

Proceedings of the Meeting of the Centre for Internal Quality Assurance (CIQA) of Online Programme,

Date: 10-11-2020,

Time: 12.30pm

**Academic Council Hall
Crawford Hall**

Professor Niranjana, Director initiated the meeting by welcoming all the members and requested Vice Chancellor to Chair the meeting to discuss the agenda pertaining to University online programmes. The Following agenda items were discussed.

- 1. Introduction to the Online Programs, Departments functioning & regulatory responsibilities.**
- 2. Introduction to CIQA, its functions and responsibilities.**
- 3. Planning & Goal Setting**
- 4. Vote of Thanks**

The Director welcomed all to the Meeting.

The Vice Chancellor welcomed all and congratulated them on being a part of the CIQA Committee.

The Director appraised the members of the Committee about the Directorate of Online Programs, setup and duly entitled by the UGC to offer Online Degree Programs. He also introduced the newly notified University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. Online Programs.

The Director further briefed the Committee on the functions of CIQA and its responsibilities in putting in place a comprehensive and dynamic internal quality assurance system ensure that the Online Programs of the University meet the high quality standards expected by the University and all stakeholders, namely -

- (i) To maintain quality in the services provided to the learners.**
- (ii) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.**
- (iii) To contribute in the identification of the key areas in which to maintain quality.**
- (iv) To devise mechanism to ensure that the quality of Online programmes matches with the quality of relevant programmes in conventional mode.**
- (v) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.**
- (vi) To suggest measures to the authorities of the University for qualitative improvement.**
- (vii) To facilitate the implementation of its recommendations through periodic reviews.**

- (viii) To organise workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in the University
- (ix) To develop and collate best practices in all areas leading to quality enhancement inservices to the learners and disseminate the same all concerned in the University
- (x) To collect, collate and disseminate accurate, complete and reliable statistics about thequality of the programmes.
- (xi) To ensure that Programme Project Report for each programme is according to thenorms and guidelines prescribed by the Commission and wherever necessary by theappropriate regulatory authority.
- (xii) To put in place a mechanism to ensure the proper implementation of ProgrammeProject Reports.
- (xiii) To maintain a record of Annual Plans and Annual Reports and to review them periodically and generate actionable reports.
- (xiv) To provide inputs to the University for for restructuring ofprogrammes in order to make them relevant to the job market.
- (xv) To facilitate system based research on ways of creating learner centric environmentand to bring about qualitative change in the entire system.
- (xvi) To act as a nodal coordinating unit for seeking assessment and accreditation from adesigned body for accreditation such as NAAC etc.
- (xvii) To adopt measures to ensure internalisation and institutionalisation of qualityenhancement practices through periodic accreditation and audit.
- (xviii) To coordinate between the University and the Commission for variousquality related initiatives or guidelines.
- (xix) To obtain information from other Universities on various qualitybenchmarks or parameters and best practices.
- (xx) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- (xxi) To submit its AnnualReports to the University about its activities at the end of each academic session as well as to the UGC Annually.

The Director further briefed the CIQA Committee on the Committee's responsibilities, namely

- (i) To oversee the functioning of Centre for Internal Quality Assurance and approve thereports generated by Centre for Internal Quality Assurance on the effectiveness ofquality assurance systems and processes.
- (ii) To facilitate adoption of instructional design requirements as per the philosophy of theOpen and Distance Learning and/or Online learning decided by the statutory bodies ofthe University for its different academic programmes.
- (iii) To promote automation of learner support services of the University.

(iv) To coordinate with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of the University's in-house processes.

(v) To coordinate with third party auditing bodies for quality audit of programme(s).

(vi) To oversee the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of the University

(vii) To promote collaboration and association for quality enhancement of Programs in Online modes of education and research therein.

(viii) To facilitate industry-institution linkage for providing exposure to the learners and enhancing their employability.

The Committee resolved that the Department and CIQA be instructed to keep the above as a guideline and conduct its programs and all functions accordingly, in order to ensure adherence to quality at all levels.

It was resolved to meet at least once per semester, and to ensure that the discussed functions were performed in a systemic manner. It was further resolved that the Committee meet next on 28 April, 2021.

A Vote of thanks was passed.



Prof. G. Hemantha Kumar
Vice Chancellor



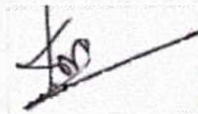
Pro R. Shivappa



Prof. Niranjana



Prof. D. Anand K.



Dr. T.S. Devaraja

Dr. Nagendra Babu



Dr. Vishwanath B.S.

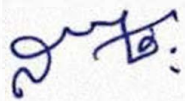


Dr. S J Manjunath

**Proceedings of the Meeting of the Centre for Internal Quality Assurance (CIQA)
of Online Programme,**

Date: 28-04-2021

The scheduled meeting was cancelled, keeping in mind COVID measures in place. The members shall be informed of the next meeting in due time.



Prof. Niranjana

Proceedings of the Meeting of the Centre for Internal Quality Assurance (CIQA) of Online Programme,

Date: 22-04-2022

Academic Council Hall, Crawford Hall

Professor D. Anand, Director of Directorate of Online Programme initiated the meeting by welcoming all the members and requested Vice Chancellor to Chair the meeting to discuss the agenda pertaining to CIQA for the Online programmes of the University. Following agenda points were discussed.

- 1) Discussion of Activities carried out so far, including steps taken to ensure quality in various processes of the Department and Programs.
- 2) Discussion regarding enrolments done under current Admission Cycles .
- 3) Discussion on measures to be taken for CIQA functions in the Academic Year 2021-22
- 4) Any other matter

The Vice Chancellor welcomed the members of the Committee, and thanked and congratulated Prof. D Anand, who has taken charge as Director of the Directorate in December 2021. He thanked the former Director in absentia for his services to the Department and the Committee.

The director appraised the committee of the functioning of the department, and shared the various statistics and data points as gathered by the Department from the learners.

The Director shared enrolment numbers, as well as result statistics for admission cycles and exam cycles held in the previous 6 months.

The committee members shared various other aspects of the departments functioning, as well as provided suggestions for improvement.

The committee members resolved to proceed with the process of compiling the data required for the Annual report for the AY 2021-22, and to meet within the next 6 months to review the same.

The meeting was concluded with a vote of thanks.



Prof. G. Hemantha Kumar
Vice Chancellor



Pro R. Shivappa



Prof. D. Anand



Dr. Nagendra Babu K.



Dr. S J Manjunath



Dr. Vishwanath B.S.