



**Netaji Subhas Open University**  
(Established by WB Act (XIX) of 1997, Recognized by UGC)  
*Accredited by NAAC with grade A*  
**Centre for Internal Quality Assurance (CIQA)**  
E-mail : [ciqa@wbnsou.ac.in](mailto:ciqa@wbnsou.ac.in), [www.wbnsou.ac.in](http://www.wbnsou.ac.in)

**Minutes of the 8<sup>th</sup> meeting of CIQA Committee**

Venue: NSOU Headquarters/ ZOOM platform

Date: 23 April 2021 at 12.30pm

**Members Present:**

1. Professor Subha Sankar Sarkar, Vice Chancellor, NSOU- Chairperson
2. Professor Radharaman Chakrabarti, Founder Vice-Chancellor, NSOU and Former Director, NIAS (online)
3. Professor Pratip Kr. Choudhuri, Former Director, School of Sciences, NSOU and former DPI, HED, Govt. WB
4. CA Kishore Sengupta, Registrar
5. Professor Kajal De, Professor of Mathematics & Director, School of Sciences
6. Professor Chandan Basu, Professor History & Director, School of Social Sciences
7. Professor Manan Kumar Mandal, Professor of Bengali & Director, School of Humanities
8. Dr. Atindra Nath Dey, Director, School of Education
9. Dr. A.B. Aich, Director, Study Centres (online)
10. CA Sachindra Chandra Kar, Finance Officer
11. Smt. Rokeya Ray, Controller of Examinations (Acting)
12. Dr. Barnana Guha Thakurta (Banerjee), Associate Professor, Head, Dept. of Political Science (SoSS) (online)
13. Dr. Srideep Mukherjee, Associate Professor, Head, Dept. of English (SoH) (online)
14. Dr. Sudeshna Chatterjee, Dy. Registrar, (Academic)
15. Professor Anirban Ghosh, Director, CIQA -Member Secretary
16. Shri Gourab Barua, Asst. Registrar, Convener-CIQA

With the permission of the Chair, Director, CIQA initiated the discussion. Professor Ghosh, informed that university has been awarded **Grade "A"** by NAAC. He conveyed his sincere thanks and gratitude to all members of CIQA committee for their whole hearted support in this maiden endeavour. It was also noted that the NAAC Peer Team appreciated the initiatives taken by CIQA during the last couple of years specially during the pandemic. The present meeting was convened to discuss the NAAC report and to chalk out the future plan of action particularly for quality improvement in the relevant operational areas of the University as indicated in the NAAC report.

Agenda wise discussions and decisions are presented below:

1. **Confirmation of the minutes of the 7<sup>th</sup> meeting of CIQA committee held on 13/3/2021 under blended method.**  
The House confirmed the minutes.

2. **Submission of Action Taken Report (ATR) on 7<sup>th</sup> CIQA meeting**

Annex-I read with the following notes-

*Agenda 8 of 7<sup>th</sup> CIQA meeting:*

No status report on stock and despatch of SLMs was submitted. The despatch system of SLM was discussed in detail. Director, Study Centres informed that printing orders were being issued to the empanelled printers to supply the SLMs. It was resolved that the delivery of SLMs at Kalyani by the printers might be ensured by 31<sup>st</sup> May, 2021 so that the same would be distributed to the LSCs by 15<sup>th</sup> June 2021.

*Agenda 10 of 7<sup>th</sup> CIQA meeting:*

After thorough deliberation of these matter the following resolutions were taken:

**(a) It was resolved** that the faculty members (~~list enclosed~~) will be requested (through respective Director of Schools) to refund their unspent amount of research grants to the NSOU-CIQA Account on 31<sup>st</sup> May 2021 after updating their Pass Book. Thereafter the unspent Research Fund might be distributed among the faculty members on the basis of their fresh research proposal.

