# INDIRA GANDHI NATIONAL OPEN UNIVERSITY

## CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA)

### MAIDAN GARHI, NEW DELHI-110 068

**MINUTES OF THE 5ᵗʰ MEETING OF THE CENTRE FOR INTERNAL QUALITY ASSURANCE COMMITTEE HELD ON 21ˢᵗ FEBRUARY 2025 AT 10.30 AM IN THE CONFERENCE ROOM, VCO BLOCK, IGNOU, MAIDAN GARHI, NEW DELHI-110 068.**

Following attended the meeting on 21ˢᵗ February 2025:

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| 1. | Prof. Uma Kanjilal, Vice-Chancellor, IGNOU | Chairperson *(ex officio)* |
| 2. | Prof. Om Prakash Singh Negi, VC of UOU | External Member |
| 3. | Prof. Shyam Sunder Pattnaik, VC of OSOU | External Member |
| 4. | Prof. Rekha Sen Sharma, Director, SOCE | Member |
| 5. | Prof. Kaustuva Barik, SOSS | Member |
| 6. | Prof. D. Venkateshwarlu, SOE | Member |
| 7. | Prof. Sandeep Singh Rawat, Director, SOCIS | Member |
| 8. | Prof. Suhas Shetgovekar, Director, SOSS | Member |
| 9. | Dr. Saumya, Director, SOSW | Member |
| 10. | Dr. Alok Chaube, Registrar, Admin | Member *(ex officio)* |
| 11. | Dr. Jitendra Dev Gangwar, FO, F& A | Member *(ex officio)* |
| 12. | Dr. Jyotsna Dikshit, Additional Director, NCIDE | Special Invitee |
| 13. | Dr. Manorama Singh, RD, RC Delhi-2 | Special Invitee |
| 14. | Prof. Vijayakumar P, Director, CIQA | Member Secretary *(ex officio)* |

Prof Manjulika Srivastava, OSD, Dr. Navita Abrol, Deputy Director, CIQA and Dr. Shekhar Suman, Assistant Director, CIQA were present to provide the academic inputs to Member Secretary and Committee.

Prof. Vijayakumar P, Member Secretary welcomed the Chairperson and members of the Committee. He briefed the newly reconsituted CIQA Committee members about the role and responsibilities of the CIQAC committee. Thereafter, he invited the Chairperson of the Committee, Prof. Uma Kanjilal, Vice-Chancellor, IGNOU to thank the outgoing members, welcome the new members and give her opening remarks.

At the outset, the Vice-Chancellor and Chairperson lauded the efforts of the then chairperson Prof. Nageshwar Rao and the CIQA for bringing laurels to the University in the form of NAAC A++ grading and number 1 ranking in NIRF. She also thanked the outgoing Director Prof. Manjulika Srivastava and welcomed the new Director, Prof. Vijayakumar P. She welcomed the external members of the CIQA Committee *viz.* Prof. Om Prakash Singh Negi (Vice Chancellor, Uttarakhand Open University, Haldwani) and Prof. Shyam Sunder Pattnaik (Vice Chancellor, Odisha State Open University, Sambalpur).

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She also welcomed the *ex-officio* members Dr. Alok Chaube, Registrar (Admn.) and Dr. J.D. Gangwar, Finance Officer and the senior teachers, Director of the Schools, Special invitees nominated by the Chairperson.

The Vice-Chancellor expressed her gratitude to Prof. Manimala Das, Former VC of NSOU and Prof. Ashok Sharma, Former VC of VMOU, the outgoing external members of the CIQA Committee. She appreciated their valuable contributions as the external members of the CIQA Committee and their participation in previous four CIQA committee meetings.

She praised the contributions of Prof. Meenal Mishra, Prof. Sunita Malhotra, Prof. Santosh Panda, Prof. P V Suresh and Prof. Kaushalya, the outgoing internal members of the CIQA committee.

In her opening remarks, she apprised the CIQA Committee about the developments that took place after the last meeting of CIQA Committee. She provided a comprehensive update on recent development of the University's progress. She informed that the university is gearing up for the cycle 2 of the NAAC Accreditation which is due in January 2026.

Thereafter, the following Agenda Items were discussed in the meeting and the decisions taken thereof:

| ITEM NO. 5.1. | To apprise the Committee of the approval of the minutes of the Fourth meeting of the Centre for Internal Quality Assurance Committee (CIQAC) by the Academic Council - reg. |
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| CIQAC 5.1.1 | The committee was apprised of the approval of the minutes of the Fourth meeting of the Centre for Internal Quality Assurance Committee (CIQAC) held on 22nd February, 2024 in the 83rd Meeting of the Academic Council held on 18th February 2025 *vide* Agenda Item No.18. The Academic Council after detailed deliberation confirmed the minutes of 4th meeting of CIQAC. |
| CIQAC 5.1.2 | *Decision:* The committee noted the approval of the minutes of the fourth meeting of the Centre for Internal Quality Assurance Committee (CIQAC) by a statutory body of the University. |
| ITEM NO. 5.2 | To apprise the Committee of the Action Taken Report on the Minutes of the 4th Meeting of the CIQA Committee - reg. |
| CIQAC 5.2.1 | The Director, CIQA presented the agenda before the Committee. He apprised the Committee on action taken report on the Minutes of the 4th Meeting of the CIQA Committee. The members opined that the there is no need to provide financial incentives for research publication instead University should create a culture of research and collaboration for undertaking research projects. |
| CIQAC 5.2.2 | *Decision:* The University should establish Research and Development Cell (RDC) which will promote and encourage discipline-based and systemic research in line with the NEP 2020. RDC should have a Project Facilitation Unit which will handle all matters related to the research projects including administration and finance. The RDC should also revive the travel grant scheme. It was also suggested to expand the role and functions of the existing Research Unit to RDC. |

