Annual Report

OF

CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA)

Jain Vishva Bharati Institute
(Deemed to be University)
Ladnun-341306
Dist- Nagaur (Rajasthan)

PROGRAMMES UNDER

OPEN AND DISTANCE LEARNING MODE

<2022-23>

Contents

Part – I: General Information

1.1 Date of notification of the Centre(attach a copy of the notification): 02.04.2017 *Upload PDF*

1.2 Details of Director, CIQA

- Name : **PROF. ANAND PRAKASH TRIPATHI**
- Qualification: Ph.D. , M.A.(PHILOSOPHY)
- Appointment Letter and Joining Report: **Upload (PDF)**

1.3 Details of CIQA Committee:

a. Composition as per Regulations

S.No.	Designation	Nominations	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
a.	Vice Chancellor of the University	Chairperson	Prof. B.R. Dugar PhD.	Nonviolence and Peace	25-08-2022
b.	Three Senior teachers of HEI	Member 1	Prof. B. L. Jain PhD.	Education	25-08-2022
		Member 2	Dr. P. S. Shekhawat PhD.	Yoga	25-08-2022
		Member 3	Dr. Y. S. Khangarot PhD.	Yoga	25-08-2022
c.	Head of three Departments or School of Studies from which programme is being offered in ODL and Online mode	Member 4	Prof. Samani Riju Prajna PhD.	Jainology	25-08-2022
		Member 5	Dr. Samani Sangeet Prajna PhD.	Prakrit & Sanskrit	25-08-2022
		Member 6	Dr. Ravindra Singh Rathore PhD.	Nonviolence & Peace	25-08-2022
d.	Two ExternalExperts of ODL and/or Online education	Member 7	Prof. Naresh Dadhich PhD.	Gandhiyan Philosophy	25-08-2022
		Member 8	Prof. K. N.Vyas PhD.	Sociology	25-08-2022
e.	Officials from departments of HEI • Administration • Finance	Member 9 Administration	Prof. Nalin K. Shastree Phd.	Botany and Env. Sc.	25-08-2022
		Member 10 Finance	Mr. Vineet Surana Mtech./Btech.	Electronics & Communication	25-08-2022
f.	Director, CIQA	Member Secretary	Prof. A. P. Tripathi PhD.	Philosophy	25-08-2022

   b. Whether members mentioned at 'b' to 'e' changed every 2 years? (Yes)
     If No, reason thereof --

1.4 Number of meetings held and its approval:
   a.   **No of meetings held every year : 1**
   b.   **Meeting details:**

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	15-02-2023	N.A	**upload**	**upload**
Meeting 2	-	-	-	-

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

From <M*onth, Year*> academic session: **N.A.**

Sr. No.	Name of the Depart ment	Certificate Title	Duration (months)	No. of Credits	Admis sion Eligib ility	Fee (Rs)	Approval of statutory Authority (s) (DD-MM- YYYY) of HEI/Regu latory authority (if required)	No. of Learner Support Centre Operati onalizedas per territori al jurisdict ion*/ Off Campus	Number of students admitted (Male/Female/Trans-gender)			
									M	F	T G	Total
1.												
N.												

*Not for Private University

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 <M*onth, Year*> academic session: **N.A.**

Sr. N*o.*	Name of the Depart ment	Diploma Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD- MM-YYYY) of HEI/ Regulatory authority(if required)	No. of Learner Support Centre Operational ized as per territorial jurisdiction */Off Campus	Number of students admitted (Male/Female/Trans-gender)			
									M	F	TG	Total
1.												
N.												

*Not for Private University
Note: Mention details separately for <M*onth, Year*> academic session, asapplicable, as above.

1.7 Number of programmes started at Post Graduate Diploma level as per Commission Order:
    From <M*onth, Year*>academic session: TO BE EXTRACTED FROM WEBPORTAL - **N.A.**

HEI ID: HEI-U-0400   Name of HEI: JAIN VISHVA BHARATI INSTITUTE   Type of HEI: DEEMED

Sr. No.	Post Graduate Diploma Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/ Off Campus	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.											

*Not for Private University
Note: Mention details separately for <M*onth, Year*>academic session, as applicable,as above.

1.8 Number of programmes started at Undergraduate Degree Programmes as per Commission Order:

From <07, 2022 Year>academic session: 2022-2023   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	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/ Off Campus	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.	Bachelor of Arts	3 Yr.	95	10+2	6000	F.No. 22-9/ 2022 (DEB-I) 17 Nov., 2022	1	2382	1359	0	3741
2.	Bachelor of Commerce	3 Yr.	105	10+2	6000	F.No. 22-9/ 2022 (DEB-I) 17 Nov., 2022	1	139	25	0	164

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

From <07, 2022 Year>academic session: 2022-2023 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	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/Off Campus	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.	M.A. in English	2 Yr.	64	Graduate	6500	F.No. 22-9/ 2022 (DEB-I) 17 Nov., 2022	1	156	116	0	272
2.	M.A. in Hindi	2 Yr.	64	Graduate	6500	F.No. 22-9/ 2022 (DEB-I) 17 Nov., 2022.	1	187	199	0	386
3.	M.A. in Jainology Comp. Relig. and Philosopgy	2 Yr.	64	Graduate	6000	F.No. 22-9/ 2022 (DEB-I) 17 Nov., 2022	1	28	46	0	74
4.	M.A. in Pol. Science	2 Yr.	64	Graduate	6500	F.No. 22-9/ 2022 (DEB-I) 17 Nov., 2022	1	289	200	0	489
5.	M.A. in Nonviolence and Peace	2 Yr.	64	Graduate	6500	F.No. 22-9/ 2022 (DEB-I) 17 Nov., 2022	1	05	0	0	05
6.	M.A. in Yoga & SOL	2 Yr.	64	Graduate	10500	F.No. 22-9/ 2022 (DEB-I) 17 Nov., 2022	1	878	1031	0	1909