**(b) Resolved that** the MHRD fund released by the UGC [ F.No. 33-2/2019 (DEB-II); Dt.31/03/2021] be utilized in development of course material and applications of new technology, development of MOOCs, computerisation, ICT and quality assurance measures, networking of Distance Education System etc in University.

**(c) Also resolved that the** University might extend financial support from its own fund to carry out discipline specific research – for which the terms and conditions and the format for proposal would be prepared by CIQA.

**3. To consider the proposal for holding Term-end Examination on digital platform through MCQ**

Considering the present increasing trend of COVID cases, the House unanimously agreed that the following TEEs may be conducted on digital platform as were held in the last term.

- a} BDP Term End examination(theory), December 2020 and June 2021
- b} BDP Term End examination(Practical), December 2020 and June 2021
- c} PG Term End Examination (theo and pract) June 2021/December 2021
- d} BLIS Term End Examination (theo and pract)June 2021/December 2021
- e} B.Ed. Special Edn. (theo and pract.) examination June 2020; 2nd semester June 2021; 4th semester June 2021
- f} B.Ed. Special education (theo & pract.) - ODL Dec. 2021; 1st semester Dec., 2021; 3rd semester Dec. 2021; 5th semester Dec. 2021
- g} BDP Term End examination (Practical), December 2021 and June 2022 (other than CBCS batch)

Question paper will be set on reduced (up to 30%) syllabus as published on the website. Notification signed by Vice Chancellor (No. VC/14/952 dated 16/10/2020 and Note approved on 21/9/2020) may be followed to conduct the above mentioned Term-End Exams (TEE). No answer scripts of the TEE will be published on the public domain/portal. Examinees may apply for their answer book through RTI as per norms of the University.

Director, School of Humanities reported that with the approval of competent authority, all steps had been completed to conduct the TEE on digital platform for the following programmes: a) PG Diploma in Journalism & Mass Communication, b) PG Diploma in Public Relations and Advertising, c) PG Diploma in ELT. The marks might be forwarded by the School to the CoE (Actg.) for publication of results and issue of marksheet and certificates.

Be it noted that as per resolution of 7<sup>th</sup> meeting of CIQA committee, the assignments of all programmes (BDP-old and CBCS, PG and 2<sup>nd</sup> Degree) be conducted on digital platform through MCQ with immediate effect.

#### 4. To analyse and review the NAAC A & A Report

After detailed analysis of the Peer Team Report and Score Sheet, the Schools and administrative departments may take initiatives for the following metrics.

QnM 1.2.1. Programme adopted/ adapted by other HEIs: The university should explore the possibilities of signing agreement with other HIEs to this effect.

QnM 1.2.3. Enabling Provision of lateral entry: School of Studies to take initiatives for introduction of the provision of lateral entry in the 2<sup>nd</sup> year for the following programme.

- i) PG Diploma/ Advanced Diploma in ELT to PG Degree in ELT (SoH)
- ii) PG Diploma/ Advanced Diploma in Journalism & Mass Communication to
- iii) MA in Journalism & Mass Communication (SoH)
- iv) Diploma in Yoga to Advanced Diploma in Applied Yoga and Naturopathy (SVS)
- v) Diploma in Naturopathy to Advanced Diploma in Applied Yoga and Naturopathy (SVS)

QnM 1.2.4. Provision for flexible exit: Respective School of Studies may explore the possibilities to introduce the provision for flexible exit at the end of one year in the following programme:

- i) MSW (exit after 1 year)- SPS
- ii) B.Ed. (Special Education) (Exit after 1 year)-- SOE
- iii) Advanced Diploma in Tailoring (Exit after 1 year)- SVS

Other Schools may also explore the provision of lateral entry and flexible exit.

QnM2.3.2. Radio programme: The university may explore the possibilities to establish Community Radio at Kalyani RC/ Jalpaiguri RC. Heads of respective RCs may initiate the process.

