Tamil Nadu Open University, Chennai

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

The Fifth Meeting of CIQA was held on 30th December 2021 at the Syndicate Hall, TNOU as per the Vice Chancellor Note approval dated 18.12.2021. The communication was sent to all the members of CIQA vide F.No. TNOU/ CIRCULAR-56/CIQA/2021 dated 21-12-2021.

The Members present were:

1	Prof. K. Parthasarthy Vice Chancellor, TNOU	Chairperson
2	Dr. S. Balasubramanian, Professor & Director, SOTCS, TNOU	Member
3	Dr. M.V. Sudhakaran, Professor & Director, SOSS, TNOU	Member
4	Dr. M. Manivannan, Professor & Director, SOE, TNOU	Member
5	Dr. P. Ravimanickam, Associate Professor & Director(i/c), SOS, TNOU	Member
6	Dr.K.Rathnakumar Registrar	Member
7	Mrs.S.Maheswari Finance Officer	Member
8	Dr.P.Arumugam, Assistant Professor, SOPPA	Special Invitee
9	Dr.P.Thiyagarajan Director i/c, CIQA	Member Secretary

The Fifth Meeting of the CIQA started with the Welcome note from the Vice Chancellor of TNOU Prof. K. Parthasarathy. Four members of CIQA i.e. Dr.S.N.Geetha , Director, Centre for Distance Education, Anna University, Chennai, Dr. K. Ravichandran Director, Institute of Distance Education, University of Madras, Chennai, Dr. S. Subramanian, Professor & Director, SOMS, TNOU and Dr. N. Dhanalakshmi, Professor and Director, SOHTS, TNOU could not attend the Meeting due to some urgent work. The Vice Chancellor briefed about the purpose of the Fifth Meeting of CIQA and the preparedness of TNOU for applying to the NAAC Assessment and Accreditation.

The following Agenda were presented by the Director (i/c), CIQA to the Members of the CIQA.

1. The Action taken report of the Fourth Meeting of Centre for Internal Quality Assurance (CIQA) which was held on 17-08-2021 was presented to the Members of CIQA and it was resolved to approve the action taken report of the Fourth Meeting of CIQA-TNOU.

2. The draft Self Study Report (SSR) of TNOU for submission NAAC Assessment and Accreditation process prepared by the NAAC Working Committee was discussed and resolved to include the last two years (.i.e.2019-20 and 2020-21 as NAAC Assessment period..

3. In order to strengthen the Alumni of TNOU, the Alumni Cell may collect the details of atleast 50 Alumni with photo and brief information who are rendering the Public services and reputed in the society.

4. Draft the best practices in the University may be listed out so as to bring more weightage in the 7th Criterion in NAAC Assessment and Accreditation.

5. CIQA shall prepare a separate brochure for each year for which it may be brought in all important activities of the University. Likewise, concerned Schools and Divisions are also insisted to prepare the brochure which will reflect the activities of Schools and Divisions.

6. CIQA may take initiatives to switch over from all quantitative aspects to quality aspects, so that more scores can obtain from the NAAC.

7. The University shall go for fully automation for integration of both academic and administrative work. CUI may be asked to submit the detailed plan of action for automation particularly admission, examination and evaluation along with estimated cost in order to verify the data of TNOU by NACC pertaining to Data Verification and Validation(DVV).

8. Academic Audit shall be conducted for 30 selected UG and PG programmes (as given in the annexure) in which revised and non-revised syllabus of respective programmes may be considered to take up the Academic Audit. The Controller of Examinations shall submit the Term End Examination 2020-21 evaluated Answer Scripts of 30 selected Programmes and its Courses both English and Tamil medium to CIQA. A minimum of three Script for each Course (Each Script in Minimum, Average and Maximum Marks range) be given to CIQA and the concerned School may submit the PPR including the upadated/final PPR to CIQA. External Experts from other Universities may be identified by the respective Schools and the list along with contact details for conducting the Academic Audit and the work may be carried by CIQA in coordination with Schools.

9. The NAAC Working Committee shall collect the relevant and authenticate data for covering the seven criterions in the NAAC Assessment and Accreditation as per the specified timelines and same may be submitted to CIQA.

10. The Experts from other Educational institutions may be called for advising to preparing the Self Study Report and conduct the Mock NAAC Assessment and Accreditation

Director(i/c), CIQA

Director
Centre for Internal Quality Assurance (CIQA)
Tamil Nadu Open University, Chennai-15.

Registrar
Registrar
Tamil Nadu Open University
No.577, Anna Salai,
Saidapet, Chennai-600 015.

Annexure

30 selected UG and PG programmes for Academic Audit

1. M.B.A
2. M.A. History
3. M.A. Public Administration
4. M.A. English
5. Master of Social Work
6. M.A. Criminology &Criminal Justice Administration
7. M.Sc. Psychology
8. M.A. Sociology
9. M.A. Economics
10. M.Sc. Geography
11. M.A. Tamil
12. M.Com
13. M.Sc. Mathematics
14. M.C.A
15. B.A.. English
16. B.A.. History
17. B.A. Public Administration
18. B.A. Islamic Studies
19. Bachelor of Social Work
20. B.A. Tamil
21. B.Lit.
22. B.Com.
23. BBA
24. B.Sc. Psychology
25. B.Sc. Geography
26. B.Sc. Computer Science
27. B.Sc. Physics
28. B.Sc. Chemistry
29. B.Sc. Botany
30. B.Sc. Zoology