

Annual Report

OF

CENTRE FOR INTERNAL QUALITY ASSURANCE
(CIQA)

PROGRAMMES UNDER ONLINE

MODE

<2023-24>



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DECLARATION



Part – I: General Information

1.1 Date of notification of the Centre(attach a copy of the notification):

Refer to Annexure 1

1.2 Details of Director, CIQA

- Name : Dr. Lucky Vijayvargiya
- Qualification: MBA, PhD
- Appointment Letter and Joining Report: Upload (PDF)

Refer to Annexure 2

1.3 Details of CIQA Committee:

a. Composition as per Regulations

S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
a.	Vice Chancellor of the University	Chairperson	Dr. Gopalakrishna Prabhu	Administration	09, Oct 2020
b.	Three Senior teachers of HEI	Member 1	Dr. Thammaiah CS	Administration	23, March, 2023
		Member 2	Dr. Nitu Phote...	Administration	01, August 2021
		Member 3	Dr. Jawahar Mal Jangir	Management	09, Oct 2020
c.	Head of three Departments or	Member 4	Dr. Sourav Sharma	Commerce	23, March, 2023
		Member 5	Dr. Devershi Pallavi Bhatt	Computer Applications	09, Oct 2020
	School of Studies from which programme is being offered in ODL and Online mode	Member 6	Dr. Brajesh Kumar	Management	23, March, 2023



d.	Two External Experts of ODL and/or Online Education	Member 7	Dr. Gayathri Devi	OL and Regulatory	23, March, 2023
		Member 8	Ms. Sarita Digumarti	Online Education & Learning Management System	23, March, 2023
e.	Officials from departments of HEI	Member 9 Administration	Mr. Sridhar MS	HR	09, Oct 2020

S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
	<ul style="list-style-type: none"> Administration Finance 	Member 10 Finance	Mr. Pradeep Chaturvedi	Finance	09, Oct 2020
f.	Director, CIQA	Member Secretary	Dr. Lucky Vijayvargiya	IQAC	01, August 2021
	Director, CDOE	Addl. Member Secretary	Dr. Mallikarjuna Gadapa	Online Education	09, Oct 2020

b. Whether members mentioned at 'b' to 'e' changed every 2 years? (Y/N)

If No, reason thereof

They are Ex Officio members

1.4 Number of meetings held and its approval:

a. No. of meetings held every year: 02



b. Meeting details:

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	9 th Aug 2023	13	uploaded	uploaded
Meeting 2	6 th March 2024	12	uploaded	uploaded

Refer to Annexure 3

1.5 Number of programmes started at Certificate level as per Regulation 24 of UGC (ODL Programmes and Online Programmes) Regulations, 2020:

From <Month, Year> academic session: NA

Sr. No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (D D-MM-YYYY) of HEI/Regulatory authority (if required)	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
I.											
N.											

Note: Mention details separately for <Month, Year> academic session, as applicable, as above**1.6 Number of programmes started at Diploma level as per Regulation 24 of UGC(ODL Programmes and Online Programmes) Regulations, 2020:**

From <Month, Year> academic session: NA

Sr. No.	Name of the Department	Diploma Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority	Number of students admitted (Male/Female/Trans-)
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Signature

	t ment			s	y		(s) (DD-MM-YYYY) of HEI/ Regulatory authority(if required)	gender)			
								M	F	TG	Total
1.											
N.											

Note: Mention details separately for <Month, Year>academic session, as applicable, as above.

1.7 Number of programmes started at Post Graduate Diploma level as per Commission Order:

From <Month, Year>academic session: NA

Sr. No.	Post Graduate Diploma Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
1.										
N.										

Note: Mention details separately for <Month, Year>academic session, as applicable, as above.

1.8 Number of programmes started at Undergraduate Degree Programmes as per Commission Order: Session Jul-Aug 2023

From <Month, Year>academic session: TO BE EXTRACTED FROM WEB PORTAL

Sr. No.	Under - Graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)



							M	F	TG	Total
1.	Bachelor of Business Administration (BBA)	03	148	1. 10+2 from a recognised board, or an equivalent qualification as recognised by the Association of Indian Universities or other competent bodies, in any discipline 2. 50% marks in aggregate (45% for reserved categories)	1,26,000/	F. No. 2-1/2024 (DEB-II) dated 01, February 2024	2336	995	3	3334
2.	Bachelor of Computer Applications (BCA)	03	126	1. 10+2 from a recognised board, or an equivalent qualification as recognised by the Association of Indian	1,35,000/	F. No. 2-1/2024 (DEB-II) dated 01, February 2024	2648	802	0	3450



Signature

				Universities or other competent bodies, in any discipline 2. At least 50% marks in aggregate (45% for reserved categories)						
3.	Bachelor of Commerce (BCOM)	03	128	10+2 from a recognised board, or an equivalent qualification as recognised by the Association of Indian Universities or other competent bodies, in any discipline 2. At least 50% marks in aggregate (45% for Reserved categories)	90,000 /	F. No. 2-1015 1/2024 (DEB-II) dated 01, February 2024	517	1	1533	

Session: Jan- February 2024

Sr No.	Under - Graduate Degree Title	Durati on (year s)	No. of Credi ts	Admissi on Eligibili ty	Fee (Rs.)	UGC Recogniti on Letter No. and date	Number of students admitted (Male/Female/Tra ns- gender)			
							M	F	T G	Tot al
1.	Bachelor of Business Administrati on (BBA)	03	148	1. 10+2 from a recognise d board, or an equivalent qualificati on as recognise d by the Associatio n of Indian Universiti es or other competent bodies, in any discipline 2. 50% marks in aggregate (45% for reserved categories)	1,35,00 0/	F. No. 2- 1/2024 (DEB-II) dated 01, February 2024	103 5	40 5	0	1440
2.	Bachelor of Computer	03	126	1. 10+2 from a	1,35,00 0/	F. No. 2- 1/2024	124 1	28 3	1	1525



	Applications (BCA)			recognised board, or an equivalent qualification as recognised by the Association of Indian Universities or other competent bodies, in any discipline 2. At least 50% marks in aggregate (45% for reserved categories)		(DEB-II) dated 01, February 2024				
3.	Bachelor of Commerce (BCOM)	03	128	10+2 from a recognised board, or an equivalent qualification as recognised by the Association of Indian Universities	99.000/	F. No. 2-1/2024 (DEB-II) dated 01, February 2024	352	146	0	498




				es or other competent bodies, in any discipline 2. At least 50% marks in aggregate (45% for Reserved categories)						
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Note: Mention details separately for <Month, Year> academic session, as applicable, as above.

1.9 Number of programmes started at Post-graduate Degree Programmes as per Commission Order: Session : Jul-Aug 2023

From <Month, Year> academic session: TO BE EXTRACTED FROM WEBPORTAL

Sr. No.	Post-graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/Trans-gender)			
							M	F	TG	Total
1.	Master of Business Administration (MBA)	02	102	1 Candidates must have a 30/ years bachelor's degree from a recognized university/institution, or an equivalent qualification	1,66,000	F. No. 2-1/2024 (DEB-II) dated 01, February 2024 F. No. North-	5836	3861	3	9700



Signature

				as recognized by the Association of Indian Universities or other competent bodies, in any discipline with a minimum of 50% marks in aggregate (45% for reserved categories). 2.Candidates must have a valid score from any aptitude test (CAT/MAT/CMAT/XAT/GMAT). 3.Candidates without an aptitude test score need to appear and clear the online aptitude test conducted by Manipal University Jaipur as per admission norms to the MBA	West/1-40381468872/2023/EOA dated 03, Jun 023				
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				programme.						
2.	Master of Computer Applications (MCA)	02	93	Candidates must have a 30/ years bachelor's degree from a recognized university/institution, or an equivalent qualification as recognized by the Association of Indian Universities (AIU) or other competent bodies, in Computer Applications/ Computer Science/Information Technology with a minimum of 50% marks in aggregate (45% for reserved categories). Candidates from other streams like Science, Business	1,50,00	F. No. 2-1/2024 (DEB-II) dated 01, February 2024 F. No. North-West/1-4038146 8872/2023/EOA dated 03, Jun 023	875	382	0	1257

				Administration, Business Management, Arts & Humanities, Commerce, etc. must have a 10 + 2 + 3 year bachelor's degree from a recognised university, or an equivalent qualification as recognised by the AIU or other competent bodies, with Mathematics at the 10+2 level with a minimum 50% marks aggregate in graduation (45% for reserved categories). Such candidates need to attend and complete a Bridge Course in Fundamental						
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				s of Computer and IT along with their Semester 1 courses.						
3.	Master of Commerce (MCOM)	02	100	Candidates must have a 30/ years bachelor's degree from a recognized university/ins titution, or an equivalent qualification as recognized by the Association of Indian Universities (AIU) or other competent bodies, with a minimum of 50% marks in aggregate (45% for reserved categories).	1,00,00	F. No. 2- 1/2024 (DEB-II) dated 01, February 2024	60	110	0	170
4.	Master of Arts (MA- Journalism & Mass Communicat	02	84	Candidates must have a 30/ years bachelor's degree from a	1,30,00	F. No. 2- 1/2024 (DEB-II) dated 01, February	50	62	0	112



	ion)			recognized university/institution, or an equivalent qualification as recognized by the Association of Indian Universities (AIU) or other competent bodies,		2024				
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Session: Jan-February 2024

S r . N o .	Post-graduate Degree Title	Dur ati on (ye ars)	No . of Cre dits	Admission Eligibility	Fee (Rs .)	UGC Recognition Letter No. and date	Number of students admitted (Male/Female/ Trans-gender)			
							M	F	T G	To tal
1.	Master of Business Administration (MBA)	02	102	1 Candidates must have a 3 years - bachelor's degree from a recognized university/institution, or an equivalent qualification as recognized by the Association of Indian Universities or other competent bodies, in any discipline with a	1,75,000/	F. No. 2-1/2024 (DEB-II) dated 01, February 2024 F. No. North-West/1-40381468872/2023/EOA dated 03, Jun 023	23 96	15 77	1	397 4

				minimum of 50% marks in aggregate (45% for reserved categories). 2.Candidates must have a valid score from any aptitude test (CAT/MAT/CMAT/ XAT/GMAT). 3.Candidates without an aptitude test score need to appear and clear the online aptitude test conducted by Manipal University Jaipur as per admission norms to the MBA programme.						
2.	Master of Computer Applications (MCA)	02	93	Candidates must have a 3 years bachelor's degree from a recognized university/institution, or an equivalent qualification as recognized by the Association of Indian Universities (AIU) or other competent bodies, in Computer Applications/Computer Science/Information Technology with a minimum of 50% marks in aggregate (45% for	1,58,000/	F. No. 2-1/2024 (DEB-II) dated 01, February 2024 F. No. North-West/1-40381468872/2023/EOA dated 03, Jun 23	28 2	12 9	0	411




				reserved categories). Candidates from other streams like Science, Business Administration, Business Management, Arts & Humanities, Commerce, etc. must have a 10 + 2 + 3 year bachelor's degree from a recognised university, or an equivalent qualification as recognised by the AIU or other competent bodies, with Mathematics at the 10+2 level with a minimum 50% marks aggregate in graduation (45% for reserved categories). Such candidates need to attend and complete a Bridge Course in Fundamentals of Computer and IT along with their Semester 1 courses.						
3.	Master of Commerce (MCOM)	02	100	Candidates must have a 3 years bachelor's degree from a recognized university/institution, or an equivalent	1,08,000/	F. No. 2-1/2024 (DEB-II) dated 01, February 2024	21	25	0	46

				qualification as recognized by the Association of Indian Universities (AIU) or other competent bodies, with a minimum of 50% marks in aggregate (45% for reserved categories).						
4.	Master of Arts (MA-Journalism & Mass Communication)	02	84	Candidates must have a 3 years bachelor's degree from a recognized university/institution, or an equivalent qualification as recognized by the Association of Indian Universities (AIU) or other competent bodies,	1,40,000/	F. No. 2-1/2024 (DEB-II) dated 01, February 2024	20	28	0	48

Note: Mention details separately for <Month, Year>academic session, as applicable, as above.



Part – II: Requirements as per Centre for Internal Quality Assurance (CIQA) Functioning

2.1 Action taken on the functions of CIQA:-

S.No.	Provisions in Regulations	Details of Action taken by CIQA and Outcome thereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	<p>Student Support Services:</p> <p>Students receive support throughout their academic careers via the Student Portal, the Learning Management System (LMS), the dedicated Student Helpdesk, and other methods. By using their university email address to log in to the Student Portal, students can access course-specific learning resources, review semester results, view the academic calendar, and receive crucial announcements and updates. The single sign-on feature allows students to access e-books and journals through the LMS and e-Library seamlessly. Students can also access their profiles, grade records, and important</p>	

