

## MINUTES OF THE MEETING OF THE CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA) HELD ON 9th July 2024 AT 11.00 AM IN THE CONFERENCE ROOM#2 OF THE UNIVERSITY

In the first meeting of CIQA for AY 2024-25 was held on 09-07-2024, the following members were present:

1	Dr. Ramesh Bhat, Vice Chancellor NMIMS Deemed University	Chairperson
2	Dr. Chandan Dasgupta, Professor, School of Business Management, NMIMS	Head of three Departments or School of Studies offering recognized programmes in Open and Distance Learning and Online mode.
3	Dr. Tohid T. Kachwala, Professor, School of Business Management, NMIMS	
4	Dr. Priya Mary Mathew	Director - NCDOE
5	Dr. Vikas Gaundare, Assistant Professor, NCDOE	Member
6	Dr. Pradeep Pai, Deputy Director, NCODE	Member
7	Dr. Arun Mohan Sherry, IIIT, Director	External Member (attended online)
8	Prof. Madhulika Kaushik, Vice Chancellor, Usha Martin University, Ranchi	Two external experts of Open and Distance Learning and/or Online Education
9	Dr. Meena Chintamaneni, Pro-Vice Chancellor, NMIMS	Member
10	Ms. Karuna Bhaya, Finance Officer, NMIMS	Member
11	Dr. Brinda Sampat, Associate Professor (IT), NCDOE	Director CIQA, Member Secretary

SVKM'S  
Narsee Monjee Institute of Management Studies

Deemed-to-be UNIVERSITY

2nd Floor, NMIMS Building, V. L. Mehta Road, Vile Parle (West),  
Mumbai - 400 056, India.

Tel: (91-22) 42355555 | Toll Free: 18001025136

Email: cdoe@nmims.edu | Web: online.nmims.edu



Mr. Ashish Apte, COE, NMIMS and Mr. Rajiv Shah, CEO, NCDOE were present as special invitees to provide their expert inputs.

**Leave of Absence:**

Leave of absence was granted to the following member.

Dr. Yogesh Kulkarni, Professor, Shobhaben Pratapbhai Patel School of Pharmacy & Technology Management, NMIMS

(one of the Heads of three Departments or School of Studies offering recognized programmes in Open and Distance Learning and Online mode)

**Agenda item # 1: Welcome and Introductory remarks by the Director-CIQA.**

At the outset, Dr Brinda Sampat, Director-CIQA, extended a cordial welcome to the members and presented the report on academic and quality improvement initiatives in NCDOE.

**Agenda item # 2: Matters arising out of the Minutes of the last CIQA Committee meeting – Action Taken Report**

The CIQA Committee of NCDOE noted the Action Taken Report presented. The members acknowledged and appreciated the efforts of the team.

**Agenda item # 3: Reporting of matters related to compliance as per UGC regulations 2020 – Action Taken Report**

The NCDOE team presented the following initiatives they took to strengthen the

- Faculty and staff capacity
- SLM creation
- Student engagement with content in LMS
- CLOF attainment across pedagogy and assessment
- Student feedback

## CENTRE FOR DISTANCE AND ONLINE EDUCATION

The committee members appreciated the tremendous efforts taken and recommended the following:

- i) Training on tips for assessing the quality of OER
- ii) Convert final semester projects by students into papers where the mentor can co-author with students
- iii) Create informal communities to encourage peer-to-peer mentoring because NCDOE students are from various industries and can benefit from each other.
- iv) Present the research work undertaken by faculty in the upcoming meeting.

The meeting ended with a vote of thanks by the Chair.



Confirmed:  
Dr. Ramesh Bhat  
Vice Chancellor, NMIMS  
Chairperson, CIQA



Dr. Brinda Sampat  
Director, CIQA