

HEI-U-0183

Himachal Pradesh University

Government

Annual Report

OF

**CENTRE FOR INTERNAL QUALITY ASSURANCE
(CIQA)**

PROGRAMMES UNDER

OPEN AND DISTANCE LEARNING MODE

<2022-23>

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Part – I: General Information**1.1 Date of notification of the Centre (attach a copy of the notification):**

[Centre for Distance and Online Education \(Formerly ICDEOL\)](#)

1.2 Details of Director, CIQA

- Name: Prof. Sanju Karol
- Qualification: Ph.D.
- Appointment Letter and Joining Report:
<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Sanju%20Karol%20Appointment.pdf>

1.3 Details of CIQA Committee:**a. Composition as per Regulations**

S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
a.	Vice Chancellor of the University	Chairperson	Prof. Sat Prakash Bansal	Tourism Management	29.07.2022
b.	Three Senior teachers of HEI	Member 1	Prof. Sanju Karol	Economics	29.07.2022
		Member 2	Prof. Hari Mohan	Mathematics	29.07.2022
		Member 3	Prof. Pradeep Kumar	Mathematics	29.07.2022
c.	Head of three Departments or School of Studies from which programme is being offered in ODL and Online mode	Member 4	Prof. L.R Verma	Public Administration	29.07.2022
		Member 5	Prof. Kuldeep Singh Katoch	Education	29.07.2022
		Member 6	Prof. Surender Kumar Sharma	Education	29.07.2022
d.	Two External Experts of ODL and/or Online Education	Member 7	Prof. Yojna Rawat USOL, Punjab Univ. Chandigarh	Hindi	29.07.2022
		Member 8	Prof. M.C. Garg, Dept. of HBS, Guru Jambheshwar University Hissar Haryana.	Commerce	29.07.2022

e.	Officials from departments of HEI	Member 9 Administration	Registrar, H.P. University, Shimla-5	HAS	29.07.2022
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S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
	<ul style="list-style-type: none"> Administration Finance 	Member 10 Finance	Finance Officer, H.P. University	Finance & Accounts	29.07.2022
f.	Director, CIQA	Member Secretary	Prof. Sanju Karol	Economics	29.07.2022

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

If No, reason thereof

Yes

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	28-08-2023	2	Click Here	Click Here
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 <Month, Year> academic session:

Sr. No.	Name of the Department	Certificate 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 Operationalized as per territorial jurisdiction*/ Off Campus	Number of students admitted (Male/Female/Trans-gender)			
									M	F	TG	Total
1.	N.A											
N.	N.A											

***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 <Month, Year> academic session:

Sr. No.	Name of the Department	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
	C	Diploma Yoga studies	1 year	Marks Scheme	A candidate possessing a graduate degree in any faculty from a recognized University in India or abroad shall be eligible for admission to the Diploma in Yoga Studies. A candidate should be medically fit. A candidate should be Medically Fit. A Medical Fitness Certificate in this regard issued from the Medical Officer of the institute shall be produced. A Medical Examination shall be conducted in the institute. Candidates suffering from any chronic disease are advised not to seek admission to this Course. A candidate should be Medically Fit. A Medical Fitness Certificate in this regard issued from the Medical Office of the Institute	21300/-	No. 7-1/2004-HPU(Acad) 19.07.2023	06	12	15	0	27

					shall be produced A Medical Examination shall be conducted in the Institute. Candidates suffering from any chronic disease and advised not to seek admission to this Course.							
		Tourist Guide	1 year		Plus Two(10+2) in any discipline	10300/-	No. 6- 38/2006(FCMS)- HPU(Acad.) Vol-II dated 24.01.2017	06	07	01	0	08
		Diploma in Computer Application	1 year		10+2 in any stream with 50% aggregate marks(45% for C/ST/PW D)	10300/-	No. 6- 8/2021(DCA)- HPU(Acad.) dated 0.01.2022	06	19	21	0	40
		Diploma in Data Science 2 nd Sem.	1 year		Graduation in any stream	10300/-	No. 6- 38/2021(data Science and artificial intelligence)- HPU(Acad.) dated 31.12.2021	06	07	10	0	17

***Not for Private University**

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

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

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

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.	N.A										
N.	N.A										

***Not for Private University**

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

1.8 Number of programmes started at Under-graduate Degree Programmes as per Commission Order:

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

Sr. No.	Under-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.	B.A1 st year	3 Years	Marks Scheme	10+2 or an equivalent examination conducted by a Board/University established by law in India. The candidate should have passed in four written subjects including English	5000/-	F. No. 21-42/2020 (DEB-II) dated 22.03.2021	06	629	617	0	1246
	B.A. 2 nd Year				3400/-			218	257	0	475
	B.A. 3 rd Year				3400/-			91	114	0	205
2.	B.Com (1 st Year)	3 Years	Marks Scheme	+2 examinations of a Board/University established by law in India with Maths/Economics as compulsory subjects at 10+2 stage.	5600/-	F. No. 21-42/2020 (DEB-II) dated 22.03.2021	06	57	40	0	97
	B.Com. 2 nd year				4000/-			21	10	0	31
	B.Com. 3 rd Year				4000/-			1	1	0	2
3.	B.Ed	1 st Year	Marks Scheme	Trained in-service teacher in elementary education. As per clarification given by Directorate of elementary education, Government of Himachal Pradesh vide letter no. DN- H(Ele)(u)-/2015 (P&D), dated 26th August, 2015, Jammu Teachers with OT training, Language teachers with LT training, Drawing Masters/Art and Craft Teachers with 2 years diploma, PET/PTT with 2 years diploma are trained teachers considered by their	14800/Per year	F. No. 21-42/2020 (DEB-II) dated 22.03.2021	02	483	865	0	1348

				arent epartmentand nus, are eligible or admission in .Ed. ourse. ii) andidates who ave completed a CTE ecognizedteache ducation rogramme hrough face-to ace mode.As per CTE egulation,2014 diploma inPre- chool Education DPSE); .El.Ed./J. B.T; .El.Ed.;D.P.Ed.; .P.Ed.; I.P.Ed. & diploma inarts ducation Visual/Per orming Art) are CTE ecognizedteache ducation rogramme s.								
	B.Ed.	2 nd Year	Marks Scheme						479	828	0	1307

***Not for Private University**

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

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

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

Sr. No.	Post-graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	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.Com 1 st Sem.	2 years	Marks Scheme	B.Com. (old), B.Com. (RUSA) or Bachelor's degree in Business Administration or B.A. with Commerceor B.A./B. Sc./M.A./ M.Sc. degree with Economics /Statistics/ Mathematics as one of the elective subjects	3600/-	F. No. 21-42/2020 (DEB-II) dated 22.03.2021	06	25	57	0	82
	M.Com. 2 nd Sem							342	819	0	1161

	M.Com. 3 rd sem.							71	146	0	217
	M.Com. 4 th Sem.							284	527	0	811
2.	M.A. English 1 st Sem.	2 years		A. / B.Sc. .Com. /B.Sc. (Agri.) /B.Sc. (Home Sc.) /B.Sc. in Hospitalityand Hotel Management / MBBS / BAMS/GAMS/ B. Pharma / B.T. or B.Ed. / B. Lib. Sc. /B.L. /B.A.Sc. / B.E. / B.Tech./V shistaShast ri/BBA/ BCA of University establishedby Law in India or Honours Bachelor Degree	3300/-	-do-	06	147	138	0	285
	English 2 nd Sem.							95	109	0	204
	English 3 rd Sem.							50	42	0	92
	English 4 th sem.							64	56	0	120
3.	M.A. History 1 st sem.	2 years		-do-	3300/-		06	240	141	0	381
	2 nd sem.							213	92	0	305
	3 rd sem.							106	51	0	157
	4 th sem.							128	60	0	188
4.	M.A. Economics 1 st Sem.	2 years		-do-	3300/-		06	64	59	0	123
	2 nd Sem.							50	39	0	89
	3 rd Sem.							30	28	0	58
	4 th Sem.							33	31	0	64
5.	M.A. Public Admn. 1 st sem.	2 years		-do-	3300/-		06	48	24	0	72
	2 nd Sem.							34	17	0	51
	3 rd Sem.							27	08	0	35
	4 th Sem.							28	11	0	39
6.	M.A. PoliticalScience 1 st Sem.	2 years		-do-	3300/-		06	277	197	0	474
	2 nd Sem.							205	184	0	389
	3 rd Sem.							120	76	0	196
	4 th Sem.							143	80	0	223
7.	M.A. Hindi 1 st sem.	2 years		-do-	3300/-		06	90	95	0	185
	2 nd Sem.							76	58	0	134
	3 rd Sem.							46	51	0	97
	4 th Sem.							49	45	0	94
8.	M.A. Sanskrit 1 st sem.	2 years		-do-	3300/-		06	46	10	0	56
	2 nd Sem.				9			43	09	0	52

	3 rd Sem.							28	05	0	33
	4 th Sem.							31	04	0	35
9.	M.A. Sociology 1 st sem.	2 years		-do-	3300/-		06	78	90	0	168
	2 nd sem.							62	70	0	132
	3 rd Sem.							27	30	0	57
	4 th Sem.							32	39	0	71
10.	M.A. Music 1 st Sem.	2 years	Marks Scheme	A candidate who has obtained Bachelor's degree in Music (Vocal) shall be eligible for admission in M.A. (Vocal) and a candidate who has obtained Bachelor's degree in Music (Instrumental) shall be eligible for admission in M.A. Music (Instrumental)	15300/-		06	27	15	0	42
	2 nd Sem.							28	09	0	37
	3 rd Sem.							15	08	0	23
	4 th Sem.							11	14	00	25
11.	M.A Edu. 1 st sem.	2 years		The admissions to the programme will be open and made on the basis of merit (marks obtained by the applicants) in the following qualifying examination. Bachelor's Degree/Master's Degree in any discipline/stream from a recognized Indian/Foreign University (Recognized as Equivalent by H.P. University, Shimla with at least 50% marks. In addition, 10% weightage (of the marks obtained in B.Ed. 8 examination) will be given to the candidate possessing B.Ed. Degree from recognized Indian/Foreign University.	4300/- Per Sem.		02	100	32	0	132
	2 nd Sem.							34	96	0	131
	3 rd sem.							49	149	0	198
	4 th sem.							67	206	0	273
12.	MA (JMC) 1 st Sem.	2 years	Marks scheme	Graduation in any stream	7600/- per Sem.		06	09	10	0	19
	2 nd Sem.							08	08	0	16
	3 rd Sem.							10	10	0	20
	4 th sem.							08	09	0	17
13.	MBA 1 st Sem.	2 years		Admission to MBA shall be open to the holder of any first Bachelor's degree of University established by law in India, with at least 50% marks (45% marks in the case of Scheduled Caste/Scheduled Tribes)	18300/- 1C		02	25	57	0	82

				candidates)The degree of a foreign University which may be recognized as equivalent for the purpose by the Vice Chancellor with such conditions as he/ she may impose regarding the additional course of study, which the candidate would be required to pass to qualify for the degree.							
	MBA 2 nd Sem.							107	62	0	169
	MBA 3 rd Sem.							28	18	0	46
	MBA 4 th sem.							71	47	0	118

