

**Minutes of the Centre for Internal Quality Assurance (CIQA)**  
**School of Distance Education, University of Kerala**

Date: 10/6/2022

Venue: School of Distance Education, Kariavattom campus

Time: 10:00 AM-11:00 AM

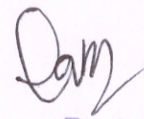
The meeting was held via Online and Offline mode simultaneously under the chairmanship of Dr. R. VasanthaGopal to discuss and form an extensive and effectual internal quality assurance system to ensure the quality of higher education programmes offered through distance mode.

**Observations and Suggestions of the Meeting**

- Observation 1 : Subjects regarding the proposal made to the UGC-DEB for commencement of various new Programmes at University.
- Suggestion : Submission of proposal for 4 additional courses to the university: BSc Computer Science, BSc Mathematics, BCA, MBA.
- Observation 2 : Matter regarding conducting an induction programme and counselling of the students of all programmes, practical issues facing for classes conducting in offline as well as online mode.
- Suggestion : Committee agreed to conduct the induction programme, which provides a brief introduction about the course and some general instruction regarding the various course conducted.

The following members were present in the meeting.

1. Dr. A M Unnikrishnan, Professor of Malayalam
2. Dr. K S Suresh Kumar, Professor of Commerce
3. Dr. S Nazeeb, Assistant Professor of Malayalam
4. Dr. Indu K V, Assistant Professor of Hindi
5. Dr. Rose Mary George, Assistant Professor of Political Science
6. Dr. S Venu Mohan, Assistant Professor of History



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