



JAIN VISHVA BHARATI INSTITUTE, LADNUN (RAJASTHAN)

(Deemed to be University under section 3 of the UGC Act 1956)

JVBI/REG/2024-25/ 183

Date: 22.08.2024

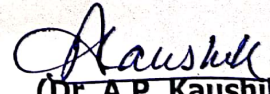
OFFICE ORDER

A Committee comprising of the following members hereby constituted to prepare the Academic and Administrative Audit Report (AAA) of the Centre for Distance and Online Education (CDOE) for the period of 2023-24.

1. Prof. B.L. Jain, Member, CIQA
2. Dr. P.S. Shekhawat, Member, CIQA
3. Dr. Yuvraj Singh Khangarot, Member, CIQA

Committee members are requested to accord priority to this work and submit the report within 5 days.

By order of the Hon'ble Vice-Chancellor.


(Dr. A.P. Kaushik,
Asst.Registrar

Copy Forward to:

1. All Concerned
2. PS to VC
3. PA to Registrar

**Academic and Administrative Audit
Report of CIQA**

2023-24

**HIGHER EDUCATION FOREVERYONE,
EVERYWHERE**

**Centre for Distance and Online Education
Jain Vishva Bharati Institute
(Deemed University)
Ladnun-341306 (Rajasthan)**

Academic and Administrative Audit Report of CIQA

Centre for Distance and Online Education

Jain Vishva Bharati Institute (Deemed University), Ladnun, Rajasthan

Introduction

The process of assessing an academic institution's efficacy and efficiency is known as Academic and Administrative Audit (AAA). To evaluate the academic programmes and activities in the departments across the University, AAA is conducted on a regular basis. A self-evaluation and a site visit by peers from inside and outside the institution are both included in the peer review procedure for AAA. The purpose of AAA is to examine and assess the organization's Administrative and Academic procedures. It gives the institute the chance to raise the level of the organization as a whole. It guarantees the right application and efficiency of the institution's systems, infrastructure, practices, human resources, and facilities. The institution's advantages, disadvantages, possibilities, and challenges are revealed through AAA.

Academic audit will promote organizational and academic rigour. It will serve as a vehicle for academic programme goal-setting, monitoring, and evaluation as well as for the administrative operation of the institutions. It helps the University to identify the strengths and weaknesses which further useful for the University's growth.

Objectives of AAA:

- To maintain and improve the standard of the Institute operations.
- Constantly work to adopt cutting-edge teaching techniques.
- To assist educators in achieving their greatest potential.
- To impart the various activities of CDOE such as admission, SLM, Assignments, PCP & conduction of Exam.
- To assist teachers in creating goals and personal goal statements at the start of each academic semester.
- The audit team will visit the institute or department and submit a thorough report. The CIQA will present the report to the University authorities.
- University shall perform an Academic and Administrative Audit periodically.

ABOUT THE UNIVERSITY

Jain Vishva Bharati Institute (JVBI) is committed to provide highest quality of educational services to the utmost satisfaction of the students and give them an opportunity to cultivate an integrated personality blended with spirituality and moral values.



MAKING OF A LEGEND

In 1991 with the inspiration of Gurudev Tulsi in Ladnun, Dist Didwana-Kuchaman, Rajasthan the Jain Vishva Bharati Institute was notified by the Government of India as Deemed-to-be University under Section 3 of University Grants Commission Act, 1956. Gurudev Shri Tulsi remained its first Constitutional Anushasta (moral and spiritual guide) followed by Acharya Shri Mahaprajna as its second Anushasta. Acharya Mahashraman is its present Anushasta. The goal of the JVBI has been clearly spelt out in the Preamble of its Constitution i.e. Memorandum and Articles of Association which reads as under:

"The Jain Vishva Bharati Institute is an endeavour in the direction of putting into practice, promote and propagate the high ideals of Anekant, Ahimsa, Tolerance and Peaceful Co-existence for the weal of the mankind. We, the members of the Jain Vishva Bharati, therefore resolve to constitute and establish the said University of Advanced Studies, Research & Training in Jainology in the context of comparative studies in Indology, World Religions, Ahimsa and World Peace."

