

Academic and Administrative Audit Report of CIQA

**Center for Distance and Online Education
Jain Vishva Bharati Institute**

(Deemed University),

Ladnun-341 306

(2020-21)

**HIGHER EDUCATION
FOR EVERYONE,
EVERYWHERE**

Academic and Administrative Audit Report of CIQA

Center for Distance and Online Education

Jain Vishva Bharati Institute (Deemed University), Ladnun

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.

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 Directorate of Distance Learning 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.



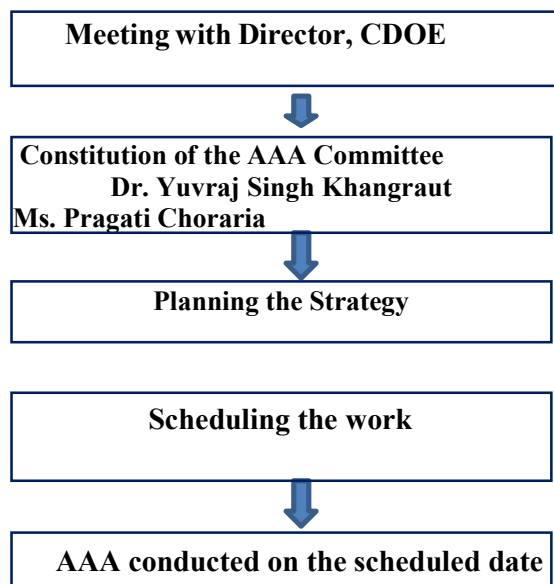
The Institutional Core Values : Monitoring by the CIQA

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 (Dr. Yuvraj Singh Khangarot and Ms. Pragati Choraria), who were nominated by the Hon'ble Vice Chancellor. As a part of the audit process, the CIQA structured the evaluation process in regard to the Curricular Aspects, Teaching-Learning and Evaluation, Research, Innovations and Extension, Infrastructure and Learning Resources, Learner Support and Progression, Governance, Leadership and Management and Institutional Values and Best Practices.

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 March 22, 2021 on the strength of the order of the Hon'ble Vice Chancellor, duly circulated by the Registrar vide no. JVBI/REG/2020-21/256 Dated 22.03.2021. 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 March 31 to April 01, 2021 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.

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. 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. 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 industry and in the general educational sphere. It was viewed that the curriculum has added value to the learning ecosystem.

Additionally, the CDOE has adopted a pragmatic approach for online education with the use of the latest digital media tool for conducting PCP's. 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 has been observed that learner seek admission after getting satisfaction in regard to deliverables.

Admission Section

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.

Material Production & Distribution Section

The MPD Section has been assigned the duty to issue, Information Brochure, Syllabus, SLM and Assignment Papers. It is functioning systematically and maintaining records properly.

Examination Section

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 result are prepared & declared by the Examination Section under the control of the CoE.

Weaknesses

Ladnun is a geographically disadvantaged township, which causes problems for the students belonging to remote villages in coming to the HQ. There is also an emerging need to expand the ecosystem of online education in coming times. Expansion of digital infrastructure is also needed.

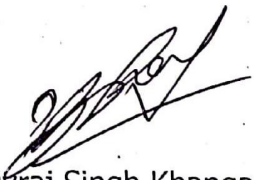
Recommendations:

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 the students to take courses on various online platforms such as Swayam, PG Pathshala, MOOCS.
- Expansion of the blended mode of teaching to enrich teaching learning experience.
- Strengthening institutional linkages and scientific exchange programs, building national and international research collaborations
- Shortening of time taken in disposal of issues pertaining to CDOE.


(Ms. Pragati Choraria)


(Dr. Yuvraj Singh Khangarot)


Director
Centre for Distance and Online Education
Jain Vishva Bharati Institute, Ladnun
Dist.-Nagaur (Rajasthan)



JAIN VISHVA BHARATI INSTITUTE, LADNUN (RAJASTHAN)
(Deemed to be University under section 3 of the UGC Act 1956)

JVBI/REG/2020-21/256

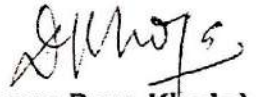
Date: 22.03.2021

OFFICE ORDER

Hon'ble Vice-Chancellor is pleased to constitute a committee comprising following members as internal auditor.

1. Dr. Yuvraj Singh Khangarot, Member of CIQA
2. Ms. Pragati Choraria, Member of CIQA

Both will examine the various activities of CDOE and present audit report upto April 10, 2021.


(Deepa Ram Khoja)
Asst.Registrar

Copy Forward to:

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