Academic Calendar: The Registrar Dept. and Examination Dept. may jointly prepare the Academic Calendar for 2019-20 and 2020-21 (in line with UGC guidelines of pandemic)

Activities of RCs: On the recommendation of the NAAC Peer Team, the RCs may take the following initiatives for better governance-

- i) Regular visit to LSCs
- ii) Submission of Monitoring Report of LSCs regarding support services, academic counselling (Schedule, uploading the same in LSCs and university portal, status of SLMs etc.
- iii) Preparation of data base for LSC wise Academic Counsellors
- iv) Organizing Induction Meeting for newly admitted learners
- v) Organizing Orientation Programme/ Capacity Building Programme for Academic Counsellors at RCs / LSCs

Director, Study Centres may take above responsibilities in respect of the LSCs which do not fall under the RCs viz. Kalyani, Durgapur & Jalpaiguri

Detailed Analysis and Observations(Annex-II)

#### 5. To consider the following programmes as quality initiatives (Annual Action Plan 2020-21)

- i) *SLM audit for BDP-CBCS (As per UGC (ODL & OL) Regulations 2020.*  
A committee comprising the Director, CIQA, Director of the School concerned, faculty of concerned subject may review the SLMs for the

purpose of standardization (structure/ format / presentation etc.) of course materials. Director-CIQA may convene the meeting. Director Study Centre may issue/ place the print order after certification of CIQA. Directors of all School of Studies may send the final proof (print ready hard copy) of SLMs to CIQA for the purpose of "SLM audit". Director, Study Centres may take appropriate steps to preserve the hand written manuscripts for future references.

ii) *Workshop on question paper setting (MCQ)*

Due to pandemic, the university has introduced the digital examination system on MCQ. The question paper setting under MCQ method is different than that of traditional pen and paper method. It is proposed that one workshop on Question Paper setting (MCQ) will be organized on digital platform. All the faculties will be invited to attend the workshop. The Controller of Examinations (Acting) and one external expert may be invited to act as resource person.

iii) *Audit of ICT based support services*

The report may be prepared by the Officer-in-Charge, COEdn and IT Officer. The audit report (2019-20) will be placed in the next meeting.

iv) *Feedback analysis report*

The university has the provision of online feedback system for i) Learners, ii) Academic Counsellors, iii) Subject Experts and iv) Alumni. It was resolved that feedback received through portal may be analysed and necessary measures may be taken to improve the teaching-learning system. The hard copies of feed back form may also be preserved for future references.

The IT officer may prepare and submit the Feedback Analysis report for 2019-20 and 2020-21(July to June) by 30/5/2021 and 15/7/2021 respectively.

v) *Publication of Newsletter-ASCENT*

CIQA may take initiative to publish half-yearly newsletter- ASCENT. Chief Editor: Vice-Chancellor, Editor: Director-CIQA, Advisory Board: Directors of all Schools, Registrar, Controller of Examinations (Acting). Associate Editor: one representative from each School. The contents may be finalized in the first meeting.

vi) *Formation of Registered Alumni Association*

Sri Prasenjit Bhattacharya, Dy. Director, Durgapur RC and Sri Gourab Barua, Asst. Registrar may take initiatives for the purpose. A token fee of Rs.100/- may be collected (through a dedicated bank account) for life membership. A membership form may be designed for the said Alumni Association.

vii) *Students' Grievance Redressal Report*

As per requirement of NAAC, yearly report is required to prepare for grievance received and grievance redressed by the university. Report on RTI and Non-RTI grievance (2019-20 and 2020-21) may be prepared by the designated officer viz. Smt. Nilanjana Chatterjee and Sri Anjan Saha. A meeting with the persons concerned and ITO may be convened soon.

viii) *Addressing the issue of dropouts*

As pointed out by NAAC Peer Team, special drive may be taken to minimize the dropout rates. The registrar dept. may send SMS and e-

mail to the learners 3 to 4 times to renew their studentship. Online programme may also be conducted during the renewal period. It was also reported that learners get an opportunity to renew their studentship even after expiry of validity period of registration with the approval of competent authority.