		<p>documents.</p> <p>Additionally, Coursera and SWAYAM offer courses selected by faculty that align with specific programs and semesters, providing further learning opportunities. Students can pay their fees online and receive receipts through the portal.</p> <p>If any issues arise, students can raise queries which are addressed by Mentors or the Support Team within defined SLAs. Portal access is available until students complete their program. Learning resources, including e-content and e-tutorials for current and previous semesters, are accessible throughout the program.</p> <p>Students have access to course materials, discussion forums, and feedback from faculty. They are also supported through various methods of interaction with subject teachers and peers, including one-to-one (email and phone), one-to-few (MS Teams, Zoom), and one-to-many (discussion forums, live sessions, SMS, and WhatsApp).</p>	
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		<p>3. Through mobile app, learners can easily tap into a wide range of educational content, including interactive multimedia resources, in-depth e-tutorials, opportunities to engage in lively and thought-provoking discussions, and the ability to test their knowledge through quizzes.</p> <p>4. Each learner (1:250) is assigned a dedicated Course Mentor to provide guidance and support throughout their academic journey.</p> <p>5. A dedicated student helpdesk (+91-7996-660-444 and helpdesk@mujonline.edu.in) is available for all the students every day from 9:00 am to 7:00 pm. from Monday to Saturday and 9:00 am to 2:00 pm on Sunday. The student support desk assigns a ticket ID to each email and phone call they receive, which is tracked and checked for resolution. To guarantee that email enquiries are resolved within the SLAs, an escalation matrix is in place. Students send over 15000 emails per month on average,</p>	
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		<p>and 95% of those emails are answered within 48 hours. On average, the student queries have been addressed through calls (average call per month is 56000 with a connect rate of more than 85%. Every day, callbacks are scheduled for missed calls.</p> <p>6. Weekly Live Sessions: Live sessions are conducted as scheduled each week.</p> <p>7. Advance Scheduling: Schedules for live sessions and discussion boards are communicated to students well in advance.</p> <p>Discussion Forums: These forums provide opportunities for teacher-student interaction, doubt clarification, and peer-to-peer engagement.</p> <p>"Exam Preparatory Sessions :</p> <p>These sessions aim to acquaint students with the exam platform and the format of the question paper.</p> <p>Consistent Gathering of</p>	
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		<p>Feedback:</p> <p>Students are asked to provide feedback twice during each semester—once at mid-semester and once at the end. The feedback received from students is used to take necessary actions."</p>	
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	<p>Quality improvement projects are continuously conducted through brainstorming sessions involving CDOE teachers and staff. Live webinar sessions include quizzes and polls to maintain learner engagement, representing a common practice</p> <p>The process for approving admissions is rigorous, and it entails adherence to specific qualification criteria.</p> <p>Assessments are designed to evaluate all levels of Bloom's Taxonomy.</p> <p>Before uploading the question papers to students, they undergo evaluation against these established standards.</p> <p>A dedicated team of course mentors monitors the</p>	




		academic advancement of students by gathering data from the LMS and offering personalised assistance.	
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	<p>To enhance the benefits of online learning, instructors will conduct interactive video sessions that are both synchronous and asynchronous. Mobile-compatible digital learning materials and discussion platforms have been implemented to facilitate communication between students and their instructors.</p> <p>Online programs aid students in comprehending the concepts and acquiring supplementary information that is pertinent to their academic pursuits by means of instructor-led sessions and recorded lectures. The faculty members frequently record the lectures in a well-appointed studio.</p> <p>Synchronous DB is scheduled for the learners where the learners can connect with the faculty in case of query.</p>	



4.	<p>Mechanism devised to ensure that the quality of Online programmes matches with the quality of relevant programmes in conventional mode</p> <p>(For Dual Mode HEIs)</p>	<p>The academic delivery structure follows a four-quadrant model that replicates a traditional learning environment. This includes faculty-recorded videos, reading materials, self-assessment quizzes, live sessions, and discussion forums for faculty to address student questions and promote peer interaction.</p> <p>Assessments consist of both summative and continuous components. The summative examination is worth 70 points, while continuous assessment accounts for 30 points.</p> <p>Long Answer Type Questions included in Continuous Assessments. Summative assessments are designed to evaluate all expected learning outcomes and comprise multiple-choice questions (MCQs), short-answer questions (SQs), and long-answer questions (LQs).</p> <p>For programming courses, students in computer applications have access to a web-based virtual programming environment.</p>	
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		Project work is assigned to the learners on LMS so that they can equip themselves with the issues that challenge their management and problem-solving skills.	
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	<p>At the end of every Live Class, students are asked to give feedback.</p> <p>Feedback is solicited on the quality of support provided to students for both academic and non-academic issues. If students are not satisfied with the response they receive, they have the option to ask their questions again.</p> <p>Additionally, two surveys are conducted during middle and end of the term, alongside comments from Live Class Sessions, to gather students' opinions and feedback.</p>	
6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	<p>The Centre for Distance and Online Education (CDOE) made the following recommendations to the higher education institution (HEI) authorities:</p> <p>1. Develop a mobile app to facilitate anytime, anywhere</p>	

		<p>learning and provide the latest university notifications.</p> <p>2.Offer free access to Coursera and the electronic library for online students.</p> <p>3.Conduct regular audits of various processes to ensure compliance with UGC standards.</p>	
7.	Implementation of its recommendations through periodic reviews	<p>The higher education institution (HEI) authorities responded positively to the CDOE's proposals and have developed plans for their implementation.</p> <p>Consequently, mobile learning apps have been created, providing access to Coursera, an e-library, internal audits, and other resources.</p>	
8.	Workshops/ seminars/ symposium organized on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.	<p>Nilesh Sonawane, Principal Cloud Solution Architect, Oracle delivered a talk on Cloud Computing 101. Priya Randhawa, Content and Communication Lead, Microsoft delivered a talk on Business Communication.</p> <p>To ensure the quality in offering the Online MBA program, the following activities were taken up:</p> <ol style="list-style-type: none"> 1. Orientation Program 2. Bridge Course 	



		<p>3. Paraspar (Industry-Academia Interaction Series)</p> <p>Faculty members wishing to participate in workshops and FDPs hosted by outside organisations are supported by the university.</p> <p>Faculty members participated in Six-Day Short-Term Professional Development Programme organized by IGNOU STRIDE.</p> <p>Faculty members participated in Faculty Certificate for online Teaching in 2023-24.</p>	
9.	Developed and collated best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution	<p>Best Practices followed at the Centre for Distance and Online Education</p> <p>Online Admission Journey: The entire process of student admission is conducted online, ensuring convenience and accessibility.</p> <p>2. Multi-verification Process: A thorough multi-verification process is followed before granting admission to maintain academic</p>	




		<p>integrity and authenticity.</p> <p>3. University Email ID: Every admitted student is provided with a university email ID for official communication and access to various university services.</p> <p>4. Single Sign-On Support: The student portal, learning portal, and electronic library system are integrated with single sign-on, making it easier for students to access all resources with one set of credentials.</p> <p>5. Access to Coursera: Students enrolled in select programs are given free access to Coursera for the duration of their program, enhancing their learning opportunities.</p> <p>6. Jump Start Sessions: Fortnightly Jump Start sessions are conducted to train students on using the Learning Management System (LMS) and Student Portal effectively.</p>	
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		<p>7. Orientation Sessions: At the beginning of every semester, the Programme Coordinator conducts an orientation session to help students acclimate to their courses and the online learning environment.</p> <p>8. Guest Lectures and Expert Sessions: Guest lectures and expert sessions are organized to complement academic delivery, especially for management and computer application courses.</p> <p>9. Weekly Evaluations: Students provide weekly evaluations of course coordinators handling live sessions, ensuring continuous improvement and feedback.</p> <p>10. Virtual Programming Environment: Computer</p>	
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		<p>Application students are provided with a virtual programming environment to facilitate practical learning and coding practice.</p> <p>11. Webinars and Industry Expert Talks: Webinars and session talks by industry experts are conducted to provide students with insights into current industry trends and practices.</p> <p>12. Additional Learning Sessions: Beyond the scheduled sessions, additional learning sessions are arranged from 8:30 pm to 9:30 pm on Saturdays and Sundays to accommodate learners' schedules.</p> <p>13. Comprehensive Lesson Plans: The learning portal offers detailed lesson plans that include learning objectives, self-study materials (e-content and e-tutorials), topics covered during live sessions, and post-session</p>	
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		activities for further engagement.	
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	Data is consistently collected and analyzed to evaluate students' progress. This information is included in the Student Satisfaction Survey. Based on these findings, student mentors provide personalized support tailored to each learner's needs.	
11.	Measures taken to ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	The designated Faculty prepares the Programme Project Report (PPR) for each program, following the guidelines set out by UGC regulations, and CIQA ensures that the report complies with these guidelines.	
12.	Mechanism to ensure the proper implementation of Programme Project Reports	The PPR is regarded as the primary resource for all information pertaining to program processes such as admission, syllabus, credits, eligibility criteria, assessment, and exam duration. The PPR for all programs is available on the website for access by all	

		stakeholders.	
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	The Annual Report consolidation process has been continuous since the establishment of CDOE. It is updated annually to showcase major accomplishments, feedback reports, various activities, student admissions, examinations, and then submitted to the University's Board of Management.	
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	The curriculum was created in 2020 keeping in mind the demands of the market. Revamping of the Course content for Sem 1 for BBA, MBA, BCA, MCA is in progress and shall be implemented 2024 onwards.	
15.	Facilitated system-based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	CDOE provides a supportive environment that motivates students to acquire as much real-world experience, exposure, and information as feasible. There are numerous methods to achieve this, such as: The LMS is designed to allow students to learn at their own tempo, on their own schedule, and from their own location.	

		<p>The materials that are available are designed to accommodate the learners' learning preferences, which include reading, audiovisual, and kinaesthetic.</p> <p>Students receive guidance from their course mentors as they advance in their academic pursuits.</p> <p>Students are informed of the most recent technological advancements through guest lectures delivered by industry professionals.</p>	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	Not Applicable	
17.	<p>Measures adopted to ensure internalisation and Institutionalisation of quality</p> <p>Enhancement practices through periodic accreditation and audit</p>	Each process undergoes peer review and internal audits are implemented to ensure compliance.	
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	The university follows the guidelines published by the Commission as necessary. The CDOE conducts training and status update sessions for internal stakeholders to facilitate understanding of the requirements and to	

		ensure the implementation of quality-related initiatives in all major functional areas.	
9.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	We compare our process with institutions like IGNOU and implement some of the best practices followed by them. Eg: Self Help Videos for LMS navigation, OEBS booking, using formulas and numericals by using Math-editor.	
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	CIQA yearly report is prepared and submitted to UGC.	
21.	(a) Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	CIQA Report	
	(b) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	Annual report to be included	

22.	Overseen the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes	The reports and minutes of the CIQA are archived with both the Academic Council and the Board of Management.	
23.	Facilitated adoption of instructional design requirements as per the philosophy of the Online learning decided by the statutory bodies of the HEI for its different academic programmes	<p>E-content is produced in accordance with SLM development guidelines to address the needs of online learners, incorporating Bloom's Taxonomy. The application of instructional design requirements is integrated at each phase of content development.</p> <p>We have taken care to ensure that the duration of the videos in the e-tutorial aligns with the attention span of learners. In each program, live sessions are conducted for every course, featuring live interactions between learners and teachers, as well as assessments such as quizzes and peer-to-peer interactions. These live sessions are also recorded and made accessible on the LMS for continued learner access. In addition to live interactions, we have introduced a Discussion Board where learners can</p>	



		<p>submit queries and engage in discussions with the faculty.</p> <p>Project work sessions are conducted separately to address the queries related to project work.</p>	
24.	Promoted automation of learner support services of the Higher Educational Institution	A dedicated student helpdesk (phone and email) is available for all the students except on national holidays, every day from 9:00 am to 7:00 pm. from Monday to Saturday and 9:00 am to 2:00 pm on Sunday. Every email and phone call received at help desk is assigned a recorded, a ticket is created for emails. An escalation matrix is in place to track and monitor the closure of the received student queries within the SLAs. On an average 1500+ emails per month are received from students and 95% of them are resolved within 48 hours. On an average 2000 calls per month are received on student help desk with more than 90% connect ratio. Call-back is initiated for all calls missed at the University helpdesk line.	



25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	The Board of Studies is composed of external subject matter experts and industry experts who propose the Program Curriculum, Syllabus, and evaluations. They also provide the inputs necessary for the validation of in-house processes, as specified in the guidelines.	
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	Third party audit will be carried out as mentioned in the guidelines within 5 years.	
27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	Not Applicable	
28.	Promoted collaboration and association for quality enhancement of Online mode of education and research therein	Faculty members participate in training sessions and Faculty Development Programs (FDPs) organized by esteemed universities, AICTE, IGNOU, and reputable Ed-Tech companies. They adeptly leverage the insights garnered from these sessions to enrich the quality of academic delivery.	




29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	Students are presented with expert lectures focusing on specific industries, preparing them for their future endeavors by increasing their awareness of industry dynamics. To provide comprehensive exposure, experts from various disciplines such as Google, Microsoft, Convergys, and Yeta Solutions are invited to share their insights.	
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2.2 Compliance of Quality Monitoring Mechanism – As per Annexure–I (Part V (2)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020 :

Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	Organisation Structure and Governance Management: The HEI is dedicated to meeting the needs of staff and faculty by appointing the required number of personnel exclusively for CDOE. Strategic Planning: A	

		<p>comprehensive plan is created before the start of each financial year. This plan includes the preparation of calendars and the execution of CDOE activities such as admissions, academic content development, new program launches, academic program delivery, examinations, and help desk operations, all according to the established plan.</p> <p>Operational Plan, Goals, and Policies: An annual operating plan is developed each year, encompassing all CDOE processes and budget allocations for each activity, including new investments in faculty recruitment, physical infrastructure, and technological advancements. This plan is reviewed mid-year to ensure that processes and budgets are on track.</p>	
2.	Articulation of Higher Educational Institution Objectives	<p>Objective:</p> <p>To offer Online Degree programmes for</p>	




		<p>conventional learners, as well as working professionals and other individuals who aspire to acquire knowledge and associated academic credentials</p> <p>Vision Global Leadership in Higher Education and Human Development</p> <p>Mission</p> <ul style="list-style-type: none">• Be the most preferred University for innovative and interdisciplinary learning• Be the most preferred Online Degree Education provider.• Transform young minds into competent professionals with good human values <p>Provide affordable quality education to masses.</p>	
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3.	<p>Programme Development and Approval Processes</p> <ul style="list-style-type: none">a. Curriculum Planning, Design and Developmentb. Curriculum Implementationc. Academic Flexibilityd. Learning Resourcee. Feedback System	<p>a. Each faculty's program design and curriculum development go through three levels of approval: the Board of Studies, the Faculty Board, and the Academic Council. These committees include both internal university experts and external professionals, including industry experts.</p> <p>b. Programs approved by these committees are then implemented.</p> <p>c. The design of these programs incorporates academic flexibility to support learner mobility and portability.</p> <p>d. Content development follows the Four Quadrant approach, with subject matter experts creating the content.</p>	
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		<p>This content undergoes thorough review and approval before being uploaded to the LMS. Resources are provided in various formats—text, audio, and video—to accommodate different learner preferences.</p> <p>e. All principles of instructional design are integrated into the preparation of learning resources. These resources are continually enhanced by adopting the latest developments in e-learning and through student feedback. Faculty members are encouraged to regularly attend workshops in this domain to</p>	
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		stay updated.	
4.	Programme Monitoring and Review	Receiving feedback is a regular process. Necessary course modifications are made based on feedback from various stakeholders.	
5.	Infrastructure Resources	CDOE is having the required physical infrastructure as prescribed by UGC (15000 SqFt). Including studio for creation of E-video content.	
6.	Learning Environment and Learner Support	<p>CDOE offers a supportive and convenient environment for learners.</p> <p>All learning activities, including live sessions, discussion forums, and access to content, are designed with the student at the center.</p> <p>To enhance learning, the student portal</p>	




