



KALASALINGAM
Academy of Research and Education
(DEEMED TO BE UNIVERSITY)
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Dr. K. Sridharan
Chancellor

Dr. S. Narayanan
Vice-Chancellor

Date: 10/06/2026

Sub: KARE CDOE – Minutes of the second meeting of CIQA for Online and Distance Education – Approval – regarding

The minutes of the second meeting of Centre for Internal Quality Assurance (CIQA) for Online and Distance Education for the academic year 2025-26 held on 05.06.2026 is approved.

To

The Director – CIQA and Director – CDOE


VICE CHANCELLOR
Dr. S. NARAYANAN
Vice - Chancellor
Kalasalingam Academy of Research and Education
(Deemed to be University)
Anand Nagar, Krishnankoil - 626 126.

The second meeting of Centre for Internal Quality Assurance (CIQA) of the Centre for Distance and Online Education (CDOE) for the academic year 2025-2026, held at 10.00 a.m. on Friday, the, 05th June 2026, through online mode.

The meeting was chaired by Dr. S. Narayanan, Vice-Chancellor, Kalasalingam Academy of Research and Education.

The following members were present in the Centre for Internal Quality Assurance Committee:

Dr. S. Narayanan Vice-Chancellor	--	Chair Person
Dr. P. Balamurugan HoD, Business Administration	--	Member
Dr. K. Balasubramanian HoD, Computer Applications	--	Member
Dr. B. R. Aravindh HoD, Department of English	--	Member
Dr. G. Thamaraiselvi HoD, Department of Commerce	--	Member
Dr. J. Prabhakaran Department of Business Administration	--	Member
Dr. M. Arun Department of Computer Applications	--	Member
Dr. S. Rani Department of Commerce	--	Member
Dr. Umant P. Kulkarni Professor / CSE, SDM College of Engineering, Dharwad	--	External Member
Dr. P. Shanmugavadivu IQAC Cell, The Gandhigram Rural Institute	--	External Member
Dr. T. Senthil Muthu Kumar Director - CDOE	--	Member
Mr. C. S. Sankaranarayanan Finance Officer	--	Member
Dr. C. Sivapragasam Director - CIQA	--	Member Secretary

Meeting Summary

The meeting primarily deliberated on measures for strengthening the academic, administrative, learner support, assessment, examination, and quality assurance practices of the CDOE.

The Member Secretary presented the key academic and operational activities carried out by CDOE. The Committee reviewed the standardized process adopted for question paper preparation, ensuring appropriate assessment across different levels of learning. The provisions for arrear/backlog course registration and Make-Up Examinations for learners experiencing genuine technical difficulties or other valid circumstances were also discussed. Such Make-Up Examination requests would be processed in accordance with the prescribed procedures and subject to the approval of the Controller of Examinations (CoE).

The Committee further reviewed the functioning of the Examination Monitoring, Grievances and Redressal Committee (EMGRC) as an institutional mechanism for monitoring examination-related activities and facilitating the effective resolution of grievances raised by learners and faculty members. The Committee also noted the provisions for the Dual Degree options as per NEP 2020, subject to the applicable university regulations and regulatory guidelines.

The meeting also examined the mechanisms established for the systematic monitoring of live classes. The proposed mechanisms for recognizing and appreciating rank holders were also discussed. Further, the introduction of a learner support ticketing system was considered to facilitate the formal registration and timely resolution of academic, technical, administrative, and examination-related concerns.

The Committee recommended the integration of appropriate online courses, including NPTEL and Spoken Tutorial, to provide learners with greater academic exposure, learning opportunities, and flexibility. The Committee also recommended the introduction and facilitation of Skill Enhancement Courses aimed at strengthening learners' employability, professional competencies, and industry readiness.

The Committee further recommended that placement and career development initiatives be planned and implemented in accordance with the academic level, programme-specific requirements, and career needs of the learners, thereby providing appropriate support for their career progression.

The Chairperson expressed appreciation for the valuable contributions, suggestions, and constructive observations made by the members. The meeting concluded with a vote of thanks to the Chair at 12.30 p.m.


VICE CHANCELLOR
Dr. S. NARAYANAN
Vice - Chancellor

Copy submitted to Chancellor and Vice-Presidents - for kind information

Copy to Registrar & Controller of Examinations

Cc: to all Director – CIQA and Director – CDOE, Deans & HoDs of Online Programs

Cc: to all CIQA Members

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