- 6. To prepare Annual Quality Assurance Report (AQAR), 2019-20 for NAAC portal**  
The present NAAC GRADE will remain valid up to 7/4/2026. The university has to submit the REPORT annually.

The Core Team (Director-CIQA, Dr. Ritu Mathur Mitra and Dr. Papiya Upadhyay) has already started the process. Directors of Schools and Heads of Administrative Dept. may nominate one contact person from their respective School/ Dept. for collection and compilation of data required for AQAR.

- 7. To finalize the BDP prospectus for CBCS effective from 2021-22**

In partial modification of the minutes (approved on 14/5/2018), the assignment of AECC-1, AECC-2 may carry 20 marks each and SEC-1, SEC-2 may carry 10 marks each.

BDP Course Structure under CBCS (BA/ B.Sc./ B.Com)

Sl. No.	Course Component	No. of Courses	Credit per course	Marks per course	Assessment per course	
					TEE	Assignment
1.	Core Course (CC)	14	6	70	50	20 (28.57%)
2.	Discipline Specific Elective Course (DSEC)	04	6	70	50	20 (28.57%)
3.	Generic Elective Course (GEC)	04	6	70	50	20 (28.57%)
4.	Ability Enhancement Course (AECC)	02	2	70	50	20 (28.57%)
5.	Skill Enhancement Course (SEC)	02	2	60	50	10 (16.67%)
	Total	26	Total credit: 140; Total marks: 1800			

Duration of TE Examination: 2hours

The options of GEC for each programme may be finalized by the Directors of Schools, Registrar and Controller of Examinations (Acting) before finalization of BDP-Prospectus.

The marks statement/ mark sheet of the successful students may reflect percentage, letter grade and CGPA.

- 8. Issue of PhD Certificates (under old regulations)**

The delay in conferment of Ph.D. Degree due to various reasons viz. prolonged litigation at Supreme Court of India, preparation of NAAC and incidence of COVID – 19 Pandemic was thoroughly discussed. Accordingly, it was resolved that the Registrar Department might take steps to issue the final certificates to candidates who had already received the provisional Ph.D. certificates. The date of approval of Vice-Chancellor should be the date of award as mentioned in the provisional certificate. The date of issue of the final certificate shall be any date post issuance of the Supreme Court verdict in favour of NSOU.

- 9. To report the submission of annual CIQA report (2019-20) to UGC-DEB**

Reported and Noted by House.

- 10. To consider the 2-week online FDP-MOOC offered by NSOU as equivalent to short-term course/capacity building course for the purpose of CAS of teachers of NSOU.**

The faculties may claim API as per UGC guidelines provided they participate and complete the course with the approval of competent authority of the university.

**11. Any other issues with the permission of Chair**

- i) Director, SoH reported that the School may design and develop the cover of SLMs for their programmes.
- ii) Director, SoSci reported that the online class slots may be increased and accordingly the Service Provider may be requested to accommodate more classes specially in the pandemic situation.
- iii) CIQA has to prepare various types of reports as per requirements of UGC-DEB, NAAC and HED-GoWB in a timely manner. Director, CIQA requested all the Heads to provide the data/ information as when required with high priority.

Placed before Hon'ble Vice-Chancellor for kind approval/ direction.

*VC*

*Approved as resolved above.*

*A Ghosh*  
*28/4/2021*

(Professor Anirban Ghosh)  
Member Secretary, CIQA Committee

Dir. CIQA

*Copy to all members  
for na pls through mail.*  
*A Ghosh*  
*28/4/2021*

*[Signature]*  
*28/4/2021*



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**Annex-I**

**ATR (7<sup>th</sup> CIQA meeting)**

Agenda 3. To consider the reduction in syllabus of all BDP, 2<sup>nd</sup> Degree and PG programmes up to 30% for the next Term-end Examination. The syllabus for assignment may also be curtailed accordingly.