		<p>provides access to an e-library and Coursera for postgraduate programs.</p> <p>Dedicated course mentors and a student helpdesk offer robust student support services.</p>	
7.	Assessment and Evaluation	<p>Assessments are conducted both continuously (formative assessments through internal evaluations) and summatively (term-end examinations).</p> <p>These assessments measure all learning outcomes using various tools, including multiple-choice questions, descriptive questions, project reports, and presentations.</p>	
8.	Teaching Quality and Staff Development	<p>For capacity building, the faculty members are encouraged to attend various workshops, seminars, STPs FDPs in their relevant field/domain.</p>	



2.3 Compliance of Process of Internal Quality Audit – As per Annexure–I (Part V (3)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020 :

Sr.No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
1.	Academic Planning	Program coordinators and course coordinators are appointed exclusively for each online education program. Additionally, a team of support staff, including technical personnel, is available. The necessary infrastructure is in place, including facilities for creating e-content, a studio for recording e-tutorials, an LMS for hosting e-resources, and technology for conducting live sessions and assessments.	
2.	Validation	The program's viability and adherence to academic standards are guaranteed through a series of structured evaluations, including Preliminary Meetings, Faculty Board sessions,	

		Board of Studies reviews, and Academic Council assessments, ensuring learners have ample opportunities to learn.	
3.	<p>Monitoring, Evaluation and Enhancement Plans</p> <p>a. Reports from Examination Centres</p> <p>b. External Auditor or other External Agencies report</p> <p>c. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels</p> <p>d. Reporting and Analytics by the Higher Educational Institution</p> <p>e. Periodic Review</p>	<p>a. After each exam session, proctors will submit the Attendance, Verification, and Malpractice Report.</p> <p>b. An external audit will be conducted as specified in the guidelines within five years.</p> <p>c. Learner entry data will be applicable for progression, and pass data will be relevant for the session exams conducted in August-September 2023 and February-March 2024.</p> <p>d. The same applies as mentioned in Section c.</p> <p>e. Internal Audit Report.</p>	



Signature

Part – III: Human Resources and Infrastructural Requirements

3.1 Name and details of Director of Centre for Distance and Online Education (Dual Mode University) - Regular, full time, atleast Associate Professor

Dr Mallikarjuna Gadapa MTech; PhD (Regular full time employee)
Professor

Or

Name and details of Head for each school (for Open University) - Full time dedicated, not below the rank of an Associate Professor

3.2 Name and details of Deputy Director of Centre for Distance and Online Education (Dual Mode University) - Full time or contractual basis, atleast Associate Professor

Dr. Kasinathan S MBA, MPhil, PhD (Regular Full-time Employee)
Professor

Or

Name and details of Deputy Director of Centre of Online Education - Full time or contractual basis, not below the rank of an Associate Professor



3.3 Name and details of Assistant Director of Centre for Distance and Online Education (Dual Mode University) - Full time or contractual basis, not below the rank of an Assistant Professor

Dr. Avnish Vijay Ph.D., MBA, M.E (Full time Regular Employee)

Associate Professor

Or

Name and details of Assistant Director of Centre of Online Education - Full time or contractual basis, not below the rank of an Assistant Professor

3.4 Compliance status in respect of Human Resource – As per Annexure – IV of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention compliance details against the requirements in terms of Staffing norms, as mentioned in the Annexure-IV of the Regulations. In addition, the faculty details shall be provided in the following format:

Details enclosed as annexures

i. Programme name:

a. Programme Coordinator

S. No.	Program Name	Names with Designation	Qualification	Experience	Type	Date of joining programme



1	BBA	Dr. Mahesh Joshi	Ph.D. MIB, Master Diploma in Business Admission	19.9	Regular	Monday, 4 July, 2022
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b. Course Coordinator

S. No	Course name	Names of Course Coordinator	Qualification	Experience	Type (Regular/Contract) with gross salary/month	DOJ
1	Communication & Personality Development	Dr. Surabhi Basotia	Ph.D., MA	2.5	Regular	28, March 2022
2	Organizational Behaviour	Dr. Neelu Jain	Ph.D., M.Phil., MBA, M.A	9.3	Regular	16, May 2022
3	Business Environment	Dr. Antima Sharma	BCom, MBA, PhD	3	Regular	01, February 2023
4	Marketing Management	Dr. Surbhi Mathur	Ph.D., MBA, MCom	6	Regular	10, June 2021
5	Computer Fundamentals	Dr. Preeti Nagar	Ph.D., MBA, B.Tech	5	Regular	01, May 2023
6	Business Communication	Dr. Neelu Jain	Ph.D., M.Phil., MBA, M.A	9.3	Regular	16, May 2022
7	Financial Accounting	Dr. Nupur Ojha	BCom, MBA, PhD	17	Regular	25, January 2016
8	Human Resource Management	Ms. Arpita Agarwal	BCom (Hons), MCom, B.Ed, Ph.D	3.5	Regular	23, January, 2023
9	Quality Management	Dr. Kasinathan S	Ph.D., M.Phil., MBA	14.4	Regular	02, April 2021
10	Retail Management	Dr. Shweta Mishra	MBA,	8.9	Regular	2, November

			MCom, MPhil, PhD			2020
11	Legal and Regulatory Framework	Ms. Arpita Agarwal	BCom (Hons), MCom, B.Ed, Ph.D,CS	3.5	Regular	23-January-23
12	Quantitative Techniques for Management	Dr. Ruchika Mehta	BSc, MSc, PhD	20.3	Regular	13 January 2017
13	Research Methodology	Dr. Harendra Singh	Ph.D., MBA	14.8	Regular	3, March 2022
14	Financial Management	Dr. Harendra Singh	Ph.D., MBA	14.8	Regular	3 March 2022
15	Advertising and Sales	Dr. Bharti Singh	Ph.D., MA (English)	8	Regular	10, May 2021
16	Business Strategy	Dr. Somya Choubey	MCom, PhD	11.9	Regular	22, July 2019
17	Management Information System	Dr. Jagriti Singh	Ph.D., MBA	9.5	Regular	04, July, 2022
18	Management Accounting	Mr. Mohammad Zeeshan Quadri	BCom, MBA	23.1	Regular	27 July 2016
19	Environmental Science	Dr. Om Guruprakash	BSc, MSc, PhD	32	Contract	1 February 2013
20	International Marketing	Dr. Bharti Singh	Ph.D., MA (English)	8	Regular	10, May 2021
21		Dr. Maani Dutt	Ph.D., MBA	9.1	Regular	01, Jul 2022
	Rural Marketing	Dr Neha Rathore	BCA, MBA, PhD	4.4	Contract	25, April 2022 & 31 Aug 2023
22	Consumer Behaviour	Ms. Anadi Trikha	BBA, MBA, Ph.D. (Pursuing)	8	Regular	17, January, 2023
23	Business Analytics	Dr. Preeti Nagar	Ph.D., MBA, B.Tech	5	Regular	01, May 2023
		Dr. Durgesh Batra	BSc, MSc, MBA, Ph.D	20	Regular	06, February 2023
24	Production and Operations Management	Ms Vertika Goswami	PhD (Pursuing), MBA, BA Hons (Eco)	6	Regular	26, December, 2023

25	Economic Planning	Mr. Akshay Reddy	BBM, MCom, PhD (Pursuing)	10	Contract	25, April, 2022 & 31 August 2023
26	E- Commerce	Dr. R. K. Tailor	MCom, MBA, PhD	17.1	Contract	22, July 2019
		Dr. C Selvaraj	MA, MCom, MBA, PhD	21	Contract	25 April 2022
27	Entrepreneurship	Dr. Antima Sharma	BCom, MBA, PhD	3	Regular	01, February 2023
28	Small Business Management	Dr. Pushpa Gowri	BCom, MCom, MBA, PhD	12	Regular	01, March 2023
29	Store Operations and Job Knowledge	Ms. Aditi Kaushik	B.E, MCom, PDGM, Ph. D.	12.6	Regular	01, February 2023
		Ms. Rachna Wadhwa	MCom, MA, MBA, PhD(Pursuing)	13	Contract	13, July 2013
30	Logistics Management	Dr. Pushpa Gowri	BCom, MCom, MBA, PhD	12	Regular	01, March 2023
31	Buying	Dr. Shweta Mishra	MBA, MCom, MPhil, PhD	8.9	Regular	2, November, 2020
32	Visual Merchandising	Dr. Neha Rathore	BCA, MBA, PhD	4.4	Contract	25, April 2022 & 31 Aug 2023
33	Warehouse Management	Dr. C. Selvaraj	MA, MCom, MBA, PhD	21	Contract	25, April 2022
34	Term Paper	Dr. Harendra Singh	PhD, MBA	14.8	Regular	3, March 2022
35	Mini Project	Dr. Mahesh Chandra Joshi	PhD, MIB, MDBA	19.9	Regular	4, July 2022

c. Course mentor

S.No	Program	Name	Designation	Qualification	Experience	Employment	DOJ
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1	BBA	Ananya Sabu	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
2	BBA	Durgesh	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
3	BBA	Jai Singh	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
4	BBA	Karishma Sharma	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
5	BBA	Mohd Jamshed Ali	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
6	BBA	Mrinalini Pandey	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
7	BBA	Priyanka sharma	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
8	BBA	Vaishnavi Nambiar	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
9	BBA	Parul Jain	Course Mentor	Pursuing PhD	Nil	Contract	05th May 2021
10	BBA	Animesh Shekhar	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
11	BBA	Anjana Poonia	Course Mentor	Pursuing PhD	Nil	Contract	1st May 2023
12	BBA	Ankita Pancholi	Course Mentor	Pursuing PhD	Nil	Contract	13th March 2023
13	BBA	Anu Kumari	Course Mentor	Pursuing PhD	Nil	Contract	01st Dec 2022
14	BBA	Himanshi Tyagi	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
15	BBA	Kamna	Course Mentor	Pursuing PhD	Nil	Contract	16th March 2023
16	BBA	Malavika Suresh	Course Mentor	Pursuing PhD	Nil	Contract	16th March 2023
17	BBA	Mamta Sahu	Course Mentor	Pursuing PhD	Nil	Contract	13th March 2023
18	BBA	Rakhi Mathur	Course Mentor	Pursuing PhD	Nil	Contract	13th March 2023

19	BBA	Urvashi Khandal	Course Mentor	Pursuing PhD	Nil	Contract	01st Dec 2022
20	BBA	Dimpy Singh	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
21	BBA	Madhu	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
22	BBA	Lokesh Kumar	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023

i. Programme name:

a. Programme Coordinator MBA

Sl. No	Program	Names of Program Coordinator	Qualification	Experience (yrs)	Type (Regular/ Contract) with gross salary/ month	Date of Joining
2	MBA	Dr. Rohit Tomar	B.Sc., MBA, PhD	18.9	Regular	01, November 2021

Course Coordinator

34	Management Process and Organizational Behavior	Dr. Bharti Singh	Ph.D., MA (English)	8	Regular	10, May 2021
35	Business Communication	Dr. Surabhi Basotia	Ph.D., MA	2.5	Regular	22, July 2019
36	Statistics for Management	Ms. Aditi Kaushik	B.E, MCom, PDGM, Ph. D. (Submitted)	12.6	Regular	01, February 2023
		Dr. Durgesh Batra	BSc, MSc, MBA, Ph.D	20	Regular	06, February 2023
37	Financial and Management Accounting	Dr. Deepika Tomar	Ph.D., MCom., MBA	16.9	Regular	17 November 2021
		Dr. Mehak Gulati	Ph.D., MCom	3.3	Regular	03, May 2021



38	Managerial Economics	Dr. Mehak Gulati	Ph.D., MCom	3.3	Regular	03, May 2021
39	Human Resource Management	Dr. Antima Sharma	BCom, MBA, PhD	3	Regular	01, February 2023
40	Production and Operations Management	Dr. Anjaiah Devineni	BE, MTech, PhD	38	Contract	1, February 2013
41	Financial Management	Dr. Asha Mamraj Sharma	Ph.D., MCom., MBA	14.9	Regular	01, November 2021
42	Marketing Management	Dr. Srinivisan Iyer	Ph.D., M.Phil., MCom	15.9	Regular	28, March 2022
43	Management Information System	Dr. Jagriti Singh	Ph.D., MBA	9.5	Regular	04, July 2022
44	Operations Research	Dr. Mohd Rizwanullah	MSc, MPhil, PhD	23.1	Regular	14, July 2014
45	Project Management	Dr. Rohit Tomar	B.Sc., MBA, PhD	18.9	Regular	01, November 2021
		Dr. Purvi Pareek	BBA, MBA, M.Phil, PhD	10	Contract	1 November 2023
46	Research Methodology	Dr. Durgesh Batra	BSc, MSc, MBA, Ph.D	20	Regular	06, February 2023
47	Legal Aspects of Business	Dr. Mahesh Joshi	Ph.D. MIB, Master Diploma in Business Admission	19.9	Regular	04, July 2022
48	Security Analysis and Portfolio Management	Dr. Muruganandan S	Ph.D., M.Phil., MCom.	9.9	Regular	9 November 2021
		Dr. Harendra Singh	PhD, MBA	14.8	Regular	3 March 2022
49	Mergers and Acquisitions	Dr. Mehak Gulati	Ph.D., MCom	3.3	Regular	03, May 2021
50	Taxation Management	Mr. Shankar MS	CA	17	Contract	1, February 2013
51	Internal Audit and Control	Dr. Nupur Ojha	BCom, MBA, PhD	17	Regular	25, January 2016
52	Sales Distribution and Supply Chain Management	Dr. Srinivisan Iyer	Ph.D., M.Phil., MCom	15.9	Regular	28, Mar 2022
53	Consumer Behaviour	Dr. Rohit	B.Sc., MBA, PhD	18.9	Regular	01, November