***Not for Private University**

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

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

2.1 Action taken on the functions of CIQA: -

S.No.	Provisions in Regulations	Details of Action taken by CIQA and Outcomethereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	<ul style="list-style-type: none"> Centre for Distance Education and Open Learning works on the principle 'quality first and student foremost'. CIQA guarantees quality in accordance with the standards that are set by the University in its academic and administrative services. The preparation and submission of Programme Project Reprots (PPRs), the introduction of new programmes, academic calenders, admission information brochures, induction programmes for new students, Personal Contact Programme, Counseling, Self Learning Material, Interactive Learning Tools are some of the quality initiatives that CIQA undertakes and implements. Our academic programmes and contents are in consonance to new emerging fields. Centre for Distance Education and Open Learning has well qualified, experienced and dedicated faculty as per UGC norms in all subjects being run by the CDOE to maintain the quality of education. We have well maintained academic as well as non-academic infrastructure at the 	Himachal Pradesh University (hpuniv.ac.in) https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Agenda%20for%20meeting%2028_08_2023.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/external%20CIQA%20Proceeding.pdf Himachal Pradesh University (hpuniv.ac.in) Faculty List.pdf (hpuniv.ac.in) Photogallery Himachal Pradesh University (hpuniv.ac.in) https://hpuniv.ac.in/university-detail/icdeol/administration

		<p>head quarter and learning support centers to facilitate the distance learners.</p> <ul style="list-style-type: none"> • Centre for Distance Education and Open Learning has separate administrative divisions. They handle things like admissions (online), counseling, administration, examination, upkeep of infrastructure, etc. • We have a well-organized problem solving student friendly mechanism (Grievance Redressal Cell) to address the various types of problems of the students. • The Choice Based Credit System (CBCS) is successfully implemented in all the UG and PG programmes. Under the CBCS system, the students have considerable freedom in the courses they wishes to study. • Centre for Distance Education and Open Learning deliver academic programmes through dual mode of instructional delivery mechanism. The printed and online study material of the various programmes in the form of Self Learning Mode (SLM) is supplied to the students during their enrollment to the courses. • Further, Personal Contact Programmes (PCPs) are organized to have face to face and online interaction with the students to resolve their academic problems. • For all newly enrolled learners online induction programme are conducted. All the teachers , coordinators, the LSCs incharges and supportive staff also participate in the induction programme. 	<p>feedback cell.pdf (hpuniv.ac.in)</p> <p>CBCS System.pdf (hpuniv.ac.in)</p> <p>SLM Approval(1).pdf (hpuniv.ac.in)</p> <p>643796e53001aoder 000345.pdf (hpuniv.ac.in)</p> <p>Himachal Pradesh University (hpuniv.ac.in)</p> <p>https://hpuniv.ac.i n/hpuniv/upload/ uploadfiles/files/P CP%20schedule.pd f</p> <p>https://hpuniv.ac.i n/hpuniv/upload/ uploadfiles/files/I nduction%20Progr aame%20Committ ee.pdf</p>
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		<ul style="list-style-type: none"> Centre for Distance Education and Open Learning has provided more flexibility to the learners by institutionalizing the concept of ABC I.Ds. 	abc data icdeol.pdf (hpuniv.ac.in)
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	<p>Self- evaluative and reflective exercises are critical for identifying areas of improvement and making changes to enhance the quality of programmes.</p> <p>✓ At Centre for Distance Education and Open Learning , the performance of the learners is evaluated through a three-tier mechanism of evaluation:</p> <p>a. Self evaluation, through devices built into printed course materials. Every chapter has self assessment exercises.</p> <p>b. Continuous evaluation through a combination of theory-based assignments, practical assignments, project work, and personal contact programmes as per requirements of the curriculum of the academic programmes</p> <p>c. Summative evaluation through term end examination held once in a year in UG degree courses and Twice in a year in case of PG degree courses. In some of the PG programmes with a project component (MBA, M.A. Education, Computer Science) the evaluation process also includes a Viva-voce. Similarly, courses with practical</p>	<p>Assignments Himachal Pradesh University Shimla, India (hpuniv.ac.in)</p> <p>Paper sample(1).pdf (hpuniv.ac.in)</p> <p>workshop seminar(1).pdf (hpuniv.ac.in)</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/Lecture%20on%20ODL.pdf</p>

		<p>component have summative practical examination.</p> <ul style="list-style-type: none"> ✓ Educative and Open & Distance Learning related seminars and workshops are organized from time to time to enhance critical thinking and capacity building among the teachers. ✓ Feedback is taken from the students at the end of PCP which reflect the strengths and weaknesses of the teachers and scope for their improvement. ✓ Internal Assessment through assignments is an essential component of the student's evaluation which reflect the performance of the students and it also provides an opportunity to the teachers to improve their teaching pedagogies and skills. ✓ Centre for Distance Education and Open Learning is committed to update the study material and library books journals time-to-time as per requirements. ✓ Centre for Distance Education and Open Learning also continually enhances its services for updating its website, and automating its office. ✓ We have SLM committee to make recommendations for improving the quality of study material. ✓ Problems of admission and 	<p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/seminar.pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/feedback%20analysis.pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/PCP%20schedule.pdf</p> <p>Assignments Himachal Pradesh University Shimla, India (hpuniv.ac.in)</p> <p>*Final Common Prospectus 2023-24 July Batch(1).pdf (hpuniv.ac.in)</p> <p>HPU :: Himachal Pradesh University (hpuniv.ac.in)</p>
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		<p>examination are resolved by using ICT wing of ERP. ICT is also used in the instructional process.</p> <p>✓ Centre for Distance Education and Open Learning is able to reach out to learners in remote and far flung areas of the state through a network of one Regional Centre and five learners support centres. This network facilitates access to subject specific academic counseling to the learners.</p>	<p><u>Photogallery Himachal Pradesh University (hpuniv.ac.in) HPU :: ONLINE PRE-ADMISSION (hpuniv.ac.in) LSC and coordinator Notification(1).pdf (hpuniv.ac.in)</u></p>
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	<p>Some of the key areas are-</p> <ul style="list-style-type: none"> • Transparent Online Admission Process • Collaborative efforts for developing and maintaining quality of study material in SLM. • Proper engagement of students in PCPs. • Choice Based Credit System based curriculum • Systematic examination process: as HPU is Dual mode University so the exam plan is adopted by HPU is applicable to CDOE also. • Timely Updation of information to students through website and text messages. • Active student support Services. <p>Value inculcation through curricular activities</p>	<p><u>https://admissions.hpuniv.ac.in/icdeolmain.aspx</u></p> <p><u>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/SLM%20Preparation.pdf</u></p> <p><u>CBCS System.pdf (hpuniv.ac.in)</u></p> <p><u>https://hpuniv.ac.in/university-detail/icdeol/assignments</u></p> <p><u>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/text%20message%20to%20student.png</u></p> <p><u>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/P</u></p>

			aper%20sample(2).pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Student%20services.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/seminar.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Cocurricular%20activities%202022-23.pdf
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)	<p>The following steps are the part of mechanism implemented to ensure that the quality of ODL programmes in CDOE matches with the quality of relevant programmes in conventional mode:</p> <ul style="list-style-type: none"> • BOS for CDOE academic curriculum is common with Conventional mode. Faculty from both CDOE /ODL and Conventional mode has been made members of BOS for maintaining the quality of the programme. • CDOE /ODL of Himachal Pradesh University implements same academic curriculum for learners as that of UG and PG programmes of regular mode/conventional mode. • Self Learning Materials (SLMs) are mostly developed by in house faculty of CDOE and some part is also developed by faculty of regular department time to time. • Common examination system for ODL and conventional mode. • Faculty of regular mode is also involved in taking PCPs along with CDOE faculty to maintain same level of instructional inputs. • Central Library facility is same for 	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/BOS(6).pdf https://hpuniv.ac.in/syllabus.php https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/SLM%20Preparation.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Paper%20sample(3).pdf https://hpuniv.ac.in

		<p>CDOE students as for the regular students in online as well as offline mode along with CDOE Library facility.</p> <ul style="list-style-type: none"> ERP login credentials are also given to students same as students of conventional mode for providing them updated information time to time. 	n/hpuniv/upload/uploadfiles/files/pcp%20renumeration.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Library%20facility.pdf https://admissions.hpushimla.in/SemesterPaymentLoginOnline.aspx
5.	<p>Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.</p>	<p>Interaction with students regarding feedback for quality improvement is done through receiving feedback online mode.</p>	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/feedback%20analysis.pdf
6.	<p>Measures suggested to the authorities of Higher Educational Institution for improvement</p>	<p>For facilitating students following measures were suggested:</p> <ul style="list-style-type: none"> Induction programme for students Availability of reading material in the form of e content Upgradation of library with latest books and journals Implementation of Choice Based Credit System Video conferencing set up in 	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Induction%20Programme%20Committee.pdf https://hpuniv.ac.in/university-detail/icdeol/download

		<p>Language lab and classrooms</p> <ul style="list-style-type: none"> • Reading material in SLM mode • Suggestion regarding creation of ABC id of students as per UGC DEB recommendations 	ad-books https://hpuniv.ac.in/university-detail/library/e-resources-journal https://hpuniv.ac.in/university-detail/icdeol/academic-bank-of-credit-for-icdeol-students
7.	Implementation reviews	<p>Internal CIQA committee supervise and review the effective implementation of measures suggested for qualitative improvement.</p> <ul style="list-style-type: none"> • Reading material in the form of e content is available on CDOE website • Latest books and journals are available • Choice Based Credit System is implemented • Video conferencing set up is done in Language lab and classrooms • 100 % Reading material in SLM mode 	https://hpuniv.ac.in/hpuniv/upload/uploads/files/Induction%20Programme%20Committee.pdf https://hpuniv.ac.in/university-detail/icdeol/download-ad-books https://hpuniv.ac.in/university-detail/library/e-resources-journal https://hpuniv.ac.in/university-detail/icdeol/academic-bank-of-credit-for-icdeol-students
8.	Workshops/ seminars/ symposium organized on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all	<p>The center for distance learning has organized seminar and workshops On following themes</p> <ol style="list-style-type: none"> 1. Sound Health is a Catalyst of Effective Education 2. Transforming and empowering ODL System in Higher Education in Context to NEP and DEB 2020 	https://hpuniv.ac.in/hpuniv/upload/uploads/files/Lecture%20on%20ODL.pdf https://hpuniv.ac.in/hpuniv/upload/uploads/files/seminar.pdf

	the stakeholders in Higher Educational Institution.		
9.	Developed and collated best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution	<p>Best Practices adopted by HEI are as follows:</p> <ul style="list-style-type: none"> • E-Learning: Center for Distance and open learning conduct PCP in offline as well as in online mode to facilitate the students residing in remote areas of hilly state. • Online repository of ejournal and ebooks has been procured by HEI • Smart class rooms are created in which Android/Window boards are used. • Language lab has been setup to improve the linguistic abilities of the students • Study material are made online to the student • Students Learning by Serving Society: To use the knowledge generated during classroom teaching for welfare of local community and make our students accountable for the society by understanding their challenges & problems is the much felt need of the hour, in view of this, CDOE organise such activities regularly. 	<p>https://hpuniv.ac.in/upload/press_release/64783598d87f8MCOM1st3rd.pdf</p> <p>https://hpuniv.ac.in/university-detail/home.php?library</p> <p>https://hpuniv.ac.in/university-detail/view_all_photogallery.php?icdeol&catid=148</p> <p>https://hpuniv.ac.in/university-detail/icdeol/download-books</p>
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	HEI has designed outcome based curriculum, in which program outcomes course outcomes and clearly mentioned also skill based courses are introduced to improve the overall efficiency of the programs.	6221b50f07e3dDi plomainComputer ApplicationsCourseCurriculum.pdf (hpuniv.ac.in)

