



# Dr. B. R. AMBEDKAR OPEN UNIVERSITY

Prof. G. Ram Reddy Marg, Jubilee Hills, Hyderabad-500033

## Centre for Internal Quality Assurance (CIQA)

**Prof. P. Madhusudhana Reddy**  
**Director**

Ph. No. 040-23680345

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Lr. No. /BRAOU/ CIQA/2023-24

August 25, 2023

### CIRCULAR

As per the directions of the Hon'ble Vice-Chancellor, the CIQA Advisory Committee meeting is convened on August 30, 2023 at 11.00 a.m. in the Seminar Hall, CIQA-GRCR&D Branch. Kindly make it convenient to attend the meeting. The Vice-Chancellor will Chair the meeting.

The Agenda of the meeting is:

1. Approval of CIQA Annual Reports 2022-23
2. Any other with the permission of the Chair.

Thanking you,

Yours sincerely,

*P. B. Reddy*  
CONVENER

To

1. The Vice-Chancellor, Chairperson
2. The Director, Academic
3. The Director, GRCR&D
4. The Director, CSTD
5. The Dean, Faculty of Arts
6. The Dean, Faculty of Commerce
7. The Dean, Faculty of Education
8. The Dean, Faculty of Sciences
9. The Dean, Faculty of Social Sciences
10. The Director, Materials & Publications
11. The Officer Incharge, EMR&RC
12. The Registrar
13. The Director, Centre for Online Education Learning (COEL)
14. The Officer I/c, Learner Support Services
15. The Deputy Director, CIQA
16. The Controller of Examinations
17. The Finance Officer

#### External Member

1. Dr. S. Jeelani, Director, Distance Education, University of Hyderabad
2. Prof. G. B. Reddy, Director, Prof. G. Ram Reddy Centre for Distance Education, Osmania University Hyderabad

Copy to : P.A. to Vice-Chancellor

**Minutes of the CIQA Advisory Committee Meeting convened on August 30, 2023 at 11.00 a.m. in the Seminar Hall, CIQA-GRCR&D Branch, Dr. BRAOU, Hyderabad.**

**Members Present**

- |  |                 |                                  |
|--|-----------------|----------------------------------|
| 1. Prof. K. Seetharama Rao<br>Vice-Chancellor  | Chairperson     | K.S. Seetharama Rao .. 30/8      |
| 2. Prof. G. Chakrapani<br>Director (Academic) & Dean, Faculty of Education   | Member          | G. Chakrapani 30/8               |
| 3. Prof. E. Sudha Rani<br>Director, GRCR&D   | Member          | E. Sudha Rani<br>30/8/23         |
| 4. Prof. I. Anand Pawar<br>Director, CSTD & Dean, Faculty of Commerce<br>Head, Department of Business Management                             | Member          | I. Anand Pawar<br>30/8           |
| 5. Prof. G. Pushpa Chakrapani<br>Director, Centre for Online Education Learning (COEL)<br>Dean, Faculty of Sciences & Head, Dept. of Physics | Member          | G. Pushpa Chakrapani<br>30.08.23 |
| 6. Prof. V. Srinivasa Rao<br>Director, EMR&RC & Dean Faculty of Social Sciences  | Member          | V. Srinivasa Rao                 |
| 7. Prof. G. Ravinder<br>Director, Materials & Publications   | Member          | G. Ravinder 30/8                 |
| 8. Prof. Shakeela Khannam<br>Dean, Faculty of Arts & Head, Dept. of Hindi  | Member          | Shakeela Khannam<br>30/8/23      |
| 9. Dr. L V K Reddy<br>Director, Learner Support Services   | Member          | L V K Reddy                      |
| 10. Dr. A V N Reddy<br>Registrar   | Member          | A V N Reddy                      |
| 11. Dr. P. Venkata Ramana<br>Controller of Examinations  | Member          | P. Venkata Ramana                |
| 12. Sri. N. C. Venugopal<br>Incharge, Finance Officer<br>Finance Branch  | Member          | N. C. Venugopal                  |
| 13. Prof. S. Jeelani<br>Director, Centre for Distance<br>& Virtual Learning<br>University of Hyderabad, Hyderabad                            | External Member | S. Jeelani<br>30/8/2023          |
| 14. Prof. G. B. Reddy<br>Director<br>Prof. G. Ram Reddy Centre for Distance Education<br>Osmania University, Hyderabad                       | External Member | G. B. Reddy                      |
| 15. Dr. K. Sridevi<br>Dy. Director, CIQA & Head, Dept. of Mathematics  | Member          | K. Sridevi                       |
| 16. Prof. P. Madhusudhana Reddy<br>Director, CIQA & Head, Dept of Geology  | Convener        | P. Madhusudhana Reddy            |