		Tomar				2021
54	Retail Marketing	Dr. Surbhi Mathur	Ph.D., MBA, MCom	6	Regular	10, June 2021
55	Marketing Research	Dr. Maani Dutt	Ph.D., MBA	9.1	Regular	01, Jul 2022
56	Manpower Planning and Sourcing	Dr. Shweta Gakhreja	Ph.D., MCom	3.3	Regular	03, May 2021
57	Management and Organizational Development	Dr. Shweta Gakhreja	Ph.D., MCom	3.3	Regular	03, May 2021
58	Employee Relations Management	Ms. Deeksha Ahuja	PhD, MBA, B.Com	2.5	Regular	7 March 2022
59	HR Audit	Dr. Mahesh Joshi	Ph.D. MIB, Master Diploma in Business Admission	19.9	Regular	04, Jul 2022
60		Dr. Vaibhav Bhatnagar	PhD, MCA	8.9	Regular	1 November 2019
	Programming in Data Science	Dr. Rajesh Handa	MBA, PGDM, Ph	18	Regular	4 Jan 2023
61	Exploratory Data Analysis	Dr. David Campbell	Ph.D., MBA	5.1	Regular	22, March 2022
62	Introduction to Machine Learning	Dr. David Campbell	Ph.D., MBA	5.1	Regular	22, March 2022
63	Visualization	Ms. Anadi Trikha	BBA, MBA, Ph.D. (Pursuing)	8	Regular	17, January 2023
		Dr. Devershi Pallavi Bhatt	MCA, MTech, PhD	16.1	Regular	19, July 2019
64	Enterprise Resource Planning (ERP)	Dr. Shilpi Chakraborty	PhD, MIB, M.Com	17.6	Regular	18 July 2022
65	Retail Customer Relationship Management	Dr. Surbhi Mathur	Ph.D., MBA, MCom	6	Regular	10, June 2021
		Dr. Shilpi Chakraborty	PhD, MIB, M.Com	17.6	Regular	18, July 2022
66		Ms. Aditi Kaushik	B.E, MCom, PDGM, Ph. D. (Submitted)	12.6	Regular	01, February 2023
	Advanced Operations Management	Mr. Vasudevan Murthy	BCom, ACA	31	Contract	1 July 2013
67	IT in Retail	Dr. Jagriti Singh	Ph.D., MBA	9.5	Regular	04, July 2022

68		Dr. Ankit Kumar Singh Patel	BCom, MCom, PhD	3.1	Regular	12, October 2020
	Bank Management & Financial Risk Management	Dr. K Uday Gowri Shankar	MBA, M.Phil, PhD	30	Contract	1, November, 2023
69	Financial Statement Analysis & Business Valuation	Dr. Neha Mathur	B.Com, MBA, MCom. PhD	16	Regular	02, January 2023
70	Principles & Practices of Insurance	Ms. Disha Khandelwal	BSc, MBA	22	Contract	1, February 2013
71		Dr. Avnish Vijay	Ph.D., MBA, M.E	17.6	Regular	02, May 2022
	Financial Services	Dr. Swati Sharma	BBA, MBA, PhD	9	Contract	4, August, 2022
72	Database Management Systems	Dr. Vaibhav Bhatnagar	PhD, MCA	8.9	Regular	1 November 2019
73	Software Engineering	Dr. Shikha Maheshwari	B.Sc., M.Sc (CS) M.Tech.(CSE), Ph.D (CS)	15.1	Regular	01, September 2021
74	Technology Management	Dr. Saurabh Singh Verma	MTech, PhD	20.1	Contract	2, December 19
75	Business Intelligence and Tools	Dr. Santosh Kr. Vishwakarma	ME, MTech, PhD	20.1	Regular	11, September, 2019
76	Advanced Production and Operations Management	Dr. Anjaiah Devineni	BE, MTech, PhD	38	Contract	1, February, 2013
77	Enterprise Resource Planning	Dr. Shilpi Chakraborty	Ph.D., MIB, MCom	17.6	Regular	18, July 2022
78	Logistics and Supply Chain Management	Dr. Shilpi Chakraborty	Ph.D., MIB, MCom	17.6	Regular	18, July 2022
79	Applications of Operations Research	Dr. Mohd Rizwanullah	MSc, MPhil, PhD	23.1	Regular	14, July 2014
80	Strategic Management & Business Policy	Dr. Avnish Vijay	Ph.D., MBA, M.E	17.6	Regular	02, May 2022
81	International Business Management	Dr. Shilpi Chakraborty	Ph.D., MIB, MCom	17.6	Regular	18, July 2022

82	Business Leadership	Dr. Maani Dutt	Ph.D., MBA	9.1	Regular	01, July 2022
83	International Financial Management	Dr. Harendra Singh	Ph.D., MBA	14.8	Regular	03, March 2022
84	Treasury Management	Prof. G. K. Sharma	MA, CA IIB, ACIB, CISA	42	Contract	1, February 2013
85	Merchant Banking and Financial Services	Dr. Mehak Gulati	Ph.D., M.Com	3.3	Regular	03, May 2021
86	Insurance and Risk Management	Ms. Disha Khandelwal	BSc, MBA	22	Contract	1, February 2013
87	Services Marketing and Customer Relationship Management	Dr. Rohit Tomar	B.Sc., MBA, PhD	18.9	Regular	01, November 2021
88	Advertising Management and Sales Promotion	Dr. Maani Dutt	Ph.D., MBA	9.1	Regular	01, Jul 2022
89	e-Marketing	Ms. Anadi Trikha	BBA, MBA, Ph.D. (Pursuing)	8	Regular	17, Jan 2023
90	International Marketing	Dr. Surbhi Mathur	Ph.D., MBA, M.Com	6	Regular	10, Jun 2021
91	Compensation and Benefits	Mr. MS Sridhar	LLB, MBA	36	Contract	1, February 2013
92	Performance Management and Appraisal	Dr. Shweta Gakhreja	Ph.D., MCom	3.3	Regular	03, May 2021
93	Talent Management and Employee Retention	Dr. Aanyaa Chaudhary	BCom, MCom, PhD	8.9	Regular	2, November 2015
		Ms. Rachna Wadhwa	MCom, MA, MBA, PhD(Pursuing)	13	Contract	13, July 2013
94	Change Management	Dr. Aditi Dadhich	PhD, MBA, MCom	8 months	Regular	1, August 2023
95	Advanced Machine Learning	Dr. Rajesh Handa	MBA, PGDM (HRM), Ph.D	18	Regular	04, January 2023
96	Unstructured Data Analysis	Mr. Akhil Menon	ME, MTech, PhD (Pursuing)	7	Contract	1, July 2013
97	Business Analytics	Dr. David Campbell	Ph.D., MBA	5.1	Regular	22, March 2022
98	Data Scrapping	Mr. Akhil Menon	ME, MTech, PhD (Pursuing)	7	Contract	1, July 2013

99	International Retailing	Ms. Rachna Wadhwa	MCom, MA, MBA, PhD(Pursuing)	13	Contract	13, July 2013
100	Entrepreneurship in Retail Business	Dr. Pushpa Gowri	BCom, MCom, MBA, PhD	12	Regular	01, March 2023
101	Rural Retailing	Dr. Sunny Dawar	MBA, PhD	12.9	Regular	14, July 2014
		Dr. Neha Rathore	BCA, MBA, PhD	4.4	Contract	31 Aug 2023
	102 Retail Marketing Environment	Dr. Maani Dutt	Ph.D., MBA	9.1	Regular	01, July 2022
103	ALM & Treasury Management	Prof. G. K. Sharma	MA, CA IIB, ACIB, CISA	42	Contract	1, February 2013
104	Basel Regulations & Risk Management In Banking	Prof. G. K. Sharma	MA, CA IIB, ACIB, CISA	42	Contract	1, February 2013
105	Life Insurance Management	Ms. Disha Khandelwal	BSc, MBA	22	Contract	1, February 2013
106	General Insurance Management	Ms. Disha Khandelwal	BSc, MBA	22	Contract	1, February 2013
107	eCommerce	Dr. Rajesh Handa	MBA, PGDM (HRM), Ph.D	18	Regular	04, January 2023
108	FinTech Payments and Regulations	Dr. Preeti Nagar	Ph.D., MBA, B.Tech	5	Regular	01, May 2023
109	Cryptocurrency and Blockchain	Dr. Amit Kumar Bairwa	BTech, MTech, PhD	13.3	Regular	21, August 2019
110	Enterprise Resource Planning	Dr. Rajesh Handa	MBA, PGDM (HRM), Ph.D	18	Regular	04, January 2023
111	Services Operations Management	Mr. Vasudevan Murthy	BCom, ACA	31	Contract	1, July 2013
112	Total Quality Management	Dr. Durgesh Batra	BSc, MSc, MBA, Ph.D	20	Regular	1, February 2013
113	Production, Planning and Control	Dr Ashish Goyal	BE, MTech, PhD	13.5	Regular	14, August 2012
114	Advanced Project Management	Dr. Shalini Puri	BE, MTech, PhD	20.11	Regular	6, September 2021
115	International Financial	Ms. Vertika	PHD (Management-	6	Regular	26, December

	Management	Goswami	Pursuing), MBA (Finance and Marketing), BA (Hons) Economics			2023
116	International Marketing	Dr. Maani Dutt	BTECH(IT), MBA, Ph.D	9.1	Regular	1, July, 22
117	Management of Multinational Corporations	Dr. Kavita Dahiya	B.B.A., M.B.A., B.Ed, UGC NET. Ph. D.	4	Regular	26, February 2024
118	Export-Import Management	Dr. Preeti Nagar	Ph.D., MBA, B.Tech	5	Regular	01, May 2023
119	Software Engineering	Ms. Monica Vishwakarma	B.SC, M.SC	1.1	Regular	24, July 2023
120	Database Management Systems	Dr. Vaibhav Bhatnagar	PhD, MCA, M.Tech	8.9	Regular	1 November, 2019
121	Computer Networks	Dr. Saumitra Gangwar	M.Tech	1	Regular	8, August 2023
122	Business Intelligence and Tools	Dr. Santosh Kr. Vishwakarma	ME, MTech, PhD	20.1	Regular	11, September 2019
123	Introduction to Project Management	Ms. Urvashi Thapa	B.Com, M.Com, B.Ed, UGC NET	3	Regular	26, February 2024
124	Project Planning and Scheduling	Ms. Akansha Murlidhar Parnami	PGDBM, B.Tech CSE	13	Contract	1, May 2024
125	Project Finance and Budgeting	Dr. Mohit Totuka	PHD (Business and Management), UGC NET/JRF (Commerce), MBA, MCOM(ABST)	9	Regular	19, December 23
126	Managing Human Resources in Projects	Dr. Antima Sharma	BCom, MBA, PhD	3	Regular	01, February 2023
127	Supply Chain Management	Dr. Durgesh Batra	BSc, MSc, MBA, Ph.D	20	Regular	06, February, 2023
128	Outsourcing	Dr. Shilpi Chakraborty	Ph.D., MIB, MCom	17.6	Regular	18, July 2022
129	Food Supply Chain Management	Dr. Pushpa Gowri	BCom, MCom, MBA, PhD	12	Regular	01, March 2023
130	Inventory Management	Ms. Akansha	PGDBM, B.Tech CSE	13	Contract	1, May 2024

Murlidhar
Parnami

Course mentor:

S.NO	PROG RAM	NAME	DESIGNAT ION	QUALIFI CATION	EXPERI ENCE	EMPLOY MENT	DOJ
1	MBA	Atiya Ali	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
2	MBA	Jagriti singh chundawat	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
3	MBA	Kanak saini	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
4	MBA	Kanchan sharma	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
5	MBA	Kanika khanna	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
6	MBA	Mahesh Shreemali	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
7	MBA	Megha Srivastava	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
8	MBA	Pankaj Jangid	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
9	MBA	Jatin Kumar	Course Mentor	Pursuing PhD	Nil	Contract	13th March 2023
10	MBA	Lalit Kumar	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
11	MBA	Shakir Irfan Sisodia	Course Mentor	Pursuing PhD	Nil	Contract	01st July 2022
12	MBA	Alveera Soheli	Course Mentor	Pursuing PhD	Nil	Contract	12th April 2023
13	MBA	Archana Sharma	Course Mentor	Pursuing PhD	Nil	Contract	13th March 2023
14	MBA	Bhawana Rathore	Course Mentor	Pursuing PhD	Nil	Contract	01st July 2022



15	MBA	Himanshi Sen	Course Mentor	Pursuing PhD	Nil	Contract	20th March 2023
16	MBA	Ilma Javed	Course Mentor	Pursuing PhD	Nil	Contract	17th March 2023
17	MBA	Kanchan Jodha	Course Mentor	Pursuing PhD	Nil	Contract	13th March 2023
18	MBA	Kavita Jat	Course Mentor	Pursuing PhD	Nil	Contract	30th Nov 2022
19	MBA	Neelima Shekhawat	Course Mentor	Pursuing PhD	Nil	Contract	13th March 2023
20	MBA	Priyanka Kumari	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
21	MBA	Radhika Malav	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
22	MBA	Ranu Pareek	Course Mentor	Pursuing PhD	Nil	Contract	13th March 2023
23	MBA	Ravina Bishnoi	Course Mentor	Pursuing PhD	Nil	Contract	28th May 2023
24	MBA	Sapna Ashokkumar	Course Mentor	Pursuing PhD	Nil	Contract	1st Dec 2022
25	MBA	Shweta agarwal	Course Mentor	Pursuing PhD	Nil	Contract	23rd March 2023
26	MBA	Neha Chourasia	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
27	MBA	Manita	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
28	MBA	Ravi Sharma	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
29	MBA	Tejendra Singh Gaur	Course Mentor	Pursuing PhD	Nil	Contract	01st July 2022
30	MBA	Ekta Kumawat	Course Mentor	Pursuing PhD	Nil	Contract	01st February 2024
31	MBA	Geetika Mishra	Course Mentor	Pursuing PhD	Nil	Contract	01st February 2024
32	MBA	Pooja Devi	Course Mentor	Pursuing PhD	Nil	Contract	1st February 2024