- All the Schools of Studies uploaded the reduced syllabus

Agenda 4. To consider the examination modalities (including assignment papers) for BDP and PG for the students of all batches/ semesters.

- Examination Department has already taken initiatives to prepare the MCQs in a prescribed format which will be used by the paper setters.

Agenda 5. To consider the online classes for both BDP and PG programme. External teachers may be engaged on case to case basis with prior approval of competent authority. Remuneration may be paid to the external teachers for such online classes.

- All the Schools started online classes of both BDP and PG through the service provider as per roster.

Agenda 6. To review the preparedness for introduction of CBCS w.e.f. July 2021 session.  
Minutes of the meeting attached.

Agenda 7. To consider the introduction of MOOCs (20-40% of total credit) by Centre for Online Education (CoEdn), NSOU as part of the BDP/ PG programme.

- The Officer-in-Charge, COEdn has already convened a meeting of the Advisory Committee to prepare the road map for execution of UGC (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds) Regulations, 2021

Agenda 8. To review the despatch process of SLM from Kalyani RC (Director, Study Centres may submit a comprehensive report of stock in hand and shortage of SLMs)

- Report is yet to be received from Director, (Study Centres)

Agenda 10. Submission of UC for project (UGC-DEB) fund by Faculties

- Finance Officer may report this issue.

Sd/-  
(Professor Anirban Ghosh)  
Member Secretary, CIQA Committee



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## Centre for Internal Quality Assurance

ATR- Agenda-6

Minutes of the Meeting on SLMs (BDP-CBCS) held on 12/4/2021 at 12.30pm in the Board Room

### Members present:

Professor Subha Sankar Sarkar, Hon'ble Vice Chancellor  
Shri Kishore Sengupta, Registrar  
CA Sachindra Chandra Kar, Finance Officer  
Dr. A.B. Aich, Director, Study Centres  
Prof. Kajal De, Director, School of Sciences  
Prof. Chandan Basu, Director, School of Social Sciences  
Dr. Atindra Nath Dey, Director, School of Education  
Prof. Manan Kumar Mandal, Director, School of Humanities  
Prof. Anirban Ghosh, Director, CIQA & Director (i/c), SPS  
Dr. Sudeshna Chatterjee, Dy. Registrar (Academic)  
Sri Madhurya May Das, Asstt. Reg (Study Centre)

It was already decided that the CBCS for all BDPs will be implemented w.e.f July 2021 session. As resolved in the 7th CIQA meeting held on 13/3/2021 (vide agenda No.6), the meeting on SLMs (CBCS syllabus) was convened to review the preparedness of the course materials for different subjects (15 programmes).

It was reported that NAAC peer Team appreciated the efforts made by the University in developing the SLM in local language.

### Proceedings:

- 1 • The Directors of the respective School of Studies reported that the SLMs of 1<sup>st</sup> year (CC-1, CC-2, CC-3, CC-4, GE-1, GE-2, AECC2) are ready and lying with the printers at various stages except Public Administration. School of Humanities may finalize the manuscript of AECC-1 (Language-Bengali/English) at the earliest. School of Social Science may take appropriate steps to finalize the SLMs of CC for Public Administration so that all the 15 BDP programmes can be offered in JULY 2021 session under CBCS. [Total no. of Courses- 93 {(15x6)+1+2}]
- 2 • The respective School of Studies may send the detailed course structure of CBCS to the Dept. of Study Centres for systematic records of manuscript and flow of PROOF.
- 3 • A meeting with the printers may be convened by the Director, Study Centres to fix the time line of final printing and delivery of SLMs. The cover page may also be finalized in that meeting.
- 4 • To standardize the course materials, each SLM may contain the following pages: i) Preface by Vice-Chancellor, on reverse-Edition with year of publication, ii) Acknowledgement page (BoS members with their affiliation, Course Writer(s), Course Editor(s), Notification by Registrar), iii) index etc.  
All the SLMs are required to be presented in structured format (attached).