*Not for Private University
Note: Mention details separatelyfor <M*onth, 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 Actiontaken by CIQA and Outcomethereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	The CIQA has ensured that Student and Learner Support services as per the Regulations, as well as the University's own procedural processes are in place for the Learners. The CIQA has built a mechanism of strict quality control to measure quality control parameters in all inputs as well as all processes relating to services provided to Learners. All stakeholders are surveyed regularly and after taking feedback, comments through detailed questionnaire interventions are made.	
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	Based on feedback from stakeholders, internal compliance is updated and improved viz. regular updating of website, learner support centre, improvement in SLM etc.	
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	(1) Development of Curriculum for all the programmes to be offered under ODL mode and ensuring maximum similarity of the same with the corresponding programme in regular mode. (2) Preparation of SLM as per guidelines established in the UGC ODL Regulations issued from time to time. (3) Student Support Services are fully functional helpline number have been arculated. (4) Examination and Evaluation have been made credible. No compromise with quality.	

S.No.	Provisions in Regulations	Details of Actiontaken by CIQA and Outcomethereof (Not more than 500 words)	Upload Relevant Document
		Since University is mandated for studies in the area of oriental studies therefore, programs like Nonviolence and Peace, Jainology, Sanskrit and Prakrit etc. are beening carried out.	
4.	Mechanism devised to ensure that the quality of Open and Distance Learning programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	(1) SLM based on the Regular mode of study has been prepared. (2) Primary objectives are same in comparison to Regular mode for the curriculum. (3) UGC guidelines followed as issued from time to time.	
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	(1) Feedback of learners on SLM is considered for further improvement. (2) Interaction with students who visit CDOE. (3) Feedback from staff is also used for updation of course. (4) Feedback from Subject experts.	
6.	Measures suggested to theauthorities of Higher Educational Institution for qualitative improvement	Institute performs a series of activities in order to maintain and improve quality both in its Academic and Administrative work. Improvements related to Curriculum planning, design, development and curriculum enrichment are active part of Curriculum related activity of all programs, which is duly addressed by the Institute. Learner enrolment, teaching learning process, evaluation process and reforms, learner performance and learning outcomes are active part of academic activity. Institute prioritizes all theses essentials for the learners and makes the process as easy for learners, so as to obtain maximum flexibility for learning. Physical facilities and IT infrastructure are continuously	

S.No.	Provisions in Regulations	Details of Actiontaken by CIQA and Outcomethereof (Not more than 500 words)	Upload Relevant Document
		improved to facilitate all stakeholders. Learning resources (SLM) are made available to the learner by Institute both in physical and soft copy form. Faculty development programmes are regularly conducted for general development. Financial activities of the Institute pertaing to CDOE are carried out as per the UGC guidelines.	
7.	Implementation of itsrecommendations through periodic reviews	Implementation is being done and monitoring is regular. Attached ATRs of meetings	
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.	Regularly conducted and proposed as per CIQA	
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	Best Practices for imparting instructions are taken into consideration regularly.	
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	Learner's feedback is collected and examined by the CDOE for improvement in the areas where it is needed.	
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	PPR of existing Programmes prepared and approved by Competent Authority. Updated as per UGC guidelines regularly.	
12.	Mechanism to ensure the proper implementation of Programme Project Reports	PPR of existing Programmes prepared and approved by Competent Authority and implemented under the supervision of the Director.	

S.No.	Provisions in Regulations	Details of Actiontaken by CIQA and Outcomethereof (Not more than 500 words)	Upload Relevant Document
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	Annual Report is approved by the competent authority. Records are properly maintained. Annual Reports, and all documentation generated by the CIQA, as well as the CDOE, are documented in the Institute's Online filing system, and reviewed periodically, to ensure compliance and continuity. Annual Report (2022-23) is under process.	
14.	Inputs provided to the Higher Educational Institution forrestructuring of programmes in order to make them relevant to the job market.	Objectives and Outcomes of programme are in line with job market requirements and aim at enhancing skills.	
15.	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	Jain Vishva Bharati Institute (JVBI) can adopt a facilitated system-based research approach to create a learner-centric environment and bring about qualitative changes in the entire system. **1. Creating a Learner-Centric Environment:** a. Personalized Learning b. Peer-to-Peer Learning c. Feedback and Assessment d. Enhanced Support Services **2. Bringing about Qualitative Changes in the Entire System** a. Curriculum Development b. Faculty Development c. Infrastructure and Technology support d. Research and Innovation e. Quality Assurance f. Community Engagement	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	To prepare for the NAAC accreditation process follows these systematic steps: 1. Establishing an Accreditation Committee	

S.No.	Provisions in Regulations	Details of Actiontaken by CIQA and Outcomethereof (Not more than 500 words)	Upload Relevant Document
		2. Familiarizeing with NAAC Criteria 3. Performing a Self-Study 4. Developing an Action Plan 5. Implementing the Action Plan 6. Documenting and Reporting 7. Assuring Quality. 8. Preparing the Self-Study Report (SSR) 9. Submission of SSR 10. Preparing for the Peer Review Team Visit **Accredited with grade "A" by NAAC.**	
17.	Measures adopted to ensure internalisation and institutionalisation of quality enhancement practices throughperiodic accreditation and audit	Periodic accreditation of NAAC and audit of CDOE. Audit for ISO undertaken	
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	Effective coordination between Jain Vishva Bharati Institute (JVBI) and the University Grants Commission (UGC) is effectuated by way of undertaking following interventions. 1. Appointed a UGC Nodal Officer/Coordinator 2. Established a Center for Internal Quality Assurance Cell (CIQA) 3. Regular Reporting 4. Attending UGC Workshops and Seminars 5. Implementing UGC Guidelines: 6. Seeking UGC Support for ODL Development 7. Sharing Best Practices 8. Addressing Grievances. 9. Continuous Improvement	
19.	Information obtained from otherHigher Educational Institutions on various quality benchmarks or parameters and best practices.	Regular communication with other institutes for quality on enhancement.	

