

Tamil Nadu Open University
Minutes of Meeting of Centre for Internal Quality Assurance (CIQA)
22nd August, 2019 by 10.30 a.m.

The Meeting of CIQA was held on 22nd August, 2019 at the Syndicate Hall, TNOU as per the approval of Vice-Chancellor vide Note dated 14.08.2019 and the communication to all members of CIQA vide F.No. TNOU/ Recruitment-18/2019/ 2018 dated 19.08.2019.

The Members present were:

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| 1. | Prof. K. Parthasarthy
Vice-Chancellor, TNOU | Chairperson |
| 2. | Dr. N. Senthilkumar
Professor, Dept. of Management Science
CEG, Anna University, Chennai | Member |
| 3. | Dr. M. Murugan
Prof. & Head, SOS, TNOU | Member |
| 4. | Dr. P. Thiyagarajan
Prof. & Head, SOCE, TNOU | Member |
| 5. | Dr. S. Balasubramanian
Prof. & Head, SOTCS, TNOU | Member |
| 6. | Dr. M.V. Sudhakaran
Prof. & Head, SOSS, TNOU | Member |
| 7. | Dr. M. Manivannan
Prof & Head, SOE, TNOU | Member |
| 8. | Dr. S. Subramanian
Prof. & Head, SOMS, TNOU | Member |
| 9. | Dr. N. Dhanalakshmi
Associate Prof., SOHTS, TNOU | Member |
| 10. | Dr. R. Tamilmaran
Deputy Director(i/c), SSSD, TNOU | Member |
| 11. | Er. R. Meenambigai
Director (i/c), CIQA, TNOU | Member Secretary |

The Meeting of the CIQA started with the Welcome note from the Vice-Chancellor of TNOU Prof. K. Parthasarathy. The Vice-Chancellor informed that one member Mr. Akbar Khan, Industrialist could not attend the Meeting since he is on a foreign visit and the other member Dr. Jothi Venkateswaran, Director, Collegiate Education could not attend the meeting due to some urgent work. The Vice-Chancellor briefed about the purpose of the Meeting and the preparedness of TNOU for applying to the NAAC Accreditation. The two rounds of Meeting of the Faculties of TNOU and creation of Seven Sub-Committees for the Seven Criteria of the NAAC Assessment & Accreditation (A&A) process was recorded in the CIQA Meeting. The Vice-Chancellor stressed that

this Meeting invites open discussion on TNOU Quality initiatives and to arrive at concrete decision for creating an Action Plan for the CIQA for at least one year. It was also informed that another Meeting of CIQA will be held for creating a road map for TNOU and the action plan of CIQA for the next five years.

The Vice-Chancellor also informed that TNOU has to get NAAC- A&A by June 2020 or otherwise the sustainability of the University will be in stack. A brief outline about the Open University's NAAC - A & A Meeting held for the Vice-Chancellor's at New Delhi on 20th August, 2019 was deliberated by the TNOU Vice-Chancellor, stating that many Vice-Chancellor's raised that concerns about the difficulties they face in the process of NAAC – A & A.

The following was discussed as per the Agenda of the Meeting:

1. With regard to the first agenda of the Meeting – NAAC Accreditation of TNOU, Prof. M. Manivannan, SOE stated that trying to collect information for past five years and extracting the required data according to the table prescribed by NAAC is a tedious process and hence certain external members/ experts help may be highly useful when certain alterations are to be made in the submitted documents. He also informed that we must go for an Academic Audit. The Vice-Chancellor informed that once TNOU prepares a complete report for submission to NAAC, it may be evaluated by some outside expert to look for the portions of lagging/ strengthening/ improving. Prof. N. Senthilkumar, Department of Management Studies, Anna University explained that no external agency should be involved in preparation of the whole document for NAAC – A & A since the agency may provide proxy data for three or four institutions and it will be a drawback for University to get NAAC Accreditation. The Professor from Anna University also stated the following key factors:

- Focus on a theme to be projected by the University for NAAC – A & A
- The response from the learners for the Learner Support Survey (LSS) are to be ensured since even in Anna University there was only 4% as turn-out for the LSS
- The website of the University is the touch point and no wrong information is to be provided. The site is to be updated regularly.
- All the faculties have to create Google Scholar Profile and update their publications and projects.
- The University needs to justify that though MOOC's is not offered, E-Content of the SLM are available as ready reckoner for the learners.

The Vice-Chancellor informed that the reports of the seven Sub-Committees are to be reviewed and once the SSR is ready, the University may first go for a self analysis and then for a mock assessment process. It was decided to constitute a

Committee for preparation of TNOU Report and its Draft SSR with the following faculties:

- Dr.M.V. Sudhakaran, Prof. & Head, SOSS
 - Dr. M. Manivannan, Prof. & Head, SOE
 - Dr. N. Dhanalakshmi, Associate Professor, SOHTS
2. The agenda of CAS for the teaching faculties of TNOU was taken up and the Vice-Chancellor informed that a Committee consisting of Senior Professor, Associate Professor and Assistant Professor including an outside expert has been constituted for preparation of CAS Pro-forma by including the ODL related works.
 3. With regard to the Fellowship for the Full-Time Research Scholars of TNOU, it was informed that necessary approval of the Syndicate has been obtained and fellowship of Rs.5000/- per month for 25 students with yearly contingencies expenses of Rs.5000/- will be implemented from 1st September, 2019. The Research Scholars who have completed 1 year duration are eligible to apply for the TNOU Fellowship.
 4. The Faculty Development Programme for the faculties of the Open and Distance Learning and the stakeholders will be conducted by TNOU in collaboration with NAAC/ CEMCA and conducting Induction programme for learners and coordinator of study centers.
 5. The Vice-Chancellor informed that the Annual Report of TNOU for the past five years are to be consolidated, converted into a standard format and place the same in the next Academic Council for ratification as per the statues of the University. It was also insisted that a framework for the TNOU Curriculum exclusively for the PG, UG, Diploma and Certificate Programmes are to be created and a Committee may be constituted to carry out the work. Also the Board of Studies of all the 13 Schools of Study are to be compiled and consolidated into a booklet (Action by the Office of the Registrar). Finally the Vice-Chancellor informed that TNOU will get the NAAC Accreditation and will apply for the same by three months time and thanked all the members of the CIQA for the active participation and providing their valuable inputs.



Director(i/c), CIQA

Director

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



Registrar (FAC)

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