

### **Minutes of the Meeting of Centre for Internal Quality Assurance (CIQA)**

The Meeting of CIQA of the Open and Distance Learning and Online Learning Programmes was held on 21.02.2023 at IQAC Board Room (ENB 011C), VISTAS.

#### **The Members Present:**


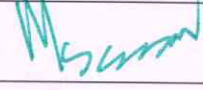

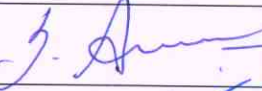

1	Dr. S. Sriman Narayanan, Vice-Chancellor, VISTAS	Chairperson
2	Dr. M. Bhaskaran, Pro-Vice-Chancellor, VISTAS	Member
3	Dr. M. Chandrasekaran, Dean, Academic Courses, VISTAS	Member
4	Dr. S. Arun. Director, IQAC, VISTAS	Member
5	Dr. S. Sudha, Professor & Head, CDOE, VISTAS	Member
6	Dr. P. Jagadeesan, Professor & Head, CDOE, VISTAS	Member
7	Dr. T.Senthamarai, Professor& Head, CDOE, VISTAS.	Member
8	Dr. M. Manivannan, Professor and Director, School of Education, Tamil Nadu Open University, Chennai	External Expert
9	Dr. K. Ravichandran Former Director IDE / Advisor IDE, Madras Professor and Head, Department of Analytical Chemistry, Advisor Institute of Distance Education, University of Madras, Chennai.	External Expert
10	Dr. P. Saravanan, Registrar, VISTAS	Member
11	Mr. B. Kalyankumar, Director, Finance, VISTAS	Member
12	Dr. P. Sujatha, Director, CIQA, CDOE, VISTAS	Member Secretary


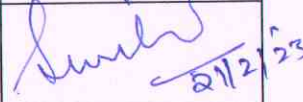

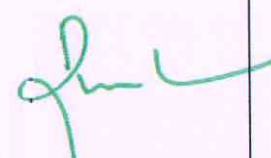
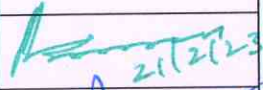
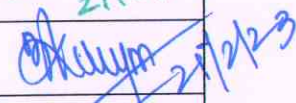
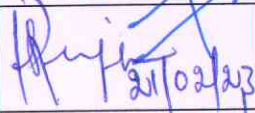
The Meeting was called to order at 11.00 A.M. The Vice-Chancellor welcomed the members. He briefed about the purpose of the Meeting of CIQA and the work carried out so far with regard to the

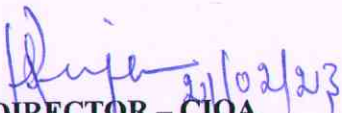
submission of applications in the UGC-DEB portal for the Open and Distance Learning and Online Learning Programmes. After a brief speech by the Chair, the following Agenda was presented by the Director, CIQA to the Members of the CIQA.

1. The documents and other materials such as Programme Project Report (PPR), Self Learning Materials (SLM) and E-Learning Materials (ELM) (both soft and hard copy) prepared for obtaining University Grants Commission (UGC)-Distance Education Bureau (DEB) recognition for the year 2023-2024 were presented to the Members of CIQA and it was resolved to approve the documents and the materials.
2. PPR, SLM and ELM of the following UG and PG Programmes that have been updated by the respective Board of Studies of the five Departments of VISTAS for the approval were presented to the Members of CIQA and it was resolved to approve the same of the following 4 Undergraduate Programmes and 1 Post Graduate Programme of VISTAS.
  - i. Master of Business Administration (M.B.A.) - Open and Distance Learning and Online Mode
  - ii. Bachelor of Commerce (B. Com) - Open and Distance Learning and Online Mode
  - iii. Bachelor of Business Administration (B.B.A) - Open and Distance Learning and Online Mode
  - iv. Bachelor of Arts (B.A) in English - Open and Distance Learning and Online Mode
  - v. Bachelor of Arts (B.A) in Economics - Open and Distance Learning Mode

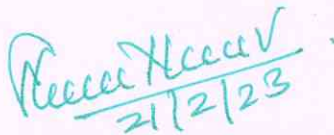
The Meeting ended with the formal Vote of Thanks by the Registrar of Vels Institute of Science, Technology and Advanced Studies.

S.No	Name of the Member	Position	Signature
1	Dr. S. Sriman Narayanan, Vice-Chancellor, VISTAS	Chairperson	
2	Dr. M. Bhaskaran, Pro-Vice-Chancellor, VISTAS	Member	
3	Dr. M. Chandrasekaran, Dean, Academic Courses, VISTAS	Member	
4	Dr. S. Arun, Director, IQAC, VISTAS	Member	
5	Dr. S. Sudha, Professor & Head, CDOE, VISTAS	Member	

6	Dr. P. Jagadeesan, Professor & Head, CDOE, VISTAS	Member	 21/02/2023
7	Dr. T. Senthamarai, Professor & Head, CDOE, VISTAS.	Member	 21/2/23
8	Dr. M. Manivannan Professor and Director, School of Education, Tamil Nadu Open University, Chennai	External Expert	
9	Dr. K. Ravichandran Former Director IDE / Advisor IDE, Madras Professor and Head, Department of Analytical Chemistry, Advisor Institute of Distance Education, University of Madras, Chennai.	External Expert	
10	Dr. P. Saravanan, Registrar, VISTAS	Member	 21/2/23
11	Mr. B. Kalyankumar, Director, Finance, VISTAS	Member	 21/2/23
12	Dr. P. Sujatha, Director, CIQA, CDOE, VISTAS	Member Secretary	 21/02/23

  
DIRECTOR - CIQA

  
REGISTRAR  
21/2/23

  
VICE-CHANCELLOR