11.	Measures taken to ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	The Programme Project Reports (PPRs) of all UG and PG courses were prepared by the In-charge of the Programme in consultation with teachers of the faculty in accordance with the UGC-ODL Regulation 2020 circulated by the CIQA Committee. The CIQA committee conducted awareness/orientation programme for all the teaching and non-teaching staff on how to prepare/update the PPRs in the light of suggestions received from different stakeholders. The PPRs for the individual programmes are prepared in advance before they are placed in the Board of Studies (BoS) of the department concerned. The guidelines and the objectives of the programme are clearly explained to the academic team which includes faculty from the Distance Education, faculty from the regular department and external experts from other universities. The draft PPR is discussed in the Board of Studies and any suggestions or improvement suggested are merged before the approval is given by higher authorities. The Board of Studies approved PPRs and then PPRs are placed in the Academic Council (AC) for its final approval. The PPRs of all the programmes run through distance mode have been approved by the apex bodies of the university i.e. Academic Council. All the PPRs are reviewed by CIQA and approved by the Academic Council of the University from time to time as per UGC-DEB regulation 2020.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/PPR%20SLM%20Approval%202022-23%20.pdf
12.	Mechanism to ensure the proper implementation of Programme Project Reports	To ensure the proper implementation of Programme Project Reports separate Academic Calendar is prepared by each department. During PCP feedback is taken from students for further improvement and for restructuring of programmes in order to make them relevant to the job market. To enhance quality in academic and administrative areas some faculty members visited the	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Academic%20Calendar%20ciqa.pdf https://hpuniv.ac.in/hpuniv/upload/

		neighbouring HEIs to obtain information on various quality benchmarks or parameters and best practices. For proper implementations of PPRs various ODL departments organise in-house seminars on quality related themes. To make PPRs more learner centric regular meetings with ODL faculty and other staff were conducted by the Director of centre regularly.	uploadfiles/files/seminar.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Internal%20Committee%20ciqa.pdf
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	The CDOE has notified various committees as per CIQA model format and these committees' conducts their meetings frequently and proceedings of these meetings are properly signed by the Chairman of the committee and Director CDOE. The CDOE prepares its annual report regularly and all record of the same is published in the Annual Report of the University.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Internal%20Committee%20ciqa.pdf
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	HEI collect feedback on curricula from different stakeholders i.e. a. Student b. Teacher c. Alumni d. Employer Based on the feedback restructuring of programmes is implemented by HEI.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Student%20Satisfaction%20Survey%20Analyses%202021-22.pdf
15.	Facilitated system based research on ways of creating learner centric environment and to	CDOE at Himachal Pradesh University (HPU) in Shimla has recognized the importance of creating a learner-centric environment to enhance the quality of education offered to its students. As a result, they have facilitated system-based research to identify ways to bring about a	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/messages(1).pdf https://www.facebook.com/people/Icdeol-Himachal-Pradesh-University-

	<p>bring about qualitative change in the entire system.</p>	<p>qualitative change in the entire system. A learner-centric environment is one in which the learning experience is personalized to meet the unique needs of each student. This approach acknowledges that students come from diverse backgrounds and have different learning styles, and therefore require different approaches to teaching and learning. By creating a learner-centric environment, students are empowered to take ownership of their learning and are more likely to achieve their academic goals.</p> <p>Facilitated system-based research is an approach that involves collaboration between researchers and educators to identify ways to improve the learning experience. This approach is particularly useful in the context of distance education, where students are not physically present in a traditional classroom setting. By conducting research, CDOE can identify the specific needs of its students and develop strategies to address them.</p> <p>One of the key challenges in creating a learner-centric environment is developing effective communication channels between students and educators. Distance education can be isolating, and students may feel disconnected from their instructors and peers. To address this, CDOE has implemented a range of strategies, including the use of social media platforms and online discussion forums, to encourage students to engage with each other and with their instructors.</p> <p>Another challenge is developing appropriate assessment methods that accurately measure student learning. Traditional methods of assessment, such as exams and quizzes, may not be suitable for all students. CDOE has explored alternative assessment</p>	<p>Shimla-5/100075983205657/mibextid=ZbWKwL</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/BOU(4).pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/MOU.pdf</p>
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		<p>methods, such as project-based and Assessment based on questions set to write assignments for their Internal Assessments, that allow students to demonstrate their learning in a way that is more meaningful to them.</p> <p>In addition to these strategies, CDOE has also focused on improving the quality of its curriculum and course materials. This includes developing new courses that are designed to meet the specific needs of its students, as well as updating existing courses to ensure that they are up-to-date and relevant.</p> <p>Overall, the facilitated system-based research conducted by CDOE has been instrumental in identifying ways to create a learner-centric environment and bring about qualitative change in the entire system. By embracing a learner-centric approach and implementing strategies to address the unique needs of its students, CDOE is ensuring that its students have access to high-quality education that prepares them for success in their chosen fields.</p>	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	<p>Himachal Pradesh University is a dual mode university. Hence accreditation of university including Centre for Distance Education and Open Learning is held by NAAC as a whole unit. The Centre is not a nodal coordinating unit for seeking assessment and accreditation from NAAC. However, as per the requirement, the CIQA coordinates with the IQAC of the university for the submission of NAAC SSR and follow- up activities. CIQA also coordinates for submission of online application to UGC (DEB)/ AICTE/ NCTE for the approval of different undergraduate and post graduate programmes.</p>	<p>NAAC Coordinator.pdf (hpuniv.ac.in)</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/ExternalCommittee%20ciqa.pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/Internal%20Committee%20ciqa.pdf</p>

17.	Measures adopted institutionalization enhancement practices through periodic accreditation and audit	<p>the Center for Distance Education and Online Learning (CDOE) at Himachal Pradesh University (HPU) in Shimla has taken several measures to ensure the internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.</p> <p>CDOE HPU Shimla has established an Internal Quality Assurance Cell (IQAC) to ensure continuous improvement in the quality of education and services provided by the institute. The IQAC is responsible for developing and implementing quality policies and procedures, conducting internal audits, and preparing reports on quality assurance activities.</p> <p>HPU Shimla in which CDOE is an integral part, has obtained accreditation from the National Assessment and Accreditation Council (NAAC) of India. NAAC is an autonomous body established by the University Grants Commission (UGC) to assess and accredit higher education institutions in India. CDOE HPU Shimla underwent a rigorous assessment process and also contribute HPU to awarding an "A" grade accreditation in recognition of its quality enhancement practices.</p> <p>CDOE HPU Shimla regularly conducts external audits to ensure compliance with the standards set by regulatory bodies and accreditation agencies. The institute has also implemented a feedback mechanism to solicit feedback from students, faculty, and staff members on various aspects of education and services provided by the institute. The feedback is used to identify areas for improvement and to develop action plans to address the identified issues.</p> <p>CDOE HPU Shimla has established a culture of continuous improvement</p>	<p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/Internal%20Committee%20ciqa.pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/ExternalCommittee%20ciqa.pdf</p>
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		<p>and quality consciousness among its stakeholders. The institute regularly conducts workshops, and seminars, and frequently sends in training programs for faculty and staff members to enhance their skills and knowledge on quality enhancement practices. CDOE HPU Shimla also encourages student participation in quality assurance activities by involving them in internal audits, feedback mechanisms, and other quality enhancement initiatives.</p> <p>Hence, CDOE HPU Shimla has adopted several measures to ensure the internalization and institutionalization of quality enhancement practices through periodic accreditation and audit. These measures include establishing an IQAC, obtaining accreditation from NAAC, conducting external audits, implementing a feedback mechanism, and fostering a culture of continuous improvement and quality consciousness among stakeholders. These practices have helped CDOE HPU Shimla maintain high standards of quality in education and services provided by the institute.</p>	
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	<p>CDOE, HPU Shimla is an institute of higher education that is committed to providing quality education to its students. To ensure compliance with the quality-related initiatives and guidelines set forth by the Commission, the following steps are taken:</p> <p>CDOE has established a Quality Assurance Cell (QAC) responsible for ensuring compliance with quality-related initiatives and guidelines set forth by the Commission.</p> <p>CDOE has developed a comprehensive Quality Assurance Framework that outlines quality enhancement practices to be adopted, standards to be met, and procedures for monitoring and evaluating education quality.</p>	https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/CIQA%20Committee(3).pdf

		<p>CDOE conducts regular assessments and evaluations to ensure education quality meets Commission standards. CDOE seeks accreditation from recognized accrediting bodies to demonstrate commitment to quality enhancement practices and receive feedback for improvement. CDOE participates in quality-related initiatives and guidelines set forth by the Commission. CDOE provides training to staff and faculty on the quality assurance framework and quality enhancement practices to be adopted for effective implementation.</p> <p>CDOE takes proactive measures to ensure compliance with quality-related initiatives and guidelines set forth by the Commission to maintain high-quality education standards. The QAC plays a crucial role in ensuring effective coordination and implementation of quality enhancement practices, and regular assessments and evaluations are conducted to ensure compliance with Commission standards. Accreditation and participation in quality-related initiatives provide feedback for improvement, and training for staff and faculty is provided for effective implementation of quality enhancement practices.</p>	
19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	<p>CDOE, HPU Shimla is committed to providing quality education to its students, and one way to ensure this is to benchmark against other higher educational institutions to identify best practices and quality parameters. The following are some ways CDOE can obtain information on quality benchmarks and best practices from other institutions:</p> <p>Attend Conferences and Seminars: CDOE allows its teaching staff to attend</p>	<p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/workshop%20seminar(3).pdf</p> <p>https://hpuniv.ac.in/university-detail/home.php?ugc-hrde</p> <p>https://www.facebook.com/hpuniv</p>

