

**Proceedings of the Meeting of CIQA Committee**  
Centre for Internal Quality Assurance Cell  
Krishna Kanta Handiqui State Open University  
Date: 2<sup>nd</sup> July, 2022 Time: 10.00 A.M.  
Venue: VC Conference Hall, KKHSOU. Khanapara

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The meeting of CIQA Committee of Krishna Kanta Handiqui State Open University was held on 2<sup>nd</sup> July, 2022 at the Conference Hall, KKHSOU. Khanapara at 10.00 AM.

I. Members present:

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| 1. Prof.(Dr.) Nripendra Narayan Sarma, Vice Chancellor i/c | : Chairperson      |
| 2. Dr. Arupjyoti Choudhury, Registrar                      | : Member           |
| 3. Dr. Santosh Panda, IGNOU (present virtually)            | : Member           |
| 4. Dr. Anirban Ghosh, NSOU                                 | : Member           |
| 5. Dr. Dibyajyoti Mahanta, Dean (Study Centre)             | : Member           |
| 6. Dr. Dipak Kalita, Finance Officer                       | : Member           |
| 7. Dr. Pranjit Bora, Professor & Director, PGBSH           | : Member           |
| 8. Dr. Jayanta Kumar Sarma, Professor & Director, BHSMC    | : Member           |
| 9. Dr. Bipul Das, Associate Professor                      | : Member           |
| 10. Dr. Prasenjit Das, Associate Professor                 | : Member           |
| 11. Dr. Pranab Saikia, Director i/c, CIQA                  | : Member Secretary |

1) Majority of the members being present, Member Secretary of CIQA Committee extended a warm welcome to all the members present and briefed the Members about the purpose of the Meeting and requested Chairperson, CIQA Committee to conduct the 12<sup>th</sup> CIQA Committee meeting.

The leave of absence was granted to the members who could not attend the meeting.

2) With the permission of the Chair, Director, CIQA i/c briefed the members about the last year NAAC assessment and accreditation of the University on 16, 17 & 18 December, 2022 which was the primary agenda of the 11th CIQA Committee Meeting held on 10<sup>th</sup> December, 2021. Dr. Pranab Saikia informed that the University awarded "B" Grade with the CGPA 2.68 by NAAC. He offered his sincere thanks and gratitude to all the members of CIQA Committee for their constant guidance and support in this maiden endeavour.





3) Prof Anirban Ghosh of NSOU, the external members of the CIQA Committee, thanked the CIQA Team and the entire University for successfully completing the NAAC assessment and accreditation process.

4) Agenda wise discussions and decisions are presented below:

i) The Meeting resolved to approve the Proceedings of the Meeting of the CIQA Committee which was held on 10<sup>th</sup> December, 2021. Proceedings of the meeting were circulated to all the CIQA Committee members through email dated 7<sup>th</sup> January, 2022

ii) Discussion on Annual Action Plan of CIQA for 2022-23:

a) The Meeting discussed the activities proposed by CIQA to be undertaken during 2022-23.

b) The Meeting approved the month-wise Action Plan for CIQA. It was emphasized that in addition to the other responsibilities related with submission of University related particulars to UGC, NAAC etc., CIQA should continue organizing the quality development programmes as indicated in the Action Plan.

iii) Approval of CIQA Annual Report of 2021-22 (to be submitted to UGC DEB)

The CIQA Committee meeting discussed the contents of the Annual Report of CIQA 2021-22 (a report of the activities undertaken by CIQA during the year 2021-22) to be submitted to the Distance Education Bureau, UGC, New Delhi. The meeting discussed CIQA Annual Report, 2021-22 contents in brief and adopted the Annual Report. Further, the Meeting urged CIQA to send the final soft copy of the report to the members of the committee.

iv) The following observations have been made by the members:

a) Conduct the Outcome based Programme Effective Research: The CIQA Office should plan for the conduct of the outcome based effective research for all the courses

b) The ultimate aim of LOCF lies in enhancing the quality of higher education in India and encouraging the students to gain the best skills & knowledge during their learning journey. In this regard, CIQA and the Office of Dean (Academic) will facilitate the School of Studies to set specific outcomes,

design content & plan the content delivery & assessment strategies based on the report of the committees constituted for NEP implementation.

c) CIQA Committee discussed the matter regarding application of new programmes in the UGC Portal and requested CIQA Office and Dean (Academic) to prepare an action plan for preparation of PPR and SLMs.

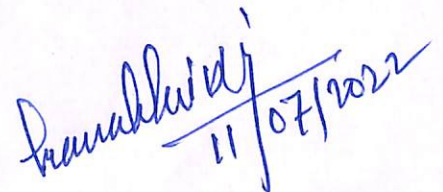
d) Controller of Examinations raised a few matters through email for discussion and members of the CIQA Committee after having the discussion on the matters, suggested that the matters may be best discussed in the Examination Committee.

v) The Registrar of KKHSOU proposed a special thanks to the CIQA Team for their enormous efforts in organizing the one day National Conference of CIQA Directors on NEP related aspects successfully at the University on 1<sup>st</sup> of July, 2022. The Committee members unanimously appreciated the CIQA Team for organising such a timely relevant and important conference.

e) There being no other matter to discuss, the meeting ended with thanks from the Chair.



(Prof. N.N.Sarma)  
Chairperson



(Dr. Pranab Saikia)  
Member Secretary