33	MBA	Diksha Badyal	Course Mentor	Pursuing PhD	Nil	Contract	1st February 2024
34	MBA	Priya Sharma	Course Mentor	Pursuing PhD	Nil	Contract	1st February 2024
35	MBA	Alpika Srivastava	Course Mentor	Pursuing PhD	Nil	Contract	1st February 2024
36	MBA	Bhanu Kushwaha	Course Mentor	Pursuing PhD	Nil	Contract	01st February 2024
37	MBA	Priyanka Sharma	Course Mentor	Pursuing PhD	Nil	Contract	01st Oct 2023
38	MBA	Zainab Syed	Course Mentor	Pursuing PhD	Nil	Contract	01st Jan 2024

i. Programme name: BCA

a. Programme Coordinator

Sl. No	Program	Names of Program Coordinator	Qualification	Experience (yrs)	Type (Regular/ Contract) with gross salary/ month	Date of Joining
3	BCA	Dr. Vaibhav Panwar	Ph.D., M.Tech, MCA	17.7	Regular	14 March 2022

b. Course Coordinator

131	Fundamentals of IT & Programming	Dr. Shakti Kundu	Ph.D., M.Tech (CSE)	12	Regular	2 August 2021
132	Programming in C - (Combined with MCA)	Mr. Abhishek Pandey	PGD-Data Mining, M.Phil., MCA	7.1	Regular	22 July 2021
133	Basic Mathematics	Dr. Vimal Kumar Joshi	B.Sc., MSc., PhD	4.9	Regular	20 December



						2022
134	Understanding PC & Troubleshooting	Ms. Kuntal Gaur	MCA, BCA	16.1	Regular	7 May 2013
135	Programming in C - Practical	Mr. Abhishek Pandey	PGD-Data Mining, M.Phil., MCA	7.1	Regular	22 July 2021
136	Operating System - (Combined with MCA)	Dr. Priyanka Mathur	Ph.D., Master Diploma in Computer Applications	8.1	Regular	9 January 202
137	Data Structures and Algorithms	Dr. Priyanka Mathur	Ph.D., Master Diploma in Computer Applications	8.1	Regular	9 January 2021
138	Object Oriented Programming – C++	Dr. Santosh Kumar Henge	Ph.D., M.Phil, MSc.	18.9	Regular	7 May 2022
139	Communication Skills & Personality Development - (Combined with MCA)	Dr. Neelu Jain	Ph.D., M.Phil., MBA, M.A	9.3	Regular	16 May 2022
140	Digital Logic	Mr. Abhishek Pandey	PGD-Data Mining, M.Phil., MCA	8.1	Regular	22 July 2021
141	Data Structures and Algorithm using C++ - Practical	Dr. Priyanka Mathur	Ph.D., Master Diploma in Computer Applications	8.1	Regular	9 January 2022
142	Computer Oriented Numerical Methods	Dr. Vimal Kumar Joshi	B.Sc., MSc., PhD	4.8	Regular	20, Decem ber 2022
		Dr. Deepika Dhamija	Ph.D., MCA	13.5	Regular	8 March 2022
143	Database Management System	Dr. Monika Lamba	PhD, MTech, MCA	12.3	Regular	10 June 2021
144	Computer Organization	Mr. Abhishek Pandey	PGD-Data Mining, M.Phil., MCA	8.1	Regular	22 July 2021

		Dr. Priyanka Mathur	Ph.D., Master Diploma in Computer Applications	8.1	Regular	9 January 202
145	Basics of Data Communication	Dr. Priyanka Mathur	Ph.D., Master Diploma in Computer Applications	8.1	Regular	9 January 202
146	DBMS – Practical	Dr. Deepika Dhamija	Ph.D., MCA	13.5	Regular	8 March 2022
		Mr. Abhishek Pandey	PGD-Data Mining, M.Phil., MCA	8.1	Regular	22 July 2021
147	Computer Networking	Dr. Santosh Kumar Henge	Ph.D., M.Phil, MSc.	18.9	Regular	7 May 2022
148	Java Programming - (Combined with MCA)	Dr. Vaibhav Panwar	Ph.D., M.Tech, MCA	17.7	Regular	14 March 2022
		Mr. Abhishek Pandey	PGD-Data Mining, M.Phil., MCA	8.1	Regular	22 July 2021
149	System Software	Mr Aditya Upadhyaya	PhD (Pursuing), MTech	11.7	Regular	23 Aug 2022
150	Principles of Financial Accounting and Management	Mr. Rajkumar Gupta	Ph.D. (Pursuing), MCom	8	Regular	1, August 2022
151	Java Programming – Practical	Dr. Vaibhav Panwar	Ph.D., M.Tech, MCA	17.7	Regular	14 March 2022
152	System Software Programming – Practical	Mr Aditya Upadhyaya	PhD (Pursuing), MTech	11.7	Regular	23 August 2022

Course mentors:

S. No	Program	Name	Designation	Qualification	Experience	Employment	DoJ
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1	BCA	Priyanka Soni	Course Mentor	Pursuing PhD	Nil	Contract	16th Jan 2024
2	BCA	Gaurav Gangil	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
3	BCA	Heena Devra	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
4	BCA	Jyoti shekhawat	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
5	BCA	Khushabu Shekhawat	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
6	BCA	Neelam Nagda	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
7	BCA	Sakshi Pareek	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
8	BCA	Sushma	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
9	BCA	Neelam Sharma	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
10	BCA	Vartika Vaishya	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
11	BCA	Sagar Soni	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
12	BCA	Rekha Sharma	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
13	BCA	Jeetendra Kumar	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
14	BCA	Devender Kumar Dhaked	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
15	BCA	Bhawani singh rathore	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
16	BCA	Kalu Ram Sharma	Course Mentor	Pursuing PhD	Nil	Contract	30th Nov 2023
17	BCA	Tarini Rajput	Course Mentor	Pursuing PhD	Nil	Contract	19th February 2024

i. Programme name: MCA

a. Programme Coordinator

Sl. No	Program	Names of Program Coordinator	Qualification	Experience (yrs)	Type (Regular/ Contract) with gross salary/ month	Date of Joining
4	MCA	Dr. Shikha Maheshwari	B.Sc., M.Sc (CS) M.Tech.(CSE), Ph.D (CS)	15.1	Regular	Wednesday, 1 September, 2021

b. Course Coordinator

153	Fundamentals of Computer and IT	Dr. Preeti Nagar	PhD, MBA, BTech	5	Regular	1, May 2023
154	Programming in C - (Combined with BCA)	Mr. Abhishek Pandey	PGD-Data Mining, M.Phil., MCA	8.1	Regular	22, July 2021
155	Foundation of Mathematics	Dr. Vimal Kumar Joshi	B.Sc., MSc., PhD	4.9	Regular	20, December 2022
156	Advanced Database Management System	Ms. Monika Lamba	Ph.D(Pursuing), M.Tech(CSE), M.C.A	12.3	Regular	10 June 2021
157	Computer Architecture	Mr. Aditya Upadhyay	Ph.D. (Pursuing), M.Tech	11.7	Regular	23, August 2022
158	Programming in C – Practical	Mr. Abhishek Pandey	PGD-Data Mining, M.Phil., MCA	7.1	Regular	22 July 2021
159	Advanced DBMS – Practical	Ms. Monika Lamba	Ph.D(Pursuing), M.Tech(CSE), M.C.A	12.3	Regular	10 June 2021
160	Operating System - (Combined with BCA)	Dr. Priyanka Mathur	Ph.D., Master Diploma in	8.8	Regular	9 January 202

			Computer Applications			
161	Advanced Data Structure	Mr. Aditya Upadhyay	Ph.D. (Pursuing), M.Tech	11.7	Regular	23 August 2022
		Dr. Timothy Malche	PhD, MCA, BCA	15.2	Regular	12 October 2020
162	Web Technologies	Ms. Monika Lamba	Ph.D(Pursuing), M.Tech(CSE), M.C.A	12.3	Regular	10 June 2021
163	Advanced Computer Networks	Dr. Santosh Kumar Henge	Ph.D., M.Phil, MSc.	18.9	Regular	7 May 2022
164	Communication Skills	Dr. Neelu Jain	Ph.D., M.Phil., MBA, M.A	9.3	Regular	16, May 2022
165	Advanced Data Structures using C++ - Practical	Mr. Aditya Upadhyay	Ph.D. (Pursuing), M.Tech	11.7	Regular	23 Aug 2022
		Dr. Timothy Malche	PhD, MCA, BCA	14.1	Regular	12, October 2020
166	Web Technologies – Practical	Ms. Monika Lamba	Ph.D(Pursuing), M.Tech(CSE), M.C.A	11.3	Regular	10 June 2021
167	Probability and Statistics	Dr. Alok Bhargava	BSc, MSc, PhD	7.7	Regular	2 September 2017
168	Programming in Java	Dr. Vaibhav Panwar	Ph.D., M.Tech, MCA	17.7	Regular	14 March 2022
169	Advanced Software Engineering	Dr. Deepika Dhamija	Ph.D., MCA	13.5	Regular	8 March 2022
		Ms. Monika Lamba	Ph.D(Pursuing), M.Tech(CSE), M.C.A	11.3	Regular	10 June 2021
170	Analysis and Design of Algorithm	Ms. Bhawana Gowda	MCA	13	Contract	1, October 2023
171	Wireless and Mobile Communication	Dr. Devershi Pallavi Bhatt	MCA, MTech, PhD	16.1	Regular	19, July 2019
		Dr. Deepika Dhamija	Ph.D., MCA	13.5	Regular	8 March 2022
172	Open Source DB Systems	Dr. Saurabh	MTech, PhD	20.1	Contract	2,

		Singh Verma				December-19
		Dr. Priyanka Mathur	Ph.D., Master Diploma in Computer Applications	8.8	Regular	9 January 202
	Cryptography and Network Security	Pramod Kr Soni	BA, MCA, PhD (Pursuing)	16.6	Contract	26, September 2022
174	Java Programming – Practical	Dr. Vaibhav Panwar	Ph.D., M.Tech, MCA	17.7	Regular	14 March 2022
175	Advanced Web Programming	Dr. Vaibhav Panwar	Ph.D., M.Tech, MCA	17.7	Regular	14 March 2022
176	Cloud DB System	Dr. Deepika Dhamija	Ph.D., MCA	13.5	Regular	8 March 2022
177	Storage Management	Dr. Santosh Kumar Henge	Ph.D., M.Phil, MSc.	18.9	Regular	7 May 2022

Course mentor:

S. No	Program	Name	Designation	Qualification	Experience	Employment	DoJ
1	MCA	Anubhav Saxena	Course Mentor	Pursuing PhD	Nil	Contract	16th Jan 2024
2	MCA	Harshika Mathur	Course Mentor	Pursuing PhD	Nil	Contract	16th Jan 2024
3	MCA	Abhishesh Pandey	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
4	MCA	Anita Punia	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
5	MCA	Damini Gupta	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
6	MCA	Priyanka	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
7	MCA	Priyanka Pareek	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
8	MCA	Shivani Pareek	Course	Pursuing	Nil	Contract	28th Jan 2022



			Mentor	PhD			
9	MCA	Tripti Kulshrestha	Course Mentor	Pursuing PhD	Nil	Contract	07th February 2023
10	MCA	Jay Chandra Yadav	Course Mentor	Pursuing PhD	Nil	Contract	01st July 2022
11	MCA	Madhu Priya	Course Mentor	Pursuing PhD	Nil	Contract	16th March 2023
13	MCA	Nandani Sharma	Course Mentor	Pursuing PhD	Nil	Contract	01st Sep 2023

i. Programme name: BCOM

a. Programme Coordinator

Sl. No	Program	Names of Program Coordinator	Qualification	Experience (yrs)	Type (Regular/ Contract) with gross salary/ month	Date of Joining
5	BCOM	Dr. Neha Mathur	PhD, NET, MCom, MBA	16	Regular	Monday, 2 January 2023

b. Course Coordinator

178	General English	Dr. Surabhi Basotia	Ph.D., MA	2.5	Regular	28 March 2022
179	Economic Theory	Dr. Deepika Tomar	Ph.D., MCom., MBA	16.9	Regular	17 November 2021
180	Business Organisation	Dr. Mredu Goyal	Ph.D., MCom.	8.11	Regular	18 November 2021



181	Principles of Business Management	Dr. Yogita S Garwal	Ph.D., MCom., MBA, LLB	3.9	Regular	1 November 2021
182	Marketing Management	Dr. Srinivisan Iyer	Ph.D., M.Phil., MCom	15.9	Regular	28 March 2022
183	Fundamentals of Accounting I	Dr. Muruganandan S	PhD, MPhil, MCom	9.9	Regular	9 November 2021
184	Business Law	Dr. Yogita S Garwal	Ph.D., MCom., MBA, LLB	3.9	Regular	1 November 2021
185	Fundamentals of Entrepreneurship & Innovation	Dr. Mredu Goyal	Ph.D., MCom.	8.11	Regular	18 November 2021
186	Economic Environment in India	Dr. Iti Gaur	Ph.D., MCom	11.11	Regular	28, March 2022
187	Financial Management	Dr. Harendra Singh	Ph.D., MBA	14.8	Regular	3/3/2022
188	Computer Awareness and Internet	Dr. Preeti Nagar	PhD, MBA, BTech	5	Regular	1 May 2023
189	Fundamentals of Accounting II	Dr. Muruganandan S	PhD, MPhil, MCom	9.9	Regular	9 November 2021
190	Cost Accounting	Mr. Rajkumar Gupta	Ph.D. (Pursuing), MCom	8	Regular	1, August 2022
191	Business Statistics	Dr. Ruchika Mehta	BSc, MSc, PhD	20.3	Contract	13 Jan, 2017
		Dr. Shweta Goyal	MCom, PhD	06 months	Regular	25, Septem

						ber ,2023
192	Financial Statement Interpretation	Mr. CA Manoj Yadav	Ph.D., MBA, CA	14.5	Regular	4, August, 2022
193	Business Communication	Dr. Neha Mathur	PhD, NET, MCom, MBA	16	Regular	2 Jan 2023
194	Financial Management	Dr. Harendra Singh	Ph.D., MBA	14.8	Regular	3, March, 2022
195	Indirect taxes	Dr. Suhasini Verma	BA, MA ,PhD	15	Contract	27, July, 2015
		Ms. Bhavya Parvathi K	CA, CS, CMA	10	Contract	1, Novem ber, 2023
196	Financial Services	Dr. Ashish Gupta	M.Com, UGC - NET, Ph.D	6	Regular	1,Augu st, 2023
		Mr. Mohammad Zeeshan Quadri	BCom, MBA	23.1	Regular	27 July 2016
197	Corporate Accounting	Dr. M Palaniapan	Mcom, MBA, PhD	9	Contract	1, Novem ber, 2023
198	Environmental Science	Dr. Om Guruprakash	BSc, MSc, PhD	32	Contract	1 Februar y,2013
199	Human Resource Management	Ms. Arpita Agarwal	BCom (Hons), MCom, B.Ed, Ph.D,CS	3.5	Regular	23 January 2023

