

Centre for Internal Quality Assurance (2019-20)

Part - 1: Centre Details and Initiatives

1.1 Notification of Centre:

Date of the notification: 18-08-2017	Copy of the notification: View
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1.2 Composition of Centre:

Sr. No.	Nomination as	Name	Designation	Specialization	Start Date	End Date
1	Member	DR. SHAHD MAZHAR	HOD/ASSOC. PROF.	COMMERCE and BUSINESS MANAGEMENT	18-08-2017	11-11-2021
2	Member	A.K.LODI	HOD/ASSOC. PROF.	EDUCATION	18-08-2017	11-11-2021
3	Member	DR. NAVED AHMAD	DY LIBRARIAN	LIBRARY	18-08-2017	11-11-2021
4	Member	PROF. ANAND SINGH	DIRECTOR,DDE	MANAGEMENT	18-08-2017	11-11-2021
5	Member	MR. SADAF FASHAT	ACCOUNTS ASSISTANT	ACCOUNTS	18-08-2017	11-11-2021
6	Member	MR. MOHD ANAMUL HUDA	JR. PROGRAMMER	EXAMINATION	18-08-2017	11-11-2021
7	Member	MR. MOHD HAFEEZ	JR. COMPUTER OPERATOR	EXAMINATION	18-08-2017	11-11-2021
8	Head	PROF ANOOP KRISHNA SAXENA	DIRECTOR	COMMERCE and MANAGEMENT	18-08-2017	11-11-2021
9	Member	DR. MOHD. FAISAL	HOD/ASSOC. PROF.	COMPUTER APPLICATION	18-08-2017	11-11-2021
10	Member	DR. GUFFRAN AHMAD	DY REGISTRAR	PHD IN EDUCATION MANAGEMENT	18-08-2017	11-11-2021

1.3 Number of meetings held and its approval:

Sr. No.	Meeting	Name of Statutory Authority	Meeting Date	Approval Date	View Minutes
1	1	DR. IRFAN ALI KHAN	18-08-2019	27-12-2019	View
2	2	DR. IRFAN ALI KHAN	27-12-2019	10-02-2020	View
3	3	DR. IRFAN ALI KHAN	10-02-2020	17-07-2020	View
4	4	DR. IRFAN ALI KHAN	17-07-2020	19-01-2021	View

1.4 Details of actions taken based on Objectives and Functions of CIQA:

Sl. No.	Function	Action taken by HEI
1	Maintenance of Quality in the services provided to the learners	TO UPGRADE QUALITY AT EVERY LEVEL CIQA RECOMMENDATIONS IMPLEMENTED REGULARLY TO FOR THE BENEFIT OF LEARNERS
2	Continuous Improvement	DEPARTMENT STUDY AND ADOPT INNOVATIVE PRACTICES [®] FOR CONTINUOUS IMPROVEMENT IN VARIOUS FIELDS OF DISTANCE EDUCATION
3	Identification of the key areas in which the HEI should maintain quality	PROPER EXAMINATION, EVALUATION, TIMELY DISPOSAL OF GRIEVANCES AND TIMELY DELIVERY OF THE SLM IS THE KEY AREAS WHERE UNIVERSITY HAVE TO EMPHASIZE MORE.
4	Dissemination of information on quality assurance	FOR SPREADING QUALITY ASSURANCE DEPARTMENT CONDUCTS WORKSHOPS AND AWARENESS AMONG RELATED STAKEHOLDERS
5	Mechanisms for interaction and obtaining feedback	DURING SUPPORT CLASSES AT HEADQUARTERS WE INTERACT AND TAKE REGULAR FEEDBACKS
6	Measures for qualitative improvement	IDENTIFY QI METHODS AND TOOLS, REVIEW, EVALUATE AND PREPARE ROAD MAP, ENCOURAGE FASTER AND CREATE SUPPORTIVE QI ENVIRONMENT
7	Ensuring Implementation of its recommendations through regular monitoring	CIQA IN COORDINATION WITH DISTANCE DEPARTMENT ENSURE IMPLEMENTATION OF RECOMMENDATION
8	Ensuring Participation of stakeholders	THE CIQA TAKES FEEDBACK FROM STUDENTS, FACULTY MEMBERS, SLM TEAM BEFORE FINALIZING ITS REPORTS FOR QUALITY IMPROVEMENTS
9	Preparation of Programme Project Report and Information regarding any new programmes launched	PPR FOR NEW PROGRAMME'S PREPARED BY COMPETENT TEAM HEADED BY THE HOD WITH THE HELP OF DEPARTMENT
10	Collection, collation and dissemination of accurate, complete and reliable statistics about the quality of the programmes	AFTER COLLECTING FEEDBACK'S FROM ALL THE STAKEHOLDER'S CIQA WITH THE CONSULTATION OF ALL PREPARE RELIABLE STATISTICS

