

CIQA ANNUAL REPORT 2020

**CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA)
YASHWANTRAO CHAVAN
MAHARASHTRA OPEN UNIVERSITY, NASHIK**

REPORT

CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA)

1 JANUARY to 31 DECEMBER 2020

The Centre for Internal Quality Assurance (CIQA) has played a significant role in preparing the University for its first cycle of Assessment and accreditation by the National Assessment and Accreditation Council (NAAC) in the year 2020. During the year the CIQA Centre has carried out following activities, works and assignments.

1. Training of University Staff for Assessment & Accreditation:

- 1.1 Dr. Surya Gunjal, Director, Centre for Internal Quality Assurance, YCMOU, Nashik has conducted Region wise Training programs for sensitization of the staff of the 8 Regional Center and Heads & Coordinators of the Learners Support Centers on all the Regional Centers under the university Jurisdiction from 06.01.2020 to 31.01.2020 (*Schedule of Staff Training Program: Annexure-1*)
- 1.2 All the Regional Directors and their staff have taken great efforts in organizing orientation training program and providing logistics support and arrangements for the training program on the Regional centers.
- 1.3 The Participation of Heads & Coordinators of Learners Support Centers for the training was overwhelming. The Regional Center wise participation: 1. Regional Center, Nashik - 40, 2. Regional Center, Mumbai - 51, 3. Regional Center, Pune - 67, 4. Regional Center, Kolhapur – 125, 5. Regional Center, Aurangabad – 90, 6. Regional Center, Nanded – 159, 7. Regional Center, Amravati – 178, 8. Regional Center, Nagpur – 111 Centers.
- 1.4 The Training program has trained staff of all 8 Regional Centers & Heads & Coordinators of 821 out of 1000 Study Centers located on senior colleges out of total 1937 Study Centers. We invited only Senior College Centers for the training. Therefore, the target of training achieved in nearly 82 % of the Senior Colleges in the jurisdiction.
- 1.5 It was found that in the discussion with all the Regional Directors that the Regional Centers faces various infra-structural, logistic and financial difficulties which needs to be corrected in next 3 months which will help the university to face the NAAC Peer Team Visit to the university.

The Major difficulties at the Regional Centers are enumerated below:

1. The Examination Division should provide the Register of Examination Results to all Study Centers for the academic year 2015-16, 2016-17, 2017-18, 2018-19 &

2019-20 for the preparation of documents regarding Student's Progression for the last 5 years.

2. The Regional Center Buildings should be repaired, repainted and renovated. New Furniture & Fixtures should be provided to Regional Centers including meeting hall and reading room. The Old & damaged furniture, Fixtures and scarp materials should be written off as soon as possible. All the New Furniture & Fixtures shall be centrally purchased by the university and provided to all the Regional Centers.
3. The Sign Boards of the Regional Centers should be repaired, Repainted or replaced with new Sign Boards in next 3 months. The Regional Directors should be provided with budget and shall be empowered to get the work done at their level.
4. The adequate budget provision should be made to each Regional Center as per their demand and their justification for the same and they shall be empowered to get the work done in next 3 month.
5. The Regional Directors should be provided with adequate Financial Powers commensurate with their duties & responsibilities assigned to them to facilitate smooth working on the Regional Centers.

2 Formation of Core Committees for data collection & documentation.

- 2.1 The CIQA Center in consultation with Hon. Vice Chancellor constituted Core Committee for the collection & formatting of data as well as monitoring of progress of Assessment & Accreditation. The 7 Teachers were assigned with 7 NAAC Criterion for information & data collection. (*List of Criterion wise Leader & the Criterion: Annexure-2*)
- 2.2 Each Group Leader is provided with two Academic Consultants for the collection and formatting of information and data in the format. (*Group Leader & Academic Consultant-Annexure-3*)

3 Notification of Revised CIQA Committee:

1. The CIQA Center has established new CIQA Center Committee as per UGC Open & Distance Learning Program & Online Education Programs Regulation-2020 vide Notification No. F- 1 - 1 / 2020 / DEB - 1, Dated: 4 th. September-2020 and notified on 15.09.2020. (*CIQA Center Committee Notification: Annexure-4*)
2. The First meeting of the revised CIQA Center Committee was conducted on 06.11.2020 in the office of the Vice Chancellor, YCMOU, Nashik. (*Minutes of the Meeting of First CIQA Center Committee-Annexure-5*)

4 Follow up meeting of Core Committees:

1. Two Meetings of NAAC Core Committee were conducted during the year. One on 10.02.2020 & other one on 16.06.2020 and the progress report was assessed by the Vice Chancellor and given instructions to speed up the work of documentation. (Minutes of Core Committee for Assessment & Accreditation-Annexure-6)

5 Organization of Zoom Seminar & Workshop:

The CIQA Center organized in all 4 Webinar on the ZOOM Platform & YouTube Live for the benefit of our academic staff as well as outsiders.

1. First Webinar on **Institutional Assessment & Accreditation** was organized in collaboration with Rashtriya Uchchatar Shiksha Abhiyan (RUSA), State Coordination Unit, Mumbai on 13.08.2020 from 10.00 am to 2.00 pm. The Webinar was attended by 70 Participants. (*Minutes of Webinar-Annexure-7*)
2. Second Webinar on **National Education Policy-2020** was organized on 26.09.2020 from 11.00 to 4.00 pm in two sessions. 1. National Education Policy (NEP)-2020: An Insight deliberated by Professor Santosh Panda from IGNOU, New Delhi & 2. National Education Policy (NEP) – 2020 Vis a Vis Open & Distance Learning deliberated by Professor Shakila Shamsu from IGNOU/MHRD, New Delhi. The Webinar was attended by 56 participants. (*Minutes of Webinar-Annexure-8*)
3. Fourth Webinar on **National Seminar on Intellectual Property Rights** was organized on 07.12.2020 from 11.00 to 1.00 pm in two sessions. First Session on Overview of IPR Patents, Design, Trademarks, Geographical Indications & Trade Secrets was deliberated by Dr. Suhas Kulkarni, Assistant Controller of Patents and Designs, Regional Patents Office, Mumbai & second session on Process of Filing Patents in India & Abroad was deliberated by Dr. Mahesh Betkar, Principal, Kumarswami College AUSA Dist. Latur. The Webinar was attended by 816 participants. (*Minutes of Webinar-Annexure-9*)
4. Third Webinar on **National Education Policy-2020: Opportunities for ODL** was organized on 24.12.2020 from 11.00 to 1.00 pm. The Webinar was addressed by Professor K. Kasturi Rangan, Chairman, NEP-2020 Committee and deliberated on NEP-2020 & Opportunities for Open & Distance Learning. The webinar was attended by 107 participants. (*Minutes of Webinar-Annexure-10*)

6 Development of Uniform Guidelines & Forms for Program Development & Revision:

CIQA Center has developed Revised Guidelines & formats for the Development of 1. Program Proposal Form (PPF), 2. Program Development Form (PDF), 3. Program Launch Form (PLF), 4. Program Revision Form (PRF), 5. Program Project Report (PPR) as per the UGC-ODL Regulation-2017 and made applicable to all academic programs under the School. (*Revised Guidelines & Forms-Annexure-11*)

7 Preparation of Institutional Information for Quality Assurance (IIQA):

The CIQA Center has prepared draft of Institutional Information for Quality Assurance (IIQA) Report which will be revised after adding data of the year 2019-20. *(IIQA-2020: Annexure-12)*

8 Preparation of Action Plan for Self Study Report (SSR):

The CIQA Center has prepared model format for blank Self Study Report and shared the same with our Criterion wise Group Leaders on Google to share their matrix wise information. The Action Plan for the Development of Self Study Report is prepared & circulated to all Schools, Divisions, Centers, Sections, Units, Regional Centers & Learners Support Centers. *(Action Plan-2020: Annexure-13)*

9 Participation of CIQA Director & Staff in Meetings & Trainings.(Internal & External):

1. Dr. Surya Gunjal, Director, participated in Planning Board Meeting of IGNOU, New Delhi on 13.01.2020. *(Letter of Meeting: Annexure-14)*
2. Dr. Surya Gunjal, Director, participated in Assessor's Training Program for Open Universities & Dual Mode Universities at NAAC Bengaluru on 23-24.01.2020 *(Letter of Training: Annexure-15)*
3. Dr. Surya Gunjal, Director, participated in 33 rd. Convocation of Indira Gandhi National Open University, New Delhi on 17.02.2020. *(Letter of Invitation: Annexure-16)*
4. Dr. Surya Gunjal, Director, participated in Agriculture Advisory Committee Meeting of Doordarshan Kendra (DDK) Mumbai on 13.03.2020. *(Letter of Meeting: Annexure-17)*



Professor Surya Gunjal
Director, Center for Internal Quality Assurance (CIQA)

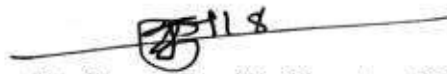
REPORT OF THE ORIENTATION TRAINING PROGRAM CONDUCTED FOR THE REGIONAL CENTER STAFF AND THE HEAD & CO-ORDINATORS OF LEARNERS SUPPORT CENTERS IN MAHARASHTRA FROM 06.01.2020 TO 31.01.2020.

