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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. 421/Dr.BRAOU/GRADE&CIQA/2021-22

December 3, 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 7th December 2021, Tuesday 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,

P. Madhusudhana Reddy
DIRECTOR, GRADE-CIQA 3/12/21

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

DIRECTOR
GRADE, Dr. B. R. Ambedkar
Hyderabad

Minutes of the meeting held on 7th 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
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

PROCEEDINGS OF NAAC-RELATED REVIEW MEETING

07 Dec - 2021

The review-cum-progress meeting on the "SSR Preparatory Work for NAAC Assessment" was organized by the Director, GRADE-CIQA, Dr. BRAOU, Hyderabad, on 07 December 2021.

The meeting was held in the conference hall of the GRADE directorate in the Campus in a physical mode. The Vice-Chancellor of Dr. BRAOU, Prof. K. Seetharama Rao presided over the meeting, the Director (Academic), Prof. E. Sudha Rani, the Chairpersons and respective Conveners of all the Seven Criteria pertaining to NAAC-SSR and Chairpersons of the various policies, the technical team, and Working Team members attended, as well.

The meeting began at 11 am with a welcome address by the Director, GRADE-CIQA, Prof. P. Madhusudhan Reddy. He stated that the purpose of the meeting was to review the progress made thus far, regarding the assigned work relating to NAAC SSR preparation by all the above-mentioned members.

In his Presidential remarks, the Vice-Chancellor, Prof. K. Seetharama Rao detailed all the series of workshops conducted thus far and the matters discussed therein. He also elaborated the future course of action by one and all. In this context, he shared his experiences about his recent visit to Babasaheb Ambedkar Open University, Ahmadabad. He stated that our university NAAC team has to emulate their practice of 'Filing System', that is, maintaining of a specific file for each and every metric of the SSR framework and filing of all documents in the respective files and bunching the same under the respective Criteria. He further stated that, this system would ensure quick retrieval of any data asked for during the NAAC team visit.

He remarked that the work of NAAC is going rather slow, and hence he urged all the members engaged in it, to speed up the work, to complete all the Criteria, Key indicators and the Metrics therein, by the year-end.

This was followed by an elaboration of the various institutional Policy Documents that are [being] prepared by the respective Chairperson(s) / Professor(s) who were assigned with the work. Prof. Sudha Rani, Director (Academic), elaborated the Draft of the 3 Policy documents allotted to her, namely, Inclusive Education Policy, Values & Ethics Policy, Promotion of Research. Prof. P. Madhusudan Reddy, Director, GRADE-CIQA, presented the drafts he prepared on 3 Policy documents -- Evaluation Methodology; Green Policy and Quality Policy. He also presented the drafts of 3 Policies of behalf of Dr. G. Laxma Reddy, Registrar, Dr. BRAOU, who was absent. They are Policy on Internal & External Audit Mechanism; Maintenance Policy (including infrastructure); Policy on Skill Education.

Next, Prof. Shakeela Khanam, Director, UGC-DEB Affairs submitted 3 draft documents on SLM; Gender Equality and Resource Mobilisation Policy. Prof. Anand Pawar, Dean, Faculty of Commerce submitted the drafts of 3 Policy documents on Consultancy; Performance Appraisal & Improvement Performance; Academic Social Responsibility. Prof. G. Pushpa Chakrapani presented her work done on 3 policies, namely, Credit Transfer policy, Academic & Administrative Audit; Collaboration Policy. Dr. Banoth Lal, DSS stated that work is yet to be

P. Reddy

DIRECTOR
GRADE, Dr. BRAOU
Hyderabad

done. He assured submission of 2 draft policy documents – one on Welfare Measures and another on Grievance Redressal Mechanism policy, within a week. Two policies – one on IT and another on Technology-enabled learning that were assigned to Dr. Krishna Reddy, Consultant of Computer Centre, BRAOU, were yet to be done. On his behalf, D. Vasanth Rao, of Computer Centre stated that Dr. Krishna Reddy expressed his hesitancy to do it on the plea that might not be competent enough to draft it and hence the university might assign it to any insiders of university. The Vice-Chancellor agreed to this and tentatively assigned the work to Dr. Saroja, i/c Librarian, BRAOU. She was asked to work on it in consultation with Prof. V. Venkaiah, former VC, Krishna University, Machilipatnam and former Rector, Dr. BRAOU.

Thereafter, the Chairpersons of all the seven Criteria explained the work done thus far, one after another. Chairperson of Criterion-1, Prof. Sudha Rani stated that she is yet to received the data for the all the metrics from Deans of all faculties. Prof. G. Chakrapani, Prof. Pushpa Chakrapani, Prof. Shakeela Khanam, Prof. Anand Pawar, and Dr. Banoth Lal, explained and presented the work done of their respective criteria.

A detailed discussion that followed the Deans of four faculties expressed their lack of clarity on certain aspects and narrated the reasons for delay in completion of their work.

The technical team present in the meeting also presented the work done by them. Prof. K. Seetharama Rao, in his closing remarks, once again reiterated the importance of scoring a high grade in view of obtaining better funding in future and more autonomy, as well. He expressed his thanks to all the members. He stated that all members would meet once again within a month to hasten the work.

The Director, GRADE-CIQA, Prof. P. Madhusudan Reddy formally presented a vote of thanks and with that the meeting ended.

P. Madhusudan Reddy

DIRECTOR
GRADE, Dr. BRAOU
Machilipatnam