1.5 Quality Assurance:

Sl. No.	Objective	Yes/No	View
1	Whether the CIQA prepared a Programme Project Report for each programme as per norms and guidelines of the UGC?	Yes	View
2	Whether the Programme Project Report for each of the implemented programmes approved by the appropriate authority of the HEI, prior to its launch?	Yes	View
3	Whether a monitoring mechanism was put in place to ensure the proper implementation of Programme Project Reports?	Yes	View
4	Whether annual plans for quality enhancement were prepared and their implementation ensured?	Yes	View
5	Whether a mechanism was put into place to collect feedback from students and undertake its analysis and corrective actions thereof?	Yes	View
6	Has the CIQA organized workshops or seminars on quality related themes and Disseminated proceedings of such activities?	Yes	View
7	Whether all the learning centres were operationalized with prior approval of CIQA?	No	-
8	Whether the admission criteria and pass/fail criteria of ODL programmes is exactly identical to conventional programmes?	Yes	View

9	Whether the HEI has ensured compliance to the territorial jurisdiction norms as per Annexure IV of the UGC(OOL) Regulations, 2017	Yes	View
10	Whether the details of faculty in School or Centre for Distance Education of the Higher Educational Institutions are in the Learner Support Centres are declared on the website of the HEI and linked to Aadhaar details or other Government identifiers, as per Regulations 9(5) of the UGC (ODL) Regulations, 2017 (Provide explicit link address also)	Yes	View

1.6 Describe the mechanism implemented to ensure that the quality of ODL programmes matches with the quality of relevant programmes in conventional mode:

<p>TO ENSURE THE QUALITY OF ODL PROGRAMMES WITH CONVENTIONAL MODE FOLLOWING STEPS TAKES SUCH AS MAKING CONVENTIONAL MODE SYLLABUS AND COURSES SYLLABUS ARE AT PART IN TERMS OF QUALITY AND STANDARD'S. THE STANDARD OF EXAMINATION ARE AT PAR WITH CONVENTIONAL MODE EXAMINATION TO ENSURE PROPER EVALUATION OF ODL STUDENTS ILM PREPARATION REGULARLY MONITORED BY HOD'S OF RELATED DEPARTMENTS AND ALL THIS DONE UNDER THE GUIDANCE AND INSTRUCTION OF CQA, TO ENSURE THE QUALITY OF ACADEMICS 100% SLM PROVIDED TO STUDENTS AND SUPPORT CLASSES ORGANIZED AS PER SCHEDULE. STUDENTS HAVE TO SUBMIT 100% ASSIGNMENT ONLINE AND EACH ASSIGNMENT GO THROUGH PROPER EVALUATION. MAJOR PROJECT REPORT IN ALL COURSES SUBMITTED BY STUDENTS IN HARD COPY MODE TO DEPARTMENT.</p>

1.7 Describe the details of personal contact programmes implemented:

Sr. No.	Centre Name	Implemented Date	Student Attended
1	UNIVERSITY HEAD QUARTER	09-12-2020	927

1.8 Mention the duration, credits and eligibility of programmes offered:

Sr. No.	Academic Session	Level	Name of Program	Duration	No. of Credits	Eligibility
1	July	UG	BACHELOR OF SCIENCE - COMPUTER SCIENCE	3 Years	112	10+2 WITH MATHS OR EQUIVALENT
	July	UG	BACHELOR OF COMMERCE	3 Years	84	10+2 IN ANY STREAM OR EQUIVALENT
3	July	UG	BACHELOR OF COMPUTER APPLICATIONS	3 Years	120	10+2 IN ANY STREAM OR EQUIVALENT
4	July	UG	BACHELOR OF BUSINESS ADMINISTRATION	3 Years	120	10+2 IN ANY STREAM OR EQUIVALENT
5	January	UG	BACHELOR OF COMPUTER APPLICATIONS	3 Years	120	10+2 IN ANY STREAM OR EQUIVALENT
6	January	UG	BACHELOR OF BUSINESS ADMINISTRATION	3 Years	120	10+2 IN ANY STREAM OR EQUIVALENT
7	January	UG	BACHELOR OF SCIENCE - COMPUTER SCIENCE	3 Years	112	10+2 WITH MATHS OR EQUIVALENT
8	January	UG	BACHELOR OF COMMERCE	3 Years	84	10+2 IN ANY STREAM OR EQUIVALENT