1. Dr. Surya Gunjal, Director, Internal Quality Assurance Center, YCMOU, Nashik has conducted Region wise Training programs for sensitization of Regional Center staff and Heads / Coordinators of the Learners Support Centers / Study Centers on all the Regional Centers under the university Jurisdiction from 06.01.2020 to 31.01.2020.
2. All the Regional Directors and their staff have taken great efforts in organizing orientation training program and providing logistics support and arrangements for the training program on the Regional centers.
3. The Participation of Heads / Coordinators of Learners Support Centers for the training was overwhelming excepting few Regional Centers. The Regional Center wise participation: 1. Regional Center, Nashik - 40, 2. Regional Center, Mumbai - 51, 3. Regional Center, Pune - 67, 4. Regional Center, Kolhapur - 125, 5. Regional Center, Aurangabad - 90, 6. Regional Center, Nanded - 159, 7. Regional Center, Amravati - 178, 8. Regional Center, Nagpur - 111 Centers.
4. The Training program has trained staff of all 8 Regional Centers & Heads & Coordinators of 821 Study Centers out of total 1937 Study Centers. The number of study centers hosted by the Senior Colleges is nearly 1000 out of 1937. We invited only Senior College Centers for the training. Therefore, the target of training achieved in nearly 82 % of the Senior Colleges in the jurisdiction.
5. It was found in the discussion with all the Regional Directors that the Regional Centers faces various infra-structural, logistic and financial difficulties which needs to be corrected in next 3 months which will help the university to face the NAAC Peer Team Visit to the university.
6. **The Major Issues & difficulties at the Regional Centers are enumerated below:**
 - 6.1 The Examination Division should provide the Registers of Examination Results to all Study Centers for the academic year 2015-16, 2016-17, 2017-18, 2018-19 & 2019-20 for the preparation of documents regarding Student's Progression for the last 5 years. **(Action: The Controller of Examination)**
 - 6.2 The Regional Center Buildings should be repaired, repainted and renovated. New Furniture & Fixtures should be provided to Regional Centers including meeting hall and reading room. The Old & damaged furniture, Fixtures and scarp materials should be written off as soon as possible. All the New Furniture & Fixtures shall be centrally purchased by the university and provided to all the Regional Centers. **(Action: Director, SSD, The Finance Officer & Executive Engineer)**

6.3 The Sign Boards of the Regional Centers should be repaired, Repainted or replaced with new Sign Boards in next 3 months. The Regional Directors should be provided with budget and shall be empowered to get the work done at their level. (Action: The Finance Officer & The Regional Directors)















6.4 The adequate budget provision should be made to each Regional Center as per their demand and their justification for the same and they shall be empowered to get the work done in next 3 month. (Action: The Finance Officer, The Director, SSD & The Regional Directors)

6.5 The Regional Directors should be provided with adequate Financial Powers commensurate with their duties & responsibilities assigned to them to facilitate smooth working on the Regional Centers. (Action: University Authorities)


Dr. Surya Gunjal, Director, IQAC


Professor E. Vayunandan, Vice Chancellor

Copy for information & necessary action to:

1. The Vice Chancellor, YCMOU, Nashik for information.
2. The Registrar, YCMOU, Nashik for information. 
3. The Finance Officer, YCMOU, Nashik.  6/02/2020
4. The Controller of Examination, YCMOU, Nashik.  6/2/2020
5. The Director, Internal Quality Assurance Center, YCMOU, Nashik. 
6. The Professor, Center for Collaboration & Special Initiatives, YCMOU, Nashik. 
7. The Manager, Hardware, Computer Center, YCMOU, Nashik. 
8. The Manager, Software, Computer Center, YCMOU, Nashik. 
9. The Manager, Print Production Center, YCMOU, Nashik.  6/2/2020
10. The Manager, Audio- Video Center, YCMOU, Nashik.  6/2/2020
11. The Executive Engineer, YCMOU, Nashik.  6/2/2020
12. The Planning Officer, YCMOU, Nashik.  6/2/2020
13. The Regional Director, YCMOU, Regional Center, Nashik / Mumbai / Pune / Kolhapur / Aurangabad / Nanded / Amravati / Nagpur.
14. Dr. Umesh Rajderkar, Director, School of Humanities & Social Sciences, YCMOU, Nashik. (Team Leader for A&A Criterion: Curricular Aspects)  6/02/2020
15. Dr. Kavita Salunke, Director (I/C), School of Education, YCMOU, Nashik. (Team Leader for A&A Criterion: Teaching-Learning & Evaluation)  6/02/2020
16. Dr. Dhananjay Mane, Regional Director, YCMOU, Nashik. (A&A Criterion: Research, Innovation & Extension)
17. Dr. Rajendra Wadnere, Director, School of Continuing Education, YCMOU, Nashik. (Team Leader for A&A Criterion: Infrastructure & Learning Resources)  6/02/2020

Internal Quality Assurance Center (IQAC)
Yashwantrao Chavan Maharashtra Open University, Nashik - 422 222.
Phone: 0253-223 1474, Cell: 98223 50342, E-mail: suryagun@hotmail.com

Tour Program of Dr. Surya Gunjal, Director, Internal Quality Assurance Center, YCMOU, Nashik for Training to Regional Centers & Study Center Heads / Co-ordinators regarding NAAC Assessment & Accreditation.

Sr. No.	Departure: Date & Time	Arrival: Date & Time	Halt at
0.	06.01.2020: 1.30 pm Nashik	06.01.2020: 2.00 pm, Nashik	-----
1.	07.01.2020: 7.00 am Nashik	07.01.2020: 12.00 pm Mumbai	Mumbai
2.	08.01.2020: 7.00 am Mumbai	08.01.2020: 12.00 pm Pune	Pune
3.	09.01.2020: 7.00 am Pune	09.01.2020: 12.00 pm Kolhapur	Kolhapur
4.	10.01.2020: 2.00 pm Kolhapur	10.01.2020: 6.00 pm Pune	Pune
5.	11.01.2020: 2.00 pm Pune	11.01.2020: 6.00 pm Nashik	-----
6.	16.01.2020: 7.00 am Nashik	16.01.2020: 12.00 pm A'bad	A'bad
7.	17.01.2020: 7.00 am Aurangabad	17.01.2020: 12.00 pm Nanded	Nanded
8.	18.01.2020: 7.00 am Nanded	18.01.2020: 06.00 pm Nashik	-----
9.	27.01.2020: 7.00 am Nashik	27.01.2020: 07.00 pm Amraoti	Amraoti
10.	28.01.2020: Amraoti.....	28.01.2020: 02.00 pm Training	Amraoti
11.	29.01.2020: 7.00 am Amraoti	29.01.2020: 10.00 am Nagpur	Nagpur
12.	30.01.2020: 7.00 am Nagpur	30.01.2020: 16.00 pm Jalgaon	Jalgaon
13.	31.01.2020: 2.00 pm Jalgaon	31.01.2020: 7.00 pm Nashik	-----

Note: All the Regional Directors are requested to make arrangement for food & accommodation for the Director, Internal Quality Assurance Center in their jurisdiction on the date of halt...

Dr. Surya Gunjal, Director, Internal Quality Assurance Center, YCMOU, Nashik.

os. for record
[Signature]



ज्ञानमंल पोषण

YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

(Established by Government of Maharashtra in 1989)

Dnyangangotri, Near Gangapur Dam, Goverdhan, Nashik - 422222

Phone : Office (0253) 2231714/15, 2230227, 2230459, 2230024/25/27/28

Outward No.:YCMOU/REG/ 268 /2019

Date: 18.10.2019

To,

All Working Group Heads
QIP-IQAC-YCMOU, Nashik

**Subject: Working Group formation for Quality Indicator Framework (QIF)
under IQAC for NAAC Assessment and Accreditation.**

Dear Sir/Madam

The Yashwantrao Chavan Maharashtra Open University has established Internal Quality Assurance Center (IQAC) with effect from 01.08.2019 for NAAC Assessment and Accreditation of the university. Hon. Vice Chancellor has approved your nomination on the QIP Working Group constituted under each Quality Criterion of the NAAC Assessment & Accreditation system.

You are expected to work in the assigned group and contribute towards task assigned to your group. I am sure your presence in the QIF Working Group will be helpful and productive for the Assessment & Accreditation process of the university.

If you need any guidance regarding your task in documentation & record generation for NAAC Assessment & Accreditation Process, Please keep in touch with Dr. Surya Gunjal, Director, IQAC, YCMOU, Nashik.

Enclosed: QIF-CIQA-YCMOU, Nashik.

(Dr. Dinesh Bhonde)
Registrar

Formation of Task Groups for NAAC Criterion Quality Indicator Framework (QIF):

QIF No.	QIP- Criterion	Group Head	Members	Support Staff
1	Curricular Aspects	Dr. Umesh Rajderkar	Shri. Madhav Palshikar Dr. Madhukar Shewale Dr. Surendra Patole Shri. Pramod Jawale	Shri . Anand Barve Mrs. Hemlata Nikam
2	Teaching-Learning and Evaluation	Dr. Kavita Salunke	Dr. Manoj Killedar Dr. D. D. Pawar Dr. S. S. Sonune Dr. Rucha Gujar	Mrs. Anjali Shinde Mrs. Sadhana Lamture Shri. Kahalekar Mrs. Sneha Ramdasi Shri . Vilas Badhan
3	Research, Innovation and Extension	Dr. Dhananjay Mane	Dr. Sunanda More Dr. Suresh Patil Dr. Sanjeevani Mahale Dr. Madhuri Sonawane Shri Prakash Barve Shri Rajendra Markad	Shri. Milind Thakare Shri. Vijay Ahirrao Dr. Vitthal Patange
4	Infrastructure and Learning Resources	Dr. Rajendra Vadnere	Shri. Anand Yadav Dr. Pramod Khandare Shri. Vijaykumar Paikrao Shri. Abhijit Patil Shri . Abhay Kulkarni Shri. Shashikant Thakare Shri. Kiran Hire Shri. Raosaheb Patil Shri. Uttam Jadhav	Shri. Chandrakant Shejwal Shri. Somnath Jadhav Shri. Pawan Mahajan Shri. Akshay Vibhandik
5	Learner Support and Progression	Shri. Pravin Ghodeswar	Dr. Prakash Deshmukh Mrs. Shubhangi Desale Dr. Abhay Patil Shri. Premnath Sonawane Shri .Milind Hingane	Mrs. Kavita Deo Shri . Pritam Rai Shri . Ramesh Wagh Mrs. Yogita Suryawanshi Shri. Ravindra Tayade
6	Governance, Leadership and Management	Dr. Jaydeep Nikam	Shri. Nagarjun Wadekar Dr. Chetana Kamlaskar Dr. Latika Ajbani Shri. Rajendra Wagh Shri. Rajendra Talele Shri. Sunil Vibhandik	Mrs. Rashmi Ranade Shri . Balu Mokal Mrs. Sangeeta Deshpande
7	Institutional Values and Best Practices	Dr. Vijaya Patil	Dr. Sajjan Thool Shri. Vivek Oak Mrs. Bhavana Bhaurkar	Shri. Rajesh Barve Mrs. Sharmishtha Oak Shri. Rajendra Mandge Mrs. Kalpana Raut



YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

(Established by Government of Maharashtra in 1989)

Dnyangangotri, Near Gangapur Dam, Goverdhan, Nashik - 422222

Phone : Office (0253) 2231714/15, 2230227, 2230459, 2230024/25/27/28

No. YCMOU/RO-41/NOTIFICATION/CIQA/2020/132

Dated: 14.09.2020

15

NOTIFICATION

In pursuance with the University Grant Commission's Notification No. F.1-1/2020 (DEB)-I, Dated 4 th. September, 2020 regarding UGC Open & Distance Learning Programs & Online Education Programs Regulation-2020, The Center for Internal Quality Assurance Committee (CIQA Center Committee) is constituted in the Yashwantrao Chavan Maharashtra Open University, Nashik on 14.09.2020 and the same is notified on the university website effective from 15.09.2020.

