

**MINUTES OF THE 6TH MEETING OF CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA) HELD ON SEPTEMBER 22, 2022 IN SITAPURA CAMPUS AT 3:00 PM IN HYBRID MODE.**

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

(Mr. Suraj Yadav, Asstt. Prof.(CSE) could not attend the meeting)

The meeting started with the welcome address by Hon'able President (Vice Chancellor) who apprised all the members about the University accredited with NAAC grade 'A' and the University being eligible to run the program in ODL/ OL mode.

The following agenda was discussed in the meeting:

**Item No. 6.1 To consider and approve the minutes of the 5<sup>th</sup> meeting held on January 09, 2020**

**Resolution:** The minutes of the 5<sup>th</sup> meeting of the CIQA held on January 09, 2020 were considered and approved. (*Annexure – 1*)

**Item No. 6.2 To consider and approve the Action Taken Report of 4<sup>th</sup> meeting held on July 05, 2019 of CIQA.**

**Resolution:** The Action Taken Report of 4<sup>th</sup> meeting held on July 05, 2019 was considered and approved. (*Annexure – 2*)

**Item No.6.3 To discuss the Objective, Functions and Quality monitoring mechanism of CIQA**

**Resolution:** The Honble Vice Chancellor apprised the committee and discussed in detail the functions and responsibilities of CIQA as per the new UGC(ODL) Regulations 2020.



He informed and suggested various mechanism of CIQA for maintaining quality in services provided to the learners.

**Item No. 6.4 To consider and approve the change in name of already existing School of Distance Learning**

**Resolution:** As per the eligibility of applying for ODL and OL mode, the existing name of the School of Distance Learning has been recommended to be School of Distance Learning and Online Education, for approval of the BOM.

**Item No. 6.5 To propose the appointment of adequate staff as per the requirement of School of Distance Learning and Online Education.**

**Resolution:** The committee unanimously listed the requirement of the staff as per the ODL / OL Regulations 2020 and recommended to BOM for creation of positions accordingly.

**Item No. 6.6 To discuss the preparedness of ODL and OL Programs for the academic session 2023-24.**

**Resolution:** The Committee discussed the preparedness of following items to run the programs in ODL/OL mode:

1. Integrated of technology in teaching learning.
2. Program Project Reports(PPRs)
3. Study Learning Materials(SLM)
4. E-Learning Materials
5. Audio-video Material

It was suggested to start implementation on the above with immediate effect.

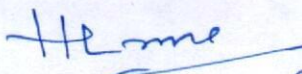
**Item No. 6.7 To consider and approved the name of website of ODL/OL Programs.**

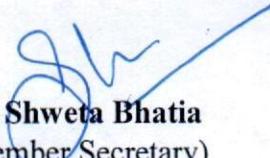
**Resolution:** The Committee unanimously considered and approved the name of website as [www.sdlju.org](http://www.sdlju.org). Further it was decided to create a portal for effective teaching learning mechanism.

**Item No. 6.8 Any other item with permission of the chair.**

No other item was discussed in this agenda.

The meeting ended with vote of thanks to members present.

  
**Prof. H.L. Verma** 22.7.2022  
Chairperson

  
**Dr. Shweta Bhatia**  
(Member Secretary)