



# Centre for Distance and Online Education University of Kashmir

Hazratbal, Srinagar - 190006

17-12-2024

## NOTES

### Minutes of SLM Review Meeting

A Review meeting of Self-Learning Material (SLM) of MA Education subject was held on 17-12-2024 in light of CIQA parameters laid down under UGC-DEB Guidelines-2020. The meeting was held under the chairmanship of Director CDOE Professor Shawkat Ahmad Shah and was attended by the following :

S.No.	Name of Official	Institution	Capacity
1.	Prof. Shawkat Ahmad Shah	Director, CDOE, University of Kashmir.	Chairman
2.	Dr. Rajesh Kumar Sharma	Associate Professor, Centre for Distance and Online Education, Himachal Pradesh University.	External Expert
3.	Dr. Syed Zahoor Geelani	Professor Education Dean & Head, School of Education, Central University of Kashmir.	External Expert
4.	Dr. Najmah Peerzada	Professor Education Head Department of Education, University of Kashmir.	External Expert
5.	Dr. Habibullah Shah	Associate Professor Education, CDOE, University of Kashmir.	Programme Coordinator
6.	Dr. Showket Rashid Wani	Assistant Professor Education, CDOE, University of Kashmir.	Programme Coordinator
7.	Dr. Javeed Ahmad Puju	Assistant Professor Education, CDOE, University of Kashmir.	Programme Coordinator/Member Secretary
8.	Dr. Mohd Altaf Ahanger	Associate Professor Urdu, CDOE, University of Kashmir.	Convenor CIQA Sub-Committee
9.	Dr. Syed Ishfaq Ahmad	Assistant Professor Education, CDOE, University of Kashmir.	Programme Coordinator/Member CIQA Sub-Committee
10.	Miss. Jasira Ali	Assistant Programmer, CDOE, University of Kashmir.	Member CIQA Sub-Committee

At the outset, the Director CDOE, University of Kashmir welcomed the members and presented the agenda for the meeting. The expert committee reviewed the SLM of MA Education in light of CIQA parameters and made following observations and Suggestions/Recommendations:

#### Part-I: OBSERVATIONS



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1. Feedback received online from the students of two batches about different aspects of SLM and presented before the committee was appreciable.
2. Format structure of Self Learning Material is good however there is a scope for improvement as per the updated format provided in the CIQA parameters laid down in the UGC-DEB-2020 Guidelines;
3. In some of the papers, Units were not self-directed or self-contained. However most of the papers had units which were self-explanatory and self-evaluating;
4. Some of the units lack multiple learning paths. However, significant number of papers had multiple learning paths which engages the learner in active learning.
5. Some of the units had the content which may promote rote memorization and lack higher order thinking and critical reasoning skills.
6. Some of the papers had units which contained outdated reference/suggested readings list which were out of print.
7. There is a skewness and divergence in the uniform distribution of lessons in the units.
8. After content analysis of the lesson scripts some minor typographical errors were highlighted.
9. It was observed that the nomenclature of the lesson scripts does not match with the UGC-DEB guidelines like "lessons" are being used instead of "units".
10. It was observed that some of the lessons are very exhaustive and some are much summarized. This deviance interferes with the study schedule of the learners (Observed after analyzing student feedback).
11. Some of the content lacks relevant case studies and illustration/examples.
12. Some of the units lack glossary/explanation of difficult and technical terms.
13. Significant numbers of units do not reflect the e-resources and content related video links for retrieval by the students.
14. The study material lacks the QR code which will navigate the students to the national portals like Swayam.
15. The background of the cover pages of SLM of few courses lacked colour matching and appeared dull and fade.
16. Plagiarism reports of Modules are not attached with the SLM.
17. It was informed by the Head Department of Education, KU that they have recently conducted the Board of Studies (BOS) in which more than 80% of syllabi has been revised that will be offered for M.A Education batch-2025 onwards.

