



Minutes of the 3<sup>rd</sup> CIQA meeting held on 04-05-2022 at 11 a.m. in the Committee Room (adjacent to the office of Registrar) to consider the Centre for Internal Quality Assurance (CIQA) report of the Directorate of Distance Education for the session 2020-21, to be submitted to DEB-UGC, New Delhi:

Members Present

1. Prof. Som Nath Sachdeva, Vice-Chancellor (in the Chair)
2. Prof. Manjula Chaudhary, Dean, Academic Affairs
3. Prof. Dinesh Kumar, Head, IQAC
4. Prof. M.C. Garg, (Former Director) G.J.U. S. & T., Hisar
5. Dr. (Ms.) G. Ponmeni, Assistant Professor in Education, DDE
6. Dr. Kamraj Sindhu, Assistant Professor in Hindi, DDE
7. Dr. (Ms.) Kushwinder Kaur, Assistant Professor in Economics, DDE
8. Dr. (Ms.) Geetika Sandhu, Assistant Professor in English, DDE (Spl Invitee)
9. Director, Directorate of Distance Education as Member Secretary

The Director, DDE welcomed all the members of the Committee and discussed the agenda items. In the meeting agenda items were discussed and accordingly resolved as under:

1. The minutes of the last CIQA meeting held on 25/06/2021 for submitting CIQA report to DEB-UGC for the session 2018-19 were unanimously approved.
2. Academic Planning for the session 2022-23
  - (i) Director informed the committee that Directorate has received the UGC-DEB approval for starting four programs (2 UG and 2 PG) through online mode vide F.No. 20-6/2020 (DEB-II) e-mail dated 12/12/2020. These programs will be offered to students through online mode from July 2022 admission cycle.
  - (ii) It was informed that the UG programs i.e. B.A. and B.Com. will be offered as per the new scheme and syllabus to be introduced in university teaching departments from the academic session 2022-23 in conformity with the New Education Policy 2020. In addition to this, M.A. (Mass Communication) & M.Com. programs will also be offered as per the existing Learning Outcomes Curriculum Framework (LOCF) scheme running similar to the programs running in the Departments/Institutions of the University at its campus. These online programs will be offered as a separate Online Line vertical by the Directorate.
  - (iii) All the other programs currently offered in ODL mode by the Directorate shall continue as per the existing pattern and provisions as a separate vertical.
  - (iv) The Project Preparation Report (PPR) and Self Learning Material (SLM) for all the new online programs starting from July, 2022 will be prepared as per the UGC-DEB guidelines in accordance to Annexure-IX of UGC. These PPR and SLM will be placed in the next CIQA meeting.

3. Self Learning Material of Courses (Composing & Digitalization)

The Committee recommended that Composing & Digitalization of the Self Learning Material of all existing programs/Diploma/Certificates Courses be taken up by the Directorate through Course Coordinators/ faculty members in a phased manner.

4. Refurbishing of Class Rooms and Building in respect to NAAC visit in the DDE/University

The Committee recommended that all the class rooms be refurbished on priority basis and provisions for multimedia projectors be made in all class rooms.



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5. Improvement in the quality of Distance Education with regard to New Education Policy.

The Committee recommended that the Directorate shall start the process of bringing all the existing programs/diploma/certificate courses running in ODL at par with the LOCF syllabus of the regular programs of the Departments/Institutes on the campus of the University. The provisions of offering various choices be worked out with the consultations of the Course Coordinators.

6. Any other item with the permission of Chair.

- (i) The Centre for Internal Quality Assurance (CIQA) report for the session 2020-21 of the Directorate of Distance Education has been approved for uploading on the UGC DEB website. It will be uploaded as and when the UGC-DEB portal opens for the same purpose and accordingly a hard copy of the same will be submitted to the University Grants Commission-Distance Education Bureau, New Delhi.
- (ii) The necessary amendments/changes be made in the existing Ordinance of the DDE to promote the students having re-appear in the subjects of lower exams to the next semester/ year exams provisionally.
- (iii) The students/learners of DDE may be asked to fill an online Satisfaction Survey Feedback Form after completion of one month of their admissions or after completion of different time lines and a mechanism to timely analysing and taking some action on the feedback be evolved.

The meeting ended with a vote of thanks to the Chair.

Prof. Pardeep Kumar  
**Member Secretary &**  
Director, DDE

Prof. M.C. Garg  
Former Director  
G.J.U. S. & T., Hisar

Dr. (Ms.) G. Ponmeni  
Asst. Professor in Education  
DDE

Dr. (Ms.) Kushwinder Kaur,  
Asst. Professor in Economics,  
DDE

Dr. Namraj Sindhu  
Asst. Professor in Hindi  
DDE

Dr. (Ms.) Geetika Sandhu  
Asst. Professor in English  
DDE **(Special Invitee)**

Prof. Dinesh Kumar  
Head, IQAC

Prof. Manjula Chaudhary  
Dean, Academic Affairs