S.No.	Provisions in Regulations	Details of Actiontaken by CIQA and Outcomethereof (Not more than 500 words)	Upload Relevant Document
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	CIQA Annual Report 2020-21	
21.	Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	The CIQA has made all efforts to ensure that Annual Report is prepared in time, and made available online as well as shared with the AC/BOM and the UGC-DEB.	
	(a) Submitted a copy of report in the format as specified by theCommission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	Yes	
22.	Overseen the functioning of Centrefor Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes	The committee oversees the functioning of CIQA and approves the reports generated time to time.	BOM CIQA
23.	Facilitated adoption of instructional design requirements as per the philosophy of the Open and Distance Learning decided by the statutory bodies of the HEI for its different academic programmes	Adopted SLM and distance learning material sent to all learners free of cost.	
24.	Promoted automation of learner support services of the Higher Educational Institution	Yes UMS development under progress	
25.	Coordinated with external subject experts or agencies or organisations,the activities pertaining to validation and annual review of its in-house processes	By coordinating with external subject experts, agencies, and organizations, Institute ensures that its in-house processes are regularly validated and reviewed	BoS Members appointed
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	The CIQA committee of the HEI ensures coordination with third party auditing bodies for quality audit of the programme (NAAC and ISO)	

S.No.	Provisions in Regulations	Details of Actiontaken by CIQA and Outcomethereof (Not more than 500 words)	Upload Relevant Document
27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	The CIQA committee of the HEI is responsible for overseeing the preparation of Self- Appraisal Report which is submitted in Assessment and Accreditation agencies.	
28.	Promoted collaboration and association for quality enhancement of Open and Distance Learning mode of education and research therein	Collaboration done with some institutes	
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	Regular updation of job markets and vacancies to students. industry-institution Linkage is likely to be made.	

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 inrespect of ODL	Upload relevant document
1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	The required policies have been framed by the Institute related to matters regarding planning, human resources, recruitment, performance appraisal, training and financial management etc. with a focus on the following key aspects: a) **Organisation Structure and Governance-** The required positions in the Institute is filled in as prescribed by the commission. b) **Management-** The role of the leadership and management of the Institute is to assess and review the organization culture. c) **Strategic Planning-** The Institute shall undertake strategic planning of its activities and implement the same. d) **Operational Plan, Goals and Policies-** The Institute has well defined realistic and measurable goals, policies and plans that are well implemented and well communicated to its stakeholders.	
2.	Articulation of Higher Educational Institution Objectives	The Institute has articulated a clear vision, mission, ethos and strategy that are consistent with the goals of offering programs in an offline mode.	

Sr.No.	Provisions in Regulations	Action taken inrespect of ODL	Upload relevant document
3.	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e. Feedback System	The following mechanisms were adopted by the Institute towards program development and approval processes. **a) Curriculum Planning, Design and Development-** Proper processes, systems and structures are laid in place by the Institute to carry out these responsibilities. **b) Curriculum Implementation-** The Institute has implemented specific plans to identify the time to be spent on specific components towards the effectiveness of the programme(s) and their usefulness as a whole. **c) Academic Flexibility-** The Institute has adopted proper strategies for imparting academic flexibility to its learners. **d) Learning Resource-** The Institute ensures the quality of the learning resources duly supplemented by e-learning materials. It follows the 4 Quadrant approach as defined in the regulations. **e) Feedback System-** A proper feedback mechanism is in place by the Institute to take feedback from all stakeholders. Feedback in the guiding force for improvement .	
4.	Programme Monitoring and Review	The Institute has planned and executed the program monitoring and review system to conduct periodic internal reviews and maintains the quality of academic programmes.	
5.	Infrastructure Resources	The Institute has a system to elicit data on the adequacy and optimal use of the facilities namely e-library, ICTE infrastructure etc. to maintain the quality of academic programmes and ensure qualitative support to each of the stakeholders	

Sr.No.	Provisions in Regulations	Action taken inrespect of ODL	Upload relevant document
6.	Learning Environment and Learner Support	The Institute provides learner support services including academic counselling etc. for its learners. Additionally, Institute has established Information and Communication Technology, which acts as a facilitator as component of the learning environment, focusing on the pedagogical use of modern educational practices also to support blended learning. The learner support services are provided through the e-learning platform.	
7.	Assessment and Evaluation	The Institute has executed evaluation system through various assessment tools; including multiple choice questions, short term question assignment and term-end examinations. The JVBI has put in place a proper mechanism to evaluate the assessment for assessing the learning outcomes of the learners.	
8.	Teaching Quality and Staff Development	The Institution has maintained a well-established structure for promoting quality counseling, capacity building workshops, programmes for interactive teaching-learning and provide staff development programmes and activities to encourage academic staff to improve teaching and learning on continuous basis.	

