



DR. BABASAHEB AMBEDKAR OPEN UNIVERSITY

(Established by Government of Gujarat)

"Jyotirmay Parisar" Sarkhej - Gandhinagar Highway,
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Minutes of the Centre for Internal Quality Assurance (CIQA) Meeting

Meeting of Centre for Internal Quality Assurance (CIQA) at Dr. Babasaheb Ambedkar Open University held on 09/01/2020, at 03.00 pm. The following members were present.

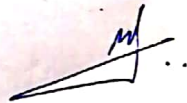
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|------------------------------|--------------|
| 1. Prof. (Dr.) Ami Upadhyay | Chair Person |
| 2. Dr. Awa Shukla | Member |
| 3. Prof. (Dr.) Nilesh Modi | Member |
| 4. Prof. P. N. Gajjar | Member |
| 5. Prof. Hitesh Raviya | Member |
| 6. Dr. Bhavin Trivedi | Member |
| 7. Shri Govindsinh Rajput | Member |
| 8. Prof. (Dr.) Jagdish Joshi | Member |
| 9. Prof. (Dr.) Manoj Shah | Co-ordinator |

Shri Sunilbhai Shah and Dr. Pankaj Shukla were not able to attend the meeting due to unforeseen circumstances.

All the members of the council were welcomed and introduced by honorable Vice Chancellor. After that, the following matters were discussed.

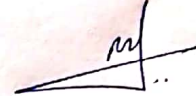
No.	Agenda
Matter 1.	Discussion on UGC (ODL) Regulation, 2017 and its amendments.
Resolution	UGC (ODL) Regulation 2017 with its amendments and other important points were discussed. The committee members were informed that university follows UGC (ODL) guidelines 2017.
Matter 2.	Review of quality assurance mechanism for ODL programme of various schools of Dr. Babasaheb Ambedkar Open University as per UGC (DEB) Notification, 2017 para 8 (1) (ii).
Resolution	The committee members were informed regarding review of quality assurance mechanism that university follows as per UGC (DEB) guidelines 2017. SLM Preparation (PPR), Examination Centres, Learning Support Centres etc. are asked to prepare manuals as per the guidelines. Committee suggested that Review reports have to be submitted to CIQA. So, Committee members can suggest their views for further enhancement.

Matter 3.	Review of Programme Project Reports (PPRs) prepared by various schools of Dr. Babasaheb Ambedkar Open University as per UGC (DEB) Notification, 2017 Annexure IX.
Resolution	All the Schools of Dr. Babasaheb Ambedkar Open University were informed to prepare PPR as per UGC (DEB) Notification 2017 and Annexure IX. These shall be reviewed in detail in the next meeting.
Matter 4.	Review Reports of curriculum and other material prepared for ODL programme by various schools of Dr. Babasaheb Ambedkar Open University.
Resolution	The review process regarding curriculum preparation and material development informed to committee members and the whole review process shall be carried out by the respective schools.
Matter 5.	Review of SLM, prepared by experts for ODL programme of various schools of Dr. Babasaheb Ambedkar Open University.
Resolution	Each school has its own quality assurance committee to review SLM. These review reports will be presented in the council for further approval process. Now onwards, School Quality Assurance Committee report (SQAC) will be simultaneously submitted to CIQA also for further review process.
Matter 6.	Provide CIQA information on university website on regular basis.
Resolution	All committee members agreed to submit all necessary details regarding CIQA to make it available on website.
Matter 7.	To establish Learning Centres and Coordination Department for the development of SLM and Integration of ICT.
Resolution	All committee members agreed to set up/ establish learning centre and Co-ordination department for developing SLM and integration of ICT with the co-ordination of respective school.
Matter 8.	To Request for Annual Plans and implementation at Department Level and submit report to CIQA Cell.
Resolution	All committee members agreed to prepare annual plans at departmental level and submit a copy to CIQA for further process.
Matter 9.	To confirm and strengthen feedback mechanism by all the concerned departments to get feedback from various stakeholders and submit summary report to CIQA cell.
Resolution	All Committee members agreed to strengthen a feedback mechanism and to create ICT based feedback form for various stakeholders for quality improvement processes.
Matter 10.	To maintain record of all activities undertaken at departmental level and submit the report for AQAR (Annual Quality Assurance Report).
Resolution	All Committee members agreed for preparing of an activity report at departmental level and submit a copy to CIQA for AQAR.



Matter 11.	Discussion on applying for NAAC accreditation first time under the observation of CIQA.
Resolution	All Committee members agreed to apply for NAAC accreditation for first time under the observation of CIQA and wished all staff members to get a grand success for the same.

The meeting concluded with a vote of thanks offered by Prof. (Dr.) Manoj Shah.



Prof. (Dr.) Manoj Shah
Co-ordinator