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Dr. B. R. AMBEDKAR OPEN UNIVERSITY
Prof. G. Ram Reddy Marg, Jubilee Hills, Hyderabad-500033
Prof. G. Ram Reddy Research Academy of Distance Education (GRADE)
&
Centre for Internal Quality Assurance (CIQA)

Prof. P. Madhusudhana Reddy
Director

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No.481/Dr.BRAOU/GRADE&CIQA/2021-22

December 27, 2021

CIRCULAR

To
The Chairperson and Convenor
Criterion I, II, III, IV, V, VI & VII and
Chairperson of various Institutional Policies

Dear Sir/Madam,

A meeting is proposed on 30th December 2021, Thursday at 11.00 A.M. in the Conference Hall, GRADE-CIQA Directorate for the Chairpersons and Conveners of various NAAC Criteria along with the Chairpersons of various Policies. All the members are requested to attend the meeting. The Working Team and Technical Team are also requested to attend the meeting.

The Agenda for the meeting is to review the progress made so far.

Hon'ble Vice-Chancellor Prof. K. Seetharama Rao will Chair the meeting.

With regards,

DIRECTOR, GRADE-CIQA

Copy to: Secretary to Vice-Chancellor
P.A. to Registrar

Minutes of the meeting held on 30th December 2021 in the Conference Hall, GRADE-CIQA Directorate for the Chairpersons and Conveners of various NAAC Criteria along with the Chairpersons of various policies, Working Teams and Technical Teams

Members Present

1. Prof. K. Seetharama Rao, Vice-Chancellor **Chairperson**
2. Prof. E. Sudha Rani, Director, Academic
3. Prof. G. Chakrapani, Director, CSTD
4. Prof. Shakeela Khannam, Director, UGC-DEB
5. Prof. G. Pushpa Chakrapani, Dean, Sciences
6. Prof. I. Anand Pawar, Dean, Commerce
7. Dr. B. Lal, Director, SSB
8. Dr. Gunti Ravinder I/c, Director, AVPRC
9. Dr. Vaddanam Srinivas, I/c Director, MP
10. Dr. AVN Reddy, I/c Registrar and I/c COE
11. Dr. Saroja, I/c Library
12. Dr. Venkateswarlu, SSB
13. Dr. Kanaka Durga, SSB
14. Dr. G. Lakshmi, Dept. of Political science
15. Dr. Pallavi Kabde, I/c Alumni affaires
16. Dr. P. Srinivas, Dept. of Zoology
17. Dr. D. Udayani AVPRC
18. Dr. Venugopala Reddy, PRO
19. Sri. Vasanth Rao, Computer Centre I/c
20. Prof. P. Madhusudhana Reddy, Director, GRADE-CIQA **Convener**

P. Madhusudhana Reddy

Minutes of the meeting held on 30th December 2021

The Director GRADE-CIQA, Prof. P. Madhusudhana Reddy, welcomed the participants and briefed the Agenda of the meeting. He also intimated that about 16 draft institutional policies were received by the branch and the remaining is expected within another one week.

The Hon'ble Vice-Chancellor, Prof. K. Seetharama Rao presided over the meeting and explained the necessity of completion of all the policies by January 31, 2022. He further, discussed criteria-wise progress to the chairpersons of various criteria.

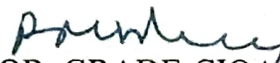
Prof. G. Chakrapani, Director, CSTD presented the progress of the Criteria VII and requested the University Engineer to organize a meeting for up-gradation of various facilities such as Students and Staff Washrooms, Greenery, LED lights etc.

Prof. E. Sudha Rani, Director, Academic briefed the progress made in Criteria-I & II.

Prof. Shakeela Khannam, Director, UGC-DEB, Prof. G. Pushpa Chakrapani, Dean, Faculty of Sciences, Dr. Banoth Lal, Director, Student Services Branch, Prof. I. Anand Pawar, Dean, Faculty of Commerce have briefed the progress made in their respective criteria.

The following Resolutions were adopted -

1. To advise the Director, GRADE-CIQA, Prof. P. Madhusudhana Reddy to prepare and present the action taken on the previous meeting resolutions in every meeting.
2. To meet on every second Friday and last Saturday of every month to review the progress of work.
3. To prepare SSR Draft by March 31, 2022.
4. Policy Documents received from respective Committees should be sent to Prof. C. Pushpa Ramakrishna, Sr. Advisor, GRADE-CIQA for language correction/editing.
5. Edited policy documents should be sent Prof. V. Venkaiah for review to identify the gaps.
6. The final policy document copies to be provided to all the Criteria Chairpersons for reference.
7. Every policy document need to be signed by chairperson and the members.
8. By the end of January 2022 final policies need to be completed.
9. Thrice in a week 2-hours should be allotted for committee reviews. An advance schedule should be prepared and circulated among all the members of each criterion.
10. GRADE-CIQA Branch should conduct every meeting in two sessions i.e. pre-lunch session and post-lunch session for comprehensive review of the progress of the work..
11. The Centres/Cells which are to be created, proposals should be sent by the respective Chairpersons.
12. Next meeting to be conducted on January 21, 2022
13. Draft QLM should be ready by January 21, 2022.
14. Criteria-wise data gathered and yet to be gathered are to be presented by the respective Chairpersons on January 21, 2022.


DIRECTOR, GRADE-CIQA