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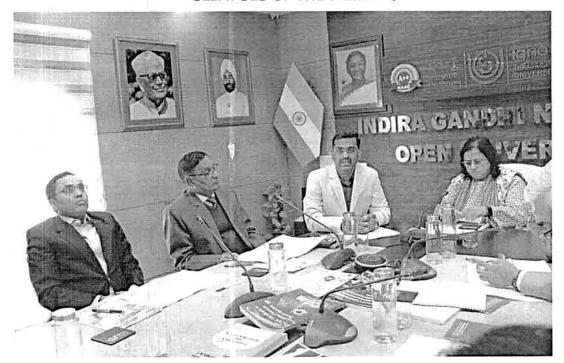| | |
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| **ITEM NO. 5.3** | **To apprise the Committee of the Submission of IGNOU AQAR 2023-2024 on the NAAC Portal - reg.** |
| CIQAC 5.3.1 | The Director, CIQA informed the committee that IGNOU had prepared the Annual Quality Assessment Report (AQAR) for the year 2023-2024 as the requirement of NAAC. Agenda on AQAR 2023-2024 was placed in the Academic Council's Standing Committee held on 17th January 2025, for its consideration and approval. It was submitted on the NAAC portal on 27th January, 2025.<br><br>In the discussion, the members enquired about the recommendations of the NAAC Peer Team and the action taken thereon. The members are apprised about the actions taken by the University.<br><br>The members suggested that an internal academic and administrative audit should be undertaken.<br><br>The external members also suggested that IGNOU should organize a meeting of all Vice Chancellors of OUs for identifying the areas of common interests and mutual interests. |
| CIQAC 5.3.2 | **Decision:** The members noted efforts taken by CIQA in compiling the AQAR and timely submission of it to NAAC. The University should conduct an internal academic and administrative audit and explore the possibility of external audit through Quality Council of India (QCI). IGNOU should convene a meeting of all OUs to identify the areas of common interests and collaborations. |
| **ITEM NO. 5.4** | **To apprise the Committee regarding IGNOU's achievement of NIRF's 1st rank under the category Open University by NBA and Submission of Data for NIRF for 2025 to NBA - reg.** |
| CIQAC 5.4.1 | The Member Secretary apprised the Committee that the University secured NIRF's No. 1 rank under the Open University category in 2024. Further, he informed that the application for NIRF 2025 under the category of Open University was submitted on 24th January 2025. |
| CIQAC 5.4.2 | **Decision:** The members noted efforts taken by CIQA for timely submission of data to NBA for NIRF 2025. |
| **ITEM NO. 5.5** | **To apprise the Committee on Quality enhancement measures undertaken by CIQA - reg.** |
| CIQAC 5.5.1 | The Director, CIQA briefed the committee members regarding the quality enhancement measures undertaken during the year 2024. These measures were aimed at improving the overall quality of services provided by CIQA. He also highlighted a number of initiatives undertaken by the organization, including Documentation of Best Practices, Workshop with Schools of Studies, Redesigning of IGNOU Website, Documentation of IGNOU's Growth & Development (1985-2024) and Inspiring Stories of IGNOU Learners. The Director's presentation provided a clear picture of the progress made in quality enhancement measures and demonstrated CIQA's commitment to continuously improving its services.<br><br>The members appreciated the publications of the CIQA. |

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| CIQAC 5.5.2 | *Decision:* The committee noted the steps being taken by CIQA and appreciated the excellent documentation of the publication. |
| **ITEM NO. 5.6** | **To approve the CIQA Annual Report 2024-reg.** |
| CIQAC 5.6.1 | The Director, CIQA apprised the members that CIQA has made a practice of documenting its major activities performed during the year. The activities undertaken in the previous year i.e. 2024 were compiled and presented in the CIQA Annual Report- 2024. Some of the major activities listed were:<br><br>• Preparation of IGNOU AQAR 2022-2023 & Submission to NAAC<br>• Conduct of 4th CIQA Committee Meeting<br>• Feedback from Stakeholders: Preparation of Tools; Compilation of Reports; & ATR<br>• Preparation of CIQA Action Plan - 2024-2025<br>• Documentation of Best Practices<br>• NEP 2020 Implementation<br>• Participation in NIRF Ranking for Open University for the year 2024<br>• Uploading Data on UTSAH Portal of UGC<br>• Preparation of AQAR 2023-2024<br>• Workshop with Schools of Studies<br>• Redesigning of IGNOU Website<br>• Documentation of IGNOU's Growth & Development (1985-2024)<br>• Reconstitution of CIQA Committee<br>• Preparation for NIRF Ranking for the year 2025 |
| CIQAC 5.6.2 | *Decision:* The Committee noted the activities of CIQA and lauded the qualitative and quantitative efforts of CIQA. |
| **ITEM NO. 5.7** | **Any other Item – reg.** |
| CIQAC 5.7.1 | The issue pertaining to adoption of IKS adoption was highlighted in the meeting. It was suggested that the procedure for adoption of IKS should be systematically implemented in the University. |
| CIQAC 5.7.2 | *Decision:* For systematic implementation of IKS, it is suggested to orient the faculty. |

The meeting ended on a positive note with thanks to chair and all present.

Prof. Vijayakumar P
Director, CIQA
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