The Objectives of the CIQA Center is to develop a Comprehensive Internal Quality Assurance System to enhance Quality of Open and Distance Learning. The CIQA Center is entrusted with functions of organization of Training, Seminar & Workshop for the university staff and coordinate between the university and the University Grants Commission for implementation of quality guidelines vis a vis Assessment & Accreditation of the University.

The Functions of the CIQA Committee is to review and provide guidance to the CIQA Center and approve the reports generated by the center vis a vis coordinate with external subject experts and academic auditors and to oversee the Self Appraisal Report of the university to be submitted to the Assessment & Accreditation organization.

The Composition of CIQA Center Committee is as follows:

1. The Vice Chancellor of the University.....Chairperson: Professor E. Vayunandan
2. Three Senior Teachers of the University.....Members
 - 2.1. Professor Pandit Palande, Director, School of Commerce & Management
 - 2.2. Dr. Manoj Killedar, Associate Professor, School of Science & Technology
 - 2.3. Dr. Hemant Rajguru, Associate Professor, Academic Services Division
3. Three Heads / Director of the School.....Members
 - 3.1. Professor Rajendra Wadnere, Director, School of Continuing Education
 - 3.2. Professor Jaydeep Nikam, Director, School of Health Sciences
 - 3.3. Dr. Sunanda More, Director, School of Architecture, Science & Technology

4. Two External Experts of Open & Distance Learning / Online Education.....Members

4.1. Professor V.V. Subramaniam, Director, School of Computer Sciences, IGNOU, Maidan Garhi, New Delhi 110068.

4.2. Dr. Atul Wadegaonkar, Chief General Manager, Maharashtra Knowledge Corporation Limited, ICC Trade Tower, Senapati Bapat Road, Pune – 411 016.

5. Officials from Administration & Finance Departments of University.....Members

5.1. The Registrar

5.2. The Finance Officer

5.3. The Controller of Examination

6. The Director, Center for Internal Quality Assurance (CIQA)...Member Secretary:
Professor Suryakant Gunjal

The Membership of the nominated Members shall be for a period of two years excluding the Chairperson & the Member Secretary. The CIQA Center Committee shall meet at least once in a semester and the quorum for the meeting shall be two-third of the total number of members with mandatory presence of one external expert member.

Enclosed: The Role, Responsibilities & Functions of CIQA Center & CIQA Committee is attached herewith for the information of members.


REGISTRAR

Copy for information to:

1. The Hon. Vice Chancellor, YCMOU, Nashik for kind information.
2. All Members of the CIQA Center Committee as notified above for information.
3. The Director, Center for Internal Quality Assurance (CIQA) for information.
4. The In-charge, University Website for uploading the notification on university website.
5. Office Copy


Internal Quality Assurance Center (IQAC)
Yashwantrao Chavan Maharashtra Open University, Nashik - 422 222.
Phone: 0253-223 1474, Cell: 98223 50342, E-mail: suryagun@hotmail.com

Nashik: 422 222.
Dated: 07.02.2020

To,
All NAAC Core Committee Members
YCMOU, Nashik

Dear Sir/Madam,

The First Meeting of the NAAC Core Committee (NCC) is organized on **Monday, 10.02.2020 at 2.30 pm in the office of Hon. Vice Chancellor** to review the progress made by each group in documentation of information of NAAC Assessment & Accreditation and to discuss on the difficulties faced by the members in collecting information from various units/sections/division. All Members are requested to be present for the meeting.


Dr. Surya Gunjal
Director, Internal Quality Assurance Center (IQAC)

Cc for information & necessary action:

1. Hon. Vice Chancellor, YCMOU, Nashik, Chairman for information.
2. The Registrar, YCMOU, Nashik for information.
3. The Finance Officer, YCMOU, Nashik.
4. The Controller of Examination, YCMOU, Nashik.
5. Dr. Umesh Rajderkar, Director, School of Humanities & Social Sciences, YCMOU, Nashik. (Team Leader for A&A Criterion: Curricular Aspects)
6. Dr. Kavita Salunke, Director (I/C), School of Education, YCMOU, Nashik. (Team Leader for A&A Criterion: Teaching-Learning & Evaluation)
7. Dr. Dhananjay Mane, Regional Director, YCMOU, Nashik. (A&A Criterion: Research, Innovation & Extension)
8. Dr. Rajendra Wadnere, Director, School of Continuing Education, YCMOU, Nashik. (Team Leader for A&A Criterion: Infrastructure & Learning Resources).
9. Dr. Prakash Deshmukh, Director I/C, Students Services Division, YCMOU, Nashik. (Team Leader for A&A Criterion: Learners Support & Progression)
10. Dr. Jaydeep Nikam, Director, School of Health Sciences, YCMOU, Nashik. (Team Leader for A&A Criterion: Governance, Leadership & Management)
11. Dr. Vijaya Patil, Associate Professor, School of Education, YCMOU, Nashik. (Team Leader for A&A Criterion: Institutional Values & Best Practices)
12. The Director, Internal Quality Assurance Center, YCMOU, Nashik...Member Secretary

Center for Internal Quality Assurance (CIQA)

Yashwantrao Chavan Maharashtra Open University, Nashik-422 222.

Phone:0253-223 1474, Cell:98223 50342, E-mail:directorciqa@ycmou.digitaluniversity.ac

Dated: 16.06.2020

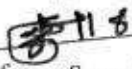
Minutes of the Second Meeting of NAAC Core Committee held on 16.06.2020.

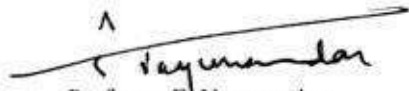
The Second meeting of NAAC Core Committee was organized on 16.06.2020 at 11.00 am in the BOM hall after a long lockdown period of 3 months. Professor Surya Gunjal, Director, CIQA took up the stock of the progress made by various Group Leaders in documentation of information and data regarding NAAC Assessment & Accreditation.

It was seen that all Group Leaders are trying their best to collect and format the information while few Group Leaders are facing problems in understanding the format and cooperation from various Schools, Sections & Units for providing information to Group Leaders.


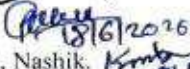

In the meeting following points were discussed & decided:

1. All the Group Leaders have agreed to speed up the process of documentation to make up the time lost in the current lock down period and to follow the time schedule decided six months back with common consensus.
2. The Concern Group Leaders are requested to complete the process and submit the final report regarding 1. Annual Progress Report of the University, 2. Research & Consultancy Policy of the University, 3. Report of the YCMOU Alumni Association, 4. Report of the Students Grievances Committee at Head Quarter & Regional Centers wise Report separately, 5. Reports of University Green Audit, Energy Audit & Environment Audit, 6. Report of the Students Placement Cell with Placement Records of the Students, 7. Report of the Special Learners Center for Person with Disabilities before 30.06.2020.
3. Dr. Jaydeep Nikam agreed to arrange for 3 quotations for University Green Audit, Energy Audit & Environment Audit in sealed envelope in the name of The Registrar, YCMOU, Nashik before 30.06.2020. The further process of awarding the contract will be carried out by Purchase Section.
4. Dr. Hemant Rajguru will send a request to all Schools & Sections to send information for University Annual Progress Report-2019-20 in new format required for NAAC Assessment & Accreditation before 30.06.2020.
5. Dr. Prakash Deshmukh requested additional man power to collect and format the information in to NAAC A & A formats.
6. It was also discussed that University have recruited nearly 48 Academic Coordinators for new & upcoming academic programs. Some of them are unutilized till date; the same Academic Coordinators can be allotted to each Group Leaders so that they can speed up the work of data collection.
7. Each Group Leader is requested to place their demand of additional manpower with Hon. Vice Chancellor and get it approved before 20.06.2020.


Professor Surya Gunjal
Director, CIQA


Professor E. Vayunandan
Vice Chancellor

Copy for information & necessary action to:

1. The Vice Chancellor, YCMOU, Nashik for information.
2. The Registrar, YCMOU, Nashik. 
3. The Finance Officer, YCMOU, Nashik. 
4. The Controller of Examination, YCMOU, Nashik. 
5. The Director, Center for Internal Quality Assurance (CIQA), YCMOU, Nashik.


18/6/2020

Center for Internal Quality Assurance (CIQA)

Yashwantrao Chavan Maharashtra Open University, Nashik - 422 222.

Phone: 0253-2231474, E-mail:directorciqa@ycmou.digitaluniversity.ac, suryagun@hotmail.com

Nashik: Dated: 17.08.2020

MINUTES OF YCMOU NAAC ASSESSMENT & ACCREDITATION WEB BASED TRAINING PROGRAM IN COLLABORATION WITH RUSA, MUMBAI CONDUCTED ON 13.08.2020.

1. Yashwantrao Chavan Maharashtra Open University, Nashik in collaboration with Rashtriya Uchchatar Shiksha Abhiyan (RUSA), State Coordination Unit, Mumbai organized Web Based Training Program on NAAC Assessment & Accreditation on 13.08.2020 from 10.00 am to 14.00 pm.
2. The Webinar Link, Meeting ID & the Pass word for this Webinar was: LINK: <https://us02web.zoom.us/j/87339654904?pwd=REkxb0RlclZlSWVCbmVmWjFsaEhQQT09>, Meeting ID: 873 3965 4904, Pass Word: ycmou
3. In all 120 Participants were invited for the webinar, out of which 63 Participants attended by their names while 7 participants attended by their code names. In all 70 participants actively attended the webinar. (The list of participants is attached).
4. Dr. Surya Gunjal, Director, CIQA-YCMOU, Nashik briefed about the status of university and introduced the Mentors from RUSA, Mumbai and the Resource Persons in the beginning.
5. Professor E. Vayunandan, Hon. Vice Chancellor, YCMOU, Nashik inaugurated the Webinar and motivated staff of the university and expressed his expectation to speed up the process of documentation.
6. The Webinar was guided by Dr. Vijay Joshi, Chief Consultant & Dr. Pramod Pabrekar, Senior Consultant from RUSA, Mumbai. Dr. Joshi reiterated that the current COVID situation should be gainfully used to promote Open and Distance Education in almost all the areas of human endeavor.
7. Dr. Vani Laturkar, First Resource Person & Director, School of Commerce & Management, Swami Ramanand Teerth Marathwada University, Nanded given elaborative talk on Preparation for NAAC Assessment & Accreditation.
8. Dr. Chandrakant Rawal, Second Resource Person & Principal, Brihan Maharashtra College of Commerce, Pune given exhaustive talk on Documentation for NAAC Assessment & Accreditation.
9. Dr. Bhalchandra Bhole, Third Resource Person & Former Head, Department of Microbiology, Abasaheb Garware College, Pune given objective based talk on Role and responsibility of CIQA/IQAC Center in the university.
10. The Webinar was welcomed by Dr. Ram Thakar, Coordinator, CIQA-YCMOU, Nashik while vote of thanks were proposed by Dr. Hemat Rajguru, Coordinator, CIQA-YCMOU, Nashik.