5. The course materials under CBCS (SLMs) may be printed as per requirements and may also be uploaded as e-SLM on the University website.
6. Schools may take appropriate steps to translate the BDP-SLMs into regional language, so that the learners may get the course materials in Bengali version at the earliest. The remuneration for translation may be paid as per university rules.

Placed before Hon'ble Vice-Chancellor for kind approval/ direction.

*A. Chowdhury*  
13/4/2021  
Director, CIQA

*VC*  
13/4/2021  
13.04.2021  
Encl: Annexure-1

The resolution taken in the Meeting (vide Sr. No. 1 to 6)

Stand approved for necessary follow-up action.

*P. A. Ghosh*  
13/4/2021

*P. A. Ghosh*  
Dir. CIQA

Circulated among  
all the members for  
no. 132.  
*A. Chowdhury*  
13/4/2021.



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## Structure for development of SLM

Course > Module > Unit

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Unit n:

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### Structure

n.1 Objectives

n.2 Introduction

n.3 Topic name

n.3.1 Sub topic

n.3.2 sub topic

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n.4 Topic name

n.4.1 Sub topic

n.4.2 Sub topic

n.4.3 Sub topic

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n.x.3 Topic name

n.x.2 Summary

n.x.1 Questions/ Self Assessment questions

n. x References/ Bibliography/ Select Reading (APA style)

'n' stands for serial number of the particular unit.

## **Observations on Weaknesses, Opportunities, Challenges pointed out by the NAAC Peer Team and their Recommendations**

The NAAC Peer Team has pointed out the weaknesses of the University, opportunities and challenges faced by it, as perceived by them.. They have also made some recommendations. I like to submit my observations on the same, hoping that they may be of use of the CIQA in discussions on the future course of action of the University.

### **Weaknesses:**

#### **W1. Inadequate Feedback analysis of various stakeholders:**

Stakeholders comprise learners, parents, alumni, employers and the society, in general. Feedback in a structured format is collected from each group, in either physical or on-line mode. The feed-back should be collected from unbiased samples from each group, analysed and utilised to identify weaknesses. Action should also be taken to rectify these shortfalls. Apparently, the Peer Team has not been satisfied with the actions taken so far and more attention needs to be given to this aspect.

It is especially difficult to obtain feedback from alumni. This point is further discussed at W3 below.

#### **W2. Inadequate Monitoring mechanism relating to drop-outs:**

In open universities, many students do not complete the programmes for which they enrol. After the first few semesters, they may find the courses too difficult for them or may not be able to complete project work without assistance. In the B.Sc. programme, some students (like those in the army, girls who get married and have to shift to a place where no OU lab facility is available, or who have to discontinue their studies due to financial difficulty) cannot attend lab-based courses for various reasons. It is necessary to track these learners and try to help them to complete the programme with concessional fees, special lab programmes and on-line counselling sessions.

#### **W3. Absence of registered Alumni Association:**

An effort should be made to enrol all alumni in the Alumni Association. This can be done by

- (i) Forming an Alumni Association with a President, a Secretary and other office-bearers, getting the Association registered.

- (ii) giving each student an application form for membership of the Alumni Association along with the final diploma/certificate and requesting them to fill it in and submit it with a token membership fee.

- (ii) sending them congratulatory letters and welcoming them to the Association.

- (iii) organizing annual alumni meet, both on- and off-line.

- (iv) publishing an NSOU Alumni Newsletter annually and making it available in the NSOU website.

If this exercise is started from the next convocation, NSOU will have a strong working Alumni Association at the time of the next NAAC accreditation.

