



दूरस्थ एवं ऑनलाइन शिक्षा केंद्र
राजीव गांधी विश्वविद्यालय
CENTRE FOR DISTANCE & ONLINE EDUCATION
RAJIV GANDHI UNIVERSITY
ITANAGAR-791 112

No. 106-IDE/IQAC/2018-19

Dated 28th May 2025

MINUTES OF THE MEETING OF CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA) HELD ON 27TH MAY 2025 @ 1100 HOURS, IN THE OFFICE CHAMBER OF HON'BLE VICE CHANCELLOR

The meeting of the newly constituted Centre for Internal Quality Assurance (CIQA) committee was held on 27th May 2025 @ 1100 hours in the office Chamber of the Hon'ble Vice Chancellor, RGU. The following members were present in the meeting.

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|-----|-----------------------------------------------------------------------------|------------------|
| 1. | Prof. Jayadeba Sahoo
Vice-Chancellor, i/c, RGU\ | Chairman |
| 2. | Dr. N. T. Rikam
Registrar, RGU | Member |
| 3. | Dr. Bijay Raji
Controller of Exams, RGU | Member |
| 4. | Dr. Sanjib Katakya
Additional Director, IGNOU
Regional Centre, Jorhat | External Member |
| 5. | Prof. Sarah Hilaly,
Dean, Faculty of Social Sc. RGU | Member |
| 6. | Prof. Utpal Bhattacharjee
Dept. of Computer Science, RGU | Member |
| 7. | Prof. Sanjeev Kumar
Dept. of Physics, RGU | Member |
| 8. | Prof. K. C. Mishra
Head, Dept. of English, RGU | Member |
| 9. | Prof. P K Nayak
Head, Dept. of History, RGU | Member |
| 10. | Moyir Riba
Coordinator(Acad.&Admn),
CDOR, RGU | Member |
| 11. | Prof. Ashan Riddi
Director, CDOE, RGU | Member Secretary |

Prof. R S Dubey, VC, CU Gujarat, Prof. P K Acharya, Head, Dept. of Education and Finance Officer, RGU could not attend the meeting due to their preoccupation as the quorum was fulfilled the meeting started the remarks from the Chair Prof. Jayadeba Sahoo, Hon'ble Vice-Chancellor and invited Ms. Moyir Riba, Coordinator (Academic & Administration), CDOE, RGU, to present the agenda items before the committee.



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CIQA:III:01: A Brief on CIQA

Moyir Riba, Coordinator (Acad. & Admn.), CDOE, RGU presented a brief background to the purpose and role of CIQA before Committee

The Committee suggested that quarterly report is to be prepared regularly by CDOE and submitted to the committee.

CIQA:III:02: Third Party Academic Audit of CDOE, RGU

It was presented before the Committee that CDOE, RGU has a prior approval for third party academic audit by CEMCA, New Delhi. The members were requested to suggest continuation/change of third party auditor. The committee deliberated at length with special inputs from Dr. Sanjib Katakya, Additional Director, IGNOU, Regional Centre, Jorhat.

The Committee unanimously decided that CEMCA should continue as the third party auditor for CDOE, RGU.

CIQA:III:03: Presentation of reports of previous CIQA Assessments

The CIQA report of 2018-19, 2022-23 and 2023-24 which were already uploaded to the UGC website in the respective Academic Session was presented before the Committee.

The Committee appreciated the performance of CDOE, RGU after evaluating its 3(three) Yearly Reports.

Dr. Sanjib Katakya commended the institute for zero pending grievances, while Prof. Utpal Bhattacharjee acknowledged the accuracy and completeness of CDOE's data during the NAAC accreditation process.

CIQA:III:04: Insights from the member

The admission procedures and the status of the Alumni Association were presented before the Committee

After due discussion, the Committee made the following suggestions:

- Strengthen the Alumni Association.
- Explore possibility of resuming the online proctored examination process through the Perfectice platform, which was successfully used by CDOE during the COVID-19 period.



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- To strengthen the functioning of the Alumni Association, it was suggested to collect relevant records from the Office of the Controller of Examinations, RGU.
- The minutes of every CIQA meeting should be placed before the Board of Management for official record.
- The CDOE brochure should be published on the website and also made available in hard copy for advertisement purposes.
- Explore and target more working professionals as a potential learner group.

CIQA:III:04: Any other item

Following pointes were discussed and resolved:

- Conduct a one-day workshop with the Centre Coordinators of CDOE, RGU to enhance publicity and outreach for admissions.

The meeting was concluded with a vote of thanks from Moyir Riba, Coordintor (Acad.& Admn.), CDOE, RGU, who thanked each member for their valuable guidance and support to the ODL Education mode of the RGU.

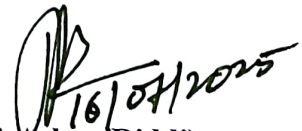
Sd/-
(Prof. Ashan Riddi)
Director, CDOE &
Member Secretary, CIQA

Memo No. 106-IDE/IQAC/2018-19

Dated

Copy:

1. The PS to Vice-Chancellor, RGU for information to the Hon'ble Vice Chancellor please.
2. The PS to Registrar, RGU for information to the Registrar.
3. Concerned members
4. Office copy


(Prof. Ashan Riddi)
Director, CDOE &
Member Secretary, CIQA