Dr. Surya Gunjal

Director-CIQA-YCMOU, Nashik

Enclosed: Schedule of Webinar & List of Participants who has attended the Webinar.

REPORT / MINUTES OF THE ONLINE WEBINAR ON NATIONAL EDUCATION POLICY-2020 ON ZOOM PLATFORM ORGANIZED 26.09.2020 BY CIQA CENTER, YCMOU, NASHIK.

1. One day Online **Webinar on National Education Policy -2020** was organized by CIQA Center of Yashwantrao Chavan Maharashtra Open University, Nashik on 26.09.2020 from 11.00 am to 4.00 pm. The Seminar was inaugurated by the Hon. Vice Chancellor Prof. E. Vayunandan in the presence of Dr. Hemnat Rajguru, Planning Officer and Dr. Ram Thakar, Assistant Professor, School of Continuing Education.
2. Dr. Hemant Rajguru , Planning Officer Welcomed the participants and gave brief about the significance of New Education Policy-2020 & Dr. Ram Thakar proposed vote of thanks to the Chair and the participants.
3. The Resource Person Professor Santosh Panda from IGNOU, New Delhi deliberated on **National Education Policy (NEP) – 2020: An Insight** while Dr. Shakila Shamsu from IGNOU / MHRD, New Delhi deliberated on **National Education Policy (NEP) 2020 Vis a vis Open & Distance Learning** followed by questions & Answers.
4. **The Seminar was registered / participated by 56 participants** on Zoom Platform & You tube live.

Nashik-42222

Dated: 28.09.2020



Professor Surya Gunjal
Director, CIQA Center

Copy for information to:

1. The Vice Chancellor, YCMOU, Nashik.
2. The Registrar, YCMOU, Nashik.
3. The Finance Officer, YCMOU, Nashik.
4. The Director, Internal Quality Assurance Center, YCMOU, Nashik.
5. The Planning Officer, YCMOU, Nashik.
6. All Academic Faculty Members.

REPORT / MINUTES OF THE ONLINE SEMINAR ON INTELLECTUAL PROPERTY RIGHTS (IPR) ORGANIZED ON 07.12.2020 BY CIQA CENTER, YCMOU, NASHIK.

1. A one day Online National Seminar on Intellectual Property Right (IPR) was organized by CIQA Center of Yashwantrao Chavan Maharashtra Open University, Nashik on 07.12.2020. The Seminar was inaugurated by the Hon. Vice Chancellor Prof. E. Vayunandan in the presence of Prof. Surya Gunjal, Director, CIQA Center, Dr. Hemnat Rajguru, Planning Officer, Prof. Dhananjay Mane, Regional Director and Dr. Ram Thakar, Assistant Professor, School of Continuing Education.
2. The Idea of organizing this National Seminar on IPR was conceived by Prof. Dhananjay Mane, Dr. Hemant Rajguru & Dr. Ram Thakar. The Director, CIQA Center Prof. Surya Gunjal briefly narrated the need of National Seminar on IPR for the benefits of Teaching Communities in India. Prof. Dhananjay Mane given introduction of resource persons while Dr. Hemant Rajguru & Dr. Ram Thakar proposed vote of thanks to the chair and the Resource Persons.
3. The Resource Person was Dr. Suhas Kulkarni, Assistant Controller of Patents and Designs, Regional Patent office, Mumbai and Dr. Mahesh Betkar, Principal, Kumarswami College, Ausa Dist. Latur. The first Resource Person Dr. Suhas Kulkarni deliberated on **Overview of IPR-Patents, Design, Trademarks, Geographical Indications & Trade Secretes** followed by question and answers. While the second resource person deliberated on **Process of filling Patents in India & Abroad** followed by questions and answers.
4. **The Seminar was registered / participated by 816 participants across the country** on Zoom Platform & You tube live. The Participants submitted the feedback form through google and the University awarded e-certificates to all the participants who have attended and submitted the feedback report.



Professor Surya Gunjal
Director, CIQA Center

Copy for information to:


1. The Vice Chancellor, YCMOU, Nashik.
2. The Registrar, YCMOU, Nashik.
3. The Finance Officer, YCMOU, Nashik..
4. The Director, Internal Quality Assurance Center, YCMOU, Nashik.
5. The Planning Officer, YCMOU, Nashik.
6. Dr. Dhananjay Mane, Regional Director, YCMOU, Nashik.

REPORT / MINUTES OF THE ONLINE WEBINAR ON NATIONAL EDUCATION POLICY-2020: AN OPPORTUNITIES FOR ODL ON ZOOM PLATFORM ORGANIZED 24.12.2020 BY CIQA CENTER, YCMOU, NASHIK.

1. One day Online Webinar on National Education Policy -2020: An Opportunities for ODL was organized by CIQA Center of Yashwantrao Chavan Maharashtra Open University, Nashik on 24.12.2020 from 11.00 am to 1.00 pm.
2. The Chief Guest for the seminar was Professor K. Kasturi Rangan, the Chief of the National Education Policy Committee constituted by Government of India. Hon. Vice Chancellors of IGNOU, New Delhi Professor Nageshwar Rao, Hon. Vice Chancellor of YCMOU, Prof. E. Vayunandan & Hon. Vice Chancellor of OSOU, Professor Srikant Mohapatra has contributed in the webinar.
3. Professor E. Vayunandan, Vice Chancellor, YCMOU, Nashik welcomed Professor K. Kasturi Rangan and briefed about importance of the National Education Policy in relation to Open & Distance education in India.
4. Professor Nageshwar Rao, Vice Chancellor, IGNOU, New Delhi gave details about the background and need of new National Education Policy in the era of promoting Open & Distance Education in India for increasing Gross Enrollment Ratio (GER) in India.
5. Professor Srikant Mohapatra, Vice Chancellor, Odisha State Open University, Sambalpur passed concluding remarks after interactions with participants and questions and answers on opportunities for Open Universities in NEW National Education Policy.
6. **The Seminar was registered / participated by 107 participants** on Zoom Platform & You tube live.

Nashik-42222

Dated: 28.12.2020



Professor Surya Gunjal
Director, CIQA Center

Copy for information to:

1. The Vice Chancellor, YCMOU, Nashik.
2. The Registrar, YCMOU, Nashik.
3. The Finance Officer, YCMOU, Nashik.
4. The Director, Internal Quality Assurance Center, YCMOU, Nashik.
5. The Planning Officer, YCMOU, Nashik.
6. All Academic Faculty Members.

**CENTER FOR INTERNAL QUALITY ASSURANCE (CIQA)
YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY, NASHIK**

**GUIDELINES FOR THE
APPROVAL AND LAUNCH OF NEW ACADEMIC PROGRAMS
&
REVISION / ADDITION / DELETION OF COURSE(S) IN EXISTING PROGRAMS**

APPROVAL AND LAUNCH OF NEW ACADEMIC PROGRAMS

The planning, design and development of an academic program at the University will be done in two stages, namely: Stage-I: Program Proposal Stage; Stage-II: Program Development Stage. There are separate forms that have to be filled up, namely: Program Proposal Form (PPF) for Stage-I and Program Development Form (PDF) and Program Project Report (PPR) for Stage II and these forms are to be approved by the Statutory Bodies of the University: **Program Proposal Form by the School Council and the Planning Board while Program Development Form by School Council and Academic Council.**

As per UGC (ODL) Regulations, 2017, the PPR has to be approved by the highest academic authority of the University. Hence the approval of **Program Project Report has to be sought from the School Council and the Academic Council.**

Detailed guidelines for each stage have been enumerated in the form of steps to be taken for the development and launch of a new academic program.

Stage-I: Program Proposal Stage

Step-1: A new academic program will be initiated by a teacher(s) of a School. Before formulating a proposal for development of a new program, the teacher(s) should check for the duplication of the proposed program with existing academic programs / courses of the University. Duplication may be in terms of learning objects, curriculum or level of program.

Step-2: The teacher(s) who initiates a new program (hereafter referred to as Program Coordinator) will prepare a Concept Note for the proposed academic program to express the rationale and relevance of the proposed program vis-à-vis University Mandates and objectives. The Concept Note (CN) may be based on need assessment through primary or secondary sources. The need of the program may also emerge from any of the following: Statutory Authorities of the University, Program Advisory Committees; Ministries of State & Central governments; NITI Ayog; Apex Bodies; Region Specific Proposals from Regional Centers or External Funding Agencies engaged in education and social service sectors of India. The educational requirements of external agencies must be met within the mandate and objectives of the University. The need assessment study may also be conducted through direct interaction with stake-holders, in the form of survey of prospective learners, employees, employers, teachers / trainers in relevant areas. Need assessment study based on survey and field work based research methodologies may be undertaken and inputs may be

11- -1

obtained from Regional Centers as per the provision made in the Need Analysis studies.

The School may earmark an exclusive budget in its Annual Budget for conducting need assessment study and for convening exploratory meetings of Experts so that these activities can be conducted smoothly within a stipulated time. The outcome of the need assessment study should be documented.

Step-3: The Concept Note may provide adequate coverage to the need of the program, socio-economic relevance of the program, objectives of the program vis-à-vis objectives and mandate of the University, level of study, credit points, and duration of the program and target group. The Program Coordinator will submit the Concept Note and propose names of subject experts for constitution of the Program Expert Committee for the proposed academic program for approval of the School Council.

Step-4: Based on the level of the program, the budgetary requirement for the development of the program and its delivery will have to be worked out by the Program Coordinator in consultation with the Director of the School. The development of instructional resources is a complex and lengthy process. The Program Coordinator should carefully work out the schedule for the development of program and accordingly earmark budget and workforce to ensure successful completion of activities in stipulated time. Costs involved are: prescribed sitting fee and TA/DA to external members of the Program Expert Committee; payment for unit writing, course editing, translation and vetting of units, word processing of manuscript, preparation of graphs, pictures, Camera Ready Copy (CRC) and printing of course materials at prescribed rates. If the development activities of a program are spread over beyond the current financial year then budget estimates will be accordingly spread over financial years covering entire time span of development so that appropriate budget is always available at right time for smooth development of program.

Step-5: The Program Coordinator will thereafter fill up the **Program Proposal Form (PPF)** and submit it to the Director of the School for its consideration by the School Council.