		<p>conferences and seminars organized by other institutions to gain insights into their best practices and quality parameters. These conferences provide an opportunity to network with other educational institutions and share ideas on how to improve the quality of education.</p> <p>Collaborate with other Educational Institutions: CDOE collaborates with other educational institutions to share best practices and benchmark against each other. Collaboration can include joint research projects, exchange programs for faculty and students, and sharing of educational resources.</p> <p>Conduct Research: CDOE can conduct research on other educational institutions to identify quality benchmarks and best practices. The research can include analyzing data from published reports, interviews with faculty and students, and surveys of alumni.</p> <p>Analyze Rankings and Accreditation Reports: CDOE analyzes rankings and accreditation reports of other educational institutions to identify best practices and quality parameters. These reports provide insights into how other institutions are rated and ranked based on different quality parameters.</p> <p>Follow Social Media and Online Forums: CDOE follows social media platforms and online forums where other educational institutions share their best practices and quality benchmarks. These platforms provide an opportunity to learn from other institutions and share best practices.</p> <p>So to obtaining information on quality benchmarks and best practices from other educational institutions is essential to improving the quality of education provided by CDOE, HPU</p>	ok.com/people/Icdeol-Himachal-Pradesh-University-Shimla-5/100075983205657/?mibextid=ZbWKwL https://www.facebook.com/people/Icdeol-Himachal-Pradesh-University-Shimla-5/100075983205657/?mibextid=ZbWKwL
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20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	<p>The admission related activities are carried out and monitored jointly by Faculty members and Computer wing (ERP) of the university. Online admission process is strengthened to facilitate the aspiring students to complete their registration process sitting at home. The face-to-face counselling and other services provided by Learning Resource Centres and are being monitored by Main Campus.</p> <p>The dispatch of Self-Learning Material is completed by Material Production and Distribution Division (Editors and their team). The process of conduct of term end examination and evaluation of answer sheets are being carried out by Controller of Examination (COE) of the university. Flying Squads teams are prepared by the Controller of Examination of the university and visited the examination centres located at different places within Himachal Pradesh.</p> <p>Grievance related to the various services are being managed by Grievance Redressal Cell of the Centre.</p> <p>Regular meetings are conducted with teaching and non-teaching staff of centre. Feedback from various Departments or Centres or Schools in the Higher Educational Institution is obtained and in the light of feedback received the student support services are modified/updated. For the smooth functioning of all the courses regular monitoring is done by the</p>	<p>https://hpuniv.ac.in/university-detail/icdeol/prospectus</p> <p>https://admissions.hpuniv.ac.in/main.aspx</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/11%204_2_12%20Observer%20report(1).pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/PCP%20schedule.pdf</p> <p>https://hpuniv.ac.in/(S(n1sv0zko1f1ki5aoink2vzqt))/Grievance/LoginGrievance.aspx</p>

		<p>Director and Incharge of each Department.</p> <p>For the preparation of Programme Project Report faculty is updated by the CIQA from time to time.</p> <p>Dedicated Reception Centre to handle grievances/queries telephonically is in place to provide required information to the Distance Learners Education students on the spot.</p> <p>Requests pertaining to grade cards and various types of certificates are processed within 1-2 days by ERP personals. Provision has been made for making Online Fee payment to apply for Renewal of Admission, Registration, Migration, Re-appears, Re-evaluation, Specific Certificates etc. PCP schedule and Instruction Plans were developed for various courses and shared with the students through university website before the start of Personal Contact Programme (PCP), so that faculty and students are aware of the activities to be conducted during the PCP. Customised course-wise PCP Time Table was made available to the students through Whatsapp groups. PCP classes are conducted in Online mode and practical work in offline mode. Feedback sessions are being conducted for students at the end of each PCP session. Academic and Professional Enhancement workshops/special classes have been conducted in online mode which facilitated more participation of ODL students. End Term Exam Results have generally been declared within two or three months of culmination of Exams. Provisions were made to conduct staff and faculty trainings/ workshops/meetings online.</p>	
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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.	Yes	
	(a) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	Yes	
22.	Overseen the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes	Yes	https://hpuniv.ac.in/university-detail/home.php?iqa-cell

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	<p>CDOE is a department of Himachal Pradesh University (HPU) located in Shimla. It is responsible for providing education through open and distance learning modes. CDOE has facilitated the adoption of institutional design requirements as per the philosophy of open and distance learning, which has been decided by the statutory bodies of the Higher Education Institution (HEI) for its different academic programmes.</p> <p>Open and Distance Learning (ODL) is a mode of education that has become increasingly popular in recent years. ODL allows students to learn at their own pace, place, and time, which makes education more accessible and flexible. The philosophy of ODL is based on the principles of learner-centeredness, accessibility, and flexibility. CDOE has embraced this philosophy and has designed its academic programmes accordingly.</p> <p>CDOE offers a wide range of academic programmes, including undergraduate and postgraduate courses, diploma courses, and certificate courses. These programmes are designed to cater to the needs of students who are unable to attend regular classes due to various reasons, such as work or family commitments. CDOE's academic programmes are designed to provide students with a high-quality education that is on par with regular classroom-based programmes.</p> <p>To ensure that CDOE's academic programmes are in line with the philosophy of ODL, the department has implemented various institutional design requirements. These requirements include the use of technology-enabled learning, such as online classes and e-learning platforms, to provide students with access to educational resources and interactive</p>	<p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/academic%20flexibility(1).pdf</p> <p>https://hpuniv.ac.in/university-detail/icdeol/odl-programme</p> <p>https://hpuniv.ac.in/innerpage/journals.php</p>
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		<p>learning experiences. CDOE has also established a robust student support system to provide assistance to students throughout their academic journey.</p> <p>Therefore , CDOE has facilitated the adoption of institutional design requirements as per the philosophy of open and distance learning. This has enabled the department to provide students with access to high-quality education through flexible and accessible modes of learning. CDOE's academic programmes are designed to meet the needs of students who are unable to attend regular classes, and the department has implemented various measures to ensure that its programmes are on par with regular classroom-based programmes.</p>	
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24.	Promoted automation of support services	<p>The University has been working on Integrated University Management System (IUMS) since 2016 which upgraded the ICT facilities all over the campus including ERP and a total automation of the examination system. This system covers on-screen evaluation and advanced examination management system (OSES) which enhances transparency and effectiveness. The process involves scanning the answer copies, sending it to evaluators, evaluators assessing it and in real time uploading the marks on the University portal.</p> <p>At the HEI online classes are held during PCPs for BA/ MA/M. Com./MBA programmes to maximise our reach in the remotest parts of Himachal Pradesh and for those residing/working outside the State.</p> <p>This year an induction programme was conducted by Induction Programme Committee of the HEI on June 6, 2023 to educate and familiarize newly enrolled learners with automated processes and day-to-day working of the HEI.</p> <p>The HEI has decided to purchase an online platform for the conduct of Personal Contact Programmes for UG/PG and Diploma courses run in ODL mode.</p>	https://oses.hpuniv.ac.in/main.aspx https://admissions.hpuniv.ac.in/SemesterPaymentLoginOnline.aspx
25.	Coordinated with external subject experts or agencies, the activities pertaining to validation and annual review of its in-house processes	<p>As a routine practice in the HEI, external subject experts are appointed on various academic committees for Board of Studies, Research Advisory Committee, Viva-voce exams etc as per university ordinances. Question paper setting and correction of answer scripts is also done by external examiners.</p> <p>The CIQA committee also collaborates with bodies like IQAC of H.P. University to streamline its internal procedures.</p> <p>Also, the HEI collaborates occasionally</p>	https://hpuniv.ac.in/hpuniv/upload/uploads/files/Internship%20bed.pdf https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/PCP%20schedule.pdf

		with subject experts in the teaching Departments of H. P. University to implement changes in syllabi and curriculum from time to time. This year the HEI adopted CBCS syllabus in all its PG courses.	
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	The HEI, besides participating informally in academic audits conducted by agencies like NAAC and NIRF, also shares academic data with IQAC, H.P. University, for scrutiny. Lesson writing work in SLM for all programmes is monitored for quality by an in-house HEI Committee.	https://hpuniv.ac.in/hpuniv/upload/uploads/files/Academic%20Audit%20Report(3).pdf
27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	Faculty members of Centre for Distance Education and Open Learning are engaged/deputed to oversee the work of IQAC pertaining to the NAAC accreditation. They supervise the self-appraisal reports of the faculty members of the university. CIQA actively participates in the follow-up activities of NAAC SSR/ AQAR submission in co-ordination with IQAC of the University.	Himachal Pradesh University Shimla, India (hpuniv.ac.in) https://hpuniv.ac.in/hpuniv/upload/uploads/files/External Committee%20ciqa.pdf https://hpuniv.ac.in/hpuniv/upload/uploads/files/Internal %20Committee%20ciqa.pdf
28.	Promoted collaboration and association for quality enhancement of Open and Distance Learning mode of	The CIQA committee of the HEI promotes collaboration and association for quality enhancement of Open and Distance Learning mode of education by way of occasional meetings/special lectures/training programmes etc. The HEI also learns from informal collaboration with neighbouring HEIs and assimilates and implements their quality enhancement practices. and implements their quality enhancement practices.	https://hpuniv.ac.in/hpuniv/upload/uploads/files/MOU(1).pdf

	education and research therein		
29.	Facilitated in industry-institution linkage for providing exposure to the learners and enhancing their employability.	<p>The HEI makes sure that students enrolled in MBA undergo a mandatory industrial training and those in Education course undergo teaching internship, a hands-on training experience which improves their chances of employment. Students in both these programmes undergo such internship as a part of their course work which increases their employability. MBA students undergo a mandatory industrial training for eight weeks at the end of 2nd or 3rd semester making them competent for taking up jobs in corporate houses. Whereas B.Ed. students undergo a teaching practice for a total of three months (12 weeks) in schools—one month (4 weeks) duration during first year of the course and two months (8 weeks) duration during the second year of the course. Students pursuing other courses through HEI can also participate in on-campus placement events organized by Placement Cell of Himachal Pradesh University.</p>	<p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/OnJobTraining.pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/files/MOU(1).pdf</p>

2.2 Compliance of Quality Monitoring Mechanism – As per Annexure-I (Part V (2)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020 :

Sr.No.	Provisions in Regulations	Action taken in respect of ODL	Upload relevant document
1.	Governance, Leadership and Management: Organisation Structure and Governance Management Strategic Planning Operational Plan, Goals and Policies	<p>a. Organization Structure and Governance: Center for Distance Education and Open Learning is a part of University's well defined organization structure. All required position as per UGC (DEB) Regulation 2020 are duly filled. Organization structure including teaching and non-teaching positions in CDOE is attached as annexure. In context to the governance of CDOE, full-time/permanent Director is appointed to run the Centre. Whereas, Vice-chancellor, Registrar and Dean of Studies and other governing authorities of H.P. University provide the directions from time to time necessary for the proper functioning of CDOE. In addition to this, Centre for Distance Education and Open Learning, Himachal Pradesh University functions according to Himachal Pradesh University Act, 1972. The University has an in-house developed e-Governance system to manage its planning, human resources development and management, finance</p>	<p>a. https://hpuniv.ac.in/innerpage/vice-chancellor.php</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Act%20and%20Statutes_18_12_2015.pdf</p>