#### **W4. Inadequate Capacity building exercises for counsellors:**

An academic counsellor (AC) in ODL has to be much more than a teacher in the conventional system. A good conventional teacher may not be a good AC. He will often grumble about the quality of students attending counselling sessions and the very short time available for covering a block. The

difference arises due to several factors :

- (a) A learner may not be able to attend all sessions. Since he (or she) may be otherwise engaged, he may come late or have to leave early.
- (b) Unlike most students in the conventional system, he may have discontinued his studies for a few years and may not have a private tutor.
- (c) Often he has to come from a distance and spend some money for transport. If he finds that a counselling session has been dropped without prior notice, he will not come again.
- (d) The teacher tries to explain everything as is done in a conventional lecture and therefore finds the time too short.

The ACs need to be oriented in the following aspects:

- (i) General purpose of counselling, necessity of regularity and punctuality, dissemination of information regarding counselling sessions, attitude towards learners.
- (ii) How to make best use of the short time available for counselling
- (iii) How to run lab-based courses.
- (iv) How to evaluate assignments according to the norms set by the University.

#### **W5. Inadequate Placement initiatives**

Due to very large enrolment, it is not possible for the University to provide a central placement service. The Learner Support Centres, under guidance and with assistance from the University, may provide the following services:

- (i) Provide information regarding the status of the Open University vis-à-vis conventional Universities – equivalence of degrees and diplomas.
- (ii) Display of job opportunities – information about competitive examinations and vacancies
- (iii) Subscribe to 'Employment News', KARMAKHESTRA etc. and make them available to learners.
- (iv) The courses 'Foundation Course on Humanities and Social Sciences' and 'Foundation Courses on Science and Technology' may be discontinued in future as part of the BDP. In that case, these courses may be updated and offered as Add-on Courses since they are very much useful in preparing for competitive examinations.
- (iv) Organize talks on entrepreneurship.

#### **Opportunities:**

##### **Op1. Offering new job-oriented Certificate/Diploma courses for upskilling and enhancing employability:**

The following courses may be considered:

- (a) Para-medical courses, like Physiotherapy, Pathological laboratory techniques, Optometry, Nursing (Diploma and Degree)
- (b) Vocal Music (Shastriya, Rabindra Sangeet and Nazrul geeti, Puratoni)
- (c) Fashion Designing, Batik, Bandhni, fabric painting, applique, etc.
- (d) Travel and Tourism Management, Retailing, Hospitality Management, Event Management
- (e) Translation : Bengali ↔ English ↔ Hindi
- (f) Functional Sanskrit and Sanskrit literature
- (g) Foreign Languages ( German, French, Spanish, Korean, etc.)
  - (h) Automobile and two-wheeler Maintenance

**Op2. Promotion of multi-disciplinary courses and research and focus on the issues relating to the local community:**

Some multi-disciplinary courses: Astrophysics, Electronic Instrumentation, Agro-Techniques, Horti / Floriculture. Some more have been mentioned in para Op1. There is ample scope of research in these areas.

**Op3. Exploring new areas of course development suited to the requirement of present day learners and**

**Op4. On-line courses and programs**

Many of the above-mentioned courses may be offered on-line, in real time, or, preferably in the form of recorded programmes.

**Op5. Reaching the unreached – socially deprived, tribal, underprivileged, rural and remote areas:**

NSOU has sufficient penetration into remote and tribal areas within West Bengal. LSCs in these areas may serve these areas with some publicity. Poor quality (voltage, frequency) of electric power, difficulty in maintenance of computers and peripherals and non-availability of Internet connection may cause hindrances.

The possibility of providing totally on-line programmes in distant cities with substantial Bengali speaking population may be examined, if it is permitted. Examples of such areas are :

Guwahati, Silchar, Tinsukia, Gangtok, Ranchi, Patna, Prayagraj (Allahabad), Lucknow, Hardwar, Mumbai, Chennai, Hyderabad, Port Blair.

**Challenges**

**C1. Retaining the permanent qualified faculty:**

Points of concern are salary, promotional avenues, research opportunities.