Step-6: After the approval of the PPF by the School Council, the PPF along with the report of need assessment study will be submitted by the Program Coordinator through the Director of the School concerned to the Planning Board.

Step-7: The Planning Board will examine the PPF from with respect to planning aspects of design and delivery of program and availability of funds and workforce for design and delivery of the proposed academic program. The Program Coordinator should see the availability of teachers in relevant discipline in the School and their willingness for writing and editing of course materials or for supporting / coordinating other academic activities of the program and accordingly recommend external experts and man power resources for the development of the program.

Stage-II: Program Development Stage

Step-1: On approval of PPF by the Planning Board, the Program Coordinator will initiate the

process of developing the program which should not exceed the stipulated time period depending on the credits of the program as follows: 16 credits: 1 year; 32 credits 2 years; 64 credits 3 years and 96 credits: 4 years. In case it goes beyond the given stipulated time period, for the reason on record, the entire process will have to be repeated. The Director of the School will ensure allocation of resources for design and development of the proposed program in its Annual Budget.

Step-2: The **Program Advisory Committee (PAC)** recommended by the School Council should be appointed with the approval of the Vice-Chancellor. Internal faculty members involved in designing of the proposed program would also be the members of the Program Advisory Committee, which will be chaired by the Director of the School. The Program Coordinator would convene the meetings of the Program Advisory Committee after approval of the Vice-Chancellor through the Director of the School concerned. The expenditure on convening of meetings of the Program Advisory Committee will be met from the budget earmarked for this purpose in the Annual Budget of the School.

Step-3: The Program Advisory Committee will frame learning objectives of the program in terms of knowledge and skills to be imparted, eligibility criteria for admission, program duration, target group of students, broad program structure including various media components, credit points, delivery and student support mechanism, evaluation methodology, and such other issues pertaining to the program keeping in view the overall policy, Acts and Statutes of the University. The Program Advisory Committee will suggest names of experts for designing courses, writing units and editors for different courses for consideration of the School Council.

Step-4: The approval of the Vice-Chancellor would be sought by the Director of the School concerned for course-wise list of Course Writers. After approval of the Vice-Chancellor, the Program / Course Coordinator would assign unit writing to course writers of different courses. Consent of the experts would be obtained before assigning the task to them. The Course Coordinators will pursue the course writers for delivering the course units as per the schedule agreed upon.

Step-5: The Program Coordinator in consultation with the Director of the School will decide and confirm the Program Code & Course Codes for the academic program and its courses.

Step-6: The Program Coordinator in consultation with Director of the School will work out the program fees based on one time cost of development and batch wise cost of operations.

Step-7: The Program Coordinator should also fill up the Program Project Report (PPR) as per the UGC (ODL) Regulations before developing the academic program, which will be submitted to the Director of the School for approval.

Step-8: The Program Coordinator will fill up the Program Development Form (PDF) and submit it along with the PPR to the Director of the School to be placed before the School Council.

Step-9: After approval of PDF and PPR by the School Council concerned, the same will be submitted through the Director of the School concerned (after incorporating changes recommended by the School Council if any) to the Academic Council for approval.

Step-10: Once the PDF and PPR are approved by the Academic Council, the Program Coordinator will get the PPR uploaded on the University website under the name of New Programs.

Step-11: When all the Self Learning Materials (SLMs) and other components of the learning package have been developed and arrangements for delivery of the program have been made, the Program Coordinator will through the Director of the School, inform the Planning Officer to apply to UGC for Recognition of the Program.

Step-12: The Program Coordinator through the Director of the School would inform the Student Services Division and Regional Centers for their role in delivery of the program. The School and the respective Divisions would work out detailed plan to achieve targets in stipulated time. The Program Coordinator through the Director of the School will be interacting with the above Divisions. These Divisions would indicate their readiness in prescribed pro-forma for each Division which will be annexed with PDF. This pro-forma's are to be signed by the Heads of the respective Divisions.

REVISION / ADDITION / DELETION OF COURSE(S) IN EXISTING PROGRAMMES

Periodic revision of curriculum and corresponding changes in the instructional resources is necessary to maintain the dynamism of the program and also make the learning outcomes relevant in the context of the changing ecosystem of the State & the Nation. Regular updating of the contents is required to be done for the benefit of the learners. The Board of Management (BOM) of the University decided that every course should be reviewed and revised at least once in five years of its launching. Further, the life of all online courses is 2 years.

The Program Coordinator needs to apply in the **Program Revision Form (PRF)** for revision / addition / of courses in new areas / disciplines / specializations / deletion of courses in the existing program. The Program Coordinator will fill up the PRF giving a brief about the program under revision, level, medium of instruction, past enrolment, curriculum details, relevance and rationale for revision, details of revision proposed, its implication on evaluation of student performance and delivery of learning at LSCs, financial requirements for revision and proposed date of launching of the revised program.

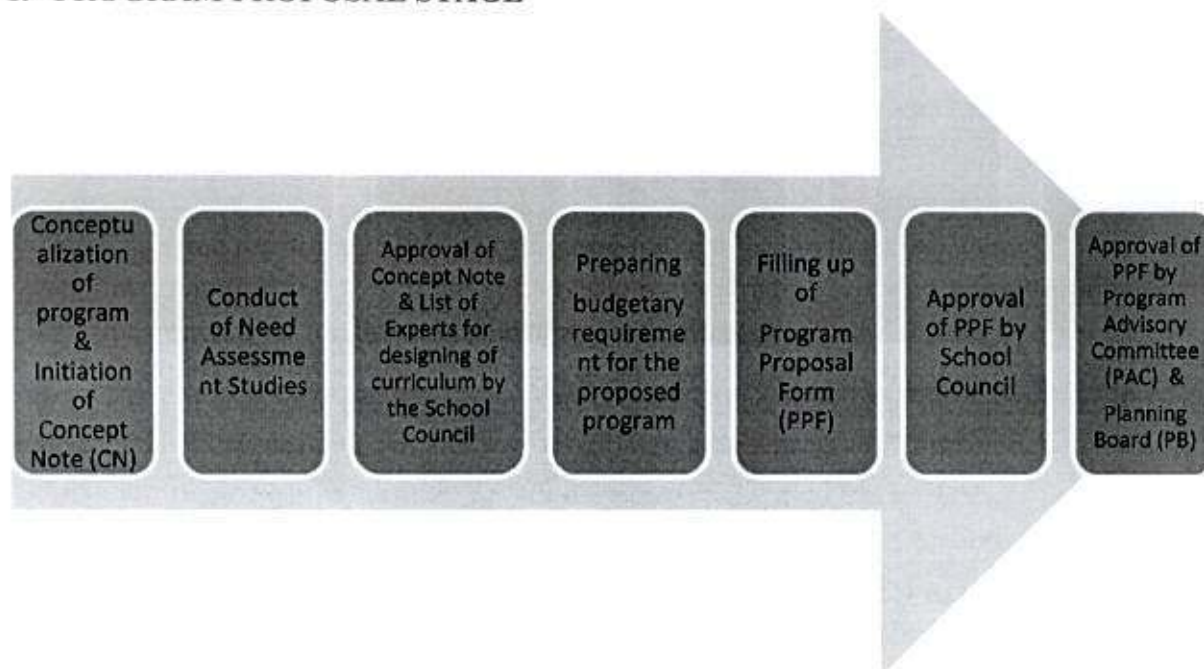
- **Minor Revision:** Revision of less than 1/3 of contents of a Course will be treated as Minor Revision. In case of Minor Revision, PRF needs approval of School Council only.

- **Major Revision:** If more than 1/3 of the content of a Course will be revised, then the revision will be treated as a Major Revision. In case of Major Revision, PRF needs the approval of the School Council followed by the approval of the Academic Council.
- **Revision with Addition of Courses:** In case of addition of a new course to an existing Program, PRF needs the approval of the School Council followed by the approval of the Academic Council.
- **Program Advisory Committee (PAC):** may be constituted only after the approval of the School Council for drawing detailed course structure to be submitted to Academic Council.
- The same pro-forma (PRF) may be used for submission to the Academic Council after incorporating changes, if any, as advised by Program Advisory Committee along with the approval of the School Council and a detailed syllabus.

The revision of academic programs / courses is a scheduled activity of the Schools as it needs to be carried out at least once in a five years of launching a program/Course. Schools may earmark adequate resources for timely completion of revision of the courses.

FLOW CHART: APPROVAL AND LAUNCH OF NEW ACADEMIC PROGRAM

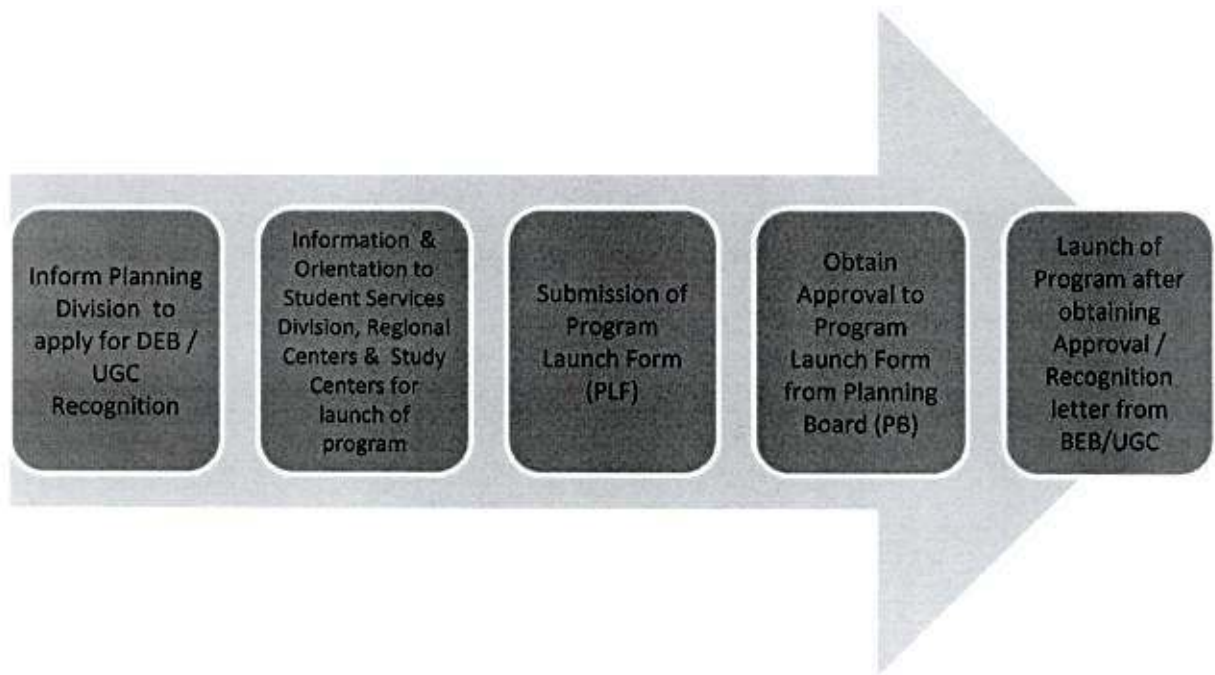
1. PROGRAM PROPOSAL STAGE



2. PROGRAM DEVELOPMENT STAGE



3. PROGRAM LAUNCH STAGE



Dr. Surya Gunjal
Director, Center for Internal Quality Assurance (CIQA)



YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

Dnyangangotri, Near Gangapur Dam, Nashik - 422 222 (India)

ज्ञानराजा खरोडरी

Telephones : (0253) 2231714,2231715,2230227 Fax : (91) 253-2230470

No. : YCMOU/VC/2020/742

Date : 03/11/2020

To

The Directors of the Schools / The Registrar / The Finance Officer / The Controller of Examination / The Regional Directors & Heads of the Center / Sections / Units / Cells

Subject: Action Plan for the NAAC Assessment & Accreditation.