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 inrespect of ODL	Upload relevant document
1.	Academic Planning	The Institute has developed robust and appropriate academic planning procedures to ensure that the programs offered are relevant to national economy and offers a high-quality value-added learner experience. The Institute has adequate and appropriate teaching and other support staff along with infrastructure and technology support to ensure that the curriculum remains up to date and the institutional goals are achieved.	
2.	Validation	The Institute has placed a mechanism in place for validation to ensure that its programmes are academically viable and academic standards have been appropriately defined it aims at offering learners the best opportunity to learn. Adequate checks during operations and dissemination is followed.	
3.	Monitoring, Evaluation and Enhancement Plans a. Reports from Learner Support Centres (for Open and Distance Learning programmes) b. Reports from Examination Centres c. External Auditor or other External Agencies report d. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institutionlevels e. Reporting and Analytics by the Higher Educational Institution f. Periodic Review	The Institute ensures that the monitoring, evaluation and enhancement plans are in place for the learners. Examination report from centre is taken for improvement. NAAC "A" accredited For effective evaluation and audit, the JVBI ensure easy access to performance monitoring information such as course pass rates, learner entry profiles and progression and achievement reports, which should be available through web- based application and would be used for report making. Analysis of reports and statistics take place JVBI have an effective system for collecting feedback from the stakeholders regularly to improve its programmes. The Centre for Distance Online Education conduct self-assessments regularly and use the results to improve its systems, processes etc. and finally ensures to enhance the quality of programmes.	

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, at least Associate Professor

Or

Name and details of Head for each school (for Open University) - Full timededicated,

not below the rank of an Associate Professor

Mention details such as Regular Employee, Designation, Qualification, Salary

(Attach appointment letter and joining report)

Name - Prof. A.P. Tripathi (Regular)

Designation- Director, CDOE

Qualification- Ph.D, M.A. Philosophy

Salary - 76,000/-

3.2 Compliance status of "Human Resource and Infrastructural Requirements" – 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 and physical infrastructure exclusively/independently, as mentioned in the Annexure-IV of the Regulations. In addition, the faculty details shall be provided in the following format:

Programmes Name	No. of Faculty required	No. of Faculty appointed	Complied Yes/No	If no. reason thereof
UG	4	4	Yes	NA
PG	12	12	Yes	NA
PGD	-	-	-	-

S. No.	Programme Name	No. of Full time-Dedicated faculty for ODL	Names	Designation	Qualification	Experience	Type (Regular/Contract) with gross salary/ month			Date of joining programme and Joining report Upload Pdf
							Type	Gross salary/ month	Contract period	
1.	M.A. Jainology Comparative Religion and Philosophy	2	Dr. Veerbala Chhajed	Assistant Professor	Ph.D., M.A.	4	Regular	Honorary	-	09.12.2019
2.			Dr. Samani Subh Prajna	Assistant Professor	Ph.D., M.A	14	Regular	Honorary	-	10.07.2009
3.	M.A. Yoga & SOL	2	Dr. Pratibha Kothari	Assistant Professor	Ph.D., M.A	4	Regular	Honorary	-	07.12.2019
4.			Dr. Premlata Choraria	Assistant Professor	Ph.D., M.A	4	Regular	Honorary		07.12.2019

S. No.	Programme Name	No. of Full time- Dedicated faculty for ODL	Names	Designation	Qualification	Experience	Type	Gross salary/ month	Contract period	Date of joining programme and Joining report Upload Pdf
							Type (Regular/Contract) with gross salary/ month			
5.	M.A. Hindi	2	Sh. Abhishek Charan	Assistant Professor	NET, M.A., B.Ed.	6	Contractual	24000		25.08.2017
6.			Samani Unnat Prajna	Assistant Professor	NET, M.A.	10	Regular	Honorary	-	01.01.2014
7.	M.A. English	2	Mum. Priyanka Jain	Assistant Professor	Ph.D., M.Phil, M.A.	6	Regular	Honorary	-	01.04.2017
8.			Samani Vinay Prajna	Assistant Professor	Ph.D	11	Regular	Honorary	-	17.10.2012
9.	MA Political Science	2	Samani Shukla Prajna	Assistant Professor	Ph.D	12	Regular	Honorary	-	01.07.2011
10.			Smt. Kavita Vyas	Assistant Professor	M.A.	5	Contractual	10000	-	27.09.2018
11.	MA Political Nonviolence and Peace	2	Dr. Lipi Jain	Assistant Professor	Ph.D	4	Regular	57418	-	01.02.2022
12.			Dr. Aayushi Sharma	Assistant Professor	Ph.D.	4	Contractual	13000	-	17.09.2019
13.	Bachelor of Commerce	2	Mumukshu Ajita Dugar	Assistant Professor	M.Com	6	Regular	Honorary	-	01.04.2017
14.			Ms. Pragati Choraria	Assistant Professor	Ph.D (Pursue) M.B.A., B.Com	4	Contractual	21610	-	05.10.2019
15.	Bachelor of Arts	2	Dr. Jay Prakash Singh	Assistant Professor	Ph.D, M.A., B.Ed	16	Contractual	29000	-	03.10.2019
16.			Mum. Sunita Chandaliya	Assistant Professor	NET, M.A.	11	Regular	Honorary	-	05.04.2012

3.3 Details of Administrative staff

Number of Administrative staff available exclusively for ODL programmes at HQ &at LSCs

Admin Staff	Required (upto 5,000 students)	Available
Deputy Registrar	1	Yes
Assistant Registrar	1	Yes
Section Officer	1	Yes
Assistants	2 (2for DMUniversities)	Yes
Computer Operator	2	Yes
Multi-Tasking Staff	2	Yes

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

Note:

1. In case of the enrolment higher than 5,000 the number of positions in the Centre for Distance and Online Learning may be increased by the HEI appropriately.
2. Private University eligible to offer ODL programmes through its Head Quarters only and duly recognized off-campus centres; not through any Learner Support Centre.

