Yashwantrao Chawan Maharashtra Open University, Nashik
NAAC Accredited 'A' Grade
Center for Internal Quality Assurance

Y.C.M.O.U/May./2025/ CIQA   Date: 26/05/2025

MINUTES OF THE INTERNAL MEETING OF THE CENTRE FOR INTERNAL QUALITY ASSURANCE REGARDING THE MEETING ON 'UDRF HELD ON 26TH MAY, 2025 AT 11:00 AM AT BOM HALL.

The UDRF meeting was held on 26th May 2025.The agenda for meeting was as below.
Agenda:
1. Clarification on UDRF Proforma Filling
2. Discussion on Supporting Evidences Required
3. Resolution of Queries from Schools
4. Recommendations & Timeline
5. Vote of Thanks

The meeting began under the esteemed guidance of the Hon'ble Prof. R. S. Mali, Ex-Vice Chancellor, NMU, Jalgaon, who emphasized the strategic importance of the University Department Ranking Framework (UDRF) as a tool for internal performance evaluation and quality improvement.

Dr. Madhukar Shewale, Director CIQA, welcomed all participants and reiterated the objective of this second meeting: to provide clarity, technical support, and institutional alignment in completing the UDRF proforma.

1. **Clarification on UDRF Proforma Filling**
   o A section-by-section explanation of the UDRF proforma was provided.
2. **Discussion on Supporting Evidences Required**
   • A detailed discussion was held on the nature and importance of **supporting documents**, including:
     • Attachments
     • Evidences
     • Relevant documents
     • Validated certificates
   • It was stressed that each **claim or data point must be backed** by verifiable evidence to ensure transparency and standardization across departments.
   • Schools were advised to **submit documents in an organized, labeled, and chronological manner** to facilitate smooth evaluation by the External Expert Committee.

   o CIQA outlined the scoring logic, structure, and formatting expectations.
   o Specific emphasis was placed on qualitative and quantitative indicators like research output, learner-centric initiatives, infrastructure use, and learner support services.
   o Schools were instructed to submit proper documentation such as:
     ▪ Photographic evidence (geo-tagged if possible)
     ▪ Feedback forms with analysis reports
     ▪ Academic audit and workshop proceedings
   o CIQA advised compiling these evidences in labeled folders for clarity.
3. **Resolution of Queries from Schools**

- School Directors and their representatives were invited to ask questions.
- Common doubts regarding the differentiation between similar indicators, overlapping documentation, and internal scoring benchmarks were resolved.

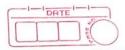4. **Recommendations & Timeline**
   - Hon'ble Prof. R. S. Mali appreciated CIQA's efforts and encouraged all departments to participate sincerely in the ranking initiative to foster self-improvement and benchmarking.

5. **Vote of Thanks**
   The meeting concluded with a vote of thanks to Hon'ble Prof. R. S. Mali for his visionary guidance. Dr. Madhukar Shewale thanked all school representatives and reinforced CIQA's commitment to institutional quality assurance.

   Following attended the meeting on 26th May, 2025

CENTRE FOR INTERNAL QUALITY ASSURANCE
YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY, NASHIK

Subject: University Department Ranking Framework Meeting (UDRF) **Date:** 26/05/2025
Time: 12.00 PM **Venue:** BOM Hall, YCMOU, Nashik.

S. N.	Name	Designation	Signature
1	Prof. Sanjeev Sonawane	Hon. Vice Chancellor	
2	Dr. Jogendrasingh Bisen	Pro. Vice-Chancellor	
3	Shri. Dilip Bharad	Registrar	_signature_ 26/5/25
4	Prof. R.S. Mali	Chairman	_signature_
5	Prof. Mahale Sanjivanee Rajesh	Director, School of Education	_signature_
6	Prof. Nikam Jaydeep Daulatrao	Director, School of Continuing Education / Director, School of Vocational Education and Skill Development	_signature_ 28/5/25
7	Prof. Salunke Kavita Suresh	Director, Online education	_signature_
8	Prof. Deshmukh Prakash Annasaheb	Director, Student Service division	_signature_
9	Prof. Sonawane Madhuri Shrikant	Director, Agriculture Science	_signature_ 26.05.2025
10	Shri. Palashikar Madhav Vasant (Dr. P.B. Khanale)	Director, School of Computer Science	_signature_ 26.5.25
11	Dr. Thool Sajjan Shankarrao	Director, Evaluation	_signature_
12	Shri. Wadekar Nagarjun Maruti	Director, School of Humanities and Social Science	
13	Prof. Kamlaskar Chetana Hemant	Director, School of Science	_signature_
14	Prof. Patole Surendra Narendra	Director, School of Commerce and Management	_signature_ 26/5/25
15	Dr. Rashmi Ranade	Director, School of Health Science	_signature_
16	Dr Abhishek Bhagvat	Director, Innovation, Incubation	_signature_
17	Dr. Shewale Madhukar Nimba	Director, CIQA	
18	Dr. Prakash Vijay Danu	Head KRC	_signature_
19	PROF. DR. PRAVEEN GHODESWAR	SSD	_signature_
20	Shri B P Patil	COE	
21	Dr. Yogesh Waghoolkar	SCS	_signature_
22	Dr. B.R. Chavan	Academic Coordinator SAS	_signature_

23	Dr. Rajendra Bagul	SMS	
24	Dr. Rajkumar Nannware	SCE	
25	Akshay Vibhangik	SCE	
26	Dhammaratna Jawale	SMSS	
27	Dr. Vishnu Anand	SHIS	
28	Ms. Ujwala Mahajan	SCS	
29	Tejaswi Kadam	SOS	
30	Jagruti Nerkar	JIL	
31	Dr. Dhananjay Munde	CIQA Academic coordinator	
32	Dr. Jyoti Donde	CIQA Academic coord.	
33	Jyoti. M. patil	CIQA Acdemicom	
34			
35			

Director
Center for Internal Quality Assurance
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