MINUTES OF THE 8TH MEETING OF CENTRE FOR INTERNAL QUALITY ASSURANCE(CIQA) HELD ON 28 JULY, 2023 IN SITAPURA CAMPUS AT 2:00 PM.

The following members of the committee attended the meeting:

1.	Prof. (Dr.) H L Verma, President	Chairperson
2.	Prof. Vaishali Sharma, Dean Management and Pro-VC	Member
3.	Dr. Renu Bagoria, Professor & Head, CS	Member
4.	Dr. Ankush Sharma, Associate Professor & Head, Education	Member
5.	Dr. Shilpi Khandelwal, Professor, Management	Member
6.	Dr. Manju Gupta, Associate Professor, Education	Member
7.	Dr. Jaya Sinsinwar, Assistant Professor, English	Member
8.	Mr. Suraj Yadav, Assistant Professor, CS	Member
9.	Mr. Tanmay Pattanayak, Registrar & CoE	Member
10.	Mr. Dharmraj Sharma, Finance Officer	Member
11.	Ms. Nirmal Bhatnagar, Professor, Dept. of JMC, JIMS Rohini, Delhi	External Member
12.	Dr. N.K. Sharma, Professor, (Retd.) UOR	External Member
13.	Dr. Shweta Bhatia, Director, SDLOE	Member Secretary

Item No. 8.1 To consider and approve the minutes of the 7th meeting held on February 15, 2023

Resolution: The minutes of the 7th meeting of the CIQA held on February 15, 2023 were considered and approved.*(Annexure – 1)*

Item No. 8.2 To consider and approve the Action Taken Report of 6th meeting held on September 22, 2022 of CIQA.

Resolution: The Action Taken Report of 6th meeting held on September 22, 2022 was considered and approved.*(Annexure – 2)*

Item No. 8.3 To note the UGC Recognition for ODL Programs to the University w.e.f. Academic Year 2023-24.

Resolution: UGC recognition for ODL Programs to the University w.e.f. Academic Year was noted.

Item No. 8.4 To note UGC recommendations for use of SWYAM Portal for Online Programmes and discuss the School of Distance Learning and Online Education preparedness for its implementation.

Resolution: UGC recommendations for use of SWYAM Portal for Online Programmes was noted and it was discussed in detailed regarding the preparedness for its implementation.

Item No. 8.5 To consider and approve the Information Brochure for ODL Programmes for the Academic Session 2023-24.

Resolution: The Information Brochure for ODL Programmes was considered and approved for the Academic Session 2023-24.

Item No. 8.6 To consider and approve the Course Curriculum for ODL & OL Programmes for the Academic Session 2023-24.

Resolution: The Course Curriculum for ODL & OL Programmes was considered and approved for the Academic Session 2023-24.

Item No. 8.7 To consider and approve the Self-Learning Materials (SLMs) for ODL programmes for the Academic Session 2023-24.

Resolution: The Self-Learning Materials (SLMs) for ODL programmes was considered and approved for the Academic Session 2023-24.

Item No. 8.8 To review the present status and future strategies for the effective implementation of ODL programmes.

Resolution: The member of CIQA reviewed the present status and discussed to implement effective marketing strategies for ODL programmes.

Item No. 8.9 To review the student support service mechanism including Admissions, Payment of Fee, Delivery of Study Material, Grievances Handling and Evaluation System.

Resolution: The member of CIQA reviewed the student support service mechanism including Admissions, Payment of Fee, Delivery of Study Material, Grievances Handling and Evaluation System. It was further decided to implement all the suggestions received from the members with the clear-cut execution plan for the same.

Item No. 8.10 To consider and finalize the guidelines for various functionaries involved in delivery process including Program Coordinator, Course Coordinator, Course Mentor, Administrative and Technical Staff.

Resolution: The guidelines for various functionaries involved in delivery process including Program Coordinator, Course Coordinator, Course Mentor, Administrative and Technical Staff were considered and finalized and informed to all the persons concerned.
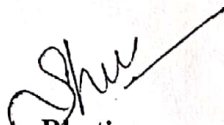
Item No. 8.11 To consider and approve the General Guidelines for Students taking admission in ODL programs.

Resolution: The admission guidelines submitted in the meeting and it was considered and approved for ODL Programs.

Item No. 8.12 Any other item with the permission of the Chair.

The meeting ended with vote of thanks who all members present.

Prof. H.L. Verma
VICE CHANCELLOR
Chairperson
JAGAN NATH UNIVERSITY
JAIPUR

Dr. Shweta Bhatia
(Member Secretary)
Director
Center for Distance and Online Education
Jagan Nath University