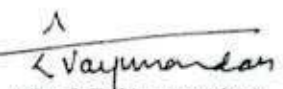
Dear Colleagues

It is high time to inform you that we need to complete our university NAAC Assessment & Accreditation process before June-2021. The Center for Internal Quality Assurance (CIQA) of the university is coordinating with Criterion wise Groups Leaders involved in documentation since from last 12 months. However, It is fact that the process of documentation has been slowed down due to outbreak of Corona from March-2020, the corona situation is improving day by day and now we need to speed the pending work to meet out the deadline set for NAAC Accreditation.

Recently, University has provided additional man power to each Criterion wise Group Leaders to speed up their documentation and to complete the back log of the work. The man power provided to you shall be optimally used to finish your part of work in view with the deadlines given by CIQA Center.

I am attaching herewith the Action Plan for collection, formation & validation of documentation to be undertaken by each unit of the university, for your information and necessary action. You are requested to go through it, prepare your own time table and complete your documentation part before the end of December - 2020 with copy to me and the Director, CIQA Center for information.

Enclosed: Action Plan for NAAC Accreditation


(Prof. E. Vayunandan)
Vice Chancellor

Copy for information to:

1. The Director, Center for Internal Quality Assurance (CIQA)
2. The NAAC Criterion Wise Group Leaders (7)
3. The Directors of School (All)
4. The Registrar
5. The Finance Officer
6. The Controller of Examination
7. The Planning Officer
8. The Regional Directors (All)
9. The Heads of Center (All)
10. The Heads of Section/Unit (All)
11. The Head of Krishi Vigyan Kendra

ACTION PLAN: PREPARATION FOR YCMOU NAAC ACCREDITATION

SCHOOLS: All Schools are required to make arrangement for displaying the following information & documents at a designated place of the Schools on the university website from Jan-2015...

1. Genesis, Vision and Mission of the School
2. Minutes of the Meetings of the School Council
3. Minutes of the Program Advisory Committee (PAC)
4. Minutes of Expert Committee Meetings
5. List of Faculty in position and their profiles
6. Publications of the Faculty for past five years (from Jan 2015 till date)
7. List of permanent administrative staff and contractual staff (separately)
8. List of Programs on offer, their duration, eligibility and Fee structure
9. Statement of income & expenditure generated by the School
10. Program wise enrollment data for Five years (June 2015) & passed out learners
11. List of academic consultants (if any)
12. Updated Stock Registers and Inventories
13. Extension education Activities undertaken by the School
14. Prospectus & Admission form, Program Guides, Brochures, Posters and Study Material of the School
15. Study Center Management Booklet of the School
16. List of Updated Files and Records along with files & records
17. Pictorial Presentation of School activities and other related work
18. Programs under Development

DIVISIONS: All Divisions / Centers / Units / Cells are required to make arrangement for displaying the following information & documents at a designated place of the Divisions / Centers / Units / Cells on the university website...

1. University Administrative & Financial Policy Documents & Manuals
2. Role and Responsibilities University Officers
3. Minutes of the Statutory Bodies like School Council, Academic Council, Planning Board, Finance Committee, Board of Examination, Research Council & Board of Management
4. Annual Income & Expenditure Statement & Annual Audit Report
5. List of Permanent Academic Staff Member, their Profile & Publication
6. List of Contractual Academic Staff Member & their profile
7. List of Non-academic staff & their profile
8. List of Vacant Positions, Recruitment and Promotion Policy including Roster for reservation
9. Updated Stock Registers and Inventories
10. Updated List of Files and Records
11. Pictorial Presentation of activities and other related work undertaken

REGIONAL CENTRES & LEARNER SUPPORT CENTRES: All Regional Centers are required to make arrangement for displaying the following information & documents at a designated place on the university website.

1. Profile of Regional Center, Brochures, Promotional Material, Manuals etc.

2. Role and Responsibilities of Regional Center and its Staff
3. List of Permanent and Contractual Staff Members (separately)
4. List of Academic staff and their profiles and Publications
5. Updated Stock Registers and Inventories
6. Updated List of Files and Records
7. Pictorial Presentation of activities and other related work undertaken
8. List of Learner Support Centers (LSCs) and their Profiles
9. School wise, Program wise & District wise distribution of LSCs
10. Staffing at Learners Support Centers with the Names and Designation
11. Program wise List of Academic Counselors
12. Study Center wise List of Academic Counselors
13. Monthly / Quarterly monitoring reports of Learners Support Centers.
14. Regional Centers shall ensure the following information, documents & Physical Facilities at all LSCs:
 - 14.1 Program wise List of learners
 - 14.2 Program wise Study Materials
 - 14.3 A/V program, CDs & CD ROM
 - 14.4 Library Services / Reading room
 - 14.5 Records of learner attendance
 - 14.6 Records of learners assignments received and evaluated
 - 14.7 List of Academic Counselors attached to LSC
 - 14.8 Records of Practical's conducted (In case of Technical Programs)
 - 14.9 Records of Payments made to Academic Counselors
 - 14.10 Records of conduct of term end examination
 - 14.11 Updated Stock Registers and Inventories
 - 14.12 Updated List of Files and Records
 - 14.13 Pictorial presentation of activities and other work undertaken

GENERAL INSTRUCTIONS FOR ALL

1. Updating information on respective web pages at least once in a month.
2. Proper filing and maintenance of files
3. Disposal of broken furniture and obsolete items
4. Disposal of e-waste & recyclable wastes (bio-degradable waste)
5. Whitewashing of entire Campus buildings (interior and exterior)
6. Beautification of Campus & Special drive to ensure plastic- free campus
7. Maintenance of Green & Clean Campus

Important Instruction to All Schools/ Division/Sections:

Please upload on the university website & provide a copy of minutes of all meetings & Report of all Seminars / Conference / Workshop / Academic & Extension activities and Minutes of the Statutory Bodies like School Council, Academic Council, Planning Board, Finance Committee, Board of Examination & Board of Management held from Jan-2015 till December-2019 to the CIQA Center in PDF Format for information.

Important Instruction to University Website Administrator:

Please Collect, Update, Validate & Upload all above cited information in PDF File before 30.12.2020 & updates it on fortnight basis...

Dated: 02.11.2020

Dr. Surya Gunjal
Director, Center for Internal Quality Assurance (CIQA)

Dear Sir/Madam,

I am pleased to inform you that the **48th Meeting of Planning Board is scheduled to be held on 13th January, 2020 at 11.00 AM, in the Board / Conference Room of VC Block, IGNOU, Maidan Garhi, New Delhi-110 068.** The Agenda Items, along with the relevant documents will be sent shortly.

Kindly inform your travel plans to the undersigned at Phone No.: 011-29571718, 29571707 or e-mail: pdd@ignou.ac.in at the earliest to enable us to make necessary arrangement for your stay at IGNOU Guest House. TA/DA will be paid as per IGNOU norms. **Air tickets may be purchased from Air-India. Kindly confirm your participation in the meeting.**

Kindly make it convenient to attend the meeting.

With regards,

Yours sincerely,

(Pankaj Khare)
Member Secretary-Planning Board

To
Professor Suryakant Gunjal
Director, Center for Internal Quality Assurance (CIQA)
Yashwantrao Chavan Maharashtra Open University,
Gangapur Road, Goverdhan, Nashik – 422 222.

YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY
INDUCTION PROGRAM

Date: 30 & 31 Jan 2020

Venue: Yash Inn, Auditorium

SCHEDULE
Two days induction program

Registration: 10.15 to 10.30

Inauguration: 10.30 to 11.30

Welcome	10.30 to 10.40	Dr. Hemant Rajguru
Background	10.40 to 11.00	Hon. Registrar
Views and Expectations	11.00 to 11.25	Hon. Vice Chancellor
Vote of Thanks	11.25 to 11.30	Shri Ram Thakar
Introduction of Participants	11.30 to 11.45	
Tea Break	11.45 to 12.00	
YCMOU: An Overview	12.00 to 12.30	Dr. Umesh Rajderkar
Skill-based Education through OL	12.30 to 10.00	Prof .R. V. Vadnere
History of Indian Education	01.00 to 01.30	Dr. Kavita Salunke
Lunch Break	01.30 to 02.00	
L.M.S	02.00 to 02.30	Dr. Sunanda More
Use of ICT in OL	02.30 to 03.00	Dr. Pramod Khandare
S.S.D & S.C.M	03.00 to 03.30	Dr. Prakash Deshmukh
Library and Information Centre	03.30 to 04.00	Dr. Prakash Barve
Examination & System	04.00 to 04.30	Dr.Dinesh Bonde
Collaboration & Tie Wps	04.30 to 05.00	Dr. Jaydeep Nikam
2 nd DAY		
Program Evaluation	10.30 – 11.00	Dr. Soyjan Thwol
SIM Development	11.00 – 11.30	Shri.Nagarjun Wadekar
Tea break	11.30 – 11.45	
Communication Strategies For Effective Administration	11.45 – 12.15	Dr. Surendra Patole
University Grievance Cell	12.45 -01.30	Dr. Madhuri Sonawane
LUNCH	01.30 – 2.00	

Role of AVC M ODL	02.00 – 02.30	Shir. Abhay Kulkarni
D:/Induction Program – Schedule February 2020	02.30 – 03.30	Dr. Surya Gunjal
Need for New NAAC Collaboration	03.30 -04.00	Dr.Atkare prakash
Role of PPC	04.30 – 05.00	Shir. Anand yadav

Report of Six-day Research Methodology Online Workshop

29th September - 4th October 2020

A six-day online workshop was organized by the Baha'i Academy Panchgani, in collaboration with the Department of Education and Extension, Savitribai Phule Pune University, Pune, during 29th Sept-4th October 2020. A total of 40 participants from four countries, India, USA, Dubai, Brazil and 11 states of India i.e. Maharashtra, Karnataka, Kerala, Jammu, Uttar Pradesh, Haryana, Assam, Gujarat Bihar and Telengana participated in the Workshop.