JVBI; AN INSTITUTION WITH DIFFERENCE:

Jain Vishva Bharati Institute (JVBI) is committed to provide highest quality of educational services to the utmost satisfaction of the students and give them an opportunity to cultivate an integrated personality blended with spirituality and moral values. University fosters a culture of Continuous Learning through its Centre for Distance and Online Education to develop future innovative leaders of international repute, who are quick to learn & implement, understand changing customer needs, respect humanitarian values, are highly comfortable and creative with change and have the ability to revamp operations modestly. The Institute is democratizing higher education by taking it to the doorsteps of the learners and is providing access to high quality education to all those who seek it, irrespective of age, caste, sex, socio-economic background.

INSTITUTE'S LOCATION:

The Institute is located at Ladnun, District– Didwana-Kuchaman, about 225 kilometers from Jaipur and almost equal distance from some of the major towns of Rajasthan viz. Jodhpur, Ajmer, Udaipur & Bikaner. Its campus is located within the common campus of its parent body, the Jain Vishva Bharati. Even though Ladnun town is located in an arid zone, the campus is full of greenery with parks, peacocks and gardens. It is like an oasis in the middle of the desert. The environment is free from noise and pollution. The spiritual ambiance of the campus provides a peaceful atmosphere of the traditional "Gurukul", which is ideal for studies and research. The academic environment on the campus fosters self-discipline, promotes quality of life and commitment to higher values.

Apart from the core curriculum of each programme JVBI provides its learners ample opportunity to improve their communication skills, interpersonal relations, art of negotiation, decision making, development of self-confidence etc to cope in this modern, competitive and challenging world.

INCREASING THE INSTITUTIONAL REACH: MILESTONES

Jain Vishva Bharati Institute was established as a Deemed-to-be-University in 1991. The Directorate of Distance Education started the Distance Education in 1997 with the vision of providing the opportunity for quality education to all realms of society. Since the beginning, thousands of students have availed themselves of this opportunity for higher education to a great extent throughout India. Many students outside the State have also benefited from this. But after the new directions of the UGC in 2014, the University had stopped all the Off-Campus Exam Centres of the Distance Education outside the State.

THE ACADEMIC SPECTROM:

The Jain Vishva Bharati Institute offers Under Graduate and Post Graduate programmes mostly in Oriental Disciplines in both regular & distance modes. Apart from general courses in social sciences and humanities at the UG level its mainstay is in the field of programme offerings in oriental disciplines like Jainology, Sanskrit, Prakrit, Non-violence and Peace. Besides, it also offers Hindi, English, Political Science, Yoga and Commerce.

VISION & MISSION OF THE UNIVERSITY

- To preserve and promote the legacy of Indian culture, Oriental studies, Jain Philosophy, moral values and ethics in higher education.
- To re-energize and revitalize centuries old cumulative spiritual knowledge.
- To provide highest quality of educational services to the utmost satisfaction of the student and give them an opportunity to cultivate an integrated personality.

- To promote and propagate and practice the high ideals of anekant, ahimsa, tolerance and peaceful co-existence for the welfare of humanity.
- To offer advance studies, research and training in the context of comparative studies in Indology, Social Science, Education and Humanities.

Nanassa Saram Ayaro

(Right conduct is the essence of right knowledge)

"Let the voice of peace, nonviolence & harmony spread throughout the world."

THE INSTITUTIONAL CORE VALUES: MONITORING BY THE CIQA

Lifelong Learning: The University System fosters an environment that promotes a lifelong learning for its constituents and uses feedback from learners, academic peer, employers. Regulators and supporters to improve the quality of its teaching, learning and support. JVBI has a heterogeneous group of learners age of 18-80 years.

Quality: The University System holds a strong commitment to meet the benchmark determined by the regulators in all aspects of its learning activities, learning outcomes, and support services including the extension programs. It seeks to continuously strengthen the overall effectiveness of its operations.

Integrity: The University System conducts its operations and makes its public representations in an ethical manner. It assesses its operations in an open and collaborative manner and practices fairness, honesty, and objectivity in dealing with its constituencies.

Access: The University System seeks to broaden access to its higher education programs by all the segment of the society who wish to engage the organization in their learning goals.

Equity: The University system treats all the stake holders equally without any discrimination.

Collaboration: The University collaborates with recognized colleges, industries and institutions to provide access, skills, employability and capacity building among learners and thereby to achieve excellence in the university operations.

Accountability: The University is accountable to its constituencies and the public for fulfilling its mission in an appropriate manner by openly assessing its operations and by inviting external evaluations by public agencies.

Affordability: The University renders the services at affordable price.



