



U.P. Rajarshi Tandon Open University
Saraswati Parisar, Shantipuram, Phaphamau
Prayagraj-211021

Action Taken Report (2021-22)

The Resolutions in the CIQA meetings held in the session 2021-22 and their action taken are as follows:

Meeting Date	Issues/Resolutions/Suggestions	Action Taken
06-07-2021 (19 th)	1. Specific areas of cooperation between the two institutions: (a) Developing and executing special academic programmes; (b) Exchange of academic materials and other information (c) Joint consultancies. (d) Joint research activities; (e) Participation in seminars and academic meetings; (f) Organizing joint conferences/seminars /workshops (g) Exchange of faculty members	MoU with 1. Pt. Sunderlal Sharma Open University, Chhattishgarh on dated 26.10.2021 2. Uttarakhand Open University, Haldwani on dated 09.08.2021. 3. ICFAI Business School (IBS), Telangana on dated 11.01.2022. 4. CEMCA on dated 03-03-2022 5. Hindustani Academy, Prayagraj on dated 30.03.2022.
	2. Discussion on list of academic materials to be used as Open Educational Resource (OER.)	Schools are advised to prepare a list of courses offered as OER.
	3. Establishment of Center for Online Education (COE) to facilitate following things under it: • e-SLM • Audio-Video Lecture (AVL) • WebTV • Web Radio • Live Chat • e-Content • Development of MOOCs • LMS • Live Classes	Centre for Online Education was established on 06.07.2022. vide notification 04/983/2022 with the approval of 121 meeting of the Executive Council of the University held on 12-11-2021.
	4. Policy for Consultancy	Policy for Consultancy has been prepared and uploaded in university website http://www.uprtou.ac.in/ciqa/23_10_2021_cp2021.pdf
	5. Inviting applications for promotion of teaching	1. Promotion of teaching and non-

	and non teaching staff	teaching staff has been done. 2. Those whose promotion are due in near future, process will be related later. .
	6. Online portal for Study Centre services	The work for development of online portal for study centre services is ongoing.
	7. Preparation for applying NIRF के सन्दर्भ में NIRF Frame Work से प्राप्त दिशा निर्देशों के बिन्दु 2(vii) पर उल्लिखित है "Open Universities and Affiliating Universities (Whether State or Centre approved/funded) will not normally be registered for ranking. However, if these universities have a teaching or research campus of their own, they are welcome to participate with data pertaining only to their physical campuses. Data pertaining to their function as open or affiliating universities cannot be included in the submitted data."	OUS are generally not registered for ranking.
	8. Monthly submission of seminar/webinar/symposium/conference reports by the concerned school to the CIQA Office.	1. Schools are requested to send reports to CIQA. 2. Few reports are received.
	9. Review of current AMC with UPDESCO regarding modules of ERP Software.	1. Conditions of AMC was reviewed & consensus to make in-house ERP software was made.
	10. Fixing of responsibilities of work by implementing University charter	1. University charter was approved by Executive Council. 2. Hoardings was made to aware Citizens
	11. In house mechanism for implementing payment gateway to reduce financial burden on University	Payment gateway with HDFC was implemented.
	12. To foster transparency mechanism, monthly progress report shall be published on University website considering as Good Practice.	It is still under consideration by administration.
	13. Implementing Part-I clause(z) of the UGC ODL regulation 2020 for "prohibited programmes" run by school of studies, if any.	Schools are requested to check whether any Programme comes under prohibited programme: if so, suspend it.
	14. To consider the Part-III point 9 titled "self regulation though disclosure" of the UGC ODL regulation 2020 के अन्तर्गत संलग्नक-1 के अनुसार सम्बन्धित विभाग/अनुभाग को जिम्मेदारी दी कि वे निर्धारित समय सीमा के अन्तर्गत कार्य को पूर्णता करें।	Departments are taking action on this.
	15. To consider the regular supply of RO drinking water at the Academic campus.	Installation of RO at second floor is still pending.
06-08-2021 (21th)	1. To approve the minutes of last CIQA meeting held on 06-07-2021.	Approved
	2. Assigning Programme coordinator by the Director/In charge of the concerned school to keep track of the basic information & usefulness of each programme.	All schools assign Programme coordinators.
	3. To consider the advice of Prof. P.K.Pandey, In charge. SOE regarding the proposal of	Proposal was agreed by committee.

	Microsoft Teams for Systematic Online classes/Lectures.	
	4. To consider the minimum faculty strength requirement as per UGC (ODL and Online Regulation) 2020.	The requirements are seal administration and action is required.
	5. Presentation for preparation of NAAC.	Completed.
04-10-2021 (22th)	1. To approve the minutes of last meeting held on 06.08.2021.	Approved.
	2. To know the status of NAAC A & A process.	Completed.
	3. To compliance with UGC letter I-29/2019 (DEB-1) dated 27 august 2021 regarding Bachelor Preparatory Programme.	Compliance was made.
	4. Placement of Suggestion Box at each School/Section.	Placement of Suggestion logo at each School/Section was pending.
	5. Guidelines and Format for Uniform structure of syllabi.	Guidelines accepted.
	6. To approve the Guidelines for Special Learner support Centre/Work Centre.	Guidelines accepted.
	7. To approve Ordinance for Non Credit-Non Formal Education for illiterate or less educated persons.	1. Ordinance for Non Credit-Non Formal Education was accepted by Executive Council 2. Admission was started in July 2022 session onwards
	8. To approve format for Academic and Administrative Audit under AAAC.	Format Approved & circulated to Schools & Administration
	9. Reporting item publication of Guidelines for Endowment Fund Policy.	Guidelines was accepted & Approved by FC&EC.
	10. (Reporting item) Publication of UGC Open & Distance Learning and Online Regulation 2020.	Reported
	11. (Reporting item) Hindi Publication of FAQ's	1. Publication of FAQ was distributed to University department /schools etc. 2. Softcopy was placed on website.
18.02.2022 (23rd)	To make provision for the celebration of to be organized during the silver jubilee year in the budget of 2022-23 and 2023-24.	Accepted
	In reference to U.P.Govt letter dated D.O. no. 9273/PSHED/2022 dated 03.02.2022, the proposal prepared by CIQA shall be sent to govt.	Accepted