

Proceedings of the meeting of IQAC, The University of Burdwan , held on 04.02.2020 in the Department of Physics, The University of Burdwan.

Hon'ble Vice-Chancellor Sir chaired the meeting.

- Members present in the meeting discussed different issues related to the AQAR uploading to the NAAC portal for the years 2016-17,2017-18, and 2018-19, IIQA uploading in connection to the coming NAAC assessment and accreditation for the University. The members also observed carefully the notification of NAAC done on 03.02.2020 in NAAC Website and the letter from UGC to our University on 31.01.2020 regarding Process of Accreditation /Re-accreditation for Dual Mode Universities by the NAAC . Again it was discussed that University has received no reply from Government of West Bengal till now regarding conversion from General University to a Dual mode type of University , as our University has already approached Government of West Bengal seeking the permission for such conversion.
- Observing all the above points the members attended in the meeting felt that we should proceed for IIQA submission as per the General University Manual latest by the deadline given by NAAC (29th February,2020). The copies of UGC notification as well as NAAC notification are attached herewith.

Meanwhile University may take the following necessary actions / may consider the following points for DDE, so that the Distance learning process of the University can be upgraded as per the requirement of NAAC.

1. Use of electronic media and other digital components in Programmes offered by DDE
2. Development of digitized SLM
3. Necessary arrangement of uploading in the website/online repository/e-content app/LMS available to learners
4. Development of mechanism of academic counseling
5. More number of Full-time teachers and other academics in position



6. Development of process of Standard Operating Procedures for continuous (internal) assessment

7. Conduct more number of Workshop/Seminar on ODL Process – on:

i) Self-learning material development

ii) Learner support services and academic counseling

iii) Intellectual property right

iv) Open education resources (OERs)

v) Massive open online courses (MOOCs)

vi) Technology-enabled learning

vii) Learning management system

viii) Development of e-content and

ix) Other innovative technologies

8. Publications of number of books, chapters in books, articles and research papers in journals by

the teachers and other academics of DDE

9. Development of physical facilities

10. Regular conduct of academic counseling

11. Development of ICT facility in Class room

12. Online admission

13. System of attending learners' queries through automated interactive voice response

system/call centre/online help desk/ social media/App based support/chat box/E-mail

support/Interactive radio counseling/Teleconferencing/Web-conferencing/Student service

centres/Inquiry Centre

14. Grievances redressal cell



15. Proper maintenance of records on Submission of assignment

* The members also feel that the whole matter is to be placed before EC for necessary action, if any.

- The AQAR reports of the years 2016-2017 , 2017-2018, and 2018-2019 are prepared and it is reported by the NAAC team of the University in the meeting . This report is based on the required data available from the administrative and academic sections of the University. These reports are unanimously recommended for uploading in the NAAC portal as well as in the University Website.
- It is also decided that this will be reported to University EC for necessary action.

S. Mukherjee
04.02.2020

Hon'ble Registrar

P. Mukherjee
04.02.2020

BFA
Hon'ble V.C.

04/02/2020

Approved

04.02.2020