Earlier an International Conference was organized by the Academy on Education for Social Cohesion on 11-12 July 2020, and a need was felt to initiate research in this area, hence this workshop was organized to equip the researchers who had volunteered to be in the Academy's International Team of Voluntary Researchers with Research Methodology. The Workshop was initiated in order for the researchers to pursue research in the field of Education for Social Cohesion.

Very eminent resource persons from Savitribai Phule Pune University, Pune, Mumbai University, Mumbai, Shivaji University, Kolhapur, and Yashwantrao Chavan Maharashtra Open University, Nashik, conducted the sessions. Inaugural and Valedictory sessions were conducted by Prof Dr. Megha Uplane - Prof and Head, Department of Education and Extension, Savitribai Phule Pune University and Lekan Azadi, Director of Baha'i Academy.

Day 1 -29th September 2020

Topic- Different types of research

Resource person- Prof Dr. Sanjeev Sonawane

On the first day, the session was conducted by Prof Sanjeev Sonawane , Dean IDS, Savitribai Phule Pune University, Pune. He skillfully threw light on types of research, types of research methods, various research paradigms. He also discussed about how to find a research topic.

Link to the video recording of this session: <https://youtu.be/PqY2EAPUIJ0>

Day 2 -30th September 2020

Topic- Basic concepts of research

Resource person- Dr. Kavita Salunkhe

On the second day the session was conducted by Dr. Kavita Salunkhe, Associate Professor and Director, School of Education, Yashwantrao Chavan Maharashtra Open University, Nashik. She elaborated on Qualitative and Quantitative research, Historical and descriptive research, classification of research, objectives of research, types of variables, elements of proposal writing and general ethical principles of carrying out research.

Link to the video recording of this session: <https://youtu.be/mM961f-dNKI>

Day 3 -1st October 2020**Topic- Research design****Resource person- Prof Dr. Shefali Pandya**

On the third day the session was conducted by Prof Dr. Shefali Pandya. She elaborated on the Qualitative, Quantitative, Multi-method and mixed method approaches for carrying out research. She also explained the differences between research methodology and research methods. Components of research design, types of research designs and classification of research design were also covered. She gave the comparison of basic research designs with suitable examples.

Link to the video recording of this session: <https://youtu.be/DmdR3BcFMgl>

Day 4 -2nd October 2020**Topic- Data collection tools and techniques****Resource person- Prof Dr. Jyoti Bawne**

Fourth day session was conducted by Dr. Jyoti Bawne, Associate professor, Center for Educational studies, Indian institute of Education, Pune. She elaborated upon the purpose of data collection, kinds of data, techniques of data collection, tools of data collection, types of research questions, rating scales, and the qualitative and quantitative observation tools.

Link to the video recording of this session: <https://youtu.be/ANVcxJtkh5Y>

Day 5 -3rd October 2020**Topic- 1) Data Analysis- Quantitative****Resource person- Prof Dr. Megha Uplane,**

On day 5, first session was conducted by Dr. Megha Uplane, Prof and Head, Department of Education and Extension, Savitribai Phule Pune University. She explained the quantitative methods of data analysis. She described the quantitative scales of measurement, the nominal, ordinal, Interval and ratio scales. She also explained the parametric and non-parametric tests.

2) Data analysis- Qualitative**Resource person- Dr. Vaibhav Jadhav**

The second session was conducted by Dr. Vaibhav Jadhav, Assistant Professor in Department of Education and Extension, Savitribai Phule Pune University. He explained the various aspects of Qualitative research. He elaborated on the Ethnographic, Phenomenological and Socio-linguistic research.

Link to the video recording of this session: <https://youtu.be/c3RbjlubWgM>

Day 6 -4th October 2020**Topic- Report writing****Resource person- Prof Dr. M.S. Padmini**

On day 6, Dr. M.S. Padmini, former Professor and Head, Department of Education, Shivaji University, Kolhapur, conducted the session on report writing. She elaborated on the essential elements of research paper writing.

Link to the video recording of this session: <https://youtu.be/WLSTqbddjtU>

Every day one task related to the topic was given to the participants to complete and submit. The workshop was very well received by the participants who interacted during the sessions as well as during the chat hour from 6 to 7 p.m. through a WhatsApp chat group. They submitted the tasks assigned for each day's topics and received feedbacks from the resource persons.

During the Valedictory Function, the target dates for submission of the Research proposals and papers were shared with the participants.

Participants Feedback:

The participants found the workshop useful and informative. These are some of the feedbacks received.

- Lot of leanings from each session, regarding various steps in research and care to be taken at each step,
- Confidence level increased, now I can write my first research paper,
- Lot of leanings from each session, regarding various steps in research and care to be taken at each step.
- This workshop helped me to develop and strengthen my knowledge on Research.
- Extremely well organized and punctual timings maintained.

The feedback received from the participants is an indication of successful conduction of the workshop.

Consolidated Details of Writeup/ Proposal/ Abstract submissions	
Theme 1: Social perspective (Theme 1: Barriers of Social Cohesion including Social Disparities And Discriminations, Racism, Gender Inequality, Prejudices, Violation Of The Human Rights, Unbridled Nationalism, Religious Strife)	
Theme 2: Economic Perspective (Theme 2 : Economics and Developmental Dimensions including economic disparities, extremes of poverty and wealth, role of women in poverty alleviation, inclusive development, spiritual indicators of development)	
Theme 3: Educational perspective (Theme 3 : Education for Social Cohesion including universal education and role of teachers in laying the foundation of a new world order, Service Learning Activities, Use of art for promoting social cohesion, education in universal human values, Education for life processes)	

[illegible]

19	Dr Sheena Mathew	Ph.D.(Departments of Economics and Banking Symbiosis College of Arts and Commerce)	Theme 2	Social Cohesion and Mobility under Covid 19 Situation			Yes	Comments of Dr Sawant conveyed to Dr Sheena on 17 Sept. 2020	Dr. Jyoti Bawane
20	Renu Choudhary	Masters in Psychology, Master in Education	Theme 3	Role of schools and colleges in promoting social cohesion	Yes (22/ 10/ 2020)				Dr. Shashi Gaikwad
21	Vilas Navale	Research Scholar, M.Phil, MLL&LW, M.P.M,B.Ss(Phy).	Theme 3	What can schools do to promote social cohesion? What can colleges do to promote a social cohesion.					Dr. Shashi Gaikwad
22	Dr.Rajeshwari Rapata	DHMS(CCH),MBA(HHA),MD(A M)	Theme 3	Analysis of Impact of Values Implementation on Healthcare Staff and Students.			Yes (22/ 10/ 2020)		Dr. Russell De Sousa
23	Sulochana Pednekar	Registered for Ph.D. in 2015 (Economics)	Theme 1	Breaking the silence around Menstruation: challenges and experiences from the field.	Yes (22/ 10/ 2020)				Dr. Russell De Sousa
24	Samruddhi Dilip Dugle	T.Y.B.COM STUDENT	Theme 1,2,3	WOMEN EMPOWERMENT	Yes (22/ 10/ 2020)				Dr. Vaibhav Jadhav
25	Renu Chaudhury	Masters in Psychology, Master in Education	Theme 3	Role of schools and colleges in promoting social cohesion	Yes (22/ 10/ 2020)				Dr. Bharati Patil
26	Dr.Nisha Tatkare	Ph.D.(Banking & Finance), MBA, UGCNET,M.com	Theme 2	E-commerce: Segmenting the baby boomers as targeted consumers during Covid 19	Yes (22/ 10/ 2020)				Dr. Ruby Ojha
27	Dr.Yogesh Patil	Ph.D in Chemistry	Theme 3	Educational perspective					Dr. M. S. Padmini
28	Dr.Suchiitra Godbole	Ph.D.	Theme 3	How the National Education Policy-2020 can Contribute to Social Cohesion			Yes (22/ 10/ 2020)		Dr. Lalita Vartak; Co-Guide Dr KCMohite
29	Mrs. Sayali Dubash	M.A.	Theme 1	The role of inter-caste marriage for creating Social Cohesion					Dr. Vasanti Rasam
30	Mr. Navnath Bomble	M.Phil.	Theme 1	Human Values Among the Tribal Poor and Their Impact On Their Communities	YES				Dr Bharati Patil

GUIDES		Specialization	Reseracher Alloted
1	Prof. Sanjeev Sonawane	Education	Nil
3	Dr. Shashi Gaikwad	Education	#3, 20, 21
4	Dr. Prakash Sawant	Geography and development	Nil
5	Prin. K. C. Mohite	Physics	#6 , And Co-Guide of #28
6	Dr. Vasanti Rasam	Social sciences	#29, 17 (and 18)
7	Dr. Bharati Patil	Social sciences	#30, 25
8	Dr. Mrs. Megha Uplane	Education and Physics	#12 (and 13)
9	Prof Jan Saeed	Education	
9	Dr. Arthul Dahl	Development and Education	
10	Dr. Russell D'souza	Psychology	#22, 23
11	Dr. Kavita Salunke	Education	#14 (and 15)
12	Dr. Ruby Ojha	Economics	#2, 26
13	Dr. A M Gurav	Commerce and management	#11
14	Dr. Hemlata Talesara (NOTE: Dr. Shashi Gaikwad will confirm her consent after talking to her.)	Education	#4
15	Dr. Jyoti Bawane	Education	#19
16	Dr. Vaibhav Jadhav	Education	#24
17	Dr. M. S. Padmini	Education	#27, 10

18	Dr. James West	Economics	
19	Dr. Lalita Vartak	Education	#28
20	Dr Geeta Kamble	Education	# 7 (and 8, 9)
21	Dr. Nisha	Education	#1

**Commonwealth Educational Media Centre for Asia (CEMCA)
And
Yashwantrao Chavan Maharashtra Open University, Nashik**

Cordially Invite you for the Inauguration of
Three Days Online Workshop for Capacity Building of Teachers
on

Development of MOOCs for ODL Learners

During 11th-13th May 2020

on 11th May at 10.30 A.M. through virtual platform

Inaugural Address

Prof. E. Vayunandan

Vice Chancellor

Yashwantrao Chavan Maharashtra Open University, Nashik

Key Note Address

Prof. Madhu Parhar

Director, CEMCA, New Delhi

Overview

Dr. Shrikant Mohopatra

Vice Chancellor

Odisha State Open University

Concluding Remarks

Dr. Dinesh Bhonde

Registrar, YCMOU, Nashik

Dr. Manas Ranjan Panigrahi

Sr. Program Officer

CEMCA, New Delhi

Dr. Hemant Rajguru

Workshop Coordinator

YCMOU, Nashik





Yashwantrao Chavan Maharashtra Open University Nashik

Report of three days webinar on Online Capacity Building of Teaching and Academic Staff on Development of MOOCs for ODL Learners

Commonwealth Educational Media Centre for Asia (CEMCA) And Yashwantrao Chavan Maharashtra Open University, Nashik jointly organized three days program on Online Capacity Building of Teaching and Academic Staff on Development of MOOCs for ODL learners. The program was conducted using online zoom meeting platform during the pandemic situation.