Part – IV: Examinations

4.1 Information of formative and summative assessments/examinations conducted with the actions taken to ensure 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 Open and Distance Learning mode Higher Educational Institutions or qualified faculty from University Grants Commission recognized Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc	Yes	
3.	All Examinations for Open and Distance Learning mode programmes shall be conducted within the Institution where the Study Centres or Learner Support Centres is located under the direct control and responsibility of the Open and Distance Learning mode Institution. No Examination Centres shall be allotted to any private organisations or unapproved Higher Educational Institutions.	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.	Yes	

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
5.	The number of examination centres in a city or State must be proportionate to the student enrolment from the region	Yes	
6.	Building and grounds of the examination centre must be clean and in good condition.	Yes	
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	Yes	
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	Yes	
9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	Yes	
10.	Safety and security of the examination centre must be ensured	Yes	
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	Yes	
12.	Provision of drinking water must be made for learners	Yes	
13.	Adequate parking must be available near the examination centre	Yes	
14.	Facilities for Persons with Disabilities should be available	Yes	

4.2 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.	**NA**	**Upload guidelines**
2.	A Higher Educational Institution offering Open and Distance Learning Programmes shall have a mechanism well in place for evaluation of learners enrolled through Open and Distance Learning mode and their certification.	**Yes**	**Upload mechanism**
3.	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: Provided that no semester or year-end examination shall be held unless: 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; ii) For Open and Distance Learning mode: the learner has minimum attendance of 75 per cent. in the programme specific Personal Contact Programme (excluding counselling) and lab component of each of the programmes; and detailed attendance records have been maintained by Learner Support Centre/ Regional Centre/ Higher Educational Institution	Yes The evaluation includes two types of assessments 1. Continuous Assessments 30% 2. Annual Examination Assessments 70% Certification- award of Degree at the UG and PG Level is done as per the laid down regulations	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
4.	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 Open and Distance Learning mode shall be evolved by adopting same standards as being followed in conventional mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities	Yes the similar criteria is being followed in the ODL mode	
5.	The weightage for different components of assessments for Open and Distance Learning 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** (Annual Examination 70% and CIA 30%) **Upload 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** **Upload sample**	
8.	A Higher Educational Institution offering a Programme in Open and Distance Learning 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** Question Paper setting work is being managed by the secrecy branch of the University in a similar manner as is being followed for the courses under regular mode **Upload Process**	
9.	The examination of the programmes in Open and Distance learning 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.	**Yes**	

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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	Yes	
	(b) Availability of biometric system	Yes	
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners	Yes	by Aadhar Card details or other Government identifiers of Indian learners along with the Admit card issued by the Institute.
	(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	N.A.	CCTV facilities is already available in examination centre
11.	The Higher Educational Institution shall retain all such Closed-Circuit Television recordings in archives for a minimum period of five years	NO **Upload Sampleand list**	CCTVs are available in all Exam halls but recoding of CCTVs is not available in our record.
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	NA **Upload detailsof Observer assigned**	
	(b) It shall be mandatory to have observer report submitted to the HigherEducational Institution	NA **Upload ObserverReport**	
13.	(a) All end semester examinations or term end examinations for programmes offered through Open and Distance Learning mode shall be conducted through proctored examination (pen-paper or online or computer based testing) within Territorial Jurisdiction, in the examination centre as mentioned in these regulations.	N.A.	
	(b) The Exams shall be under the direct control and responsibility of the Open and Distance Learning mode	Yes	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	Institution		
14.	The Examination Centre shall be located in Government Institutions like Kendriya Vidyalaya(s), Navodaya Vidyalaya(s), Sainik School(s), State Government Schools, etc. can also be identified as examination centre(s) under direct overall supervision of a Higher Educational Institution offering education under the Open and Distance Learning mode including approved affiliated colleges under the University system in the Country and no Examination Centres shall be allotted to private organisations or unapproved Higher Educational Institutions	Yes	
15.	The Learner Support Centres, as defined in the regulations and within the territorial jurisdiction, can also be used as examination centres provided they fulfill the criteria of an examination centre as defined in these regulations	Yes	
16.	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institution	Yes	
17.	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Open and Distance Learning shall be assigned a unique identification number and shall have i. Photograph ii. Aadhaar number or other government recognised identifier or Passport number, as applicable, iii. Other relevant details of the learner along with the Programme name.	Yes **Upload samples**	
	(b) Each award shall also be uploaded on the National Academic Depository	Yes	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
18.	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 Learner Support Centres (only for Open and Distance Learning); (v) Name and address of all Examination Centres	Yes **Upload samples**	

4.3 Whether any examination held through online mode.

If yes, provide details regarding technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination

NIL

4.4 Result and Student ProgressionFor UG, PG and PGD programmes 2023)

Semester beginning	Programmename	No. of students admitted	No. of students appeared in exams	No. of students progressed to next year	% of students passed	% of students passed infirst class
July,2023	M.A. in English (Prev.)	271	260	256	98.46	-
July,2023	M.A. in English (Final)	6	6	-	100.00	100.00
July,2023	M.A. in Hindi(Prev.)	384	366	362	98.91	-
July,2023	M.A. in Hindi(Final)	10	9	8	88.89	100.00
July,2023	M.A. in Jainology Comp. Religion and Philosophy (Prev.)	76	46	46	100.00	-
July,2023	M.A. in Jainology Comp. Religion and Philosophy (Final)	2	1	1	100.00	100.00
July,2023	M.A. in Pol. Science (Prev.)	489	460	450	97.83	-
July,2023	M.A. in Pol. Science (Final)	17	14	12	85.71	100.00
July,2023	M.A. in Yoga & SOL (Prev.)	1907	1696	1625	95.81	
July,2023	M.A. in Yoga & SOL (Final)	71	68	58	85.29	100.00
July,2023	M.A. in Nonviolence & Peace (Prev.)	5	1	1	100.00	-
July,2023	Bachelor of Arts Part-I	3728	3482	3426	98.39	-
July,2023	Bachelor of Arts Part-II	56	54	54	100.00	-
July,2023	Bachelor of Arts Part-III	1432	1403	1341	95.58	98.73
July,2023	Bachelor of Commerce Part-I	165	157	154	98.09	-
July,2023	Bachelor of Commerce Part-II	3	3	3	100.00	-
July,2023	Bachelor of Commerce Part-III	86	86	83	95.51	9 5.18

Part – V: Programme Project Report (PPR) and Self-Learning Material (SLM)

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..

The process followed by the JVBI/CDOE to ensure that PPRs are prepared as per the UGC (ODL)Regulations 2020 are as follows:

(1) The PPR including syllabus of a particular Programme is first prepared by the respective department on the direction of the CDOE/Vice Chancellor.

(2) Draft PPR is received by the CDOE from the concerned department.

(3) The Draft PPR is submitted to the CIQA for review and academic audit and enlisting suggestions if any which is corrected/updated by the concerned department.

(4) The CIQA then submits the approved draft to the CDOE

(5) The CDOE then calls for convening the meeting of the Board of Studies (Statutory Authority) for approval of the PPR including the syllabus.

(6) After approval of Board of Studies (BoS) the PPR is then submitted to the Academic Council (Statutory Authority) for ratification and approval.

(7) The PPR, including syllabus duly approved by the Academic Council is then presented to the Board of Management (Statutory Authority) for its approval

(8) The Approved PPRs are received by the CDOE for execution and adoption in the forthcoming academic session.

Upload samples and authority approval

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.

(1) Learning Material (Print Media) : SLM Printed Materials of All courses in each of the 2 UG Programmes and 6 PG Programmes have been prepared and sent to learners

(2) Audio–Video Material: Video lectures have been prepared Unit-wise for UG Programmes - 369 and PG Programmes - 351

(3) Online Material : SLM texts for 2 UG and 6 PG Programmes have been uploaded in the University Website in PDF format. All these materials are Open Educational Resources (OER) and can be downloaded free of cost.

(4) Computer-based material for self assessment is yet to be developed.

(5) Curriculum and Pedagogy: All the courses in each of the programmes offered at the UG and PG levels have been prepared by subject experts and approved by the respective Board of Studies and Academic Council. However, a quality improvement in the design of the curriculum has to be undertaken.

Upload samples and authority approval

5.3 Compliance status in respect of Self-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.

(1) Self Learning Material (SLM) have been developed on the basis of Guidelines provided by Resource Persons invited from STRIDE, IGNOU. Workshops for preparation of SLM were organised twice in the Institute.

(2) All the prepared SLM are approved by the Director, Centre for Distance and Online Education and approval of the same is granted by the Vice Chancellor and BoS and Academic Council.

Upload samples

Part – VI: Programme Delivery through Learner Support Centre(LSC)

6.1   Details of personal contact programmes implemented:

Please provide information in respect of programmes at UG, PG and PGD Programmes

S. No.	Programmes name	Centre Name	No. of centres conducted PCP	No. of PCP held every year	Total no. of students registered in the programme	No. ofStudents Attendedon an average basis
1	UG	Ladnun	1	1	5465	4200
2	PG	Ladnun	1	1	3238	2500
3	PGD	-	-	-	-	-

6.2   Compliance status of 'Learner Support Centre'–As per Annexure–VIII ofUGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the process followed for identification of LSCs and the agreement terms for providing support to the learners thereby ensuring compliance to the LSCs provisions of the Regulations. The explicit details of approval by its Statutory Authorities/CIQA shall also be mentioned.

(1) The JVBI is a Deemed-to-be-University and hence its ODL Programmes run are run as per UGC (ODL) Regulations 2020 which are functioning from its headquarters ONLY.

(2) A Learner Support Centre (LSC) has been established by CDOE, JVBI at its headquarters which came into existence from the beginning of the establishment of CDOE. The same was existing prior to the UGC (ODL) Regulation 2020 as "Student Help Centre". The same has been renamed as Learner Support Centre (LSC) as per the UGC Regulations.

6.3 LSC wise enrollment details (Not for Private University)

Sr. No.	Name & Address of College/ institute where LSCis established (with Pin Code)	This LSC is LSC of how many HEIs? (No. and Names)	If yes, All the HEIs in same State as that of the LSC?	Name of HEI to which College/ institute is affiliated (where LSCis established)	Whether the College/ institute is private or Govt(where LSC is established)	Name and Contact Details of Coordinator and Counselor	Qualification of Coordinator and Counselor	No. of Counsellors	Program-mes offered	Total Enrolled student.
1.	Jain Vishva Bharati Institute, Ladnun	NA		NA	NA	Dr. Jai Prakash Singh	PhD, M.A.	30	8	8703

Note: In case of Science Programmes, programmes shall be offered from the Head Quarters and/or only from such Learner Support Centres which are offering same programme under conventional mode atleast for seven years.

