

No. BAOU/CIQA/ 022 /2022

Dt. 05/02/2022

## **7<sup>th</sup> Meeting of Centre for Internal Quality Assurance (CIQA) Committee**

**Date: 05/02/2022 Saturday Time: 10:30 am**

### **Minutes of the Meeting**

The 7th meeting of the Centre for Internal Quality Assurance (CIQA) Committee of the University was held on 05/02/2022, Saturday at 10.30 am through Virtual Mode by Google Meet under the Chairmanship of the Hon'ble Vice Chancellor. The following members were present.

- 1 Professor (Dr.) Ami Upadhyay, *Hon'ble Vice Chancellor and Chairperson, CIQA*
- 2 Dr. Bhavin Trivedi, *Registrar I/c.*,
- 3 Professor (Dr.) P N Gajjar, *Head, Department of Physics, Gujarat University, Ahmedabad*
- 4 Professor (Dr.) Jagdish Joshi, *Member, Board of Management*
- 5 Dr. Avani Trivedi, *Expert, ODL/OL Education, IGNOU – Member*
- 6 Dr. Maheshprasad Trivedi, *Director – Academic*
- 7 Dr. Awa Shukla, *Director – I/c. Student Support Services*
- 8 Dr. Himanshu Patel, *Controller of Examination – I/c.*
- 9 Professor (Dr.) Nilesh K Modi, *Director & Coordinator, CIQA Member Secretary, CIQA Committee*

The following members could not attend the meeting.

- 1 Prof. Hitesh Raviya, *Professor – English, M S University of Baroda*
- 2 Dr. Pankaj Shukla, *Representative, Alumni Association, BAOU – Member*
- 3 Professor (Dr.) Manoj Shah, *Head, Research Division*
- 4 Mr. Ramanji Vaghela, *Finance Officer*

At the beginning of the meeting all the members were welcomed by the Director, Centre for Internal Quality Assurance, and then the following matters were discussed.

### **Agenda of the Meeting**

<b>Sr. No.</b>	<b>Agenda and Resolution</b>
Agenda – 01	To approval the minutes of 6 <sup>th</sup> meeting of CIQA Committee held on 03/09/2021
Resolution	The minutes of meeting of CIQA Committee held on 03/09/2021 was approved.
Agenda – 02	BAOU signs MoU with Broadcast Engineering Consultants India Limited (BECIL) for Setting up of Community Radio Station at University Campus.

Resolution	The committee was informed that University received all the required approval for Setting up of Community Radio Station from Ministry of Information and Broadcasting (MIB) hence in this regard BAOU is going to sign MoU with Broadcast Engineering Consultants India Limited (BECIL) a Government of India Enterprise - Under Ministry of Information & Broadcasting for Setting up of Community Radio Station at University Campus. The members congratulated the team for the achievement.
Agenda – 03	Establishment of Media Production Units at Regional Centers
Resolution	The committee was informed that University is now going to establish Media Production Unit at all the Regional Centres to develop Audio/Video contents at regional level, which will ease and fasten the content development process.
Agenda – 04	University signed MoU with Skill University also took part in Exhibition during international conference of academic institutions-2022 at curtain raiser event of Vibrant Gujarat Global Investors Summit
Resolution	The committee was informed that University signed MoU with Skill University for various academic activities mainly credit transfer, student and faculty exchange during International Conference of Academic Institutions-2022 at curtain raiser event of Vibrant Gujarat Global Investors Summit. Committee further congratulated Hon. Vice Chancellor for this initiative.
Agenda – 05	Regarding Exam Paper Delivery in Digital Mode through Secure Exam Portal developed by the Computer Department.
Resolution	The committee was informed that university has initiated the process of Exam Paper Delivery in Digital Mode through Secure Exam Portal developed by the Computer Department.
Agenda – 06	Training/Workshop of Exam Center Coordinators on 07-Jan-2022 for Digital Question Paper through Secure Exam Portal.
Resolution	The committee was informed that Computer Department and Exam Department conducted the training cum workshop of Exam Center Coordinators on 07-Jan-2022 for successful implementation of Digital Question Paper delivery through Secure Exam Portal.
Agenda – 07	Regarding On Demand Exam for all Programmes for All semester and year and any number of papers at Ahmedabad and all regional centers
Resolution	The committee was informed that now Exam on Demand has been extended to all the Programmes for all semester and year and any number of papers at Head Quarter, Ahmedabad and all regional centers.
Agenda – 08	Regarding Development of Integrated Software for Mark sheet Generation for Certificate and Diploma Programme and Transcript.
Resolution	The committee was informed that with the joint efforts of Exam Department and Computer Department university developed an Integrated Software for

	Mark sheet Generation for Certificate and Diploma Programme and Transcript.
Agenda – 09	Regarding Development of Exam Manual
Resolution	The committee was informed that University has developed an Examination Manual which contains all the information for various activities related to examination and related process. Committee congratulated the team for digitizing the various activities and strengthening the examination department.
Agenda – 10	Status of NAAC Procedure at Dr. Babasaheb Ambedkar Open University
Resolution	Hon. Vice Chancellor communicated to the committee that University has initiated the process of NAAC first time for the first cycle since establishment of the university in 1994 and completed various activities like IQA, SSR and SSS for the NAAC process in record time. University is waiting for the proceeding activities which will be initiated by the NAAC. Committee congratulated the team for the collaborative work carried out by the university.
Agenda – 11	Any other matter with the permission of Chair
Resolution	Hon. Vice Chancellor communicated various activities and events carried out by different Schools under Azadi Ka Amrit Mahotsav. Committee congratulated the team for various initiatives.
<p>The Committee specifically Prof. P N Gajjar, Dr. Avani Trivedi and Prof. Jagdish Joshi appreciated the efforts put on by the Leadership and Team BAOU for successfully carrying out the NAAC process and initiating various activities for strengthening the university.</p> <p>At the end, the meeting was concluded by the note of thanks by the coordinator.</p> <p style="text-align: right;">Member Secretary</p>	