**C2. Providing support to monitor dropout learners:**

The point has been discussed under W2.

**C3. Updating SLMs as per revised syllabus at regular intervals:**

This comment is not unexpected. Boards of Studies should regularly review and update the syllabi and revise the SLMs accordingly. The revision of SLMs should be a continuous process. Since SLMs are not just text-books, Course-writers and reviewers should be trained in the language and format of self-learning materials. There should be a conscious effort to implement Choice-based-credit-system in the true sense, not interpreting CBCS as the semester system.

**C4. Strengthening delivery mechanism through multi-media mode.:**

NSOU already delivers SLMs either directly or through LSCs to the enrolled learners. The SLMs are also available on-line through internet. It should be ensured that the delivery system runs smoothly, without snags.

Learners passing out may be requested to donate the SLMs they would not use to their LSCs. These can be loaned to new learners for use until they get their own materials. (This has been tried successfully at Maulana Azad College Study Centre of IGNOU)

**C5. Transforming the existing conventional examination and evaluation system through more ICT-based intervention :**

ICT-based examination and evaluation has attracted attention, not as a deliberate attempt for improvement but as a poor substitute of the conventional system. There are more arguments against the efficacy of on-line examination than in favour of it. It should be remembered that worked-out assignments of Open Universities are already available, either free or at a small cost. Replacing conventional examinations by on-line systems may give birth to a new profession - professional examination-writers. The results of examinations will lose their credibility. Recently, an organization of Secondary school teachers and non-teaching staff of the State has expressed their opinion "Safety from Corona is important, but proper examinations are also important."

**Recommendations**

**R1. The laboratory facilities provided in UG/PG Science/language based programs be further strengthened.**

There is a crying need of equipping the laboratories at Kalyani campus LSC, especially Physics and Geography. The laboratories at other LSCs should be visited during lab sessions to identify deficiencies.

**R2. Center for on-line learning on own LMS must be established as per the requirement of UGC ODL and online regulations 2020.**

The Centre for On-line Education, established recently will look into this.

**R3. More multidisciplinary and skill-based courses be introduced. More newer courses on Foreign languages and Teacher Education be started.**

Already discussed in Op1 and Op2.

**R4. Capacity building programs for development of SLM/Academic Counsellors be strengthened further.**

Discussed in W4.

**R5. More emphasis be made on course updation and revision process. Revision of courses on regular intervals be ensured.**

Discussed in C3.

**R6. More IT examination reforms need to be introduced.**

**R7. Launch of courses be promoted through suitable platforms.**

Discussed in C5. COE will look into these.

**R8. Vacant teaching and non-teaching positions be filled on priority basis.**

Matter of policy of the University and the State Govt.

**R9. Suitable mechanism of credit transfer be developed and implemented.**

The University should set up an Equivalence Committee to examine how credit transfer can be implemented.

**R10. More linkages and collaborations be established with professional associations such as ICDE and IDEA.**

**3.2.2 Seminar/ workshop:**

School may organize seminar/ capacity building workshop/ lecture on discipline specific contemporary issues including methodology (title may be suitably finalized)  
(2-page report, programme schedule and attendance sheet)

**3.6.3 Extension/ outreach Activities:**

School may organize the outreach programmes at rural study centres  
(2-page report, programme schedule and attendance sheet)

**7.1.1 Initiatives for empowering marginalized groups:**

Initiatives for empowering marginalized and weaker sections like SC/ ST/OBC/PWD/jail inmates/ persons residing in rural and remote areas  
(2-page report, programme schedule and attendance sheet)

**3.4.4 Faculty involvement:**

- Publication of papers/ research articles/ books in UGC-CARE listed/ refereed journal
- Mobilization of research fund from external funding agencies
- Membership in Research gate/ google scholar portal to increase the citation / visibility of faculty
- Attending the FDP/ other related programme (Minimum duration 5 days)
- Participation and presentation in seminar/ conferences

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