9	July	PG	MASTER OF COMPUTER APPLICATIONS	2 Years	72	Graduation in any stream or Equivalent
10	July	PG	MASTER OF BUSINESS ADMINISTRATION	2 Years	72	Graduation in any stream or Equivalent
11	July	PG	MASTER OF SCIENCE - COMPUTER SCIENCE	2 Years	80	Graduation in Computer Science/Computer Application/Maths/IT
12	July	PG	MASTER OF ARTS - EDUCATION	2 Years	72	Graduation in any stream or equivalent
13	July	PG	MASTER OF COMMERCE	2 Years	48	Graduation in any stream or equivalent
14	January	PG	MASTER OF COMPUTER APPLICATIONS	2 Years	100	Graduation in any stream or equivalent
15	January	PG	MASTER OF BUSINESS ADMINISTRATION	2 Years	72	Graduation in any stream or equivalent
16	January	PG	MASTER OF SCIENCE - COMPUTER SCIENCE	2 Years	80	Graduation in Computer Science/Computer Application/Maths/IT
17	January	PG	MASTER OF ARTS - EDUCATION	2 Years	72	Graduation in any stream or equivalent
18	January	PG	MASTER OF COMMERCE	2 Years	48	Graduation in any stream or equivalent

Describe the details of in-semester and end semester assessments/examinations conducted with the actions taken to ensure sanctity of the examinations:

Sl. No.	Objective	Yes/No
1	Whether examination centre centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students	Yes
2	Whether the number of examination centres in a city or State are proportionate to the student enrollment from the region	Yes
3	Whether building and grounds of the examination centre are clean and in good condition	Yes
4	Whether the examination centre have an examination hall with adequate seating capacity and basic amenities	Yes
5	Whether fire extinguishers are in working order, locations well marked and easily accessible. Further, are emergency exits clearly identified and clear of obstructions	Yes
6	Whether the examination centre provides adequate lighting, ventilation and comfortable seating. Further, is the safety and	Yes

	security of the examination centre ensured	
7	Whether restrooms located in the same building as the examination centre, and restrooms are clean, supplied with necessary items, and in working order	Yes
8	Whether the provision of drinking water is made for learners	Yes
9	Whether adequate parking is available near the examination centre	Yes
10	Whether facilities for Persons with Disabilities are available	Yes

1.10 Total Students enrolled and fees during Academic Session 2019-20:

Sl. No.	Academic Session	Level	Name of Program	Number of students	Programme Fee (Rs.)
1	July	UG	BACHELOR OF BUSINESS ADMINISTRATION	175	11800
2	July	UG	BACHELOR OF SCIENCE - COMPUTER SCIENCE	74	12800
3	July	UG	BACHELOR OF COMMERCE	132	8400
4	July	PG	MASTER OF COMPUTER APPLICATIONS	352	13800
5	July	PG	MASTER OF BUSINESS ADMINISTRATION	1492	13800
6	July	PG	MASTER OF SCIENCE - COMPUTER SCIENCE	130	10800
7	July	PG	MASTER OF ARTS - EDUCATION	47	14800
8	July	PG	MASTER OF COMMERCE	96	8800
9	January	UG	BACHELOR OF BUSINESS ADMINISTRATION	38	11800
10	January	PG	MASTER OF COMPUTER APPLICATIONS	116	13800
11	January	PG	MASTER OF BUSINESS ADMINISTRATION	582	13800
12	January	PG	MASTER OF SCIENCE - COMPUTER SCIENCE	30	10800
13	January	PG	MASTER OF ARTS - EDUCATION	8	14800
14	January	PG	MASTER OF COMMERCE	2	8800
15	July	UG	BACHELOR OF	520	12800

			COMPUTER APPLICATIONS		
16	January	UG	BACHELOR OF COMPUTER APPLICATIONS	98	12900
17	January	UG	BACHELOR OF SCIENCE - COMPUTER SCIENCE	9	12900
18	January	UG	BACHELOR OF COMMERCE	5	8400
			Total	3904	

Part - 2: Programme Recognition and Admission Details

2.1 Number of programmes recognized during Academic Session 2019-20:

Number of programmes recognized from July, 2019 academic session and a copy of the UGC recognition letter:	
Number of programmes: 9	Copy of the UGC recognition letter: View
Number of programmes recognized from January, 2020 academic session and a copy of the UGC recognition letter:	
Number of programmes: 9	Copy of the UGC recognition letter: View

