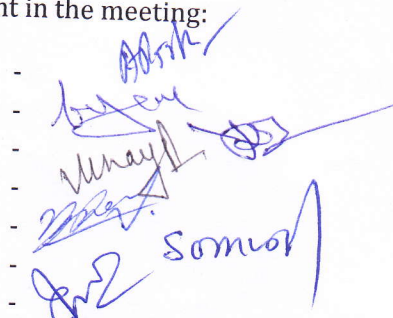


Dated: January 19, 2019

Minutes of the Third Meeting of the Centre for Internal Quality Assurance (CIQA)

The Third Meeting of the Centre for Internal Quality Assurance (CIQA) was held on January 19, 2019 at 02.30 P.M. in the chamber of the Director, CIQA to deliberate on the agenda items as enlisted below. The following members were present in the meeting:

1. Prof. A.P. Tripathi, Director, CIQA -
2. Dr. Bijendr Pradhan, Member -
3. Dr. Yogesh Jain, Member -
4. Samani (Dr.) Vinay Prajna, Member -
5. Dr. Yuvraj Khangarot, Member -
6. Mr. Somveer Sangwan, Member -
7. Dr. Bhabagrahi Pradhan, Member Secretary -



The decisions taken and action to be done is presented underneath each agenda item which is as follows:

Item No-2019/03/01: Monitoring of Admission and Enrolment.

Decision:

The members of CIQA discussed with the officials of the admission section regarding the issues and difficulties faced in the admission process in the previous year so that the same can be removed or addressed during the next admission cycle:

- (i) .
- (ii) .

Item No-2019/03/02: Review of SLM / Contact / Practical Classes held for learners of various programmes

Decision:

The members discussed and identified various parameters on which ground work could be done during the presence of students:

- (a) Filling-up of Feedback Form on SLM
- (b) Receipt of feedback on Assignments

Item No-2019/03/03: Review of Implementation of Academic Calendar.

Decision:

The tentative dates for holding of Counselling Sessions for learners and potential students should be reflected in the Academic Calendar. The same could be started in February-March 2019.

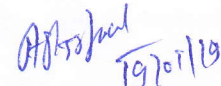
Item No-2019/03/04: Uploading/Updation in the Institute's website the Information of Faculty/Authors who have prepared Self Learning Materials.

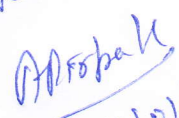
Decision:

The members of CIQA reiterated that uploading of details of authors or writers should be uploaded in the Institute's website so that credit is given to the authors concerned and for ensuring transparency.

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


(Member Secretary)


(Director, CIQA)

Approved

24/01/19