### Part-II: Suggestions/Recommendations

1. The cover page of every module should be as per the UGC DEB structure.
  - Logo on the top
  - Name of the centre along with University of Kashmir.
  - Name of the Programme
  - Course Title with Course Code
  - Semester
2. The inner page covering Syllabi of the module should be structured as per the UGC-DEB guidelines 2020.
3. At the start of the block there should be a brief introduction about the module by the coordinator;
4. The structure of the each course module must be in blocks and each Block should Comprise of Minimum of three (3) upto the maximum of five (5) units).
5. The structure of each Unit should be:



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(e.g; in the Unit-I any block should be like this)

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### UNIT-1

- 1.1 Introduction
- 1.2 Learning Objectives
- 1.3 Assessment of Prior Knowledge
- 1.4 Content (a): Theory and activity oriented  
Self-Check Exercise-1
- 1.5 Content (b): Theory and activity oriented  
Self-Check Exercise-2
- 1.6 Content (c): Theory and activity oriented  
Self-Check Exercise-3
- 1.7 Summary
- 1.8 Glossary
- 1.9 Answers to check your Progress
- 1.10 Reference/Suggested Readings both offline and online
- 1.11 Terminal Questions

6. SLM should be self-explanatory; self-contained; self –directed; self-motivating and self- evaluating.
7. There shall be description of credit value of each module or unit in the course.
8. There shall be multiple-learning paths for engaging the learner in active learning.
9. The content shall provide opportunities for learners to engage in higher order thinking and critical reasoning activities.
10. The SLM shall be structured on the learning outcome based curriculum framework (LOCF).
11. The SLM shall involve the learner actively through various experience based activities and assignments.
12. Suggested readings of latest editions should be reflected in the SLM and must be made available by the Centre in its library.
13. The audio-video links related to the content should be incorporated in the study material to make it more effective.
14. Content should be presented in appropriate sequence in sections and sub-sections synchronizing with learning objectives and outcome, containing plenty of examples including case-studies wherever relevant.
15. Explanation of technical, new and difficult terms or words in a glossary/keyword section must be incorporated in all units of each module of the programme.
16. Audio-video material shall be developed in the format that will be easily accessible by the learners and compatible with web based delivery. To achieve this objective the CDOE, KU must have its own Learning Management System (LMS) on top priority.
17. Level and style of presentation and language shall be simple and appropriate to aid in self –learning.
18. Proof reading should be done meticulously.
19. The authors or writers of the SLM must be provided the Format and guidelines at the time of assignment of Preparing the SLM of particular Course.
20. Workshops on SLM development may be conducted by CDOE for script writers.



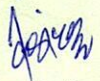
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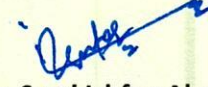
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21. Authors must be asked to submit the Script of Module along with the plagiarism report as per the Policy of UGC-DEB/University of Kashmir.
22. The received SLM from the authors must be verified by the coordinator with respect to above mentioned parameters like format and exercises etc.
23. The online student appraisal report about SLM must be continued, but re-casted to get necessary inputs subject wise.
24. In order to remove the response of non-serious students, some filler items must be included in the feedback form to cross validate their responses.
25. Since the formal department of Education has recently conducted the Board of Studies (BOS) in which more than 80% of syllabi has been revised that will be offered for 2025 batch of students of the University. So SLM must be prepared a fresh keeping in view above the recommendations that fulfills the UGC-DEB guidelines-2020.


The meeting ended with the vote of thanks to the Chair.



Miss Jasira



Dr. Syed Ishfaq Ahmad



Dr. Javeed Ahmad Pujju




Dr. Showket Rashid Wani



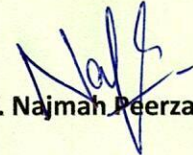
Dr. Habibullah Shah




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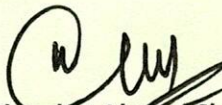
Dr. Rajesh Kumar Sharma



Prof. Najmah Peerzad



Prof. Syed Zahoor Geelani



Prof. Shawkat Ahmad Shah  
Director