2.2 Number of programmes started as per clause 1(v) of Regulation 8 of UGC(ODL) Regulations, 2017:

Sr No.	Academic Session	Level	Name of Program	Duration	Approval of statutory Authority (s) (DD-MM-YYYY) of HEB/Regulatory authorities	UGC Recognition Letter No. and date	No. of Learning Support Centres Operations sized	Number of students admitted (Male/Female/Transgender)			
								M	F	TG	Total
1	July	UG	BACHELOR OF BUSINESS ADMINISTRATION	3 Years	14-02-2009	19-8/2004(cop-1)/17-12-2004	0	133	42	0	175
2	July	UG	BACHELOR OF COMPUTER APPLICATIONS	3 Years	14-02-2009	19-8/2004(cop-1)/17-12-2004	0	389	131	0	520
3	July	UG	BACHELOR OF SCIENCE - COMPUTER SCIENCE	3 Years	14-02-2009	19-8/2004(cop-1)/17-12-2004	0	39	18	0	74
4	July	UG	BACHELOR OF COMMERCE	3 Years	14-02-2009	19-8/2004(cop-1)/17-12-2004	0	106	26	0	132
5	July	PG	MASTER OF COMPUTER APPLICATIONS	3 Years	14-02-2009	19-8/2004(cop-1)/17-12-2004	0	288	65	0	353

6	July	PG	MASTER OF BUSINESS ADMINISTRATION	2 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	11	38	0	14
7	July	PG	MASTER OF SCIENCE - COMPUTER SCIENCE	2 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	83	37	0	13
8	July	PG	MASTER OF ARTS - EDUCATION	2 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	28	21	0	47
9	July	PG	MASTER OF COMMERCE	2 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	67	29	0	96
10	January	UG	BACHELOR OF COMPUTER APPLICATIONS	3 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	74	24	0	98
11	January	UG	BACHELOR OF BUSINESS ADMINISTRATION	3 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	29	9	0	38
12	January	UG	BACHELOR OF SCIENCE - COMPUTER SCIENCE	3 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	8	1	0	9
13	January	UG	BACHELOR OF COMMERCE	3 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	4	1	0	5
14	January	PG	MASTER OF COMPUTER APPLICATIONS	3 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	96	19	0	115
15	January	PG	MASTER OF BUSINESS ADMINISTRATION	2 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	41	16	0	58
16	January	PG	MASTER OF SCIENCE - COMPUTER SCIENCE	2 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	21	9	0	30
17	January	PG	MASTER OF COMMERCE	2 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	1	1	0	2
18	January	PG	MASTER OF ARTS - EDUCATION	2 Years	14-02-2009	19-8/2004(cpp-1)/17-12-2004	0	0	8	0	8

2.3 LSC wise enrolment details:

Address of College/institute where LSC is established: DIRECTORATE OF DISTANCE EDUCATION, INTEGRAL UNIVERSITY, LUCKNOW
DASALLE P.O.-BAISHA KURSI ROAD LUCKNOW-226005, UTTAR PRADESH

Name of HEI to which College/institute is affiliated (where LSC is established): INTEGRAL UNIVERSITY, LUCKNOW

Whether the College/institute is private or Govt (where LSC is established): Private

Coordinator Details: DR. GUFRAN AHMAD (PHD IN EDUCATION and MANAGEMENT) and Contact: 9795039786

Programmes offered: BACHELOR OF COMPUTER APPLICATIONS

Total enrolled student: 0

No. of Counsellors: 1

Sr No	Counsellor Name	Qualification	Contact Details
1	DR. GUFRAN AHMAD	PHD IN EDUCATION and MANAGEMENT	9795039786

Part - 3: Results and Student Progression

Sr No	Academic Session	Level	Name of Programme	No. of students admitted	No. of students appeared in exams	No. of students progressed to next semester	% of students passed	% of students passed in first class
1	January	UG	BACHELOR OF COMPUTER APPLICATIONS	98	94	89	94	83
2	January	UG	BACHELOR OF BUSINESS ADMINISTRATION	38	35	29	93	91
3	January	UG	BACHELOR OF SCIENCE - COMPUTER SCIENCE	9	8	7	88	91
4	January	UG	BACHELOR OF COMMERCE	5	4	4	100	91
5	January	PG	MASTER OF COMPUTER APPLICATIONS	115	100	103	96	92
6	January	PG	MASTER OF BUSINESS ADMINISTRATION	582	539	521	96	87
7	July	UG	BACHELOR OF COMPUTER APPLICATIONS	520	489	458	93	89
8	July	UG	BACHELOR OF SCIENCE - COMPUTER SCIENCE	74	66	61	89	91
9	July	UG	BACHELOR OF	132	128	125	98	83

			COMMERCE					
10	July	PG	MASTER OF COMPUTER APPLICATIONS	250	349	338	96	89
11	July	PG	MASTER OF BUSINESS ADMINISTRATION	1492	1458	1442	98	93
12	July	PG	MASTER OF SCIENCE - COMPUTER SCIENCE	130	127	122	96	88
13	July	PG	MASTER OF ARTS - EDUCATION	47	42	39	92	86
14	July	PG	MASTER OF COMMERCE	96	89	86	97	93
15	January	PG	MASTER OF SCIENCE - COMPUTER SCIENCE	30	28	27	97	90
16	January	PG	MASTER OF ARTS - EDUCATION	6	5	5	100	83
17	January	PG	MASTER OF COMMERCE	2	2	2	100	100
18	July	UG	BACHELOR OF BUSINESS ADMINISTRATION	175	173	169	97	93