Whether LSC is offering same programme under conventional mode	If Yes, then years since when being taught in conventional mode	No. of years	7 years condition complied Yes/No
NA	NA	NA	NA

6.4 Off campus details (For Deemed to be University)

Sr. No.	Name & Address of Off campus (Pin Code)	Approval of Govt of India through notification published inthe Official Gazette	Name and Contact Details of Coordinator and Counselor	Qualification of Coordinator and Counselor	No. of Counsellors	Program-mes offered	Total Enrolled student.
1.	NA	NA	NA	NA	NA	NA	NA
N.							

6.5 Delivery of Self-Learning Material

Delivery of Self Learning Material to learners for ODL programmes as defined inAnnexure-VI and Annexure-VII of Regulations

Type	Date of Admission (for July and January) Only July Session	Date SLM of delivery	Whether delivered SLM to learners within a fortnight from the date of admission
Printing Material	1 July to 31 December.	15 July to 15 Jan	Yes

Audio-Video Material	1 July to 31 December.	15 July to 15 Jan	Yes
Online Material	N.A.	N.A.	N.A.
Compute based Material	1 July to 31 December.	15 July to 15 Jan	Yes

6.6 Whether any course in a particular programme was allowed through OER/ Massive Open Online Courses: Y/N -   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)
1.	**NA**	**NA**	**NA**	**NA**	**NA**	**NA**	**NA**

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

Upload

Part – VII: Self Regulation through disclosures, declarations andreports

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 linkaddress	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?	https://jvbi.ac.in/dde https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.1 Declaration.pdf	
	Uploading of the following on HEI website **(Mention link)** jvbi.ac.in/dde/pdf/menu/CIQA/Part–VII.pdf		
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 Open and Distance Learning mode	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.2_to_act_allowing_hei.pdf	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.3_DEB_REC2022_23.pdf	
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 https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.4 Programme Details.pdf	
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, list of Learner	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.5_Prog_sylabus_etc.pdf	

	Support Centres with addresses and contact details (for Open and Distance Leaning mode), their working hours and counselling (for Open and Distance Learning mode) Schedule;		
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/ mentoring, assignments and feedback thereon, examinations, result declarations etc.	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.6 Academic Calander 2022-23.pdf	
7.	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 Open and Distance Learning mode programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.7_Feedback_From.pdf	
8.	Information regarding all the programmes recognised by the Commission	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.8_UGC_DEB_Approvals.pdf	
9.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.9 Data of year-wise_programme-wise_degrees.pdf	
10.	Complete information about 'Self Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Open and Distance Learning Programmes;	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.10_Complete_information_about_SLM_(Self_Learning_Material).pdf	

11.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Open and Distance Learning Programmes	Yes hhttps://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.11_Frequently_Asked_Questions_(FAQs).pdf	
12.	List of the 'Learner Support Centres' along with the number of learners who shall appear at any examination centre and details of the Information and Communication Technology facilities available for conduct of examination in a fair and transparent manner, for Open and Distance Learning programmes	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.12 LSG with ICT faculty.pdf	
13.	List of the 'Examination Centres' alongwith the number of learners in each centre, for Open and Distance Learning programmes	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.13 Examination Centres.pdf	
14.	Details of proctored examination in case of end semester examination or term end examination of Open and Distance Learning programmes	No	
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 https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.15 Academic Calander 2022-23.pdf	
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	Yes https://www.jvbi.ac.in/dde/pdf/menu/CIQA/7.16%20Academic%20and%20Administrative%20Audit%20Report%20CDOE.pdf	

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

S.No.	Provision	Whether being complied Yes/No
1.	The intake capacity under Open and Distance Learning mode for a programme under science discipline to be offered by a Dual Mode University shall be three times of the approved in take in conventional mode and incase of Open University, it shall be commensurate with the capacity of the Learner Support Centres (for Open and Distance Learning only) to provide lab facilities to the admitted learners:	Yes
2.	Enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in Open and Distance Learning mode, shall render the enrolment invalid	Yes
3.	A Higher Educational Institution shall, for admission in respect of any programme in Open and Distance Learning mode, accept payment towards admission fee and other fees and charges- (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; (b) with a proper receipt in writing issued for such payment to the concerned learner admitted in such Higher Educational Institutions; (c) only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.	Yes Yes Yes

4.	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
5.	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 the instructions or orders issued by Central Government or State Government: Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, ands hall provide for equity and access to all deserving learners	Yes
6.	Admission of learners to a Higher Educational Institution for a programme in Open and Distance Learning 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: Provided that a Learner Support Centre shall not admit a learner to any programme in Open and Distance Learning for or on behalf of the Higher Educational Institution	Yes
7.	Every Higher Educational Institution shall– (a) record Aadhaardetails or other Government identifier(s) of Indian learner and Passport for an International Learner;	Yes

	(b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;	Yes
	(c) exhibit such records as permissible under law on its website; and	Yes
	(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.	Yes
8.	Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Open and Distance Learning 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 Open and Distance Learning 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 Open and Distance Learning 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	No
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	Yes
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 Open and Distance Learning 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 Open and Distance Learning 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.	No Higher Educational Institution shall, issue or publish- (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; (b) any information, through advertisement or otherwise in respect of its infrastructure or itsacademic 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	Yes

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.