		<p>and other administrative functions.</p> <p>b. Management: For the management of different functions of CDOE, different committees are constituted such as Center for Internal Quality Assurance (C.I.Q.A); Academic, Examination and Evaluation Committee; Territorial Jurisdiction and Mandatory Disclosures Committee; Human Resource and Infrastructural Committee; Programme Project Report Committee; Self-Learning Material (Print and Online) Committee; Learner Support Centre Committee; SWAYAM and MOOCS committee; Grievance Redress mechanism Committee; and website updates UGC (DEB) and Statutory Updates Committee. Periodic meeting of these committees are held and they submit their reports to the Director.</p> <p>c. Strategic Planning: The strategic plans are aligned with the vision, mission, goals and quality benchmarks set by the University. The strategic planning of Centre for Distance Education and Open Learning includes establishing web studio, to allow the learners to attempt their examination in regional languages and to increase the number of Learners Support Centres to encourage the Gross Enrollment Ratio.</p> <p>d. Operational Plan: A comprehensive academic calendar is prepared and strictly followed for operationalization of the academic and non-academic activities of the</p>	
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2.	Articulation of Higher Educational Institution Objectives	Centre for Distance Education and Open Learning has articulated clear vision and mission which commensurate with the goals for offering programmes in Open and Distance Learning Mode.	https://hpuniv.ac.in/university-detail/icdeol/about-institute
3.	Programme Development and Approval Processes a. Curriculum Planning, Design and	<p>a. It is undertaken by the PG Centre (HPU) from time to time and courses which are planned and designed are placed before Board of Studies for further deliberation and discussion. Courses are further placed before Academic Council for final approval and implementation.</p> <p>b. Academic Calendar is framed to implement the curriculum</p> <p>c. Student are allowed to complete Graduate course and PG Courses through correspondence within six years from the date of their registration. Further, in BA and now in MA/MBA we have adopted CBCS System</p>	<p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/BOS(5).pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploads/files/Academic%20Calender%20cica(2).pdf</p>

	<p>Develop ment</p> <p>b. Curriculum Implementation</p> <p>c. Academic Flexibility</p> <p>d. Learning Resource</p> <p>e. Feedback System</p>	<p>in which students have considerable freedom in the Courses they wish to study. The concept of ABC I.Ds is implemented.</p> <p>d. The printed and online study material in the form of self learning mode (SLM) is supplied to the learners during their enrollment in the course.</p> <ul style="list-style-type: none"> Personal Contact Programmes (PCPs) are conducted in the campus/ in an online mode. Both online and offline counseling is done for the students as and when required. CDOE has its own well-equipped library containing about twenty six thousands/ periodicals/journals for the benefit of learners. <p>e. During interaction held with learners during PCPs a feedback is taken from the learners about the effectiveness of the Programme, which provides scope for improvement to teachers. Online/telephonic/ written feedback is also taken to short out problems and grievances of the learners.</p>	<p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/academic%20flexibility(2).pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Additional%20LSC(1).pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/PCP%20schedule.pdf</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/feedback%20analysis.pdf</p>
4.	Programme Monitoring and Review	<p>The main focus of the CDOE is on a learner-centric approach suited to both individual requirement and composite needs of the learners. CDOE L has its own IQAC to insure quality in all its operation and services provided to the learners.</p> <ul style="list-style-type: none"> Further Programme Project Reports are prepared and sent to the UGC (DEB) and the programmes are finally approved by it. 	<p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/CIOA%20Committee(5).pdf</p>
5.	Infrastructure Resources	<p>Centre for Distance Education and Open Learning has adequate and scalable academic as well as non-academic infrastructure for the ODL learners. Apart from this, we have a hostel facilities for boys and girls dedicated to ODL learners only.</p>	<p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Infra%20Structure.pdf</p>
6.	Learning Environment and Learner Support	<p>CDOE is able to reach out to the nearby stations through a network of LSCs and one Regional Centre located at Dharmshala, HP. Study material supplied to learners is in SLM and students have an exclusive library located at CDOE. The PCPs are conducted regularly by the well experienced dedicated teaching staff members.</p>	<p>https://hpuniv.ac.in/innerpage/journals.php</p>
7.	Assessment and Evaluation	<p>There are two components of assessments and evaluation of learners i.e. Internal Assessment and term end examination. The ratio of marks between internal assessment and term end examination is 20: 80 in case of a PG Programme and 30:70 in</p>	<p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Ordinance%2094-95(2).pdf</p>

		case of UG Programme. Internal Assessment is based upon course assignment topics given to the students. Assignments are evaluated by the concerned teachers whereas the Term-End examinations are routinely conducted by HPU. Assignment topics have also been uploaded on the website for all subjects. In some of the PG Programme with project components (MBA, MA Education) the evaluation process also includes a viva-voce. Similarly courses with a practical component have a practical examination.	https://hpuniv.ac.in/university-detail/icdeol/assignments
8.	Teaching Quality and Staff Development	To enhance the teaching quality and staff development orientation programmes, refresher courses, short term courses and ODL/other subject-related seminars and workshops are held/organized from time to time. Himachal Pradesh University has its own HRDC Centre..	https://hpuniv.ac.in/university-detail/home.php?ugc-hrhc

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

Sr.No.	Provisions in Regulations	Action taken in respect of ODL	Upload relevant document
1.	Academic Planning	<ul style="list-style-type: none"> Academic planning is a continuous process which involves framing of new academic programmes, diplomas/certificate courses. Updating study material, and providing digital content to learners in view of changing scenario. To enhance the Gross enrollment Ratio. Organizing placement drives for learners. To adhere to a comprehensive academic calendar. To increase the number of LSCs and strengthen the 	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Academic%20Calender%20ciqa(3).pdf https://hpuniv.ac.in/university-detail/department-of-law/boshttps://hpuniv.ac.in/uploadfiles/goodwork-image/thumb_law.jpg https://hpuniv.ac.in/university-

		existing LSCs.	detail/economics-dept/placement-cell
2.	Validation	<ul style="list-style-type: none"> Seek accreditation from recognized accrediting agency or organization that evaluate the quality of academic programme and institution. Seek periodic recognition from government agencies like UGC (DEB), AICTE, & NCTE responsible for higher education. 	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Academic%20Audit%20Report.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/7_1_16%20Yearly%20Internal%20Quality%20Assurance%20Audit%20Report.pdf https://deb.ugc.ac.in/recognitionstatus https://hpuniv.ac.in/upload/62f5ee22dcb5dSSR2022.pdf
3.	Monitoring, Evaluation and Enhancement Plans <ol style="list-style-type: none"> Reports from Learner SupportCentres (for Open and Distance Learning programmes) Reports from ExaminationCentres External Auditor or otherExternal Agencies report Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institutionlevels Reporting and Analytics bythe Higher Educational Institution Periodic Review 	<ol style="list-style-type: none"> Reports attached Reports attached Reports attached Reports attached Reports attached The CIQA committees conduct their meeting from time to time to 	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Monthly%20Report%20Learner%20Support%20Centres%202022%20(1).pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/12%204_2_12%20UMC%20cases%20Marh%202023.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/annual%20Account%20report%20external.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/7_1_16%20Yearly%20Internal%20Quality%20Assurance%20Audit%20Report.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/ExternalCommittee%20ciqa.pdf

		review the academic and non-academic activities or initiatives of CDOE.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Internal%20Committee%20ciqa.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/external%20CIQA%20Proceeding.pdf
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Part – III: Human Resources and Infrastructural Requirements

3.1 Name and details of Director of Centre for Distance and Online Education

(Dual Mode University) - Regular, full time, atleast Associate Professor

Or

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

Dual Mode University

Name: Prof. Sanju Karol, Regular Employee

Designation- Director

Qualification- Ph.D.

Rs. 3547358/- (Annual)

Attach appointment letter and joining report-

<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Sanju%20Karol%20Appointment.pdf>

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:

<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Part-3%20faculty%20salary%20detail.pdf>

Programmes Name	No. of Faculty required	No. of Faculty appointed	Complied Yes/No	If no. reason thereof
UG	03 faculty per Programme	51	yes	NA
PG	02 faculty per Programme	51	yes	NA
PGD		NA	NA	NA

S. No.	Program 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
							Type	Gross Salary /months	Contract period	
1.	UG/PG	Economics	Dr. Sanju Karol	Professor	Ph.D	32 Years	Regular	3547358	NA	21.12.1991
	UG/PG	Economics	Dr. Dharam Pal	Assistant Prof.	Ph.D	08 Years	Regular	1007808	NA	25.06.2021
	UG/PG	Economics	Dr. Ajay Sood	Assistant Prof.	Ph.D	13 Years	Regular	1249062	NA	22.06.2021
	UG/PG	Economics	Sh. Prem Prakash	Assistant Prof.	M.Phil	1year 5 months	Regular	986309	NA	10.02.2022
2.	UG/PG	Mathematics	Dr Hari Mohan	Professor	Ph.D	26 Years	Regular	3090937	NA	04.06.1997
	UG/PG	Mathematics	Dr. Pardeep Kumar	Professor	Ph.D	26 Years	Regular	3068077	NA	09.06.1997
	UG/PG	Mathematics	Dr. Aarti Manglesh	Assistant Professor	Ph.D	08 Years	Regular	1052401	NA	16.12.2020
3.	UG/PG	Public Admn.	Dr. L. R. Verma	Professor	Ph.D	23 Years	Regular	2950012	NA	12-01-2012
	UG/PG	Public Admn.	Dr. Deepak Sharma	Assistant Prof.	Ph.D	08 years	Regular	1001816	NA	09.04.2021
	UG/PG	Public Admn.	Sh. Shiv Das Katoch	Assistant Prof.	M.A/NET	01 Years	Regular	572479	NA	21.07.2022
4.	UG/PG	English	Dr. Ashwani Rana	Associate Professor	Ph.D	22 Years	Regular	2668860	NA	23.02.2001
	UG/PG	English	Dr. Priyanka Vaidya	Associate Prof.	Ph.D	15 Years	Regular	2270187	NA	28.04.2021
	UG/PG	English	Dr. Arun Guleria	Associate Prof.	Ph.D	22 Years	Regular	2295942	NA	28.04.2021
	UG/PG	English	Dr. Nisha Thakur	Assistant Prof.	Ph.D	9 year 10 months	Regular	1017554	NA	28.04.2021
	UG/PG	English	Dr. Pallavi Bhardwaj	Assistant Prof.	Ph.D	11 years 9 months	Regular	1021732	NA	28.04.2021
5.	UG/PG	Political Science	Dr. Bhawana Jharta	Professor	Ph.D	25 year 9 months	Regular	2831502	NA	27-01-2016
	UG/PG	Political Science	Dr. Joginder Singh Saklani	Associate Professor	Ph.D	16 Years	Regular	3068998	NA	24.09.2016
	UG/PG	Political Science	Dr. Mridula Sharda	Professor	Ph.D	17 Years	Regular	2980615	NA	30-09-2016
	UG/PG	Political Science	Dr. Yog Raj	Assistant Prof.	Ph.D	08 Years	Regular	1272897	NA	24.09.2016
6.	UG/PG	Education	Dr. Kuldeep Singh Katoch	Professor	Ph.D	25 Years	Regular	2812670	NA	31-01-2012

	UG/PG	Education	Dr. Surender Kumar Sharma	Professor	Ph.D	23 Years	Regular	2751530	NA	31-01-2012
	UG/PG	Education	Sh. Rajesh kumar Sharma	Associate Professor	Ph.D	20 Years	Regular	2364930	NA	18-05-2012
	UG/PG	Education	Dr. Shashi Kant Sharma	Associate Professor	Ph.D	19 Years 10 months	Regular	1818164	NA	23.04.2022
	UG/PG	Education	Dr. Ritika Sharma	Associate Professor	Ph.D	18 Years	Regular	1776971	NA	26.04.2022
	UG/PG	Education	Dr. Monika Sood	Assistant Professor	Ph.D	20 Years	Regular	1502673	NA	19-05-2012
	UG/PG	Education	Dr. Pardeep Singh Dehal	Assistant Prof.	Ph.D	20 Years	Regular	1494867	NA	19-05-2012
	UG/PG	Education	Dr. Ruchi Malhotra	Assistant Prof.	Ph.D	13 Years	Regular	782610	NA	23.04.2022