Part - 4.1: Compliance status of Regulations 7 of UGC(ODL) Regulations, 2017 – Self-regulation through disclosures, declarations and reports:

Sr. No.	Provision	Yes/No with explicit link address
1	Declaration by an authorized signatory has been displayed on HEI website authenticating that the documents from sr. no. 2 to 14 have been uploaded on the HEI website?	Yes www.depinTEGRALuniversity.in
2	The establishing Act and Statutes thereunder or the Memorandum of Association, as the case may be or both of the Higher Educational Institution, empowering it to offer programs in Open and Distance Learning mode	Yes
3	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes
4	Programme details including brochures or programme guides with information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure etc.	Yes
5	Programme-wise information on syllabus, suggested readings, contact points for counseling, programme structure with credit points, programme-wise faculty details, list of supporting staff, list of Learner Support Centres with addresses and contact details, their working hours and counseling schedule etc.	Yes
6	Important schedules or date-sheets for admissions, registration, re-registration, counseling, assignments and feedback session, examinations, result declarations etc.	Yes
7	Detailed strategy plan related to On-line course delivery, if any including learning materials offered	No

	through On-line and learner assessment system and quality assurance practices of e-learning programmes	
8	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional design of the 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
9	Information regarding any new programmes launched and those proposed for the next two years.	Yes
10	Data of year-wise or programme-wise student enrolment details and degrees or certificates or diplomas or post graduate diplomas awarded	Yes
11	Complete information about 'Self Learning Material' including name of the faculty who prepared it, when was it prepared and last updated, source of Self Learning Material, references of Self Learning Material, etc.	Yes
12	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of 'on-line' interaction with learners providing hyperlink support	Yes
13	List of the 'Learner Support Centres' along with the number of students Period of the admission process along with the academic session and states of the term and examinations	No
14	List of the 'Examination Centres' along with the number of students in each centre 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	Yes

Part - 4.2: HEI shall mention the process followed for monitoring of Examination to ensure sanctity of examinations, including the following:

- i) No. of examination centres inspected during conduct of exam.
- ii) No. of cases of unfair means reported.
- iii) Disciplinary action taken.
- iv) Detail of observer of the examination centres appointed by HEI and its reports.

1-ALL 2-NE 3-NA 4-EVERY EXAM CENTER HAS DEDICATED OBSERVER WHO PROVIDES COMPLETE INFORMATION SHIFT WISE TO HEAD QUARTER REGARDING THE SMOOTH FUNCTIONS OF EXAM

Part - 5: Compliance status of Academic and Infrastructural Requirements - As per Annexure - V of UGC(ODL) Regulations, 2017:

HEI shall mention compliance details against the requirements in terms of Staffing norms and physical infrastructure exclusively/independently, as mentioned in the Annexure-VI of the Regulations. In addition, the faculty details shall be provided in the following format:

1. BACHELOR OF COMPUTER APPLICATIONS Academic Session: July		Level: UG		No. of Fulltime Dedicated Faculty: 2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR. ANWAR BARI (ASST PROF)	Regular	14/02/2011	Teaching: 96 Months Industrial: 0 Months	42000
2	MR MOHD HALEEM (ASST PROF)	Regular	07/01/2010	Teaching: 108 Months Industrial: 0 Months	44000

2. BACHELOR OF BUSINESS ADMINISTRATION
Academic Session: July

Level: UG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR PROZ HUSSAIN (ASST PROF)	Regular	18/07/2009	Teaching: 120 Months Industrial: 0 Months	46000
2	MR ABDUL TAYYAB KHAN (ASST PROF)	Regular	18/07/2009	Teaching: 120 Months Industrial: 0 Months	46000

3. BACHELOR OF SCIENCE - COMPUTER SCIENCE Academic Session: July					
					Level: UG
					No. of Fulltime Dedicated Faculty: 2
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MS NASHIRA ZAIED (ASST PROF)	Regular	26/08/2013	Teaching: 72 Months Industrial: 0 Months	42000
2	MR SUJHEER KUMAR SINGH (ASST PROF)	Regular	13/04/2011	Teaching: 96 Months Industrial: 0 Months	45000

4. BACHELOR OF COMMERCE Academic Session: July					
					Level: UG
					No. of Fulltime Dedicated Faculty: 2
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR AMET KUMAR AGARWAL (ASST PROF)	Regular	30/06/2007	Teaching: 144 Months Industrial: 0 Months	47000
2	DR FARHANA SARDAR KHAN (ASST PROF)	Regular	29/09/2014	Teaching: 60 Months Industrial: 0 Months	40000

