



**National Assessment and Accreditation Council**  
An Autonomous Institution of the University Grants Commission

**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**Minutes of the meeting of Core Working Group Committee held during  
27<sup>th</sup> & 28<sup>th</sup> March, 2019 [Wednesday & Thursday] at NAAC**

**Members present:**

<b>Sl. No</b>	<b>Details of Experts</b>
	<b>IGNOU Working Group</b>
1.	<b>Prof. Manjulika Srivastava, Director CIQA, IGNOU, New Delhi- 110068</b>
2.	<b>Prof Sanjiv Kumar, School of Sciences, IGNOU, New Delhi- 110068</b>
3.	<b>Dr. Navita Abrol, Assistant Director, Defence Unit, IGNOU, New Delhi- 110068</b>
	<b>NAAC Officials</b>
1.	<b>Dr. Latha Pillai, Adviser</b>
2.	<b>Mr. Ponmudiraj, Deputy Adviser</b>
3.	<b>Dr. Mumtaj, Academic Consultant</b>
4.	<b>Prof. Suresh Kumar, Special Invitee</b>

**Agenda**

The following agenda was discussed in the Core Working Group Committee meeting held at NAAC on 27<sup>th</sup> & 28<sup>th</sup> March, 2019 to finalize the Manual of Open Universities.

1. To discuss and deliberate on the feedback received from Open Universities (OUs) on the draft Manual uploaded on the NAAC website.
2. To incorporate feedback received.
3. To consider Pilot study inputs of 7 OUs, data compilation sheet and metrics to finalize the bench marks.
4. To rationalize the number of metrics and the relative weightages of qualitative and quantitative metrics

**Proceedings**

1. Dr. Mumtaj, Academic Consultant welcomed the experts for the deliberations on 'Open University Manual'.
2. The NAAC officials briefed the members present about the methodology to be adopted for the analysis of pilot study inputs and feedback / suggestions in order to change/revise the metrics / weightage in the Open Universities.

3. The members were informed of the changes in the format of the metrics to bring in parity with other Manuals of NAAC.
4. The members combed- through the entire Manual from cover to cover to give the Manual a final shape.
5. A total of 17 metrics were deleted and 3 new metrics were added; suitable changes were made in metrics: some were converted from QnM to QIM and vice-versa where required and a few were merged to finally arrive at 130 metrics of which 90 are QnM and 40 are QIM.
6. In this process the number of metrics were reduced from 143 to 130 and the relative weightages of quantitative and qualitative metrics was brought to around 70% QnM and 30% QIM.
7. The Learner Satisfaction Survey questionnaire was developed and finalized.
8. The members interacted with the DVV team members to discuss the formulae for the QnM and finalized the data templates.
9. Other parameters like profile of the Open University, extended profile were also discussed and finalized
10. The final draft Manual and the benchmarks prepared based on the pilot study; need to be approved by the National Task Force.

**The Manual was finalized and handed over for further processing at NAAC.**

The meeting concluded with a vote of thanks.