Course mentors:

S. No	Program	Name	Designation	Qualification	Experience	Employment	DoJ
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1	BCOM	Prerna Vats	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
2	BCOM	Rajesh Kumar	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
3	BCOM	Shirin Kumawat	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
4	BCOM	Hemani Herchandani	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
5	BCOM	Ibtisham Aijaz	Course Mentor	Pursuing PhD	Nil	Contract	13th May 2023
6	BCOM	Mumal Singh	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
7	BCOM	Pooja Saini	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
8	BCOM	Preeti Jhaharia	Course Mentor	Pursuing PhD	Nil	Contract	01st June 2023
9	BCOM	Sakshi Pathak	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023
10	BCOM	Seema Rani	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023
11	BCOM	Dharmendra Kumar	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023

i. Programme name: MCOM

a. Programme Coordinator

Sl. No	Program	Names of Program Coordinator	Qualification	Experience (yrs)	Type (Regular/ Contract) with gross salary/ month	Date of Joining
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6	MCOM	Dr. Vandna Misra	Ph.D., MCom	17.5	Regular	Wednesday, 13 October, 2021
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Course coordinator

S. No	Course name	Names of Course Coordinator	Qualification	Experience	Type (Regular/ Contract) with gross salary/ month	DOJ
200	Management Concepts & Organisational Behaviour	Dr. Yogita S Garwal	Ph.D., MCom, MBA, LLB	3.9	Regular	1, November 2021
201	Managerial Economics	Dr. Mehak Gulati	Ph.D., MCom	3.3	Regular	03, May 2021
		Dr Rohit Tomar	B.Sc., MBA, PhD	18.9	Regular	01, November, 2021
202	Financial Management	Dr. Vandna Misra	Ph.D., MCom	18.5	Regular	13, October 2021
		Dr. Asha Mamraj Sharma	PhD, MBA, MCom	14.9	Regular	1, November 2021
203	Cost Analysis & Control	Mr. Rajkumar Gupta	Ph.D. (Pursuing),	8	Regular	1, August 2022



			MCom			
204	Business and Economic Laws	Dr. Mredu Goyal	Ph.D., MCom	8.11	Regular	18 November 2021
205	Financial Accounting & Reporting	Mr. CA Manoj Yadav	Ph.D., MBA, CA	14.5	Regular	4, August, 2022
206	Management Accounting	Dr. Asha Mamraj Sharma	Ph.D., MCom ,, MBA	14.9	Regular	01, November 2021
207	Marketing Management	Dr. Srinivasan Iyer	Ph.D., M.Phil ,, MCom	15.9	Regular	28, March 2022
		Dr. Iti Gaur	Ph.D., MCom	11.11	Regular	28, March 2022
208	Business Environment	Ms. Yagnika Sharma	B.Com Hons (BAD M), M.Com, UGC-NET, R-SET	06 months	Regular	1, August, 2023
209	Project Planning, Appraisal & Control	Dr. Iti Gaur	Ph.D., MCom	11.11	Regular	28, March 2022
210	Management of Financial Institutions, Market and Service	Dr. Deepika Tomar	Ph.D., MCom ,, MBA	16.9	Regular	17 November 2021
		Dr. Ashish Gupta	M.Com, UGC -	6	Regular	1, August, 2023

			NET, Ph.D			
211	Research Methodology and Statistical Analysis	Dr. Neha Mathur	B.Com , MBA, MCom , PhD	16	Regular	02, January, 2023
212	Strategic Management	Dr. Shilpa Joshi	MCA, PhD	9.7	Regular	18 October 2019
		Dr. R. K. Tailor	MCom , MBA, PhD	17.1	Contract	22, July, 2019
213	E – Commerce	Ms. Yagnika Sharma	B.Com Hons (BAD M), M.Co m , UGC- NET, R-SET	06 months	Regular	1, August, 2023
214	International Business	Dr. Sunny Dawar	MBA, PhD	11.9	Regular	14, July, 2014
215	Corporate Tax Laws and Planning	Mr. CA Manoj Yadav	Ph.D., MBA, CA	13.5	Regular	4, August, 2022
216	Management Information System	Dr. Jagriti Singh	Ph.D., MBA	9.5	Regular	04, July, 2022
217	Strategic Management	Dr. Nidhi Vyas	Ph.D, MIB,B .Sc	15	Regular	1, August, 23
218	Project Report (Phase -I)	Dr. Vandna Misra	Ph.D., MCom	18.5	Regular	13 October, 2021
219	Advanced Corporate Accounting	Mr. Ankit Sharma	MCom , PhD (Pursui	6	Contract	1, July , 2023

			ng)			
220	Audit & Assurance	Dr Gaurav Lodha	BCOM, MCO M, PhD	25	Contract	20, November 2015
		Mr. Ankit Sharma	MCom, PhD (Pursuing)	6	Contract	1, July, 2023
221	Risk Management	Dr Gaurav Lodha	BCOM, MCO M, PhD	25	Contract	20, November 2015
		Ms. Arpita Agarwal	BCom (Hons), MCom, B.Ed, Ph.D, C S	3.5	Regular	23, January, 23
222	Business Ethics and Corporate Governance	Dr. Nidhi Vyas	Ph.D, MIB, B.Sc	15	Regular	1, August, 23
223	Indirect Taxes: GST	Ms. Bhavya Prathvi K		10	Contract	1, November, 2023
224	Project Report	Dr. Vandna Mishra	Ph.D., MCom	18.5	Regular	13 October, 2021

Course mentor

S. No	Program	Name	Designation	Qualification	Experience	Employment	DoJ
1	MCOM	Kritika Garg	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023



2	MCO M	Semona	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
3	MCO M	Pooja Soni	Course Mentor	Pursuing PhD	Nil	Contract	01st Dec 2022
4	MCO M	Shweta Mittal	Course Mentor	Pursuing PhD	Nil	Contract	15th May 2023

i. Programme name: MA-JMC

a. Programme Coordinator

Sl. No	Program	Names of Program Coordinator	Qualification	Experience (yrs)	Type (Regular/Contract) with gross salary/ month	Date of Joining
7	MA-JMC	Dr. Gunjan Sharma	Ph.D., M.A (Journalism), B.Com	12.5	Regular	Friday, 12 January 2024

b. Course Coordinator

S. No	Course name	Names of Course Coordinator	Qualification	Experience	Type (Regular/Contract) with gross salary/ month	DOJ
225	Basics of Language	Dr. Surabhi Basotia	Ph.D., MA	2.5	Regular	28-February-22
226	Social Structure and Current Affairs	Dr. Kanki Hazarika	Ph.D., MAJMC	2.1	Regular	08, October 2021
		Dr. Avneesh Kumar	MA, PhD	3.8	Contract	12,



						December 2019
227	Fundamentals of Photography	Mr. Vinay Kiran MS	BBM	10+	Contract	1, March 2024
228	Communication Theories and Models	Dr. Kanki Hazarika	Ph.D., MAJMC	2.1	Regular	08, Oct 2021
		Dr.Eishita Das	PhD, BSc, MA	1	Regular	22, June, 2023
229	Concept of News and Reporting	Dr. Abhishika Sharma	Ph.D., M.A (Journalism), M.Com., MBA	14.2	Regular	13, October, 2021
		Dr. Shabana Mansoor	BA, MA, PhD	13	Contract	1, August, 2023
230	Basics of Audio & Visual Communication	Dr. Seena Johnson	Ph.D., MCJ	9.4	Regular	01, Nov 2021
		Dr.Eishita Das	PhD, BSc, MA	1	Regular	22-Jun-23
231	Media Language	Dr. Abhishika Sharma	Ph.D., M.A (Journalism), M.Com., MBA	14.2	Regular	13-Oct-21
232	Political Structure & Current Affairs	Dr. Amit Verma	Ph.D., MA (MC)	8	Regular	8-Aug-22
		Dr.Deepshikha Parashar	MA, MPhil, PhD	20	Contract	1 Nov 2023
233	Digital Publishing	Dr. Amit Verma	Ph.D., MA (MC)	8	Regular	8-Aug-22
234	Editing & Layout Designing	Dr. Kanki Hazarika	Ph.D., MAJMC	2.1	Regular	08, Oct 2021

235	Public Relations	Dr. Seena Johnson	Ph.D., MCJ	9.4	Regular	01, Nov 2021
		Dr. Kadambari	BA, MJMC, PHD, UGCNET	7	Regular	8-Nov-23
236	Broadcast Journalism	Dr. Aditya Shukla	Ph.D., M.A	11.7	Regular	08, Nov 2021
		Dr.Eishita Das	PhD, BSc, MA	1	Regular	22-Jun-23
237	Media Laws and Ethics	Dr. Seena Johnson	Ph.D., MCJ	9.4	Regular	01, Nov 2021
		Dr.Kadambari	PhD, UGC NET, MAJMC, BA	7	Regular	8-Nov-23
238	Development Communication	Dr. Kanki Hazarika	Ph.D., MAJMC	2.1	Regular	08, Oct 2021
		Mr.Pulkit Sharma	MAJMC, UGC NET	10 months	Regular	15-Dec-23
239	Writing for New Media	Dr. Aditya Shukla	Ph.D., M.A	11.7	Regular	08, Nov 2021
		Dr.R.Kushal Kumar	MSc, PhD	40	Contract	1 Nov 2023
240	Inter Culture Communication & Current Affairs	Dr. Kanki Hazarika	Ph.D., MAJMC	2.1	Regular	08, Oct 2021
		Dr.Eishita Das	PhD, BSc, MA	1	Regular	22-Jun-23

241	Mobile Editing Software	Dr. Amit Verma	Ph.D., MA (MC)	8	Regular	8-Aug-22
		Dr.Garima Srivastava	MSc, PhD	17	Contract	1 November 2023
242	Beats of Journalism (Elective)	Dr. Abhishika Sharma	Ph.D., M.A (Journalism), M.Com., MBA	14.2	Regular	13-Oct-21
		Dr.Eishita Das	PhD, BSc, MA	1	Regular	22-Jun-23
243	Mobile Journalism (Elective)	Dr. Amit Verma	Ph.D., MA (MC)	8	Regular	8-Aug-22
		Dr.Kadambari	PhD, UGC NET, MAJMC, BA	7	Regular	8-Nov-23
244	Advertising Theory & Practice (Elective)	Dr. Abhishika Sharma	Ph.D., M.A (Journalism), M.Com., MBA	14.2	Regular	13, October, 21
245	Communication Research	Dr. Seena Johnson	Ph.D., MCJ	9.4	Regular	01, November, 2021
		Dr Amit Verma	Ph.D., MA (MC)	8	Regular	8, August, 22
246	Corporate Communication (Elective)	Dr. Avneesh Kumar	MA, PhD	4.8	Contract	12 December, 2019
247	Data Journalism (Elective)	Dr. Aditya Shukla	Ph.D., M.A	11.7	Regular	08, November, 2021
		Dr.R.Kushal Kumar	MSc, PhD	40	Contract	1, November, 2023

248	Script & Screen Writing	Dr.Abhishika Sharma	Ph.D., M.A (Journalism), M.Com., MBA	14.2	Regular	13, October, 2021
249	Foundation Course Economic Structure and Current Affairs	Dr. Amit Verma	Ph.D., MA (MC)	8	Regular	8, August, 2022
250	Skill Enhancement Basics of Audio Video Editing	Mr.Vinay Kiran	BBM	10	Contract	1/5/2013
		Dr.Seena Johnson	Ph.D., MCJ	9.4	Regular	01, November 2021
251	Core Course Film Appreciation	Dr. Kadambari	BA, MAJMC, PHD, UGCNET	7	Regular	8-Novemb e,2023

Course mentor:

S. No	Program	Name	Designation	Qualification	Experience	Employment	DoJ
1	MA-JMC	Soumyadipta Banerjee	Course Mentor	Pursuing PhD	Nil	Contract	16th Jan 2024
2	MA-JMC	Deeksha Sharma	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
3	MA-JMC	Diksha Sharma	Course Mentor	Pursuing PhD	Nil	Contract	16th Nov 2023
4	MA-JMC	Rajshri Gaur	Course Mentor	Pursuing PhD	Nil	Contract	17th Jan 2022
5	MA-JMC	Smita	Course Mentor	Pursuing PhD	Nil	Contract	01st May 2023

3.1 Details of Administrative staff**a. Number of Administrative staff available exclusively for Online programmes**

Admin Staff	Required	Available
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Deputy Registrar	1	7
Assistant Registrar	1	5
Section Officer	1	6
Assistants	3(2 forDM Universities)	24
Computer Operator	2	24
Multi Tasking Staff	2	24

(Attach duly attested photocopy of appointment letter with salary details)

b. Number and details of Technical Support for Online Programmes as per Annexure -IV:

a. Technical Team for Development of e-Content as Self-Learning e- Modules:

Post	Required	Available
Technical Manager (Production)	1	1
TechnicalAssociate(Audio- Video recording and editing)	1	1
TechnicalAssistant(Audio- Video recording)	1	1
Technical Assistant (Audio- Video Editing)	1	1

b. For Delivery of Online Programmes:

Post	Required	Available
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Technical Manager (LMS and Data Management)	1(per Centre)	1
Technical Assistant (LMS and Data Management)	2	2

c. For Admission and Examination for Online mode:

Post	Required	Available
TechnicalManager (Admission, Examination and Result)	1(per Centre)	1
TechnicalAssistant (Admission, Examination and Result)	2	2

(Attach duly attested photocopy of appointment letter with salary details)

Part – IV: Examination

4.1 Information of formative and summative assessments/examinations conducted with the actions taken to ensure the sanctity of examinations:



S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution and no part of the assessment shall be outsourced.	Yes	
2.	For ensuring transparency and credibility, the full-time faculty of the Online mode Higher Educational Institutions or qualified faculty from University Grants Commission recognised Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc	Yes	
3.	A Higher Educational Institution offering programme through Online mode shall conduct examinations either using Computer based test or pen and paper test in a proctored environment in designated test centre with all the security arrangements ensuring transparency and credibility of the examinations. It can also conduct online examination through technology mediated proctoring.	Yes	



