

Directorate of Distance Education

Minutes of the Meeting of Centre for Internal Quality Assurance (CIQA) Committee of DDE

A meeting of Centre for Internal Quality Assurance (CIQA) Committee was held on 18th March, 2021 at 3.00 pm at Conference Hall, Administrative Building of the University.

The following members were present:

1. Prof. S.M. Rahmatullah, Hon'ble Vice-Chancellor, MANUU - Chairman
2. Prof. Siddiqui Mohammed Mahmood, Registrar, MANUU - Member
3. Prof. Nikhat Jahan, Professor of Urdu-DDE - Member
4. Prof. Parveen Jahan, Head, Dept. of Zoology, MANUU - Member
5. Prof. V. Venkaiah, Former Vice-Chancellor, Krishna University, A.P. - Member
(Participated Online through Google Meet)
6. Prof. S. Jeelani, Director, CDVL, University of Hyderabad - Member
(Participated Online through Google Meet)
7. Dr. P.S. Munawar Hussain, Joint Registrar, DDE - Member
(Participated Online through Google Meet)
8. Dr. Mohd. Jamaluddin Khan, Deputy Registrar, Finance, MANUU - Member
9. Prof. Abul Kalam, Director, DDE - Member-Secretary

Prof. Mohd. Naseemuddin Farees, Dean, SLL&I, Prof. P.H. Mohammad, Head, Dept. of Sociology, and Prof. M.A. Sami Siddiqui, Director, CPDUMT could not attend the meeting due to their pre-occupations.

At the outset, Hon'ble Vice-Chancellor, Chairperson of the Committee welcomed all the members and thanked them for making it convenient to attend the meeting of Centre for Internal Quality Assurance (CIQA) Committee of DDE in person and online through Google Meet. Thereafter, the Vice-Chancellor asked the Director, DDE to take up the Agenda items.

Director, DDE, Member Secretary presented the Agenda Item:

Exploring possibility for the conduction of common exams for both modes i.e. Regular and Distance Mode.

As per the directives of UGC-DEB, the Examination Branch has proposed to conduct the exams of First Semester of B.A., B.Sc, B.Com, and M.A. (Arabic) of Regular and Distance Modes simultaneously with its Examination Time Table. The Hon'ble Vice-Chancellor has constituted a Committee, with the following officials to look into it.







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| 1. Prof. Siddiqui Mohd. Mahmood, Registrar | - | Chairperson |
| 2. Prof. Abul Kalam, Director, DDE | - | Member |
| 3. Prof. Syed Aleem Ashraf, DSW | - | Member |
| 4. Prof. Abdul Wahid, Director, CIT | - | Member |
| 5. Prof. Saneem Fatima, Dean, Academics | - | Member |
| 6. Mr. Mirza Farhatullah Baig, Controller of Examinations | - | Member |
| 7. Dr. Badeeuddin, Asst. Regional Director | - | Member |
| 8. Mr. S.Z. Hussaini, Asst. Registrar, | - | Member |
| 9. All the Subject Coordinators of DDE | | |

The Committee has gone through the details and felt that the first semester examinations (2020 batch) of Distance Mode cannot be conducted along with the Regular mode due to certain reasons. The minutes of the meeting of the Committee held on 11-3-2021 at 3.00 pm in the Conference Hall, Administrative Building, MANUU have been circulated to all the Members of CIQA.

All the members perused the minutes of the meeting held on 18-3-2021 at 3.00 pm in the Conference Hall, Admin Building, MANUU, chaired by the Hon'ble Vice-Chancellor I/c regarding the conduct of common examinations for Regular and Distance Mode students.

After detailed discussion, all the members unanimously resolved that it is not feasible to conduct the common examinations of Regular and Distance modes' students due to the following reasons:

1. The process of completion of distance mode admissions was extended up to 31.12.2020 on the directives of the UGC-DEB. Again, as per the UGC-DEB directions, the final data of admissions was uploaded on the UGC-DEB portal on 15th January, 2021. Thus the admission process of distance mode was delayed.
2. There are 154 Examination Centres throughout India in different states and UTs, and the examinations need to be conducted simultaneously at all the Centres. The minimum span of duration for conduct of distance mode examinations shall be 15 days. The students have to travel long distance and stay near the Examination Centre for the whole examination duration. Examination Branch has conducted the First Semester Examinations (2019 batch)



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from 1st to 10th March, 2021, however, due to the increase in number of reported cases of Covid pandemic and the directives of the Maharashtra State Government, the proposed examinations had to be cancelled instantly in some regions.