7.	UG/PG	JMC	Dr. Vikas Dogra	Professor	Ph.D	21 Years	Regular	2680177	NA	17.02.2018 (as Professor)
	UG/PG	JMC	Sh. Ajay Kumar Srivastava	Associate Professor	Ph.D	23 Years	Regular	3269874	NA	16-02-2001
8.	UG/PG	History	Dr. Ankush Bhardwaj	Associate Prof.	Ph.D	18 Years	Regular	2286347	NA	24.09.2016
	UG/PG	History	Dr. Sharda Verma	Assistant Professor	Ph.D	21 years	Regular	1514816	NA	24-09-2016
	UG/PG	History	Dr. Vinay Sharma	Assistant Professor	Ph.D	14 years	Regular	1326911	NA	23.09.2016
9.	UG/PG	Sanskrit	Dr. Dev Raj	Assistant Professor	Ph.D	17 Years	Regular	1277989	NA	23-09-2016
	UG/PG	Sanskrit	Dr. Deep Lata	Assistant Prof.	Ph.D	17 years	Regular	1321815	NA	23.09.2016
	UG/PG	Sanskrit	Dr. Lata Devi	Professor	Ph.D	05 Years	Regular	1136531	NA	23.09.2016
10.	UG/PG	Hindi	Dr. Usha Rani	Assistant Professor	Ph.D	12 Years	Regular	1345075	NA	23-09-2016
	UG/PG	Hindi	Dr. Mangat Ram	Assistant Professor	Ph.D	02 Years	Regular	991869	NA	09.02.2022
	UG/PG	Hindi	Dr. Naresh Kumar	Assistant Professor	Ph.D	05 years	Regular	1345924	NA	23.09.2016
11.	UG/PG	Sociology	Dr. Niranjana Bhandari	Associate Prof.	Ph.D	10 Years	Regular	2305170	NA	21.11.2020
	UG/PG	Sociology	Dr. Anjana Thakur	Assistant Professor	Ph.D	08 Years	Regular	1286032	NA	03-04-2017
	UG/PG	Sociology	Dr. Roshni Devi	Assistant Professor	Ph.D	9.5 Years	Regular	980701	NA	26.09.2016
12.	UG/PG	Computer Science	Dr. Sandeep Kumar	Assistant Prof.	Ph.D	21 Years	Regular	1031065	NA	05.05.2021
	UG/PG	Computer Science	Dr. Ashok Kumar Kashyap	Assistant Prof.	Ph.D	08 Years	Regular	1024133	NA	04.05.2021

13.	UG/PG	Commerce	Dr. Om Prakash	Professor	Ph. D	26 Years	Regular	2982512	NA	05-03-2015 (as professor)
	UG/PG	Commerce	Dr. Devinder Sharma	Professor	Ph. D	24 Years	Regular	3060848	NA	04.03.2000
	UG/PG	Commerce	Dr. Suresh Kumar	Assistant Prof.	Ph.D	14 Years	Regular	1402616	NA	22.06.2021
14.	PG	MBA	Dr. Ashok Kumar Bansal	Assistant Prof.	Ph.D	11 Years	Regular	1058848	NA	20.03.2021
	PG	MBA	Dr. Varun Abrol	Assistant Prof.	Ph.D	11 Years	Regular	382865	NA	20.03.2021
15.	UG/PG	Music	Dr. Jeet Ram	Professor	Ph.D	16 Years	Regular	3753656	NA	01.01.2009 As Prof
	UG/PG	Music	Dr. Mritunjay Sharma	Professor	Ph.D	26 Years	Regular	1301721	NA	29-09-2016
	UG/PG	Music	Dr. Rajeev Sharma,	Assistant Prof.	Ph.D	07 years	Regular	1278129	NA	27.09.2016

3.3 Details of Administrative staff

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

Admin Staff	Required (up to 5,000 students)	Available
Deputy Registrar	1	1
Assistant Registrar	1	2
Section Officer	1	3
Assistants	3 (2 for DM Universities)	21
Computer Operator	2	08
Multi-Tasking Staff	2	09

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

<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Final%20non%20teaching%20detail.pdf>)

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 recognised 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.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/4 2 1.pdf	
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.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/4 2 2.pdf	

3.	<p>The evaluation shall include two types of assessments continuous or formative assessment and summative assessment in the form of end semester examination or term end examination:</p> <p>Provided that no semester or year-end examination shall be held unless:</p> <p>i) the Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted;</p> <p>ii) For 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</p>	<p>https://hpuniv.ac.in/innerpage/orfinances.php</p> <p>https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/3%204%203%20(2)%20Degree%20CMC%20compliance.pdf</p>	
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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	of the programmes; and detailed attendance records have been maintained by Learner Support Centre/Regional Centre/ Higher Educational Institution	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/4%204_2_3_(3)%20attendance%202021-22(1).pdf	
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	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/3%204_2_3%20(2)%20Degree%20CMC%20compliance(1).pdf	
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.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/Question%20Paper%20Sample.pdf	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/8%204_2_6%20assessment%20Tools.pdf	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/3%204%203%20(2)%20Degree%20CMC%20compliance(2).pdf	
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.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/9%204%208%20Ordinance%2089-93.pdf	
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.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/UG%20exam%200centrea%20Marh%202023.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/PG%20exam%200centrea%20Marh%202023.pdf	

10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	NO	Process for taking approval for installation of monitoring mechanism has been started.
	(b) Availability of biometric system	NO	Not yet implemented

HEI ID:**Name of HEI:****Type of HEI:**

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners	NO	Authentication of attendance is done on the basis of photo identity card.
	(d) In case of non-availability of the Closed- Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted and video recordings are submitted by particular incharge of examination centre to the Higher Educational Institution	NO	Not yet implemented
11.	The Higher Educational Institution shall retain all such Closed- Circuit Television recordings in archives for a minimum period of five years	No	
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/11%2042_12%20Observer%20report(1).pdf	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/12%2042_12	

HEI ID:**Name of HEI:****Type of HEI:**

		%20UMC%20cases%20Marh%202023.pdf	
13.	(a) All end semester examinations or term end examinations for programmes offered through Open and Distance Learning mode shall be conducted	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/13%204_2_13%20(a)%20Proctored(1).pdf	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	through proctored examination (pen-paper or online or computer based testing) within Territorial Jurisdiction, in the examination centre as mentioned in these regulations.	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/16%204_2_16%20Jurisd(1).pdf	
	(b) The Exams shall be under the direct control and responsibility of the Open and Distance Learning mode Institution	https://hpuniv.ac.in/university-detail/home.php?examination	

HEI ID:**Name of HEI:****Type of HEI:**

14.	The Examination Centre shall be located in Government Institutions like KendriyaVidyalaya(s), NavodayaVidyalaya(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	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/UG%20exam%20centrea%20Marh%202023(1).pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/PG%20exam%20centrea%20Marh%202023(1).pdf	
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	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/LSC%20and%20coordinator%20%20Notification(2).pdf	

HEI ID:**Name of HEI:****Type of HEI:**

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
16.	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institution	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/16%204_2%2016%20%204_16%20Jurisd(1)(1).pdf	
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 <ul style="list-style-type: none"> 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. 	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/3%204_2_3%20(2)%20Degree%20CMC%20complainte(1).pdf	
	(b) Each award shall also be uploaded on the National Academic Depository	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/abc%20data%20icdeol.pdf	
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	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/3%204_2_3%20(2)%20Degree%20CMC%20complainte(1).pdf	

HEI ID:**Name of HEI:****Type of HEI:**

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
	all Examination Centres		

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

No online examination was conducted online by HEI although classe/PCP was conducted in online mode time to time.

4.4 Result and Student Progression**For UG, PG and PGD programmes**

4.4 Student Result and progression						
Semester beginning	Programme name	No. of students admitted	No. of students Appeared in exams	No. of students Progressed to next year	% of students passed	% of students Passed in first class
June	B.A 1 st Year	1064	893	Result is awaited	-	-
	B.A.1 st Year	182	Exam form dates are not notified	-	-	-
	B.Com.1 st Year	13	Exam form dates are not notified	-	-	-
	B.Com1 st year	84	68	Result is awaited		
	B.A. 2 nd Year	382	359	Result is awaited	-	-
	B.Com 2 nd Year	28	28	Result is awaited	-	-
	B.A. 2 nd Year	93	Exam form dates are not notified	-	-	-
	B.Com.	3	Exam form dates are not notified	-	-	-
	B.A. 3 rd Year	205	Exam form dates are not notified	-	-	-
	B. Com. 3 rd Year	2	Exam form dates are not notified	-	-	-

HEI ID:**Name of HEI:****Type of HEI:**

	B.Ed 1 st Year	450	430	Result awaited	-	-
June/July	B.Ed. 1 st Year	449	440	Examinations to be held		
	B.Ed. 1 st Year	449	-	-	-	-
	B.Ed 2 nd Year	436	432	Examinations to be held	-	-
	B.Ed. 2 nd Year	429	429	Result awaited	-	-
	M.A. Education 1 st Sem.	87	85	81	95%	85%
	M.A. Education 1 st Sem.	45	40	Examinations to be held	-	-
	M.A. Education 2 nd Sem.	54	54	52	96%	75%
	M.A. Education 2 nd Sem.	85	85	Examinations to be held	-	-
	M.A. Education 3 rd Sem.	76	76	74	97%	80%
	M.A. Education 3 rd Sem.	52	52	Examinations going on	-	-
	M.A. Education 4 th Sem.	74	74	Examinations going on		
	M.A. Education 4 th Sem.	67	65	64	98%	70%
Jul / Nov 22	M.A. History 1 st Sem.	349	313	313	57%	83%
	2 nd Sem.	27	25	25	56%	28.57%
	3 rd Sem.	133	133	133	78.9%	85%
	4 th Sem.	56	56	56	94%	77%
	M.A. English 1 st Sem.	254	215	215	66%	100%
	2 nd Sem.	21	19	19	47%	100%
	3 rd Sem.	76	75	75	69%	92%
	4 th Sem.	43	43	43	41%	94%
	M.A. Political Science 2 nd Sem.	439	403	403	52%	90%
	2 nd Sem.	25	25	25	48%	91%
	3 rd Sem.	174	174	174	67%	54%
	4 th Sem.	60	59	59	69%	56%
	M.A. Public Admn. 1 st sem.	64	55	55	Result awaited	-
	2 nd Sem.	07	07	07	71%	20%
	3 rd Sem.	29	28	28	67%	36%
	4 th Sem.	10	09	09	100%	33%
	M.A. Hindi 1 st Sem.	163	135	135	Result awaited	-
	2 nd Sem.	14	12	12	75%	88%
	3 rd Sem.	87	87	87	66%	93%
	4 th Sem.	18	18	18	77%	85%
	M.A. Sanskrit 1 st Sem.	56	47	47	51%	87.5%
	2 nd Sem.	12	12	12	66%	50%
	3 rd Sem.	22	21	21	71%	66%
	4 th Sem.	13	13	13	84%	63%
	M.A. Economics 1 st Sem.	109	95	95	60%	91%
	2 nd Sem.	10	10	10	60%	66%
	3 rd Sem.	48	48	48	64%	87%
	4 th Sem.	19	19	19	94%	100%
	M.A. Music 1 st Sem.	41	39	39	Result awaited	-