4.	The examination centre must be centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students.	No	Conducting online examinations through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
5.	The number of examination centres in a city or State must be proportionate to the student enrolment from the region	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
6.	Building and grounds of the examination centre must be clean and in good condition.	ex	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring



			transparency and credibility of the examinations
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations



9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
10.	Safety and security of the examination centre must be ensured	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations



11.	Restrooms must be located in the same building as the examination centre, and restrooms must be clean, supplied with necessary items, and in working order	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
12.	Provision of drinking water must be made for learners	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
13.	Adequate parking must be available near the examination centre	No	Conducting online examination through technology mediated proctoring



			with all the security arrangements ensuring transparency and credibility of the examinations
14.	Facilities for Persons with Disabilities should be available	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations

4.2 Compliance of facilities required for the conduct of Online examination for online programmes

S. No	Provisions in Regulations	Whether being complied Yes/No If yes, please provide	If No, Reason thereof
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		details and upload relevant documents	
1.	Requirements at Test Centres (as mentioned in provision II (B)(13)(i) of Annexure II)	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
2.	Requirement of proctors (as mentioned in provision II (B)(13)(ii) of Annexure II)	Yes	
3.	Security arrangements in the testing centre (as mentioned in provision II (B)(13)(iii) of Annexure II)	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility

			of the examinations
4.	Remote Proctoring (as mentioned in provision II (B)(13)(iii) of Annexure II)	Yes	

4.3 Compliance status of 'Evaluation' and 'Certification' – As per Regulations 15 and 16 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
1.	The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.	Yes Uploaded guidelines	
2.	A Higher Educational Institution offering Online programmes shall have a mechanism well in place for evaluation of learners enrolled through Online mode and their certification.	Yes Uploaded mechanism	

3.	<p>The evaluation shall include two types of assessments continuous or formative assessment and summative assessment in the form of end semester examination or term end examination:</p> <p>Provided that no semester or year-end examination shall be held unless:</p> <p>i) The Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted;</p> <p>ii) For Online mode: the learner has minimum participation of 75 per cent. in all the activities of Online programme prior to end semester examination or term end examination.</p>	Yes	
4.	<p>The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through online mode shall be evolved by adopting same standards as being followed in conventional</p>	Yes	



S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	mode/ODL mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities		
5.	The weightage for different components of assessments for Online mode shall be as under: (i) continuous or formative assessment (in semester): Maximum 30 per cent. (ii) summative assessment (end semester examination or term end examination): Minimum 70 per cent.	Yes Uploaded sample question paper	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	Yes	
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	Yes Uploaded sample	

8.	A Higher Educational Institution offering a Programme in Online mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure that no part of the syllabus is left out of study by a learner.	Yes Uploaded Process	
9.	The examination of the programmes in Online mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre as given under these regulations.	Uploaded list	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	Yes Uploaded list	
	(b) Availability of biometric system	No	Conducting online examination through technology mediated

			proctoring with all the security arrangements ensuring transparency and credibility of the examinations
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners and Passports for International learners	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
	(d) In case of non-availability of the Closed-Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted and video recordings are submitted by particular incharge of examination centre to the Higher Educational Institution	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations



Signature

		No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
11.	The Higher Educational Institution shall retain all such Closed- Circuit Television recordings in archives for a minimum period of five years	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	Yes Uploaded	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Uploaded the Sample report	

13.	An Higher Educational Institution offering programme through Online mode shall conduct examinations either using technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination and in conformity with any other norms for such examination as may be laid down by the Commission	Yes	
14.	As restriction of territorial jurisdiction is not applicable for Online learning, such Higher Educational Institutions which are recognised to enroll international learners shall endeavour to conduct proctored examinations for such learners	Yes	
15.	<p>(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Online mode shall be assigned a unique identification number and shall have</p> <ol style="list-style-type: none"> Photograph Aadhaar number or other government recognised identifier or Passport number, as applicable, Other relevant details of the learner along with the Programme name. 	<p>Yes</p> <p>Uploaded samples</p>	

	(b) Each award shall also be uploaded on the National Academic Depository	Yes	
16.	It shall be mandatory for Higher Educational Institution to mention the following on the backside of each of the degrees/certificates and mark sheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme): (i) Mode of delivery; (ii) Date of admission; (iii) Date of completion; (iv) Name and address of all Examination Centres	Yes Uploaded samples	

4.4 Result and Student Progression For UG, PG programmes

Examination Month	Program	Semester	Admitted	Appeared in exams	No. of learner passed	Passed in first class (SGPA >= 6)	Progression to next sem
Mar-23	BBA	1	2412	1944	1183	1070	1599
	BCA		3098	2577	1311	1272	2035
	BCOM		1285	852	463	431	693
	MAJMC		109	85	54	49	78
	MBA		4041	3644	2548	2357	3093
	MCA		818	755	515	513	634
	MCOM		104	77	40	35	61



	BBA	2	376	350	202	192	287
	BCA		439	411	251	247	377
	BCOM		120	111	71	68	110
	MAJMC		22	20	14	14	20
	MBA		1046	1012	803	779	922
	MCA		157	151	113	113	136
	MCOM		15	13	6	5	13
May-June 2023	BBA	3	711	681	438	417	664
	BCA		720	697	415	410	658
	BCOM		124	116	81	77	118
	MAJMC		19	18	7	6	20
	MBA		1564	1517	1254	1143	1447
	MCA		372	361	282	277	336
	MCOM		19	19	16	15	19
	BBA	4	336	318	235	222	312
	BCA		314	298	221	221	291
	MBA		959	931	673	664	NA
	MCA		303	295	258	257	NA
August-September 2023	BBA	1	1689	1366	771	677	1018
	BCA		2310	1968	1051	1002	1373
	BCOM		1049	630	358	307	468
	MAJMC		86	75	33	27	47
	MBA		3830	3538	2591	2336	2787
	MCA		721	691	419	414	521
	MCOM		115	91	54	49	67
	BBA	2	1662	1564	1107	1019	1426
	BCA		2127	2027	1440	1362	1824

	BCOM		703	656	469	430	607
	MAJMC		80	74	54	45	70
	MBA		3266	3182	2530	2295	2866
	MCA		684	670	541	537	609
	MCOM		67	59	45	42	52
	BBA	3	311	295	184	168	263
	BCA		413	403	288	285	353
	BCOM		108	105	70	60	103
	MAJMC		22	21	15	15	19
	MBA		1007	976	821	768	881
	MCA		152	151	110	110	133
	MCOM		13	12	9	8	12
	BBA	4	3	3	3	3	3
	BCA		2	2	0	0	2
	MBA		96	96	59	52	NA
	MCA		15	15	13	13	NA
Nov-Dec 2023	BBA	4	680	667	502	461	615
	BCA		671	651	454	452	597
	BCOM		112	105	79	77	105
	MAJMC		18	18	8	8	NA
	MBA		1496	1486	961	939	NA
	MCA		333	332	298	285	NA
	MCOM		19	19	13	12	NA
	BBA	5	323	313	230	219	312
	BCA		308	287	218	217	292
Feb-March 2024	BBA	1	3580	3091	1932	1672	2,357
	BCA		3933	3465	2285	2186	2,497

	BCOM		1604	1270	786	655	959
	MAJM C		132	118	81	71	79
	MBA		10143	9516	7426	6809	8,236
	MCA		1416	1332	972	965	1,010
	MCO M		178	150	100	89	116
	BBA	2	1320	1214	772	671	1023
	BCA		1768	1654	1122	1035	1390
	BCOM		565	511	339	310	489
	MAJM C		58	54	40	32	47
	MBA		3310	3223	2693	2462	2773
	MCA		637	620	487	478	527
	MCO M		73	69	52	47	68
	BBA	3	1607	1579	1138	1054	1392
	BCA		2015	1969	1284	1222	1768
	BCOM		633	604	460	381	598
	MAJM C		72	66	41	40	68
	MBA		3120	3043	2573	2370	2835
	MCA		697	688	517	513	609
	MCO M		56	54	44	38	52
	BBA	4	330	322	243	219	259
	BCA		416	402	285	284	347

BCOM	103	100	73	69	95
MAJMC	21	20	14	14	NA
MBA	1089	1078	804	793	NA
MCA	142	139	116	115	NA
MCOM	12	12	9	8	NA

Part – V: Programme Project Report (PPR) and e-Learning Material (e-LM)

5.1 Compliance status of ‘Guidelines on Programme Project Report’ – As per Annexure - V of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the process followed to ensure that PPRs are prepared as per the guidelines mentioned in the Regulations. The explicit details of approval by its Statutory Authorities shall also be mentioned.

Enclosed the Process Map and Statutory approval letters

Refer Annexure 5.1

5.2 Compliance status of ‘Quality Assurance Guidelines of Learning Material In Multiple Media And Curriculum And Pedagogy’ – As per Annexure - VI of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention compliance details against the requirements in terms of learning material (Print Media), Audio-Video Material, Online Material, Computer-based material and Curriculum and Pedagogy, as mentioned in the Annexure-VI of the Regulations for ODL programmes.

Enclosed Compliance Status

Refer Annexure 5.2



5.3 Compliance status in respect of e-Learning Material– As per Annexure - VII of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the process followed to ensure that SLMs are prepared as per the guidelines mentioned in the Regulations. The explicit details of approval by its Statutory Authorities shall also be mentioned.

Enclosed Process Map and Statutory approval

Refer Annexure 5.3



Part – VI: Programme Delivery through Learning Platform

6.1 Details of Learning Platform

Please provide link and details of Learning Platform opted by HEI.

- In case of SWAYAM Learning Platform, In case of SWAYAM Learning Platform, details of HEI having access to SWAYAM for the proposed programmes of study (with respective link), duly approved by the statutory bodies of the Higher Educational Institution empowered to decide on academic matters, for - Learner Authentication, Learner Registration, Payment Gateway and Learning Management System*
- In case of Non-SWAYAM Learning Platform, evidence to ensure that it is not used in any franchise arrangement with a private service provider and HEI has the ownership of offering Online programmes including all the required components of Online education and compliance to all the provisions of the regulations*

MUJ online programmes are delivered to students through the Brightspace learning management system (LMS) which combines all the tools supporting a great teaching and learning experience for students and faculty. It combines a learning environment, e-portfolio, learning repository, video recorder virtual classroom, e textbook platform and mobile apps all bundled in one cloud-based platform.

The LMS keeps track of delivery of e-learning programmes, learners' engagement, assessment results, reporting and other related details in one centralised location and provides analytical tools that will help the faculty members to extract and use the relevant reports.

LMS allows a role-based application user registration and profiling along with personalised dashboard and status of the courses progress. User programs analytics is available per user per course. LMS provides APIs and LTI based on integration to third-party tools and applications as needed. The LMS allows course content creation using various supported formats such as documents, PDF, SCORM as part of usage of the application. Using release conditions, personalised learning facts can be created based on actions/grades. LMS supports group creation assigning mentors and supports peer-to-peer interaction plus allows for collaboration using virtual classrooms discussion forums instant messaging and emails. The quizzes and assignments are supported through 11 different



question types (True/False, MCQ, matching, short answers, written answers etc. both subjective and objective. It is accessible with the same rich user experience across various devices. The LMS adopts a privacy-by-design approach and code for the application is developed and tested following principles set out in the Open Web Application Security Project (OWASP) top ten framework to ensure the security of the platform.

The details of point wise compliance status of LMS to the assessment criteria mentioned in Annexure 9 of UGC Regulations is enclosed as Annexure 6.

6.2 Compliance status in respect of the Programme delivery

HEI shall mention mechanism followed to ensure the learner's participation at least for two hours every fortnight as per provision 13 (C) (5) of the Regulations, 2020. Further, details of the norms followed by HEI for delivery of courses in Online mode in Teaching- Learning scheme (as per table 3, Annexure – VII)

One hour of live session every weekend and Two hours of discussion forum session during each week are conducted for each course. Students who missed the live sessions can access the recorded sessions which will be made available on LMS. E-Content and E-Tutorials of Twenty hours each are provided on the LMS for a Four Credit course. The details of access of the resources are captured on LMS.

6.3 Whether e-learning material of any course in a particular programme was sourced through OER/ Massive Open Online Courses: Yes/No

a. Provide details as under:

S. No.	Programme Name	Courses allowed through OER/ MOOC	Name of Platform	Name of HEI offering the course (if any)	Duration of the Course	No. of Credits assigned to the Course	Percentage of total courses in a particular programme in a semester (Semester



							wise programmes wise) —

b. Upload approval of statutory authorities of the Higher Educational Institution:

Upload

Part – VII: Self-Regulation through disclosures, declarations and reports

7.1 Compliance status of Regulations 9 of UGC (ODL Programmes and Online Programmes) Regulations, 2020 – Self-regulation through disclosures, declarations and reports



S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
1.	Joint declaration by authorised signatories, Registrar and Director of Centre for Internal Quality Assurance has been displayed on HEI website authenticating that the documents from Sr. No. '2' to '17' have been uploaded on the HEI website?	Yes	
Uploading of the following on HEI website (https://muja.onlinemanipal.com/self-disclosure)			
2.	The establishing Act and Statutes there under or the Memorandum of Association, as the case may be or both, of the Higher Educational Institution, empowering it to offer programmes in Online mode	Yes	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes	
4.	Programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure	Yes	




5.	Programme-wise information on syllabus, suggested readings, contact points for counselling/mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, their working hours and mentoring (for Online mode) Schedule	Yes	
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	Yes	
7.	Detailed strategy plan related to Online programme delivery, if any including learning materials offered through Online and learner assessment system and quality assurance practices of Online learning programmes	Yes	
8.	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional design of the Online programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	Yes	
9.	Information regarding all the programmes recognised by the Commission	Yes	



10.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Yes	
11.	Complete information about 'e-Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Online Programmes;	Yes	
12.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Online Programmes	Yes	
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Online programmes	No	Conducting online examination through technology mediated proctoring with all the security arrangements ensuring transparency and credibility of the examinations



14.	Details of proctored examination in case of end semester examination or term-end examination of Online programmes	Yes	
15.	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc	Yes	
16.	Reports of the third party academic audit to be undertaken every five years and internal academic audit every year by Centre for Internal Quality Assurance	No	We have not completed 05 years to submit third party academic audit report