5. MASTER OF SCIENCE - COMPUTER SCIENCE Academic Session: July					
					Level: PG
					No. of Fulltime Dedicated Faculty: 2
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR ARSHAD ALI (ASST PROF)	Regular	10/02/2006	Teaching: 156 Months Industrial: 0 Months	46000
2	MR TABREZ KHAN (ASST PROF)	Regular	14/10/2004	Teaching: 180 Months Industrial: 0 Months	47000

6. MASTER OF ARTS - EDUCATION Academic Session: July					
					Level: PG
					No. of Fulltime Dedicated Faculty: 2
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR ZEBA AQEEL (ASSOC PROF)	Regular	2/07/2005	Teaching: 168 Months Industrial: 0 Months	72000
2	DR EKHLAK AHMAD (ASST PROF)	Regular	21/06/2008	Teaching: 132 Months Industrial: 0 Months	42000

7. MASTER OF COMMERCE Academic Session: July					
					Level: PG
					No. of Fulltime Dedicated Faculty: 2
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR SYED SHAHID MAZHAR (ASST PROF)	Regular	22/10/2013	Teaching: 72 Months Industrial: 0 Months	66000
2	MR ATEEQ UR RAHMAN (ASST PROF)	Regular	29/08/2008	Teaching: 143 Months Industrial: 0 Months	48000

8. MASTER OF COMPUTER APPLICATIONS
 Academic Session: July

Level: PG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR MOHAMMAD KALAMUDDIN A/ASST (ASSTC PROF)	Regular	05/07/2003	Teaching: 192 Months Industrial: 0 Months	75000
2	DR MOHAMMAD FAISAL (ASST PROF)	Regular	29/06/2006	Teaching: 156 Months Industrial: 0 Months	47000

9. MASTER OF BUSINESS ADMINISTRATION
 Academic Session: July

Level: PG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR RIZWIANA ATIAQ (ASST PROF)	Regular	30/06/2007	Teaching: 144 Months Industrial: 0 Months	47000
2	MS UZMA ANJUM (ASST PROF)	Regular	09/08/2012	Teaching: 84 Months Industrial: 0 Months	42000

10. BACHELOR OF COMPUTER APPLICATIONS
 Academic Session: January

Level: UG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR ANWAR BARI (ASST PROF)	Regular	14/02/2011	Teaching: 96 Months Industrial: 0 Months	42000
2	MR MOHD HALEEM (ASST PROF)	Regular	07/01/2010	Teaching: 108 Months Industrial: 0 Months	44000

11. BACHELOR OF BUSINESS ADMINISTRATION
 Academic Session: January

Level: UG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR FIROZ HUSSAIN (ASST PROF)	Regular	18/07/2009	Teaching: 120 Months Industrial: 0 Months	46000
2	MR ABUL TAYYAB KHAN (ASST PROF)	Regular	18/07/2009	Teaching: 120 Months Industrial: 0 Months	46000

12. BACHELOR OF SCIENCE - COMPUTER SCIENCE
 Academic Session: January

Level: UG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MS NASHIRA JAVED (ASST PROF)	Regular	26/06/2013	Teaching: 72 Months Industrial: 0 Months	42000
2	MR SUGHEER KUMAR SINGH (ASST PROF)	Regular	13/04/2011	Teaching: 96 Months Industrial: 0 Months	45000

13. BACHELOR OF COMMERCE
 Academic Session: January

Level: UG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR AMIT KUMAR GOEL (ASST PROF)	Regular	30/06/2007	Teaching: 14 Months Industrial: 0 Months	47000
2	DR FARHANA BARDAR KHAN	Regular	29/06/2014	Teaching: 80 Months	47000

(ASST PROF)

Industrial: 0 Months

14. MASTER OF COMPUTER APPLICATIONS

Academic Session: January

Level: PG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR MOHAMMAD KALAMUDDIN AHMAD (ASSOC PROF)	Regular	05/07/2003	Teaching: 192 Months Industrial: 0 Months	75000
2	DR MOHAMMAD FAISAL (ASST PROF)	Regular	29/08/2008	Teaching: 156 Months Industrial: 0 Months	47000

15. MASTER OF BUSINESS ADMINISTRATION

Academic Session: January

Level: PG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR RIZWIYANA ATIAQ (ASST PROF)	Regular	30/06/2007	Teaching: 144 Months Industrial: 0 Months	47000
2	MS UZMI ANJUM (ASST PROF)	Regular	09/08/2012	Teaching: 84 Months Industrial: 0 Months	42000

16. MASTER OF SCIENCE - COMPUTER SCIENCE

Academic Session: January

Level: PG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR ARSHAD ALI (ASST PROF)	Regular	10/02/2006	Teaching: 156 Months Industrial: 0 Months	46000
2	MR TABREZ KHAN (ASST PROF)	Regular	14/10/2004	Teaching: 190 Months Industrial: 0 Months	47000

