from the 2019 admission batch onwards under CBCS Semester mode:

Sl. No	Course Title	Semester
1	Mushroom Culture and Technology	3
2	Basics of Journalism	4
3	Nursery and Gardening	5
4	Basic Statistics	6

The Hon'ble Vice Chancellor has accorded administrative approval for the same. It is further submitted that since the list of SEC given in the Table above is drawn from the approved courses under SEC for BA and BSc, the same course titles may be used for both BA and BSc from the 2019 admission batch onwards as per Table given above.

#### Generic Elective (GE) for MA programmes:

In consultation with the Programme and Assistant Programme Coordinators of the M.A programmes, it was resolved that for the students of M.A. Urdu; M.A. Islamic Studies and M.A. History (January 2022/July 2022 admission batch onwards) apart from students of M.A. Arabic under Semester mode, the GE Courses shall be as follows:

Sl. No	Course Title	Semester
1	Introduction to Public Administration	3
2	Teaching and Learning	4

The SLM in Urdu is readily available for the above two Courses.

**The committee ratified the same.**

### 10.3.7 Ratification of Policy of SLM:

A committee was constituted under the chairmanship of Prof. V. Venkaiah, Advisor, DDE & Former VC, Krishna University, with the approval of the Hon'ble Vice-Chancellor dated 22<sup>nd</sup> July, 2022. The Committee in its pursuit to draft a policy for SLM development, formatting and standardization of publishing SLM, copyright matters, plagiarism check etc. related work held meetings on 25.07.2022, 29.07.2022, 12.08.2022, and 07.09.2022. The Committee held deliberations and discussions on each of the aspects of the terms of reference. The Hon'ble Vice Chancellor has accorded administrative approval.

**The committee ratified the Policy of SLM.**

## 10.4 ITEMS FOR CONSIDERATION

### 10.4.1 Vision-Mission Statement Finalization:

In view of the changing scenario of higher education and the NEP, 2020, it was felt necessary to revisit the vision, mission and objectives to align these with the current and future educational needs, the DDE has come up with draft of revised Vision, Mission and Objectives of DDE.

#### **Vision:**

- To be an internationally recognized open and distance learning centre engaged in empowerment of Urdu speaking people through distance education programmes.

#### **Mission:**

- To enhance access to education and training programmes to Urdu speaking population through ODL, particularly to "reach the unreached"
- To provide focus on women's education and training through ODL
- To provide greater access to continuing professional education and training and more opportunities for lifelong learning
- To create capacity for the use of ODL technologies to enrich the learning process
- To undertake research studies in ODL for system development

#### **Objectives:**

- To generate employment opportunities through ODL
- To make adequate efforts toward flexibility in learning
- To ensure quality higher education to the target group
- To enable blended learning with in-person and online counseling cum contact classes
- To facilitate greater vertical and horizontal mobility in higher education
- To integrate non-conventional Urdu learners into formal education system
- To enhance the gross enrolment ratio (GER) based on market needs, gaps and trends in addition to the societal demands

**The committee approved the revised Vision, Mission and Objectives of DDE and directed to display the same prominently in DDE building as well as at RCs / SRCs.**

### 10.4.2 Approval of DDE Manual

A committee under the chairmanship of Prof. V. Venkaiah was formed to prepare a draft DDE Manual for smooth functioning of DDE. The committee prepared and submitted the draft manual. It was circulated among all RDs/ARDs, teaching and non-teaching staff of DDE for suggestions and feedback. A copy of the draft manual is also forwarded to COE for suggestions and feedback, if any. After making necessary changes the DDE Manual is presented for the approval of CIQA.

**The committee approved the DDE Manual.**

#### 10.4.3 Introduction of Diploma and Certificate Courses

As per the proposal for introducing Diploma and Certificate courses approved in Academic Council meeting held on 23.06.2022, the DDE circulated the notice and invited proposal from the faculty members of MANUU (copy enclosed). There were in all 21 proposal received, out of these following proposals have been reviewed by the committee appointed for considering the proposals. The Programme Project Reports (PPRs) of the 3 shortlisted courses are as follows;

- (a) Diploma in Early Childhood Care and Education (ECCE)
- (b) Diploma in School Management
- (c) Diploma in Life Skills for Employability

**The committee approved the PPRs of these programmes in principle and directed to the obtain approval of Board of Studies of School of Education & Training and then put it before Academic Council of the University for the Final Approval.**


#### 10.4.4 Minor changes in mark sheets and degrees of ODL students

The "Mock peer Team" Visited for assessment to DDE on 2<sup>nd</sup> of November, 2022 and it was suggested to include the words 'Open & Distance Learning (ODL)' on Provisional Certificate, Consolidated Memorandum of Marks and Degree instead of Distance Mode. The same has to done by the examination branch for all the programmes offered by DDE. In view of the above, it is requested to replace the Distance Mode with Open & Distance Learning (ODL)' on Provisional Certificate, Consolidated Memorandum of Marks and Degree.

**The committee approved the same.**

#### 10.4.5 Any other Item with the permission of the Chair.

- i. In the Zero hour, Dr. Zair Hussain, COE, MANUU, posed an issue regarding Grading System of 2018-19 batch students, wherein, the passing percentage is actually 40% but it was taken as 36%. As per the approval of Academic Council, the Grading system should be same for regular and distance mode programmes. After the discussion, the Committee resolved that 4% marks should be given as Grace Marks to the candidates who shortfall to pass.
- ii. The Hon'ble Vice-Chancellor invited Dr. Rizwan Ahmed, Director, IMC, to CIQA meeting for his views related to preparation of Audio-Visual materials for DDE. The committee directed the DDE and IMC to work in coordination for developing audio-visual resources of learning for ODL students. IMC, MANUU shall design and develop certificate and diploma programmes in technical subjects like; photography, film making, etc through DDE.

  
Director, DDE  
& Member-Secretary

  
Chairperson