



Centre for Internal Quality Assurance (CIQA)
Krishna Kanta Handiqui State Open University
City Office, Housefed Complex, Guwahati- 06

Report on SLM Audit 2018

In partial requirement of CIQA Annual Action Plan, 2018 the CIQA Office needs to organised SLM Audit (Phase-I & Phase-II) as UGC guidelines. At the initiative of CIQA Office, a SLM Audit Committee has been formed by the University with the following members:

- 1) Prof. N.N. Sarma (Chairperson)
- 2) Prof. Anirudhha Deka (Member)
- 3) Dr. Pranab Saikia (Member)
- 4) Dr. Chandrama Goswami (Member)
- 5) Dr. Ritimoni Bardoloi (Member)
- 6) Mrs. Dopati Choudhury (Convenor)

The first meeting of the SLM Committee has been convened on 21st March, 2018 to discuss and develop the modalities for conducting the SLM Audit.

The SLM Audit Committee met on 21st March'18 and resolved on the modalities for first & second phase of SLM (Print) Audit. The modalities would include the following:

- a) Twenty (20) units of print SLM would be collected by CIQA Office, 10 units from UG and 10 units from PG; each unit being the 2nd unit of a course of the five programmes starting with the first letter of alphabet i.e. A so as to ensure selection of SLM units at random. In the second phase a middle unit of the course was proposed for selection.

b) The meeting requested Dr. Chandrama Goswami to prepare the SLM Audit checklist based on the parameters as spelt out in the UGC guidelines so as to ensure uniformity, clarity and transparency in the audit process. The in-house faculty members would be requested for the audit.

The Committee felt that the outcome of the audit process would help the University in developing the quality benchmark based on objectives and assessment of the parameters. It was decided that the next meeting of the SLM Committee to be held on 29.03.18 at 2:00 P.M. would finalize the Audit Checklist and SLM Auditors for the Audit to be conducted in a time bound manner so as to meet the requirement of CIQA Annual Plan. The SLM Review Committee met on 29-03-2018 and resolved on the following:

- i) The Meeting approved the SLM (Print) Audit Checklist prepared by Dr. Chandrama Goswami with minor modification.
- ii) It was decided to administer the checklist for the SLM Audit in one place only and complete the assignment in one sitting. To ensure uniformity and randomness, the CIQA Office will prepare modalities.

As per Action Plan for CIQA, 2018, the CIQA Office conducted an exercise on SLM Audit. For conducting the 1st & 2nd Phase of the SLM Audit, under the overall guidance of CIQA Committee formed by the University, the CIQA Office requested 20 Faculty members of different departments to kindly make available on 3rd & 4th May at CIQA Office, Housefed Complex. We shall provide them the necessary document on that day.

The Checklist data were arranged in pertinent tables and then were interpreted and analyzed through Percentage. The SLM Audit Committee met on 22nd May'18 in the Meeting Room of CIQA Office. The meeting noted the following standards from SLM Audit (Phase-I and Phase-II):

- i) Mean Score for all the 20 units - 3.42
 - a) Mean score for 14 nos of KKHSOU units – 3.61
 - b) Mean score for 6 nos of VIKAS units – 3.00
- ii) Mean score for KKHSOU UG Programme 10 units – 3.86
- iii) Mean score for PG Programme 10 units – 3.59
 - a) KKHSOU (4 units) - 3.82
 - b) VIKAS (6 units) – 3.41

- The results are based on the identified eight attributes on a five point scale and compliance to ten attributes in dichotomous terms (Yes/No) as identified in the checklist of previous meeting.
- The meeting noted that 'References at the end' attribute's score is 0%, which needs to be taken care of on an urgent basis. In addition to 'Further Readings' the inclusion of 'References at the end' in each unit would add value to the unit. Likewise the meeting noted the score of 75% and 70% in two areas viz. namely 'Encourages the Learner to apply new knowledge and skills' and 'Glossary section includes explanation of technical, new and difficult words'.
- The meeting suggested that CIQA should share the information among the Faculty Members of KKHSOU without mentioning the subject, rather coding U₁ to U₂₀.
- The meeting expressed concern regarding the quality of Assamese translation and felt an urgent need to conduct quality audit of the same. However, this would require identification of special parameters of quality and content audit by auditors familiar with both the languages viz. Assamese and English. In view of the above the meeting urged CIQA to take up the matter with Dean (Academic) of KKHSOU and formulate a suitable methodology for conducting quality audit of Assamese translation.
- SLMs are being developed for various courses which would be ready within this year. In view of the above the meeting recommends conduct of similar exercise next year i.e 2019 with the left over courses.