The schedule of the program was as follows.

Day 1: 11.05.2020 (Monday)				
S. No	Time	Activity Session	Experts	Outcome
1	10.30am-10.40am	Inauguration Introduction: Goals of the workshop and its outcomes Address by Vice-Chancellor, YCMOU Workshop Overview	VC, YCMOU Director, CEMCA Dr. Manas Panigrahi	
2	10.40am-11.30am	Designing MOOC through Moodle (SWAYAM Quadrant 1)	Dr. Nisha Singh and Dr. G. Mythili	Learn about MOODLE Learn to Upload the textual Content
3	11.30am-12.00Noon	Uploading Content (SWAYAM Quadrant 1)	Dr. Nisha Singh	Learn e Content Development
Day 2: 12.05.2020 (Tuesday)				
4	3.00pm-3.45pm	Video Content Development (SWAYAM Quadrant 2)	Dr. Nisha Singh	Develop Videos
5	3.45 pm - 4.30 pm	Video Content Development (Swayam Quadrant 2)	Dr. Nisha Singh	Multimedia Development
Day 3: 13.05.2020 (Wednesday)				
6	10.30am-11.00am	Discussion Forum (SWAYAM Quadrant 3)	Dr. G. Mythili	
7	11am-11.55am	Assessment (SWAYAM Quadrant 3)	Dr. G Mythili	

		4)		
8	11.55am- 12 Noon	Closing	Prof. E. Vayunandan, VC, YCMOU Prof. Madhu Parhar Dr. Hemant Rajguru	Learn Formative and Summative Evaluation



Yashwantrao Chavan Maharashtra Open University Nashik

Online Capacity Building of Teaching and Academic Staff on Development of MOOCs for ODL Learners

**Commonwealth Educational Media Centre for Asia (CEMCA)
And
Yashwantrao Chavan Maharashtra Open University, Nashik**

(11th-13th May 2020)

Programme Schedule

Online Sessions: via Zoom . Link of the schedule sessions will be sent through mail to all the participants and resource persons.

Day 1: 11.05.2020 (Monday)				
S. No	Time	Activity Session	Experts	Outcome
1	10.30am- 10.40am	Inauguration Introduction: Goals of the workshop and its outcomes Address by Vice-Chancellor, YCMOU	VC, YCMOU Director, CEMCA Dr. Manas Panigrahi	

		Workshop Overview		
2	10.40am-11.30am	Designing MOOC through Moodle (SWAYAM Quadrant 1)	Dr. Nisha Singh and Dr. G. Mythili	Learn about MOODLE Learn to Upload the textual Content
3	11.30am-12.00Noon	Uploading Content (SWAYAM Quadrant 1)	Dr. Nisha Singh	Learn e Content Development
Day 2: 12.05.2020 (Tuesday)				
4	3.00pm-3.45pm	Video Content Development (SWAYAM Quadrant 2)	Dr. Nisha Singh	Develop Videos
5	3.45 pm - 4.30 pm	Video Content Development (Swayam Quadrant 2)	Dr. Nisha Singh	Multimedia Development
Day 3: 13.05.2020 (Wednesday)				
6	10.30am-11.00am	Discussion Forum (SWAYAM Quadrant 3)	Dr. G. Mythili	
7	11am-11.55am	Assessment (SWAYAM Quadrant 4)	Dr. G Mythili	
8	11.55am-12 Noon	Closing	Prof. E. Vayunandan, VC, YCMOU Prof. Madhu Parhar Dr. Hemant Rajguru	Learn Formative and Summative Evaluation



Yashwantrao Chavan Maharashtra Open University Nashik

YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY INDUCTION PROGRAM

Date(s): 06th and 07th February, 2020

Venue: Auditorium, Academic Building

SCHEDULE

Day-I: 6th February, 2020 (Thursday)

Registration: 10.15 to 10.30

Inauguration: 10.30 to 11.30

Welcome	10.30 to 10.40	Dr. Hemant Rajguru
Background	10.40 to 11.00	Hon. Registrar
Views and Expectations	11.00 to 11.25	Hon. Vice Chancellor
Vote of Thanks	11.25 to 11.30	Shri Ram Thakar
Introduction of Participants	11.30 to 11.45	
Tea Break	11.45 to 12.00	
ODL: An Overview	12.00 to 12.30	Dr. Umesh Rajderkar
Skill-based Education through OL	12.30 to 01.00	Prof. R. V. Vadnere
NEP and OL System	01.00 to 01.30	Dr. Kavita Salunke
Lunch Break	01.30 to 02.00	
O. E. R.	02.00 to 02.30	Dr. Sunanda More
Use of ICT in OL	02.30 to 03.00	Dr. Pramod Khandare
S.S.D. & S.C.M	03.00 to 03.30	Dr. Prakash Deshmukh
Tea Break	03.30 to 03.45	
Library and Information Centre	03.45 to 04.00	Dr. Madhukar Shewale
OL: Examination System	04.15 to 04.45	Dr. Dinesh Bhonde

Research Opportunities	04.45 to 05.15	Dr. Jaydeep Nikam
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SCHEDULE
Day-II: 7th February, 2020 (Friday)

Evaluation and QB Development	10.30 to 11.00	Dr. Suresh Patil
SIM Development	11.00 to 11.30	Shri. Nagarjun Wadekar
Communication Strategies For Effective Administration	11.30 to 12.00	Dr. Surendra Patole
Tea Break	12.00 to 12.15	
MOOCs: An Overview	12.15 to 01.00	Dr. Madhuri Sonawane
Use of Library Databases	01.00 to 01.30	Dr. Prakash Barve
LUNCH	01.30 to 2.00	
Role of AVC in OL	02.00 to 02.30	Shri. Abhay Kulkarni
Student Welfare	02.30 to 03.00	Dr. Vijaya Patil
Extension Activities of YCMOU	03.00 to 03.30	Dr. Prakash Atkare
Tea Break	03.30 to 03.45	
Role of PPC	03.45 to 04.15	Shri. Anand Yadav
Open Discussions and Feedback	04.15 to 05.00	
Vote of Thanks	05.00 to 05.05	Shri Ram Thakar



Yashwantrao Chavan Maharashtra Open University Nashik

Report of Two days Induction Program Organized by YCMOU (6th -7th Feb 2020)

The YCMOU organized two days “Induction Program” on 6th and 7th February 2020 at 10.15 am at Auditorium Hall academic building. The two day seminar had multiple presentations. The program was organized for all the Academic coordinators who newly joined in various schools of the university. The program was attended by All the faculty members, Directors of various schools, all the Academic Coordinators.

There were three sessions on 6th Feb 2020. The program was starts by the introduction of newly joined Academic coordinators.

Day1: Session 1- (12 pm to 1.30 pm)

1. ODL: An Overview by Prof. Sajjan Thool (12.00 to 12.30)
2. Skill-based Education through Open Learning by Prof. R. V. Vadhere (12.30 to 01.00)
3. NEP and OL System by Dr. Kavita Salunke (01.00 to 01.30)

In the session Prof. Sajjan Thool sir had thrown light on Different methods of Open and distance Education. Prof. Vadhere Focused on skill Development Trough ODL mode he Discussed National Scenario of age group of working people Worldwide, entrepreneurship and Skills, skill gaps, Entrepreneurship challenges. Whereas Dr. Kavita Salunkhe had gave Brief information about NEP and OL System.

Day1: Session 2- (2 pm to 3.30 pm)

1. O. E. R. by Dr. Sunanda More(02.00 to 02.30)
2. Use of ICT in OL by Dr. Pramod Khandare(02.30 to 03.00)
3. S.S.D. & S.C.M by Dr. Prakash Deshmukh(03.00 to 03.30)

The Session Started by Dr. Sunanda more Madam, She Discussed about Open Education Resources. Dr. Pramod Khandare narrated the Use of ICT in OL. Dr. Prakash Deshmukh sir gave the idea about working of Student service division and study centre management.

Day1: Session 3- (3.45 pm to 5.15 pm)

1. Library and Information Centre Dr. Madhukar Shewale (03.45 to 04.00)
2. OL: Examination System by Dr. Dinesh Bhonde(04.15 to 04.45)
3. Research Opportunities by Dr. Jaydeep Nikam(04.45 to 05.15)

In the 3rd Session of day 1 all the lecturers has gave information about Library and Information, OL: Examination System, and Research Opportunities.

Day2 : 1- (12 pm to 1.30 pm)

1. MOOCs: An Overview by Dr. Madhuri Sonawane(12.15 to 01.00)
2. Use of Library Databases by Dr. Prakash Barve(01.00 to 01.30)

The 1st session of second day was about the overview on MOOCs and how to use library database.

Day2 : Session 2- (2 pm to 3.30 pm)

1. Role of AVC in Open Learning Shri. Abhay Kulkarni (02.00 to 02.30)
2. Student Welfare Dr. Vijaya Patil(02.30 to 03.00)
3. Extension Activities of YCMOU Dr. Prakash Atkare(03.00 to 03.30)

In this session all the participant had gone through the Role of AVC, Student Welfare, and Extension Activities of YCMOU.

Day2 : Session 3- (2 pm to 3.30 pm)

1. Role of PPC by Shri. Anand Yadav(03.45 to 04.15)

In the last session of program Shri. Anand Yadav delivered a lecture on role of PPC and the all the participants had open discussion about their queries. The program ended with the vote of thanks




Director
Center for Internal Quality Assurance
Yashwantrao Chavan Maharashtra Open University, Nashik