

Agenda Notes of the Centre for Internal Quality Assurance (CIQA) meeting of Odisha State Open University, Sambalpur scheduled to be held on 2nd November 2018 at 11 AM at OSOU Head Office, Sambalpur.

The following agenda items will be discussed in the meeting:

1. Project Programme Report (PPR) of all the Master and Bachelor Degree programmes will be reviewed and finalized in terms of quality, adoption and contextualization of Syllabus.
2. Self-Learning Materials will be reviewed and standardize in terms of quality.
3. Approval of reviewed Self Learning Materials and PPR by CIQA.
4. Decision regarding organization of Expert Committee Meetings for existing approved programmes and approved programmes to be launched in July 2019 for standardization and modification of syllabus.
5. Pattern for Term end Examination Question Papers in Master degree to be decided and finalized. A sample pattern to be prepared by the Programme Coordinators to be discussed in the meeting.
6. Assignment format for Master Degree Programmes will be discussed and finalized.
7. Interdisciplinary credit selection in the Master Degree Programmes will be discussed.
8. Scope for Creation of Modular Programmes from the existing PG Diploma and Master Degree Programmes will be discussed and finalized.
9. Prepration of MOOC's courses for Certificate and Diploma and as elective courses for Under Graduate Programmes/.
10. As per the guidelines of NAAC, incorporation of skill based modules carries weightage, decision is to be taken regarding incorporation of skill based modules in the Master and Bachelor Degree Programme.
11. Scope for practical activities and Hands on training for Master Degree Programmes and other programmes will be discussed and finalized.
12. Scope for field work activities, seminars, workshops etc. for various programmes will be discussed and finalized.
13. Preparation of learning material (content) in Multiple Media such as Self Learning Material, e- Content, Audio Video content etc. according to set standards and requirement.
14. Time, date and venue to be discussed and finalized for conduction of Orientation programme for course writers, editors and counsellors.
15. A standard strategy and procedure is to be discussed and decided for monitoring mechanism for Counselling and evaluation.

16. A standard strategy and procedure to be discussed and decided on monitoring mechanism for student feedback on counselling.
17. Counsellors Remuneration for Master Degree Programme will be discussed and finalized.
18. Sensitization will be done regarding NAAC Accreditation and work distribution on various criteria and sub criteria of NAAC Assessment and Accreditation will be discussed and decided by the Chairperson.
19. Systemic Research activities to be discussed and finalized.
 - Regarding Modular Programmes Expert Committee meeting for all the modular programmes. (can be integrated / discussed under point no. 4)
 - Course Writers Workshop for all the modular programmes. (can be integrated / discussed under point no. 13)
 - Counselors Workshop for all the modular programmes. (can be integrated / discussed under point no. 13)
 - Preparation of SLMs and Audio/Video lectures by OSOU for the modular programmes.
 - All the above activities are partly funded by CEMCA.
20. Regarding Work integrated BBA Programme
 - We have signed MoU with MKCL to offer this programme.
 - There is a dilemma. The dilemma is, MKCL has shared shared 2 syllabi (one in older date and one on 18.09.2018).
 - We have received UGC approval for the OLD syllabus.
 - UGC also has a model curriculum for BBA programme.
 - None of the syllabi (shared by MKCL) absolutely comply to the UGC's model curriculum.
 - I did send email mentioning the same to MKCL on 19.09.2018. However, they have not responded to that.
 - Upon delay from their side, I did call the concerned person from MKCL and she said that they are ready to adopt the syllabus as suggested by OSOU. This is last week's development.
21. Regarding MBA Programme (can be integrated / discussed under point no. 1)
 - So far, we have not received approval to offer MBA programme but hopefully we will get it by the commencement of the next academic session.
 - Specializations to be offered in this programme.

- We can discuss the possible strategy, study centers in which the programme is to be activated, admission (entrance) test and other related issues.