17. MASTER OF ARTS - EDUCATION

Academic Session: January

Level: PG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR ZERA AGEEL (ASSOC PROF)	Regular	29/07/2008	Teaching: 168 Months Industrial: 0 Months	72000
2	DR ENJAK AHMAD (ASST PROF)	Regular	21/06/2008	Teaching: 132 Months Industrial: 0 Months	42000

18. MASTER OF COMMERCE

Academic Session: January

Level: PG

No. of Fulltime Dedicated Faculty: 2

Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR SYED SHAWD MADHAR (ASSOC PROF)	Regular	22/10/2013	Teaching: 72 Months Industrial: 0 Months	96000
2	MR ATEEQ UR RAHMAN (ASST PROF)	Regular	29/08/2008	Teaching: 143 Months Industrial: 0 Months	46000

(E) shall mention compliance details against the requirements in terms of Learning material (Print Media), Audio-Video Material: Quality Standards, Online Material: Quality Standards, Computer-based material: Quality Standards and Curriculum and Pedagogy: Quality Standards, as mentioned in the Annexure-VII of the Regulations.

AS PER THE ANEX-7 UGC / ODL REGULATION 2017 AND TAKING GUIDANCE FROM IT UNIVERSITY MODIFIED ITS SLM AND DISTRIBUTE IT IN HARD COPY , SOFT COPY IN STUDENT LOGIN AND PROVIDING DIGITAL QUESTION BANK , PROGRAMME GUIDE AND PROJECT MANUAL . AND REGULARLY UPDATING THE SYLLABUS AS PER THE NEED.

Part - 7: Compliance status of 'Guidelines on preparation of Self-learning Material' – As per Annexure - VIII of UGC (ODL) Regulations, 2017:

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.

BEFORE PREPARING SELF LEARNING MATERIAL FOLLOWING PROCESS FOLLOW FOR PREPARING SLM IN LINE OF ODL REGULATION ANEX-VIII 1-KNOWLEDGE BASE AND REQUIREMENT OF STUDENTS ASSESSED 2-AFTER ASSESSMENT SUITABLE FACILITIES ASSIGNED TO DEVELOP LEARNING MATERIAL, KEEPING IN MIND TO INCLUDE FOLLOWING IN BEST MANNER A-LEARNING OBJECTIVE B-FLEXIBLE LEARNING MODULES C-EXAMPLE AND ILLUSTRATIONS D-KEY POINTS E-STUDY TIPS F-SELF ASSESSMENT TEST PREPARES G-ASSESSMENTS H-SLM DIVIDED IN UNITS AND LESSONS I-REFERENCE LINK OF CASE STUDIES IN CONTINUATION .ADOPTING ALL THE GUIDELINES OF ANEX-VIII,STATUTORY AUTHORITY OF UNIVERSITY AFTER EVALUATING PASSED SELF LEARNING MATERIAL ON 27-11-2018

Part - 8: Compliance status of 'Guidelines on Programme Project Report' – As per Annexure - IX of UGC(ODL) Regulations, 2017:

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 PPR OF DISTANCE EDUCATION PROGRAMMES PREPARED UNDER THE GUIDANCE OF HOD'S OF RESPECTIVE DEPARTMENT AS PER THE ODL REGULATION ALL THE PPR'S IS ATTACHED IN PART 1.1.5 S.N-2 . ALL PPR OF DISTANCE EDUCATION COURSES APPROVED BY ACADEMIC COUNCIL. IN THERE MEETING ON 28.10.2017.

Part - 9: Compliance status of 'Guidelines on Learner Support Centre' – As per Annexure - X of UGC(ODL) Regulations, 2017:

(E) 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.

WE DONT HAVE ANY LEARNER SUPPORT CENTER OUT OF HEAD QUARTER

Part - 10: Compliance status of 'Guidelines on Learner Support Centre' – As per Annexure - X of UGC(ODL) Regulations, 2017:

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.