SLM Audit- Data Sheet

PART- A

Category of Programme	Name of Programme	Semester	Publication	Attributes (A1 to A8)								Mean Score
				Two-way communication A ₁	Interactive dialogue method A ₂	Problem solving activities A ₃	Use of National/ International caselet A ₄	Appropriate sequence of reading material A ₅	Inclusion of summary and key points A ₆	Detailed learning map at the beginning A ₇	Contains plenty of examples A ₈	
UG	Computer Application (BCA)	I	KKHSOU	4	4	4	2	4	5	4	4	3.87
UG	Education	I	KKHSOU	4	4	4	3	4	4	4	3	3.75
UG	Assamese	I	KKHSOU	5	5	3	1	4	5	5	3	3.87
UG	English	I	KKHSOU	4	3	4	2	5	3	4	3	3.5
UG	Economics	I	KKHSOU	3	3	4	2	3	5	4	3	3.75
UG	Computer Application (BCA)	2	KKHSOU	3	3	5	4	4	4	5	5	4.12
UG	Education	2	KKHSOU	4	3	4	4	4	4	4	2	3.62
UG	Assamese	2	KKHSOU	4	3	Not Applicable	Not Applicable	4	4	4	3	3.67
UG	English	2	KKHSOU	3	3	Not Applicable	Not Applicable	5	4	5	Not Applicable	4
UG	Economics	2	KKHSOU	4	4	4	4	5	5	5	5	4.5
PG	English	I	KKHSOU	4	4	2	2	4	4	5	4	3.62
PG	MSc.IT	I	VIKAS	3	2	3	3	4	4	3	4	3.25
PG	Assamese	I	KKHSOU	4	4	2	3	4	5	4	4	3.75
PG	Education	I	VIKAS	3	3	3	3	4	4	4	3	3.375
PG	Computer Application (MCA)	I	VIKAS	3	2	1	1	4	4	5	1	2.625
PG	Computer Application(MCA)	2	VIKAS	5	4	4	Not Applicable	4	5	5	4	4.43
PG	Education	2	VIKAS	3	2	2	4	4	4	4	3	3.25
PG	Assamese	2	KKHSOU	4	3	Not Applicable	5	5	4	5	5	4.43
PG	English	2	KKHSOU	3	3	Not Applicable	Not Applicable	4	4	4	3	3.5
PG	MSc.IT	2	VIKAS	3	3	1	Not Applicable	5	5	5	3	3.57

Average Overall	3.65	3.25	3.12	2.87	4.16	4.26	4.37	3.42
Average of KKHSOU Publication	3.79	3.5	3.6	2.91	4.21	4.28	4.43	3.61
Average of VIKAS Publication	3.33	2.67	2.33	2.75	4.17	4.33	4.33	3

Mean Score of UG SLM	3.86		
Mean Score of PG SLM	Overall	KKHSOU	VIKAS
	3.59	3.82	3.41

PART-B

Category of Programme	Name of Programme	Semester	Publication	Attributes (A1 to A10)														
				Clear Information about the Structure A ₁	Encourages the Learner to apply new knowledge and skills A ₂	Clear specification of Learning Objectives and Outcomes A ₃	Divided into small sections and sub-sections A ₄	Assignments for self-assessment A ₅	Content of the unit synchronised with given Learning Objectives A ₆	Icons used in content has been explained properly A ₇	Glossary section includes explanation of technical, new and difficult words A ₈	Suggested readings included in the Unit A ₉	References at the end A ₁₀	No of positive responses to attributes	No of negative responses to attributes	Percentage of positive responses to attributes	Percentage of negative responses to attributes	
UG	Computer Application(BCA)	I	KKHSOU	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	8	2	80%	20%
UG	Education	I	KKHSOU	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	8	2	80%	20%
UG	Assamese	I	KKHSOU	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
UG	English	I	KKHSOU	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	6	4	60%	40%
UG	Economics	I	KKHSOU	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	8	2	80%	20%
UG	Computer Application(BCA)	2	KKHSOU	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
UG	Education	2	KKHSOU	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%

UG	Assamese	2	KKHSOU	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
UG	English	2	KKHSOU	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
UG	Economics	2	KKHSOU	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
PG	English	1	KKHSOU	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	7	3	70%	30%
PG	MSc.IT	1	VIKASH	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
PG	Assamese	1	KKHSOU	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	8	2	80%	20%
PG	Education	1	VIKASH	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
PG	Computer Application(MCA)	1	VIKASH	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
PG	Computer Application(MCA)	2	VIKASH	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
PG	Education	2	VIKASH	Yes	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	7	3	70%	30%
PG	Assamese	2	KKHSOU	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	8	2	80%	20%
PG	English	2	KKHSOU	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	7	3	70%	30%
PG	MSc.IT	2	VIKASH	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	9	1	90%	10%
Score				A1⁺ 20 A1⁻ 0	A2⁺ 15 A2⁻ 5	A3⁺ 20 A3⁻ 0	A4⁺ 18 A4⁻ 2	A5⁺ 20 A5⁻ 0	A6⁺ 20 A6⁻ 0	A7⁺ 20 A7⁻ 0	A8⁺ 14 A8⁻ 6	A9⁺ 19 A9⁻ 1	A10⁺ 0 A10⁻ 20	8.3	1.7	83%	17%
Percentage Score				A1⁺ 100% A1⁻ 0%	A2⁺ 75% A2⁻ 25%	A3⁺ 100% A3⁻ 0	A4⁺ 90% A4⁻ 10%	A5⁺ 100% A5⁻ 0%	A6⁺ 100% A6⁻ 0%	A7⁺ 100% A7⁻ 0%	A8⁺ 70% A8⁻ 30%	A9⁺ 95% A9⁻ 5%	A10⁺ 0% A10⁻ 100%				