Centre of Internal Quality Assurance (CIQA)

CIQA is mandated to foster the open and distance learning environment in the JVBI by way of promoting excellence in teaching, research, creativity, innovation, and entrepreneurship, in addition to promote personal and professional success of learners in order to enable them to contribute for sustainable socio-economic growth of the State of Rajasthan in specific and also to aim at contributing for national development. CIQA is striving hard to strengthen the learning ecosystem of the JVBI by producing competitive workforce with requisite domain knowledge, skill, aptitude, competency and confidence with outstanding academic portfolios. It is simultaneously aiming to inculcate, ethics and values in life, care for conservation of natural resources and protection of environment, culture, constitutional commitments for promoting the inclusive development for social wellbeing.

Academic and Administrative Audit (AAA): Terms of Reference

The main objective of the AAA has been to review, assess, and evaluate the performance in domains of teaching-learning and evaluation process of the CDOE during the year of reference. Accordingly, the review process was carried out by the Internal Committee Members which are follows:

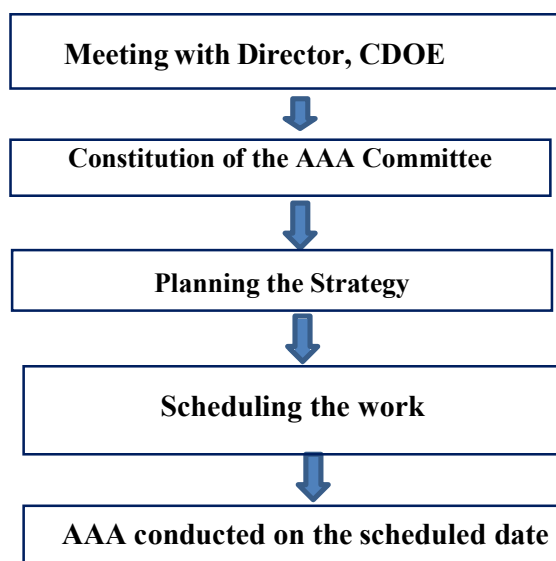
1. Prof. B.L. Jain, Chairman
2. Dr. Pradyumn Singh Shekhawat, Member
3. Dr. Yuvraj Singh Khangraot, Member

These committee members were nominated by the Hon'ble Vice-Chancellor. As part of the audit process, the CIQA structured the evaluation process in regard to the:

- General Information
- Curricular Aspects
- Counseling Session
- Admission Process
- Material Production in SLM & Distribution
- PCP (Personal Contact Programme)
- Examination.

Methodology adopted in conduct of AAA has been depicted as under:

The process involved for the AAA



The meeting of AAA committee was fixed on 22.08.2024 on the strength of the order of the Hon'ble Vice Chancellor, duly circulated by the Registrar vide no. JVBI/REG/2024-25/183, dated 22.08.2024. The AAA committee made consultations with the members of the faculty and non-teaching staff with a view to understand the operational dynamics. Further the AAA committee was guided by the CIQA Director and members contributed in regard to conduct the audit. The Committee had a formal meeting with the Hon'ble Vice-chancellor, Registrar, Coordinator- IQAC, Head of Departments and the coordinators during which the Director CIQA presented the overview of the university, developments and the achievements made during the reference year. Members of the Committee were briefed about the objective of the audit and the procedure involved.

Members of the audit team visited the Departments, from 23.08.2024 to 24.08.2024 in order to inspect the infrastructural facilities in the Departments such as classrooms, laboratories and interacted with the teaching staff and the technical staff to know the

academic and administrative performance. All the related documents were presented to the members. After completing all stages of inspection and interactions in the department, AAA Report covering the observations was prepared for the respective Departments by the Members. Also, the members visited the central facilities such as Examination section, IT Section, Finance Section, Admission, General Section, Computer center, placement cell, library and auditorium, and had interactions with the coordinators. Other general facilities, including the same for preparation, distribution and management of the SLM were verified.

Further, the Committee after completing all stages of inspections and interactions prepared the AAA report for the university covering the summarized observations and recommendations.