GRIEVANCE REDRESSAL MECHANISM IS AVAILABLE ON HOME PAGE INCLUDING IN STUDENT LOGIN SO THEY EASILY GET AWARDED ABOUT THE MECHANISM MAIN GRIVANCES RECEIVED IS RELATED ON MISCELLANEOUS SUBJECTS MAINLY CORRECTION IN NAMES JKD-RECEIVING OF DISPATCHES THROUGH COURIER ETC. IN SUCH CASES DEPARTMENT TAKE IMMEDIATE NECESSARY ACTION TO SOLVE THE GRIEVANCES. AFTER COORDINATING WITH STUDENT THROUGH EMAIL ETC

Part - 11: Compliance status of 'Evaluation and Certification' – As per Regulations 13 of UGC(ODL) Regulations, 2017:

Sr. No.	Provision	Whether being complied Yes/No
1	There shall be home assignments, students' response sheets, contact programmes and semester or year-end examination, and the marks or grades obtained in home assignment and response sheets shall be shown separately in the grade card	Yes
2	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
3	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 approved by the Higher Educational Institution	Yes
4	The evaluation shall include two types of assessments continuous or formative assessment in the form of assignments, 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 in a subject unless the Higher Educational Institution is satisfied that at least 75% of the programme of study stipulated for the semester or year have been actually conducted: Provided further that the weightage for "Term End Examination" shall not be less than 70%.	Yes
5	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institution	Yes
6	The Examination Centre shall be located in Government schools such as Navodaya Vidyalaya, Kendriya Vidyalaya, Bank school etc. including approved affiliated colleges under the University system in the country and no Examination Centres shall be allotted to any private organizations or unapproved Higher Educational Institutions	Yes
7	The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure and biometric system and 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.	Yes
8	The attendance of examinees shall be authenticated through biometric system as per Unique Identification Authority of India (UIDAI) records or Unique Identification Number (UIN), issued by the University.	Yes
9	There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and it shall be mandatory to have observer report submitted to the Higher Educational Institution.	Yes
10	The Higher Educational Institution shall make a mention in the mark sheet and degree about the mode of delivery i.e. Open and Distance Learning and the photograph and the Unique Identification or Auditor number of the learner shall be mandatorily mentioned in all the documents issued by the Higher Educational Institution to the learner	Yes
11	It shall be mandatory for the Higher Educational Institution to mention 'Date of Admission' and 'Date of Completion' on each of the certificates (in semester or end of the semester or end of the programme or course) issued by it.	Yes

Part - 11.2: Observer Report

View

Part - 12: Compliance status of 'Admissions and Fees' – As per Regulations 12 of UGC(ODL) Regulations, 2017:

Sr. No.	Provision	Whether being complied Yes/No
1	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 - as may be fixed by it and declared by it in the prospectus for admission, and on the website of the institution; with a proper receipt in writing issued for such payment to the concerned student admitted in such Higher Educational Institutions; only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.	Yes

2	It shall be mandatory for the Higher Educational Institutions to upload the details of all kind of payment or fee paid by the students on the website of the institution	Yes
3	Every Higher Educational Institution shall publish, before expiry of sixty days prior to the date of the commencement of admission to any of its programme in Open and Distance Learning mode, a prospectus 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. 7 to 17 below	Yes
4	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, and the other terms and conditions of such payment	Yes
5	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 course or programme of study and the time within, and the manner in, which such refund shall be made to the learner	Yes
6	The number of seats approved in respect of each course or programme of Open and Distance Learning mode, which shall be in consonance with the resources	Yes
7	The conditions of eligibility including the minimum age of a learner in a particular course of programme of study, where so specified by the Higher Educational Institution	Yes
8	The minimum educational qualifications required for admission in programme(s) specified by the relevant statutory authority or body, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
9	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 course or programme of study and the amount of fee to be paid for the admission test	Yes
10	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 part time or visiting or contractual basis	Yes
11	Pay and other emoluments payable for each category of teachers and other employees	Yes
12	Information in regard to physical and academic infrastructure and other facilities, including that of each of the Learner Support Centres and in particular the facilities accessible by learners on being admitted to the institution	Yes
13	Broad outline of the syllabus specified by the appropriate statutory body or by Higher Educational Institution, as the case may be, for every course or programme of study	Yes
14	Activity planner including all the academic activities to be carried out by the Higher Educational Institution during the academic session and the details of July cycle and January cycle shall be notified separately	Yes

Part - 13: Innovation and Best Practices

i) Innovation introduced during academic year

1-During pandemic online support portal students. 2-Dedicated online exam portal on real time basis

ii) Give Best Practices of Institution

Curriculum- (a) Feedback and involvement of all stakeholders. (b) faculty a key in this process. (c)Providing sufficient resources. Personal Contact Programme (a)Teaching clearance in PCP (b) Feedback and implementation of outcome Examination and Evaluation (a)Ethics and Privacy (b) Evaluation and approach (c) Document the evaluation Process Faculty Centric (a)Instrumental balance in teaching. (b)Strong work ethics (c)Community building skills

iii) Any other Information

NA

Part - 14: Plan of Institution for next year

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) Regulations, 2017 and its amendments.

Signature of the Director:

Name of the Director: Anoop Krishna saxena

Seal of the Director:

Date of the Director: 31-03-2021

Signature of the Registrar:

Name of the Registrar: DR. IRFAN ALI KHAN

Seal of the Registrar:

Date of the Registrar: 31-03-2021