



Estd : 1962

NAAC 'A++' Grade with CGPA 3.52

## **Shivaji University, Kolhapur** **Centre for Distance and Online Education**

### **Minutes of Meeting 23<sup>rd</sup> June 2025**

Meeting minutes of the committee constituted for the Centre for Internal Quality Assurance (CIQA) was held under the chairmanship of Hon'ble Vice Chancellor, Prof. (Dr.) D. T. Shirke on Monday 23<sup>rd</sup> June, 2025 at 4.00 p.m. at the Management Council Hall, Main Building, Shivaji University, Kolhapur.

The following members were present for the meeting:

1	Prof. (Dr.) D. T. Shirke, Hon'ble Vice Chancellor	Chairman
2	Prof. (Dr.) S. S. Mahajan, Dean, Faculty Commerce and Management	Member
3	Prof. (Dr.) M. S. Deshmukh, Dean, Faculty of Humanities	Member
4	Prof. (Dr.) P. B. Mane, Head, Department of English	Member
5	Dr. M. T. Gophane, Head, Department of Mathematics	Member
6	Prof. (Dr.) Smt. D. R. Ingavale, I/c Director, MBA Unit	Member
7	Dr. Vaibhav Jadhav, (Online) Director, School of Open and Distance Learning, Savitribai Phule Pune University, Pune	Member
8	Dr. Shivaji Sargar, Director, Centre for Distance and Online Education, Mumbai University, Mumbai	Member
9	Dr. K. B. Patil, I/c Director, Centre for Distance and Online Education	Member
10	Shri. V. B. Shinde, Deputy Registrar, Centre for Distance and Online Education	Member
11	Smt. P. R. Deshmukh, Deputy Registrar, Finance and Accounts	Member
12	Prof. (Dr.) S. D. Delekar, Director, Centre for Internal Quality Assurance	Member – Secretary

Prof. (Dr.) P. S. Patil, Hon'ble Pro-Vice Chancellor & Dr. V. N. Shinde, Registrar were present for the meeting as a guest member. Prof. (Dr.) A. M. Gurav, Head, Department of Commerce and Management were unable to attend the meeting.



Dr. S. D. Delekar, Director, Centre for Internal Quality Assurance welcomed the members of the committee, and also presented an action taken report.

The agenda for the meeting was taken item-wise and discussions for each were followed by the recommendations as follows:

Item No. 1 Confirmation of the meeting minutes held on 20<sup>th</sup> August, 2024.

(Note : A meeting of the committee constituted under the Centre for Internal Quality Assurance (CIQA) was held on 20<sup>th</sup> August, 2024. A copy of the meeting minutes is enclosed herewith for confirmation.)

Resolution : Minutes of meeting held on 20<sup>th</sup> August, 2024 are confirmed and approved by the Committee.

Item No. 2 Consideration of e-content Policy for ODL and OL Programmes.

(Note : Centre for Distance and Online Education is offering ODL and OL programmes. These programmes are UGC-DEB recognized and AICTE approved. As per UGC guidelines e-content is one of the four important quadrants.

The e-content Policy is made to ensure smooth functioning and standard procedures. It will help in maintaining quality, consistency, and proper workflow in the creation and management of e-content. Draft of the Standard Operating Procedure (SOP) for e-Tutorial has been prepared. Hence, a copy of e-content Policy for ODL and OL Programmes is for consideration.)

Resolution : The e-content Policy made for ODL and OL Programmes is approved with modifications and recommended to the Management Council for final approval.

Item No. 3 Preparation of the Academic Plan for ODL and OL programmes for the Academic Year 2025-26.

(Note : In accordance with quality assurance norms, the academic plan is prepared which outlines the course delivery schedule, academic calendar, mode of instruction, assessment strategies, and learner support mechanisms. The plan aims to ensure structured implementation of academic activities and enhance learner engagement. It will ensure effective delivery and compliance with regulatory standards. Hence, a copy of Academic Plan is for approval.)

Resolution : Academic Plan for the Academic Year 2025-26 is approved.

Item No. 4 Preparation of Programme Project Reports (PPRs) for Online M.Com. and Online M.Sc. (Mathematics) Programmes.

(Note : UGC, New Delhi has Entitled to offer Online M.Com. and Online M.Sc. (Mathematics) Programme through Online Mode from the academic session February, 2025 under Centre for Distance and Online Education. The PPRs of the said programmes are developed in accordance with the UGC regulations and cover details such as programme objectives, eligibility, course structure, credits, learning outcomes and student support.



Hence, the copies of Programme Project Reports (PPRs) for Online M.Com and Online M.Sc. Mathematics are for approval.)

Resolution: Programme Project Reports (PPRs) of Online M.Com. and Online M.Sc. (Mathematics) Programmes is approved with modifications. Two years syllabus should be ~~mentioned~~ <sup>included</sup> in the PPR.

(Second year syllabus of Mathematics Programme)

Item No. 5 Reconsideration of the earlier agenda Item No. 5 & 6 of CIQA as recommended by the designated committee.

(Note: The subcommittee is designated for the preparation of guidelines regarding TC/MC, Merit List and Rank Certificates, it is proposed to collect information and guidelines followed by other universities in Maharashtra and frame the current ordinance accordingly.

Resolution: The earlier agenda Item No. 5 & 6 of CIQA as recommended by the designated committee is noted.

Item No. 6 Any other items with prior permission of the Chairman.

- a. Proposal for Launching a Stand-alone Online Certificate Course Based on a Selected Paper from existing Online Programmes [M.Com., M.B.A. and M.Sc. (Mathematics)]

Resolution: Centre for Distance and Online Education shall identify one high-demand and academically relevant paper from among its existing fully online programmes M.Com., M.B.A. or M.Sc. (Mathematics) and design a stand-alone online certificate course based on it.

This initiative is proposed as per the valuable suggestion of the Hon'ble Pro-Vice Chancellor to cater to the interests of a larger group of learners and external stakeholders. The course will be offered to the general public in compliance with UGC guidelines for online learning. A detailed proposal shall be developed and placed before Academic Council for review and further necessary action.

- b. Proposal for Formulating Guidelines for Online Certificate Courses and MOOCs under the Banner of "Shiva Swayam"

Resolution: Centre for Distance and Online Education shall initiate the formulation of comprehensive guidelines for the development and delivery of Online Certificate Courses and MOOCs, to be offered under the official banner of "Shiva Swayam", Shivaji University's dedicated platform for open and flexible learning.

These guidelines will cover aspects such as:

- Course structure and duration
- Academic approval process
- Content development and quality standards
- Pedagogical approach
- Learner support mechanisms
- Evaluation and certification framework
- Compliance with UGC and SWAYAM guidelines

The objective is to facilitate quality-driven, scalable, and inclusive online learning opportunities for diverse learner groups within and beyond the university ecosystem.

A draft guideline document will be prepared and submitted to Academic Council for detailed discussion, refinement, and final approval.

The meeting was concluded with vote of thanks.

*Seelkar*

Prof. (Dr.) S. D. Delekar  
Director  
Centre for Internal Quality Assurance  
Member-Secretary

*Cashirke*

Prof. (Dr.) D. T. Shirke  
Vice Chancellor  
Chairman