HEI ID:**Name of HEI:****Type of HEI:**

	2 nd Sem.	03	03	03	Result awaited	-
	3 rd Sem.	22	22	22	Result awaited	-
	4 th Sem.	04	04	04	Result awaited	-
	M.A. Sociology 1 st Sem.	152	136	136	Result awaited	-
	2 nd Sem.	11	10	10	80%	12.5%
	3 rd Sem.	51	51	51	Result awaited	-
	4 th Sem.	24	24	24	79%	100%
January	M.A. History 1 st 2 nd 3 rd 4 th sem.	466	441	441	Examination dates are not notified yet	-
	M.A. English 1 st 2 nd 3 rd 4 th sem.	307	277	277	-do-	-
	M.A. Political Science 1 st 2 nd 3 rd 4 th sem.	585	573	573	-do-	-
	M.A. Public Admn. 1 st 2 nd 3 rd 4 th sem.	87	79	79	-do-	-
	M.A. Hindi 1 st 2 nd 3 rd 4 th sem.	233	216	216	-do-	-
	M.A. Sanskrit 1 st 2 nd 3 rd 4 th sem.	73	67	67	-do-	-
	M.A. Economics 1 st 2 nd 3 rd 4 th sem.	148	141	141	-do-	-
	M.A. Music 1 st 2 nd 3 rd 4 th sem.	60	57	57	-do-	-
	M.A. Sociology 1 st 2 nd 3 rd 4 th sem.	192	179	179	-do-	-
Jan	M.Com. 1 st Sem.	82	82	Examinations are commencing from August 2023	-	-
	M.Com. 1 st Sem.	1270	972	972	76%	98%
July	M.Com. 2 nd Sem.	1161	1161	Examinations are commencing from August 2023	-	-
Jan	M.Com. 2 nd Sem.	826	826	715	87%	98%
July	M.Com. 3 rd sem.	220	180	180	81%	98%
Jan	M.Com. 4 th Sem.	827	821	724	88%	96%
	MBA 1 st Sem.	28	24	Examinations are commencing from August 2023	-	-
	MBA 2 nd Sem.	170	169	Examinations are commencing from August 2023	-	-
	MBA 1 st Sem.	192	189	170	70.89%	63.49%
	MBA 2 nd Sem.	49	47	46	70.21%	57.44%
	MBA 3 rd sem.	121	121	118	74.38%	72.72%

HEI ID:

Name of HEI:

Type of HEI:

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.

UG sample

<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/BA%20ECO%20PPR.pdf>

PG sample

<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/MA%20edu%20PPR.pdf>

authority approval

<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/PPR%20SLM%20Approval%202022-23%20.pdf>

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.

Upload samples

<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/SLM%20Sample%202023.pdf>

authority approval

[https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/PPR%20SLM%20Approval%202022-23%20\(1\).pdf](https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/PPR%20SLM%20Approval%202022-23%20(1).pdf)

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

HEI ID:

Name of HEI:

Type of HEI:

guidelines mentioned in the Regulations. The explicit details of approval by its Statutory Authorities shall also be mentioned.

<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Compliance%20SLM%20Approval%202023.pdf>

HEI ID:**Name of HEI:****Type of HEI:**

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.	Programme	Centre Name	No. of centers conducted PCP	No. of PCP held every year	Total no. of students registered in the programme	No. of Students Attended on an average basis
1.	UG (B.A./B.Com)	Headquarter (Pcp conducted Online)	Online Mode	07 days Each year	1161	1161
2.	UG (B.Ed.)	Headquarter (Pcp conducted Online)	Online Mode	20 days Each sem.	1775	1775
3.	PG (M.A.'s & M Com.)	Headquarter (Pcp conducted Online)	Online Mode	07 days Each sem.	10683	10683
4.	PG (M.A.Edu.)/M. A. Music	Headquarter (Pcp conducted Online)	Online Mode	10 days Each sem.	376	376
5.	Diploma	Headquarter (Pcp conducted Online)	Online Mode	10 days Each Sem.	116	116
6.	DYS	Headquarter (Pcp conducted Online)	Online Mode	20 days Each year	20	20

HEI ID:

Name of HEI:

Type of HEI:

6.2 Compliance status of 'Learner Support Centre' – As per Annexure – VIII of UGC(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.

International Centre for distance education and open learning has established **Six** learning Support Centres at different location within the territorial jurisdiction of Higher Educational Institute. The learning support centres are established on the basis of Centre places and various geographical locations. Learning support centres are established and also recognised by the higher Educational Institute. The above learning support centres are established in government and private colleges which are also affiliated to the recognised Himachal Pradesh University. The learning support centres are established after processing of such approval from appropriate statutory bodies of higher Educational Institute. The learning support centre coordinators are being appointed permanently and eligible counsellors are engaged whenever personal contact programs are conducted. The counsellors are engaged as per University Grant Commission regulation 2018. The learning support centres are headed by coordinators along with academic and non -Academic Staff as mentioned in annexure –VIII of University Grant Commission regulation 2020. Higher education institute is monitoring continuously of learning support centres for ensuring quality infrastructure and other facilities.

HEI ID:**Name of HEI:****Type of HEI:****6.3 LSC wise enrollment details (Not for Private University)**

Sr. No.	Name & Address of College/institute where the LSC is established (with Pin Code)	This LSC is LSC of any HEI?	If yes, All the HEI's in the State that of the LSC?	Name of HEI to which College/institute is affiliated (where LSC is 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 Counselors	Programmes offered	Total Enrolled student.
1.	H.P. University Regional Centre Khaniar Kangra	01 HPU	Yes	Himachal Pradesh University Shimla	Regional Centre of Himachal Pradesh University Shimla	D.P. Verma 82663302	Ph.D	Counselors are engaged during the personal contact Programme on per lecture basis as per University rules	UG/PG / Diploma Courses	PCP have been conducted in online mode from Headquarter directly
2	Vallabh Govt. College, Mandi, Dist. Mandi, (HP)	01 HPU	Yes	Himachal Pradesh University Shimla	Govt. College	Sh. Baldev Verma, 9817092795	M.A. M.Phil	Do	UG/PG / Diploma Courses	PCP have been conducted in online mode from Headquarter directly

HEI ID:**Name of HEI:****Type of HEI:**

3	Govt. College Rampur Bushehar, Distt. Shimla (HP)	01 HPU	Yes	Himachal Pradesh University Shimla	Govt. College	Ms. Gita Sharma 9418403650	M.A./M. Phil	Do	UG/PG / Diploma Courses	PCP have been conducted in online mode from Headquarter directly
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4	MLSM College Sundernagar, Distt. Mandi (HP)	01 HPU	Yes	Himachal Pradesh University Shimla	Govt. College	Dr. Savitri Sharma 9418095496	Ph.D	Do	B.Ed./M.A. Edu.	PCP have been conducted in online mode from Headquarter directly
5	Govt. PG College Nahan, Distt. Sirmour (HP)	01 HPU	Yes	Himachal Pradesh University Shimla	Govt. College	Dr. Sarita Bansal, Assistant Prof. Public Admn. G.D.C. Nahan, Distt. Sirmour 9418344322	Ph.D	Do		PCP have been conducted in online mode from Headquarter directly
6.	Govt. College Hamirpur, Distt Hamirpur (HP)	01 HPU	Yes	Himachal Pradesh University Shimla	Govt. College	Dr. Pushpender Singh Thakur, G.D.C. Hamirpur, Dist. Hamirpur (H.P) 8988008981	Ph.D	Do		PCP have been conducted in online mode from Headquarter directly

HEI ID:**Name of HEI:****Type of HEI:**

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 in the Official Gazette	Name and Contact Details of Coordinator and Counselor	Qualification of Coordinator and Counselor	No. of Counsellors	Programmes offered	Total Enrolled student.
1.	NA	NA	NA	NA	NA	NA	NA

6.5 Delivery of Self-Learning Material

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

Type	Date of Admission (for July and January)	Date of delivery SLM	Whether SLM Delivered to learners within fortnight from the date of admission
Printing Material	January -February July-August	February to March July to October	Yes
Audio-Video Material	January -February July-August	March to April August to September	Yes
Online Material	January -February July-August	February to March August to September	Yes
Compute based Material	January -February July-August	February to March July to October	Yes

6.6 Whether any course in a particular programme was allowed through OER/ Massive Open Online Courses: Y/N

HEI ID:

Name of HEI:

Type of HEI:

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 wise – programmes wise)
NA	NA	NA	NA	NA	NA	NA	NA

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

Upload

HEI ID:

Name of HEI:

Type of HEI:

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

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

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
1.	Joint declaration by authorised signatories, Registrar and Director of Centre for Internal Quality Assurance has been displayed on HEI website authenticating that the documents from Sr. No. '2' to '17' have been uploaded on the HEI website?	Yes https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Under%20cum%20Declaration.pdf	
Uploading of the following on HEI website (Mention link)			
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	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/7_1_2.pdf	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	https://hpuniv.ac.in/university-detail/icdeol/icdeol-recognition	
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	https://hpuniv.ac.in/university-detail/icdeol/prospectus	
5.	Programme-wise information on syllabus,	https://hpuniv.ac.in/syllabus.php	

HEI ID:**Name of HEI:****Type of HEI:**

		https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/LSC%20and%20coordinator%20%20Notification(1).pdf	
	suggested readings, contact points for counselling/mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, list of Learner Support Centres with addresses and contact details (for Open and Distance Learning 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.	https://hpuniv.ac.in/university-detail/examination/datesheet https://admissions.hpuniv.ac.in/main.aspx https://nrme.hpuniv.ac.in/(S(cjprctm4susiugfmzzmlaj3p))/main.aspx https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/PCP%20March%202023.pdf https://hpuniv.ac.in/university-detail/icdeol/assignments https://hpuniv.ac.in/university-detail/home.php?e	

HEI ID:**Name of HEI:****Type of HEI:**

		xamination	
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	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/7_17%20feedback%20mechanism.pdf	
8.	Information regarding all the programmes recognised by the Commission	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/UGC%20Upload.pdf	
9.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/7_19.pdf	
10.	Complete information about 'Self Learning	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/7_110.pdf	

HEI ID:**Name of HEI:****Type of HEI:**

	Material' including name of the faculty who prepared it, when was it prepared and last updated for Open and Distance Learning Programmes;		
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	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/7_11%20FAQs%202022-23.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	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/LSC%20and%20coordinator%20%20Notification.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/7_13%20Learner%20Enrolment%20details.pdf	

HEI ID:**Name of HEI:****Type of HEI:**

13.	List of the 'Examination Centres' along with the number of learners in each centre, for Open and Distance Learning programmes	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/7_13%20final.pdf	
14.	Details of proctored examination in case of end semester examination or term end examination of Open and Distance Learning programmes	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Proctored(2)-1-3.pdf https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/UMC%20cases%20Marh%202023.pdf	
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	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Academic%20Calender%20ciqa.pdf	

