

CENTRE FOR INTERNAL QUALITY ASSURANCE CELL
REPORT OF THE FIRST MEETING
CENTRE FOR DISTANCE & ONLINE EDUCATION
BHARATHIDASAN UNIVERSITY, TIRUCHIRAPPALLI – 620 024.

The first meeting of the Centre for Internal Quality Assurance of the Centre for Distance & Online Education was held on 28.10.2021 at 12.00 noon in the syndicate hall of Bharathidasan University, Tiruchirappalli.

The following members were present:

- a. Vice-Chancellor of the University – Chairperson;
- b. Three senior teachers of Higher Educational Institution - Members;
 1. Dr. R. Babu Rajendran, Professor, Dept. of Environmental Biotechnology, Bharathidasan University, Tiruchirappalli.
 2. Dr. V. Vinod Kumar, Professor, Department of English, Bharathidasan University, Tiruchirappalli.
 3. Dr. Mrs. A. Lakshmipraba, Professor, Department of Botany, Bharathidasan University, Tiruchirappalli.
- c. Head of three Departments or School of Studies offering recognized programmes in Open and Distance Learning and Online mode – Members;
 1. Dr. A. Tamilselvan, Professor & Head, Department of Mathematics, Bharathidasan University, Tiruchirappalli.
 2. Dr. U. Alibava, Professor & Head, Department of Tamil, Bharathidasan University, Tiruchirappalli.
 3. Dr. A. Tholappan, Professor & Head, Department of Education, Bharathidasan University, Tiruchirappalli .
- d. Two external experts of Open and Distance Learning and /or online education – Members;
 1. Dr. A. Murugan, Director, Periyar University, Salem.

2. Dr. P. Sivakumar, Professor & Head, DDE, Alagappa University, Karaikudi.
- e. Officials from the Administration and Finance departments of the Higher Educational Institution – Members;
1. Thiru.S. Karunanithi – Finance Officer, Bharathidasan University, Tiruchirappalli – 24.
 2. Mrs. Kala Yoganathan, Deputy Register, for Distance Education, Bharathidasan University, Tiruchirappalli – 24.
 3. Mr. B. Anand, Programme Officer – Online, Centre for Distance Education, Bharathidasan University, Tiruchirappalli – 24.
- f. Director, Centre for Internal Quality Assurance – Member Secretary.
1. The Director, CDOE, Bharathidasan University, Tiruchirappalli.
- g. Special Invitees:
1. Prof. S. Rajasekar, Dept. of Physics, Bharathidasan University, Tiruchirappalli.
 2. Prof. T.R. Gurumurthy, Dept. of Commerce, Alagappa University, Karaikudi.
 3. The Controller of Examinations, Bharathidasan University, Tiruchirappalli.
 4. The Director - Research, Bharathidasan University, Tiruchirappalli.

The Hon'ble Vice-Chancellor, Bharathidasan University welcomed all the members of the CIQA . And after the introduction of all the member, the Chair person had asked the Director, Centre for Distance & Online Education to proceed with the agendas for discussion and approval. All the following 15 agendas were placed before the CIQA committee and the approval and modification needed were also arrived. They are as follows:

The Committee discussed the agenda in details resolved the following:

1. To discuss the various parameters involved in the NAAC guidelines to the Dual mode Universities.

Resolved that the various parameters are noted and to initiate necessary action to fulfill the NAAC requirement.

2. Inviting all the CIQA members to highlight and suggest their views towards NAAC for the development of Centre for Distance and Online Education.

Resolved that the views and opinions of the Committee members of starting tailor-made programmes (certificates and diploma programmes) are noted and necessary action steps may be taken.

3. To request the Administration to allot a separate building for the Centre for Distance and Online Education individually.

Resolved that a separate building for the CDOE may be considered in future.

4. To seek permission to start Alumni Association at the Centre for Distance and Online Education to the Distance Education students

Resolved that the starting an Alumni Association at the CDOE be considered.

5. To obtain permission from the administration to admit students of prison inmates with free of cost education. (Special Target Group).

Resolved that the admission to prison inmates be considered and the fee concession may be decided by the Syndicate Sub-Committee.

6. To create a Learner Management System (LMS) at the headquarters to run the online courses.

Resolved that creation of Learner Management System (LMS) at the headquarters may be considered by forming a Technical Expert Committee.

7. To start an e-resource centre exclusively for ODL and Online Programme at the Centre for Distance and Online Education.

Resolved that an e-resource centre exclusively for ODL and Online programmes may be considered. And the suggestion of the Controller of Examinations and Librarian of the University to utilize the e-resources of the University Library for this purpose may be considered.

8. To permit the Centre for Distance & Online Education to start Interactive radio counseling through Social media.

Resolved that starting of the Interactive radio counseling through Social Media may be considered in future.

9. To provide digitalized SLM for the Learners.

Resolved that providing the digitalized SLM for the Learners be considered and necessary action may be initiated.

10. To provide Online Learner satisfied survey regarding Teaching Learning process at the Centre for Distance and Online Education.

Resolved that the Online Learner satisfied survey regarding the Teaching Learning Process at the CDOE be considered.

11. To allot fund to organize workshop/seminar on innovative practices in the Centre for Distance and Online Education, from the academic year 2022 onwards.

Resolved that organizing a seminar/workshop on innovative practices in the CDOE from the academic year 2022 onwards be considered.

12. To use MOOC's and SWAYAM support to the Distance Education Learners.

Resolved that the use of MOOC's and SWAYAM platforms to the Distance Learners be considered.

13. To provide ICT enabled facilities at the Centre for Distance and Online Education.

Resolved that the ICT enabled facilities at the CDOE be considered.

14. To provide separate store room for Books of Distance Education of Centre for Distance and Online Education.

Resolved that a separate store room for Books for the CDOE be considered along with the Agenda 3.

15. To provide online Admission and Related Activities at the Centre for Distance and Online Education.

Resolved that the facility for online admission related activities at the CDOE be considered.