3. Further, the Election Commission has announced conduct of Assembly Elections in four States, viz., West Bengal, Kerala, Assam, Tamilnadu and Pudducherry, where considerable number of Examination Centres of Distance mode are located. It is reported by the Regional Director, RC Kolkata that during the election period, accommodation for the Examination Centres shall not be available and the students shall be barred due to security reasons. The examination staff shall be appointed as election duty officers and they shall not be available. The Regional Director of Karnataka/Kerala, reported that the students who are teachers/Govt. employees shall be assigned election duty and shall not be able to write the examinations.

4. As such there were no directives from the statutory body for online conduct of distance mode examinations, and further there is no precedence from any distance/dual mode HEI. The regular mode examinations are proposed to be conducted through online mode, in view of Covid-19 Pandemic whereas the conduct of distance mode through online mode is practically not feasible for the following reasons:

- i. That there are large number of students in distance mode as compared to regular mode.
- ii. For online exams, the student-proctor ratio cannot be maintained in distance mode exams.
- iii. Most of the students of distance mode are spread in remote areas, and there shall be poor internet connectivity and proctored examination shall be difficult.
- iv. As the students belong to weaker sections, they cannot afford to have ICT tools.
- v. In order to accommodate huge number of students, a very high configured server is required at the University.

5. Further in view of Covid Pandemic, and as per the directives of the UGC, the Regular Mode students of First Semester are restricted to visit the University Campus to write their Semester Examinations through offline mode.

6. The Director, CIT informed that there are certain limitations in the Integrated University Management System (IUMS). The data cannot be transferred from the current semester to next semester without declaring the results of the current semester.



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The academic cycle of IUMS has to be completed for each semester, which is as follows:

1. Admission of Students in the IUMS
2. Course / Paper registration by the students in the IUMS
3. Uploading of Attendance in the IUMS
4. Uploading of Internal Assessment (IA) Marks
5. Uploading of External Assessment (UE) Marks
6. Declaration of Results

Therefore, in view of the opinions of Respected Members, the Committee felt that the condition is not conducive to conduct the common exams of both regular and distance mode in the month of March/April, 2021.

It is resolved to conduct the examination of Distance Modes' students separately in the month of May-June 2021.

The members resolved to Constitute a Committee to look into the possibility of conducting Online Examinations Management Systems or Software and related matters. Ideas emerging out of the meeting of the committee to be constituted will be taken into account in future.

Meeting concluded with the vote of thanks to the Chair.

Prof. S.M. Rahmatullah
Hon'ble Vice-Chancellor & Chairperson

Prof. Abul Kalam
Director, DDE & Member Secretary

Sl. No.	Name	Designation on Committee	Signature
1	Prof. S.M. Rahmatullah, Vice-Chancellor, MANUU	Chairperson	
2	Prof. Siddiqui Mohammed Mahmood, Registrar, MANUU	Member	
3	Prof. Nikhat Jahan, Prof-Urdu, DDE, MANUU	Member	

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MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University, Accredited with "A" Grade by NAAC)



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4	Prof. Parveen Jahan, Head, Dept. of Zoology, MANUU	Member	
5	Prof. V. Venkaiah, Former Vice-Chancellor, Krishna University, AP	Member	Online participated
6	Prof. S. Jeelani, Director, Centre for Distance and Virtual Education, University of Hyderabad, Hyd.	Member	Online participated
7	Dr. P.S. Munawar Hussain, Joint Registrar, DDE, MANUU	Member	Online participated
8	Dr. Mohd. Jamaluddin Khan, Dy. Registrar, Finance, MANUU	Member	
9	Prof. Abul Kalam, Director, DDE	Member Secretary	