General Information

Name & Address of the University	Jain Vishva Bharati Institute (Deemed to be University) Ladnun (Didwana-Kuchaman) 341306 Rajasthan
Name of the Vice-Chancellor of the University	Prof. B.R Dugar
Year of Establishment Distance Education	1997
Name of the Director of CDOE	Prof. Anand Prakash Tripathi

Centre for Distance and Online Education CDOE & Its Programme PG & UG Courses

Sl.No.	Name of the Centre	Programs offered
1.	CDOE	M.A. Yoga and Science of Living
2.	CDOE	M.A. Jainology & Comparative Religion and Philosophy
3.	CDOE	M.A. Hindi
4.	CDOE	M.A. English
5.	CDOE	M.A. Political Science
6.	CDOE	M.A. Non-violence and Peace
7.	CDOE	Bachelor of Arts
8.	CDOE	Bachelor of Commerce

Certificate Courses

Sl.No.	Name of the Centre	Programs offered
1.	CDOE	Certificate in Yoga and Preksha Meditation (6 Months)

Curriculum aspect

It has been evaluated by visiting all cells and sections of CDOE. Each Programme has been using yearly based examination system since the inception and has also followed the guideline of UGC-DEB regulations, 2020. The committee also appreciated this system in view of the background of admitted students, who belong to rural areas and represent mostly the unprivileged sections of the society. It was viewed that the higher education scenario has changed from the conventional teaching methods to skill-based and industry-based methods and improvement in the quality of the courses as per demand. It was observed that most of the programmes are following the trend in designing their course curriculum by way of keeping in consideration the recommendations of the National Education Policy 2020. Each programme has listed specific outcome and program outcome and each course has been designed in a manner to cater to the outcome outlined in programme specific outcome and program outcome. The CDOE has evolved its internal mechanism of assessing the affectivity of its programmes, which is evined by the student survey reports. It was encouraging to see that all courses have duly been mapped, regular revision of courses and syllabus has been carried out with an aim to cater the needs of the emerging trends in the job market. It was viewed that the curriculum has added value to the learning ecosystem in general.

Programmes are listed as under:

Sl.No.	Programs offered
1.	M.A. Yoga and Science of Living
2.	M.A. Jainology & Comparative Religion and Philosophy
3.	M.A. Hindi
4.	M.A. English
5.	M.A. Political Science
6.	M.A. Non-violence and Peace
7.	Bachelor of Arts
8.	Bachelor of Commerce

Additionally, the CDOE has adopted a pragmatic approach for online education with the use of the latest digital media tool for conducting PCP's. In this regard placing the repository of knowledge on the website is a welcome idea. The video lectures developed by the members of the faculty are of good quality. This intervention is encouraging and needs to be expanded further.

The committee observed that the curriculum design has been effectuated in the light of the year-end examination model. Feedback on different courses has been obtained from all students at the end of the examination for further improvement. The educational programmes have exhibited good quality and their creative approach is promising. Development of the said programmes has been made in accordance with

the UGC guidelines. Most of the programmes have well-defined mechanism to meet the required objectives as laid down in consonance with the program specific outcome and program outcome. Keeping in view the needs of the student to meet massive challenges in their respective subject specific areas, timely interventions made by the CDOE are appreciable. Offering highly acclaimed academic programmes with well structured curricula incorporating contemporary knowledge, interdisciplinary learning with a thrust on finding solution to real-life problems is an innovation made by the CDOE, which indeed is good. The courses have been redesigned with an emphasis on inter-disciplinary knowledge, critical thinking and problem-solving ability skills and digital capabilities.

Counseling Session

The Counseling Session is conducted by CDOE before admission and also during mid of the admissions. It is conducted online & offline both. It has been observed that learner seek admission after getting satisfaction in regard to deliverables. The faculty members conducted many counselling sessions before admission. List of faculty members is as follows:

S.N.	Name	Designation	ODL Programme
1	Dr. Veerbala Chhajed	Assistant Professor	Faculty, M.A. Jainology Comparative Religion and Philosophy
2	Dr. Samani Subh Prajna	Assistant Professor	Faculty, M.A. Jainology Comparative Religion and Philosophy
3	Dr. Pratibha Kothari	Assistant Professor	Faculty, M.A. Yoga & SOL
4	Dr. Premlata Choraria	Assistant Professor	Faculty, M.A. Yoga & SOL
5	Sh. Abhishek Charan	Assistant Professor	Faculty, M.A. Hindi
6	Samani Unnat Prajna	Assistant Professor	Faculty, M.A. Hindi
7	Mum. Priyanka Jain	Assistant Professor	Faculty, M.A. English
8	Samani Vinay Prajna	Assistant Professor	Faculty, M.A. English
9	Samani Shukla Prajna	Assistant Professor	Faculty, MA Political Science
10	Smt. Kavita Vyas	Assistant Professor	Faculty, MA Political Science
11	Dr. Lipi Jain	Assistant Professor	Faculty, MA Nonviolence and Peace
12	Dr. Aayushi Sharma	Assistant Professor	Faculty, MA Nonviolence and Peace
13	Mumukshu Ajita Dugar	Assistant Professor	Faculty, Bachelor of Commerce
14	Ms. Pragati Choraria	Assistant Professor	Faculty, Bachelor of Commerce
15	Dr. Jay Prakash Singh	Assistant Professor	Faculty, Bachelor of Arts
16	Mum. Sunita Chandaliya	Assistant Professor	Faculty, Bachelor of Arts

