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

No. 106-IDE/IQAC/2018-19 **Dated 18th December 2025**

MINUTES OF THE MEETING OF CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA) HELD ON 18th NOVEMBER, 2025 @ 1100 HOURS, IN BLENDED MODE FROM THE OFFICE CHAMBER OF HON'BLE VICE CHANCELLOR

The meeting of the Centre for Internal Quality Assurance (CIQA) committee was held on 18th November 2025 @ 1100 hours in blended mode from the office Chamber of the Hon'ble Vice Chancellor, RGU. The following members were present in the meeting.

1.	Prof. S K Nayak Vice-Chancellor, RGU	Chairman
2.	Dr. N. T. Rikam Registrar, RGU	Member
3.	Dr. David Pertin Controller of Exams,i/c, RGU	Member
4.	Prof. Otem Padung Finance Officer, RGU	Member
5.	Dr. Sanjib Kataky Additional Director, IGNOU Regional Centre, Jorhat	External Member
6.	Prof. R S Dubey, Vice-Chancellor, CU Gujarat	External Member
7.	Prof. Sarah Hilaly, Dean, Faculty of Social Sc. RGU	Member
8.	Prof. Utpal Bhattacharjee Dept. of Computer Science, RGU	Member
9.	Prof. Sanjeev Kumar Dept. of Physics, RGU	Member
10.	Prof. K. C. Mishra Head, Dept. of English, RGU	Member
11.	Prof. Boa Reena Tok Head, Dept. of Education, RGU	Member
12.	Prof. P K Nayak Head, Dept. of History, RGU	Member
13.	Moyir Riba Coordinator (Acad.&Admn), CDOR, RGU	Member
14.	Prof. Ashan Riddi Director, CDOE, RGU	Member Secretary

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The meeting started with a welcome by Director, CDOE, RGU. He further requested Hon'ble Vice-Chancellor to chair the meeting. Prof. S K Nayak, Hon'ble Vice-Chancellor gave the introductory remarks and invited Ms. Moyir Riba, Coordinator (Academic & Administration), CDOE, RGU, to present the agenda items before the committee.

CIQA:IV:01: Review of Admission

The Committee reviewed the admission procedures followed during the current academic session, including outreach activities, enrollment trends, learner support mechanisms, and compliance with regulatory guidelines. Members expressed satisfaction with the transparent and learner-friendly admission process. Suggestions were made to further strengthen digital facilitation and timely grievance redressal.

The Committee resolved that the admission process was conducted satisfactorily and recommended continuous monitoring and further improvement in digital admission support services.

CIQA:IV:02: Report on CIQA Annual Report 2024-25

The Coordinator (Acad. & Admn), CDOE, RGU presented the CIQA Annual Report for the academic year 2024–25. The report highlighted quality assurance initiatives, academic audits, learner support activities, faculty development programs, and compliance with UGC and other regulatory requirements. Members appreciated the comprehensive nature of the report.

The Committee approved the CIQA Annual Report 2024–25 and directed that a compilation of 5 years CIQA report should be published by the centre.

CIQA:IV:03: Third Party Audit by Commonwealth Educational Media Centre for Asia (CEMCA)

The Committee discussed the proposal and status of the Third-Party Audit by the Commonwealth Educational Media Centre for Asia (CEMCA). Members acknowledged the importance of external quality audits in strengthening institutional credibility and quality benchmarks.

The Committee resolved to extend full cooperation for the Third-Party Audit by CEMCA and to implement the recommendations emerging from the audit in a time-bound manner.

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CIQA:IV:04: Online Proctored Examination Process through Perfectice Platform

The Committee deliberated on the implementation of the Online Proctored Examination Process using the Perfectice platform. The features, advantages, challenges, and security aspects of the platform were discussed. Members emphasized the need for learner orientation and technical preparedness. The committee also felt that a feasibility study should be conducted at all study centre before implementation of the proposal. The members appreciated the contribution of Perfectice platform for their successful completion of previous exams. The members placed on record the need to comply with the GFR guidelines before executing the proposal.

The Committee directed that an RFP should be prepared and an EOI should be floated to select the bidder.

CIQA:IV:05: Proposal to conduct a 'International Conference on Emerging Trends & Challenges in Open, Distance, Digital, and Blended Learning with Special Reference to North-East India.'

The proposal to conduct an International Conference on ***"Emerging Trends & Challenges in Open, Distance, Digital, and Blended Learning with Special Reference to North-East India"*** was placed before the Committee. Members appreciated the relevance of the theme and its academic significance. The Chairman also extended invitation to the external members to mentor and be present at the conference.

The Committee approved the proposal in principle to conduct the conference in the first week of March 2026 and recommended the formation of an organizing committee to finalize the dates, budget, and modalities of the conference.

CIQA:IV:06: Discussion on Best Practice

The committee appreciated the efforts of the centre to work for the underprivileged. The passing out of under trial inmates is indeed a landmark achievement, stated the members.

The committee directed the centre to explore avenues of establishing admission centre at Indian Army Division in Likabali and Tawang.

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CIQA:IV:07: Suggestions from the Members

The members submitted the following suggestions;

1. **Advertisement campaign should be strengthened in all the Social Media Platforms.**
2. **Explore feasibility of establishing a dedicated CDOE, building through any of the following 3 (three) options;**
   - **a) Identification of building at campus**
   - **b) Construction of CDOE, RGU building through HEFA loan**
   - **c) Seeking grant-in-aid from North-East Council, Govt. of India.**

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/2018-19/92 Dated 3/2/2026

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

03/02/2026

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