(1) A Grievance Redressal Machanism has been put in place and uploaded on the University Website (www.jvbi.ac.in/dde). The link for the same is provided here under:
https://jvbi.ac.in/dde/pdf/menu/learner support/Online Grievance Redressal Portal & Machanism Cell.pdf

(2) A University Grants Commission (Distance Education Bureau) e-Samadhaan online portal is uploads on the University Website (www.jvbi.ac.in/dde). The link for the same is provided here under:
https://samadhaan.ugc.ac.in/Home/Index

(3) An online grievance redressal portal has been prepared and uploaded in the university website (www.jvbi.ac.in/dde). The link for the same is provided here under:
Grievance Registration Portal (google.com)

(4) A Grievance Redressal Form is also uploaded in pdf format in the Institute's website. The link for the same is provided here under:
https://jvbi.ac.in/dde/pdf/menu/distance/Grievance_Redressal_Form.pdf

(5) A 5-member Grievance Redressal Cell (GRC) has been established to look into matters of student's complaints. The same was established with the due approval of the Competent Authority. Contact numbers of the Coordinator and all other members of the GRC are available in the grievance redressal portal.

(6) Till date no complaint has been received through the grievance redressal portal.

(7) It is to mention that the Learner Support Centre and Help Desk of CDOE is very proactive and tries to solve most of the queries and complaints of the learners related to admission, examinations, dispatch of SLM, contact classes/practical, assignments etc

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
10	10

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 Centre for Distance and Online Education established to provide quality education and the best student support to distance learners. CDOE ensures to offer a smooth journey to the students of through student Support services. The student support services keep students abreast of new initiatives which is launched by the institute. Students get updates of their course progress at regular intervals and are motivated to complete the course. This continuous communication helps the student to become an integral part of the institute. It has created a multifaceted robust Grievance Redressal System to remove students' grievances related to both academic and non-academic matters. An online grievance redressal portal is also developed for theconvince of learners. It has a two-level Grievance Redressal system:

Level 1 : Helpdesk / Learner Support Centre
Level 2 : Student Grievance Redressal Committee

Nodal Officer:
Prof. Anand Prakash Tripathi
Centre for Distance and Online Education
Jain VIshva Bharati Institute,
Ladnun-341306 (Rajasthan)

9.4 Details of Complaints received from UGC (DEB)

Numbers of ComplaintReceived	Numbers of Complaint Resolved	Whether Complaintwas resolved withinstipulated time i.e. 60 days? (yes/No)
0	0	

Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

(1) Counseling through WhatsApp group for each programme by respective programme coordinator
(2) A Digital Studio state of the art for preparation and editing of Video Lectures as a part of Learner Support Services and reference material for the ODL Learners
(3) Feedback form developed for Self Learning Material
(4) A WhatsApp auto reply facility is available for all learners 24x7 for quick redressal.

10.2 Best Practices of the HEI

1) Flying Squad to check / monitor the use of Unfair Practices in Annual Examinations is constituted on a regular basis before every Annual Examination and approved by the Competent Authority.
(2) Organized Literary Competitions among CDOE students to promote creativity.
(3) Quality literary contributions have been published in a book form.
(4) Conducted annual workshop for learners and academicians associated with CDOE on essues pertaining to Distance Education of JVBI.
(5) Online exams introduce for learner.
(6) The Directorate provides Multi-Media CDs of SLM, Video CDs of some specific lectures to the learners.
(7) Internet and Computer (ICT) are accessible for learners during office as well as counselling hours.

10.3 Details of Job Fairs conducted by the HEI

No job fair was organized by HEI for assessment year. However it is being planed for the next academic session.

10.4 Success Stories of students of ODL mode of the HEI

More than 30 students of Distance Mode have cleared UGC NET Exam. More than 250 students get Government & private Jobs & Promotions in various department/fields.

10.5 Initiatives taken towards conversion of SLM into Regional Languages

Most of the students of JVBI prefer to adopt Hindi or English medium, Requirement of developing SLM in a regional Language has not been viewed.

10.6 Number of students placed through Campus Placements

> No Campus Placements was organized by HEI for assessment year. However such activity is being planned for the next academic session.

10.7 Details of Alumni Cell and its activity

The Alumni related activities of the University are conducted at JVBI Alumni Cell (Regular & Distance Mode) including placements for its heterogeneous and dispersed learner population who have successfully completed their programs of studies. Contribution of Alumni to the development of the Institution. The alumni of the University significantly contributed in the following ways: Helping our potential learners to find opportunities in the organization where they are currently working. Facilitating placement drives by coordinating with different agencies and industries; Acting as mediator and an interface between the industry and the university students / alumni; Acting as a brand ambassadors of the University propagating ODL philosophy in society; Conducting counseling sessions on the Learner Support Centers and participating in the evaluation process.

The Institute has an alumni association membership which is open to all the present students of JVBI as well as those who have passed out and are working on different positions in different organizations. The Institute organizes alumni meet every year. This meet aims at assisting the present students, in their final placement, training (block placement), field visits and providing them guidance about corporate world.

Association Constitution 2020

Dr. Alam Ali	-	President
Dr. Ravindra Singh Rathore	-	Secretary
Dr. Ashok Bhaskar	-	Treasurer
Dr. Vikash Sharma	-	Coordinator

10.8 Any other Information

> No

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:

Signature of the Registrar:

Name: Prof. Anand Prakash Tripathi

Name: Dr. B.L. Jain

Seal:

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

Seal:

Registrar
Jain Vishva Bharati Institute
Ladnun-341306
Rajasthan (India)

Date: 28.08.2023

Date: 28.08.2023

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.