CIQA Advisory committee was convened on 30<sup>th</sup> August 2023 at 11.00 a.m. in CIQA/GRCR&D Seminar Hall, CSTD Building, Dr. BRAOU. Prof. P. Madhusudhana Reddy, Director CIQA

P. Madhusudhana Reddy

welcomed all the members of the CIQA Advisory Committee and requested Hon'ble Vice-Chancellor and Chairperson of the CIQA Advisory Committee Prof K. Seetharama Rao to preside over the meeting. The Vice-Chancellor initiated the discussion and explained the various components of CIQA Annual Report 2022-23. He further, directed the Director, CIQA to present the action taken on the minutes of the earlier meeting held on the 27<sup>th</sup> May, 2023. The Director, CIQA presented the action taken report as follows:

<i>Resolutions of earlier meeting</i>	<i>Action Taken</i>
1. Re-designing of P.G. Programmes	All the departments initiated the P.G. revision as per the UGC guidelines.
2. Organize Seminars and Workshops from each faculty	The Faculty is advised to initiate action
3. On-line Entrance Examinations	Implemented
4. Digital Evaluation of P.G. Assignments	Initiated
5. Dispatch of course material through postal department	Implemented
6. Training programmes from CSTD	Initiated
7. ISBN to course material	Recommended for speedy implementation
8. Minor Research Programmes	Recommended for speedy implementation
9. Preparation of learning resources in three formats Print/Audio/Video	Initiated
10. Launching of On-line courses for 2 credits	Process initiated by the COEL Branch

The Director, CIQA has explained the agenda of the meeting. The members actively participated in the discussion and resolved the following:

***Resolutions***

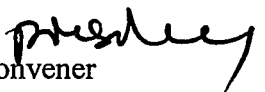
1. The committee thoroughly discussed and verified the CIQA Report 2022-23 with the data obtained from various branches prepared by CIQA and recommended to approve and agreed to submit to UGC-DEB.
2. The committee discussed about the Academic and Administrative audit report for the Academic Year 2022-23 and resolved to appoint 2 committees one for academic and another for administrative Audit for the preparation of report by CIQA.. It is resolved to take the services of external members along with internal officers.

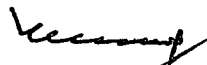
*Praveen*

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3. It is resolved and recommended, GRCD to initiate the Minor Research Project grants and award grants to system based research in the following topics:
  - a) Quality assessment of print and e-SLMs of the University
  - b) Onscreen Digital Evaluation
  - c) A study on need based Academic Programmes
4. The committee thoroughly discussed about the SLM print style of the University and felt that there is a need to improve the policy of SLM preparation and improvement. The committee, further, requested GRCD to take up the issue.
5. The committee resolved and recommended the Academic Branch to take up the 4 (four) workshops mentioned below in coordination with CIQA:
  - i. SLMs preparation
  - ii. NCrF- UGC guidelines
  - iii. Programme out-comes and course out-comes
  - iv. Out-come Based Learning (OBL)

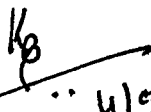
The Vice-Chancellor, Prof. K. Seetharama Rao concluded the meeting with his remarks. Prof. P. Madhusudhana Reddy, Director, CIQA proposed the Vote of thanks.

  
Convener

  
REGISTRAR  
Dr. B. R. AMBEDKAR OPEN UNIVERSITY  
JUBILEE HILLS, HYDERABAD-500 033.

Director  
Centre for Internal Quality Assurance  
Dr.B.R.Ambedkar Open University  
Hyderabad-500033.

*Resolutions approved*

  
Prof. K. Seetharama Rao  
VICE-CHANCELLOR  
Dr. B. R. Ambedkar Open University  
Jubilee Hills, Hyderabad-500 033.