An important feature of the counseling session is the vibrant interactivity in sessions,

which has succeeded in unlocking the student's potential.

Admission Process

Admissions are conducted by the office of the CDOE, where Director and his team supervises all steps pertaining to admissions; starting from submission of application forms to scrutiny, removal of deficiencies, finalization of the merit list, acceptance of fee and finalization of the admission process. The details of learners enrolled in the academic session 2023-24 are as follows:

Programme	Male	Female	Total
B.A. (First Year)	2382	1359	3741
B.Com. (First Year)	139	25	164
M.A. in English (Previous Year)	156	116	272
M.A. in Hindi (Previous Year)	187	199	386
M.A. in Jainology Comparative Religion and Philosophy (Previous Year)	28	46	74
M.A. in Pol. Science (Previous Year)	289	200	489
M.A. in Nonviolence & Peace (Previous Year)	5	0	5
M.A. in Yoga & SOL (Previous Year)	878	1031	1909
Total	4064	2976	7040

Programme	Male	Female	Total
Certificate in Yoga and Preksha Meditation	578	583	1151

Material Production & Distribution

The MPD Section is entrusted with the duty of issuing Information Brochure, Syllabus, SLM, and Assignment Papers. It is functioning systematically and maintaining records properly. Study material was provided to all the following learners within 15 days of admission:



Programme	Total
B.A. PART- I	1909
B.Com. PART- I	80
M.A. English (Previous Year)	161
M.A. Hindi (Previous Year)	216
M.A. Jainology comparative Religion and Philosophy (Previous Year)	54
M.A. Political Science (Previous Year)	286
M.A. Nonviolence & Peace (Previous Year)	03
M.A. Yoga & SOL (Previous Year)	827
B.A. PART- II	2947
B.A. PART- III	189
B.Com. PART- II	134
B.Com. PART- III	10
M.A. English (Final Year)	161
M.A. Hindi (Final Year)	340
M.A. Jainology Comparative Religion and Philosophy (Final Year)	52
M.A. Political Science (Final Year)	416
M.A. Yoga and Science of Living (Final Year)	1562
M.A. Nonviolence & Peace (Final Year)	01

CDOE is handling the dispatch of educational material effectively and the timelines maintained by the Directorate are appreciable.

Examination

Examination Section is headed by the Controller of Examinations. Yearly mode examinations are being conducted by the office of the Controller of Examination. The process comprises of setting the question papers from External and Internal subject experts, conduct of the examination, evaluation of the answer sheets by the duly appointed examiners. The examination results are prepared & declared by the Examination Section under the control of the CoE. Conduct of fair examination and timely publication of results need appreciation. System for addressing grievances is robust.

Recommendations:

Students should be motivated to join institutional programmes, who have completed MOOCS offered by various online platforms such as e-PG, Pathshala, NPTEL etc. There is need to popularize the existing courses and expand further the bouquet of programmes.

Listing out major areas of concern which need immediate attention:

- **Encouraging Online Learning:** Promote student participation in courses offered on various online platforms, such as SWAYAM, PG Pathshala, and MOOCs.
- **Expansion of Blended Learning:** Increase the use of blended teaching methods to enhance the overall teaching and learning experience.
- **Strengthening Institutional Linkages:** Enhance institutional linkages and scientific exchange programs, and build new national and international research collaborations.
- **Efficient Issue Resolution:** Reduce the time required to resolve issues related to the Centre for Distance and Online Education (CDOE).
- **Quality Enhancement:** Focus on the overall enhancement of quality in personal and professional development.

Date: 27-08-2024



(Dr. Yuvraj Singh Khangraot)
Member



(Dr. Pradyumna Singh Shekhawat)
Member



(Prof. B.L. Jain)
Chairman