Part – VIII: Admission and Fees

8.1 Compliance status of ‘Admissions and Fees’ – As per Regulations 14 of UGC (ODL Programmes and Online Programmes) Regulations, 2020



a	Provision	Whether being complied Yes/No
1.	Enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in online mode, shall render the enrolment invalid.	Yes
2.	<p>A Higher Educational Institution shall, for admission in respect of any programme in online mode, accept payment towards admission fee and other fees and charges-</p> <p>(a) as may be fixed by it and declared by it in the prospectus for admission, and on the website of the Higher Educational Institutions;</p> <p>(b) with a proper receipt in writing issued for such payment to the concerned learner admitted in such Higher Educational Institutions;</p> <p>(c) only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
3.	It shall be mandatory for the Higher Educational Institution to upload the details of all kind of payment or fee paid by the learners on the website of the Higher Educational Institution.	Yes
4.	The fee waiver and/or scholarship schemes for Scheduled Caste, Scheduled Tribe, Persons with Disabilities category of learners and students from deprived section of society shall be in accordance with	Yes




	<p>the instructions or orders issued by Central Government or State Government:</p> <p>Provided that a Higher Educational Institution shall not engage in commercialization of education in any manner whatsoever, and shall provide for equity and access to all deserving learners</p>	Yes
5.	Admission of learners to a Higher Educational Institution for a programme in Online mode shall be offered in a transparent manner and made directly by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners	Yes
6.	<p>Every Higher Educational Institution shall–</p> <p>(a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner;</p> <p>(b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;</p> <p>(c) exhibit such records as permissible under law on its website; and</p> <p>(d) be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>



Signature

7.	Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Online mode, a prospectus (print and in e-form) containing the following for the purposes of informing those persons intending to seek admission to such Higher Educational Institutions and the general public, namely, as mentioned at sr. no. '8(a)' to '8(k)' below	
8. (a)	Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in online mode, and the other terms and conditions of such payment	Yes
8. (b)	The percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of programme of study and the time within, and the manner in, which such refund shall be made to the learner	Yes
8. (c)	The number of seats approved in respect of each programme of online mode, which shall be in consonance with the resources	Yes
8. (d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution	Yes



8. (e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
8. (f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each programme of study and the amount of fee to be paid for the admission test	Yes
8. (g)	Details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is employed on regular or contractual basis or any other	Yes
8. (h)	Pay and other emoluments payable for each category of teachers and other employees	Yes
8. (i)	Information in regard to physical and academic infrastructure and other facilities, including that of each of the learner support centres (for ODL programmes) and in particular the facilities accessible by learners on being admitted to the Higher Educational Institution	NA



8. (j)	Broad outline of the syllabus specified by the appropriate statutory body or by higher educational institution, as the case may be, for every programme of study	Yes
8. (k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	Yes
9.	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission prospectus and the admission process shall necessarily be over within the time period mentioned in the Commission Order	Yes
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	Yes
11.	No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a programme in Online mode offered by a Higher Education Institution	Yes



12.	No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution	Yes
13.	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in online mode subsequently withdraws from such Higher Educational Institution, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as notified by the Commission and mentioned in the prospectus of such Higher Educational Institution	Yes



14.	<p>No Higher Educational Institution shall, issue or publish-</p> <p>(a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised;</p> <p>(b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Higher Educational Institution, or person authorised to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or to be misleading</p>	Yes
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8.2 Whether Higher Educational Institution provided the details of all International learners enrolled immediately after the beginning of the academic session to the Ministry of External Affairs, Ministry of Education and University Grants Commission: Yes

If No, reason thereof:

Part – IX: Grievance Redressal Mechanism

9.1 Compliance status of ‘Grievance Redressal Mechanism’ – As per Annexure - X of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the mechanism put into place along with brief details of grievances received and actions taken thereof. Also mention that how the learners have been made aware about this mechanism.



University has a Grievance Redressal Committee. A link titled 'Grievance Handling Mechanism' is available on the homepage of University website for creating awareness amongst the stakeholders. The link provides an online facility for submitting grievances and track their status.

The Grievance Redressal policy is published on the portal so that learners can read and refer to the policy. Once the grievance is received, the authorities involved in the grievance redressal process treat and investigate the facts impartially and address the grievances in a timely manner so as to lessen interruption in learning process of the learner. The online software application operates and maintains further proper communication and escalation mechanism. The University makes sure to maintain the confidentiality of the complainant as far as possible. The learner is informed of the status in relation to his or her queries or grievance on priority.

[Online Grievance Registration \(manipal.edu\)](http://manipal.edu)

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
41	41

9.3 Complaint Handling Mechanism

HEI shall mention the mechanism adopted for Complaint Handling Mechanism as per Regulations. Also, mention details of Nodal Officers.

The Online Complaint Handling Mechanism at the University facilitates learners to submit online complaints through the interactive web portal and track their resolution status. The University follows the guidelines related to the Complaint Handling Mechanism by uploading all information issued by the concerned authorities regarding the Complaint Handling Mechanism on the website.

The University informs the learners enrolled in Online programs about the Complaint Handling Mechanism and a link is created on the portal with the title 'Complaint Handling Mechanism' on the homepage of the website for creating awareness amongst the stakeholders. The University shall comply with all instructions as issued by the Commission regarding the timely and judicious resolution of all complaints raised by the learners.



9.4 Details of Complaints received from UGC (DEB)

Numbers of Complaint Received	Numbers of Complaint Resolved	Whether Complaint was resolved within stipulated time i.e. 60 days? (yes/No)
52	52	Yes

Part – X: Innovative and Best Practices**10.1 Innovations introduced during academic year****Academic Content Design:**

The Academic delivery pattern follows a 4-quadrant approach which comprises e-tutorial, e-content, Discussion board, and assessment.

Curated links:

In addition to the e-tutorial, and e-content, the curated links are also available in the form of videos, PDFs,



websites, simulations etc. While curating the content, we make sure to customize it accordingly for the students. In this context, additional explanations on what students should focus on, in learning activities are designed related to the curated content. To widen their learning horizon, the students can access the curated links which are available on the LMS.

Case Studies:

To give a more practical approach, case studies are used as a teaching tool to show the application of theory or concepts to real situations. The case studies are provided in the e-content to prompt the learners to understand the practical implications of the topic, preparing them for analyzing a real case. For a better understanding, specific guidance, and facts to understand the case are provided. This helps them to understand the learning objective or the topic in the e-Learning course. Thus, the students are actively engaged in figuring out the principles by abstracting from the examples which develops their Problem-solving capacity.

Lesson plans: The learning portal offers detailed lesson plans that include learning objectives, self-study materials (e-content and e-tutorials), topics covered during live sessions, and post-session activities for further engagement.

10.2 Best Practices of the HEI

The Centre for Distance and Online Education follows several best practices to ensure a smooth and enriching educational experience for its students. These practices are designed to support students throughout their learning journey, from admission to course completion. Here are the key practices:

1. **Online Student Admission Journey:** The entire process of student admission is conducted online, ensuring convenience and accessibility.
- 1 **Multi-verification Process:** A thorough multi-verification process is followed before granting admission to maintain academic integrity and authenticity.
- 2 **University Email ID:** Every admitted student is provided with a university email ID for official communication and access to various university services.
- 3 **Single Sign-On Support:** The student portal, learning portal, and electronic library system are integrated with single sign-on, making it easier for students to access all resources with one set of credentials.
- 4 **Access to Coursera:** Students enrolled in select programs are given free access to Coursera for the duration of their program, enhancing their learning opportunities.



- 5 **Jump Start Sessions:** Fortnightly Jump Start sessions are conducted to train students on using the Learning Management System (LMS) and Student Portal effectively.
- 6 **Orientation Sessions:** At the beginning of every semester, the Programme Coordinator conducts an orientation session to help students acclimate to their courses and the online learning environment.
- 7 **Guest Lectures and Expert Sessions:** Guest lectures and expert sessions are organized to complement academic delivery, especially for management and computer application courses.
- 8 **Weekly Evaluations:** Students provide weekly evaluations of course coordinators handling live sessions, ensuring continuous improvement and feedback.
- 9 **Virtual Programming Environment:** Computer Application students are provided with a virtual programming environment to facilitate practical learning and coding practice.
- 10 **Webinars and Industry Expert Talks:** Webinars and session talks by industry experts are conducted to provide students with insights into current industry trends and practices.
- 11 **Additional Learning Sessions:** Beyond the scheduled sessions, additional learning sessions are arranged from 8:30 pm to 9:30 pm on Saturdays and Sundays to accommodate learners' schedules.
- 12 **Comprehensive Lesson Plans:** The learning portal offers detailed lesson plans that include learning objectives, self-study materials (e-content and e-tutorials), topics covered during live sessions, and post-session activities for further engagement.

10.3 Details of Job Fairs conducted by the HEI

To prepare the learners for placement drives <https://www.onlinemanipal.com/placements> was brought in place for processing job opportunities for student placement in May 2023. The preparation process for job fairs at Manipal University Jaipur for Online learners begins with an **Orientation** phase, where students are familiarized with the placement process, including timelines and various stages involved. This phase includes an overview of the entire placement cycle and a detailed explanation of each stage. Following this, the **Assessments** phase involves evaluating students' preliminary skills to identify their strengths and areas for improvement. This is achieved through skill assessments and providing feedback. Next, the **Training** phase aims to enhance students' skills and prepare them for the job market. It includes skill enhancement workshops, resume-building sessions, and interview preparation through mock interviews. In the **Placement Registration** phase, interested students register on the university's dedicated placement portal, which allows them to receive timely notifications about job openings, apply for jobs, and track their applications. Finally, the **Placement Drives** phase connects students with potential



employers. The university organizes placement drives and job fairs, regularly posts job openings, and provides students with opportunities to apply for positions that align with their interests, career goals, and skills.

Batch	Orientation	Employability Assessment	Superset Enrolment	Job postings started from
PG B2	23-Sep	30-Sep	14-Oct	16-Nov
PG B3	17-Dec	20-Jan	5-Feb	26-Feb
UG B1	13-Feb	28-Feb	15-Mar	19-Mar
UG B2	15-Feb	28-Feb	15-Mar	24-Apr

University has made plans to conduct job fairs and invite potential employers and get learners to attend them during their final semester across key locations to facilitate placement services. The online interview was conducted for MBA and MCA Batch 2 learners in November 2023.

10.4 Success Stories of students of Online mode of the HEI

The Centre for Distance and Online Education at Manipal University Jaipur (MUJ) stands out for its commitment to experiential learning over mere theoretical instruction. This philosophy of "practicing rather than preaching" is a cornerstone of their educational approach, emphasizing hands-on experiences and real-world applications. The effectiveness of this approach is most evident in the stories shared by students themselves—individuals who have not only acquired knowledge but have also applied it to achieve personal and professional growth.

The success of MUJ's online programs is vividly illustrated through the words of the students who have thrived in this learning environment. Their testimonials and success stories serve as a testament to the quality of education provided by the Centre. These narratives highlight the enthusiasm and motivation students experience as they navigate their courses, the sense of accomplishment they feel as they progress, and the happiness that comes with achieving their educational and career goals.

By showcasing these success stories, MUJ demonstrates the tangible benefits of its online learning platform. These stories reveal how the university's focus on practical learning has empowered students to overcome challenges, enhance their skills, and ultimately reach their goals. The Centre for Distance and Online Education not only teaches but also fosters a supportive community where students are encouraged to share their achievements and inspire others on similar paths.

Here is a compilation of student success stories, each illustrating how online learning at MUJ has played a crucial



role in helping them achieve their ambitions and aspirations.

The success stories of the students can be accessed through the link [Student success stories.docx](#)

[Testimonials 2023-24.xlsx](#)

10.5 Initiatives taken towards conversion of e-LM into Regional Languages

NA

10.6 Number of students placed through Campus Placements

Manipal University Jaipur (MUJ) has made significant strides in ensuring that its online learners are well-prepared and positioned for successful careers. Understanding the unique needs of online students, MUJ has developed a comprehensive placement support system tailored to the online learning environment. The university collaborates with leading industry partners to offer virtual placement drives, where students can engage with potential employers from the comfort of their homes. Additionally, MUJ provides personalized career counseling, resume-building workshops, and interview preparation sessions, all conducted online to cater to the flexibility that distance learners require. The placement support extends beyond traditional job roles, including opportunities in freelancing, entrepreneurship, and remote work, aligning with the evolving job market. Through these efforts, MUJ ensures that its online students are not only equipped with the necessary skills but also have direct access to career opportunities, helping them transition smoothly from education to employment. Around 63 learners have been placed till date.

12.1 Details of Alumni Cell and its activity

The University has MUJ Alumni Connect cell and shares success stories of the recognized alumni who have distinguished themselves through their work and made the institute proud. The alumni can stay connected through the portal as well on LinkedIn. Following the footsteps, DOE at MUJ shall recognize the alumni in academic and extracurricular activities from different walks of life. For this, a link <https://mujalumni.in/> is available where the alumni can stay connected with each other and share their achievements. The institute also proposes to involve the alumni in different activities, whenever possible, by inviting them to participate as guest speakers. Since the convocation of the first batch shall be scheduled in this year, alumni details will be captured thereafter on the portal.

10.6 Any other Information

Some new courses in Bachelor of Arts in History, Psychology and Economics and Master of Arts in Economics are proposed to be started in 2024-25. The proposed new courses will be reviewed by Subject Matter Experts in the department.



HEI ID: HEI-U-0749

Name of HEI: Manipal University Jaipur

Type of HEI: Private

DECLARATION

I hereby declare that the information given above and in the enclosed documents is true, correct and nothing material has been concealed therein. In case information provided is found to be contrary to the fact, it will result in cancellation of recognition to offer ODL programmes, along with initiation of action as per provision of the UGC (ODL Programmes and Online Programmes) Regulations, 2020 and its amendments.


Signature of the Director: 

Name:

Seal: **Dr. Gadapa Mallikarjuna**
Director-CDOE
Manipal University Jaipur

Date:

28/08/2024

Signature of the Registrar: 

Name: Dr. Nitu Bhatnagar

Seal:

Date:



Note: Kindly take the print out of dully filled CIQA report and submit it to UGC DEB office (after getting it approved by Statutory Authorities of the HEI) and upload the same on HEI's website also. Please refer provisions regarding CIQA mentioned in UGC (ODL Programmes and Online Programmes) Regulations, 2020 and its amendments.