HEI ID:**Name of HEI:****Type of HEI:**

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	https://hpuniv.ac.in/hpuniv/upload/uploads/files/Academic%20Audit%20Report.pdf https://hpuniv.ac.in/hpuniv/upload/uploads/files/7_1_16%20Yearly%20Internal%20Quality%20Assurance%20Audit%20Report.pdf	
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HEI ID:**Name of HEI:****Type of HEI:****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 intake in conventional mode and in case 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 No Science Programme has been run through Distance and Open Learning Mode as per UGC Regulations, 04.09.2020
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 The admission process is carried out after obtaining prior approval of the Regulatory bodies.
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

HEI ID:**Name of HEI:****Type of HEI:**

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.	<p>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:</p> <p>Provided that a Higher Educational Institution shall not engage in commercialization of education in any manner whatsoever, and shall provide for equity and access to all deserving learners</p>	Yes
6.	<p>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:</p> <p>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</p>	Yes Students are admitted in the various courses directly by the HEI not through Learner Support Centre(s).
7.	<p>Every Higher Educational Institution shall–</p> <p>(a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an</p>	Yes

HEI ID:**Name of HEI:****Type of HEI:**

	<p>International Learner;</p> <p>(b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years;</p> <p>(c) exhibit such records as permissible under law on its website; and</p> <p>(d) be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.</p>	
8.	<p>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</p>	
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	<p>Fee deposit= 8,61,24,930/-</p> <p>Other charges= 44,000/-</p> <p><u>Total = 86,168,930/-</u></p>

HEI ID:**Name of HEI:****Type of HEI:**

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	Tuition Fee and other charges refundable = Rs. 4,03,420/-	
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	Name Programmes Course	students in ODL mode
		M.Com	No Limit
		M.A. English	No Limit
		M.A. History	No Limit
		M.A. Economics	No Limit
		M.A. Public Admn.	No Limit
		M.A. Political Science	No Limit
		M.A. Hindi	No Limit
		M.A. Sanskrit	No Limit
		B.A. Pass course	No Limit
		B.Com.	No Limit
		B.Ed.	450
		M.A. Music	No Limit
		M.A. Sociology	No Limit
		MBA	300
		M.A Edu.	200
		DYS	No Limit
		DTG	No Limit
		DDS	No Limit
		DCA	No Limit
		Yes	
https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/seats%20information.pdf			

HEI ID:**Name of HEI:****Type of HEI:**

8. (d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, whereso specified by the Higher Educational Institution	Yes As defined in H.P.U. Ordinance vide Clause 1.4 & Chapter- IV https://hpuniv.ac.in/upload/uploadfiles/files/2%20Vol I 18 12 2015(1).pdf
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 As prescribed in the HPU Ordinance vide clause 1.4 and Handbook of Information. https://hpuniv.ac.in/upload/uploadfiles/files/2%20Vol I 18 12 2015(1).pdf https://hpuniv.ac.in/university-detail/icdeol/prospectus
8. (f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each programme of study and the amount of fee to be paid for the admission test	Yes
8. (g)	Details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is employed on regular or contractual basis or any other	Yes

HEI ID:**Name of HEI:****Type of HEI:**

8. (h)	Pay and other emoluments payable for each category of teachers and other employees							
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	06 Learner Support Centre (s) for CDOE students have been created by the CDOE, H.P. University Shimla which are duly approved through statutory bodies of the University. The detail of expenditure incurred is as under: -						
		LSC Govt. College Rampur Busehwar, District Shimla (H. P)	LSC ML SM College Sundernagar, District Mandi (H. P)	LSC HP U Regional Centre Kharbaniar, Dhamaramshal, District Kangra (H. P)	LS C, Govt. Degree College Harnipur (H. P)	LS C Dr. Y.S. Parmar PG College Nahann, Distt. Sirmour (H. P)	LSC Vallabh Govt. College Mandi, District Mandi, (H. P.)	
	Remuneration to the staffs engaged at LSC	40782/-	724200/-	943100/-	0	22574/-	43,200/-	
	Total LSC Expenditure (A)	17,73,856/-						
	Total Academic expenditure (b)	81,72,310/-						
	Infrastructure (C)	11,90,247/-						
	Other expenditure (d)	72,71,181						
	Grand Total	1,84,07,594/-						

HEI ID:**Name of HEI:****Type of HEI:**

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	https://hpuniv.ac.in/syllabus.php
8. (k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Academic%20Calender%20ciqa.pdf
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	
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	No donation fees is accepted by the HEI by way of consideration for admission to any seat or seats in a programme of study conducted by Himachal Pradesh University Shimla-5
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

HEI ID:**Name of HEI:****Type of HEI:**

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	No
	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	
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	No Fees refunded is applicable as per HPU ordinance and as mentioned in the prospectus

HEI ID:**Name of HEI:****Type of HEI:**

14.	<p>No Higher Educational Institution shall, issue or publish-</p> <p>(a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised;</p> <p>(b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Higher Educational Institution, or person authorised to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or to be misleading</p>	<p>Admission to Open and Distance Learning mode is made by the CDOE Himachal Pradesh University after obtaining prior approval of the Regulatory bodies and advertisement is issued accordingly in print and electronic media.</p>
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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.

Grievances Redress Mechanism Committee has been constituted vide Notification No. 18-13/2016-2020/UGC(DEB): dated 26.09.2020 and modified vide notification no. 18-13/2016-2020/UGC(DEB): dated 15.07.2023. CDOE Grievances are received from students through online portal, emails and telephonically. Learners are made aware about ‘Grievance Redressal Mechanism’ by online platforms, handbooks etc.
<https://hpuniv.ac.in/hpuniv/upload/uploadfiles/files/Internal%20Committee%20ciq>

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
978	978

9.3 Complaint Handling Mechanism

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

In Compliance to UGC (ODL Programmes and Online Programmes) Regulations, 2020 Grievances Redress Mechanism Committee has been constituted vide Notification No. 18-13/2016-2020/UGC(DEB): dated 26.09.2020. The grievances of the students are entertained through online (website/email) and telephonically as well as CM helpline portal of Himachal Pradesh University.
Nodal Officer: Professor L.R. Verma

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Name of HEI:

Type of HEI:

9.4 Details of Complaintsreceived from UGC (DEB)

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

Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

1. The Centre for Distance and Online Education (CDOE) at H.P. University Shimla ensures the timely distribution of study materials to enrolled students.
2. The CDOE, H.P. University offers online study materials on its website to facilitate students who are enrolled in Open Distance Learning.
3. The CDOE offers a relaxation on tuition costs for undergraduate courses (specifically, the Bachelor of Arts programme) to students belonging to the Schedule Caste, Schedule Tribe, and female students from Himachal Pradesh who are pursuing their studies through Open and Distance Learning modes.
4. The students enrolled in Open Distance Learning mode receive educational support either at their place of residence or through the establishment of Learning Support Centres (LSC) located in different government colleges and institutes within Himachal Pradesh.
5. The CDOE, H.P. University, offers online portal services to facilitate registration, admission, Personal Contact Programme, Viva-voce, practicals, and course price payment for Open Distance Learning students.
6. The CDOE, H.P. University offers several amenities to support the educational needs of students enrolled in Open Distance Learning. These facilities include hostel facility, dedicated library, and lecture halls equipped with smart classrooms.
7. The Himachal Pradesh University establishes examination centres across the State to cater to the needs of Open Distance Learning students. In addition, tailored/timely notifications are provided to the Open Distance Learning students.
8. The CDOE, Himachal Pradesh University, offers both offline and online journals to students enrolled in Open Distance Learning programmes.
9. Open Distance Learning Mode is equipped with adequate regular faculty members dedicated Director/Coordinator.

10.2 Best Practices of the HEI

Himachal Pradesh University demonstrates a strong commitment to address the needs of marginalised and underprivileged segments of society. The institution's overarching objective is to establish infrastructure and resources that cater to the surrounding community in the areas of healthcare, primary education, and skills development. The institution has established a pre-examination coaching centre with boarding facilities that is designed to provide optimal support for SC/ST students. The coaching programme encompasses a range of competitive tests, including Engineering, Medical, NET/SLET/Lectureship Eligibility Test, Banking positions, and Administrative Services. The students enrolled in this coaching centre have consistently demonstrated achievement in attaining their objectives and moulding their professional trajectories. In addition to the aforementioned centre, the university provides a specialised residential facility for male Tribal students. This hostel operates year-round, taking into account the challenging weather conditions in tribal regions that render them impassable during the winter season. The institution has designated a Nodal Officer to oversee the needs of students with disabilities. Furthermore, in order to improve the educational experience, a library equipped with state-of-the-art software has been established to ensure accessibility. The institutional website has been designed to ensure full accessibility for users with disabilities. Additionally, students with disabilities are provided with many benefits, including free education, hostel lodging, and transportation. Moreover, scholarships are available to support these students, and a 5% reservation is implemented throughout all courses up to the Master's level. The University offers a one-hour compensatory time allowance during examinations for students who have visual impairments or infirmities affecting their manual proficiency. The pupils who meet the criteria are permitted to utilise the service of a scribe during the examination. The majority of buildings are equipped with lifts and ramps, and the lavatory facilities are designed to accommodate individuals with disabilities. The university has a well-defined policy in place to accommodate students with disabilities.

One of our key initiatives involves the implementation of best practices aimed at providing support for female students in the realm of higher education. The institution offers a comprehensive exemption of tuition fees for female students and reserves one seat in each academic subject specifically for single female children. The university exhibits a gender distribution whereby around 70% of enrolled students identify as female, whereas 32% of the faculty members are women. In addition to its primary research endeavors, the university houses a Women Studies Centre that actively engages with the local communities. Furthermore, the institution benefits from the dedicated efforts of 37 faculty members and 127 non-teaching staff members, who contribute to its overall development. The CDOE has two separate hostels for male and female students, accommodating a maximum of 40 students each. Additionally, the institute provides creche amenities for children.

10.3 Details of Job Fairs conducted by the HEI

The university has established a central placement cell, which is responsible for directing all operations that are important to placement. This cell is charged with the responsibility of finding placements for university students. Opportunities are offered to students in a way that takes into account both the academic endeavors and the personal interests that they have at the same time. This ensures that they are most likely to take advantage of those possibilities. Throughout the course of each academic year, a wide range of recruitment and placement events, both on and off campus, are planned, coordinated, and handled in preparation.

10.4 Success Stories of students of ODL mode of the HEI

The alumni of an educational institution serve as representatives who contribute to the institution's reputation and value. The accomplishments and triumphs of these individuals are a testament to the quality education they received at their respective educational institutions. The alumni of Himachal Pradesh University exemplify the institution's ideals, culture, and commitment to excellence in several domains worldwide. The University holds a strong belief in the need of fostering amicable relationships with its alumni over an extended period of time, recognising the significance of such connections for the shared advancement of both parties. The alumni contribute to their alma mater in various meaningful manners, including enhancing the institution's reputation through informal advertising and providing mentorship, internships, and career prospects to the students. Over the course of its five decades of existence, Himachal Pradesh University has cultivated a notable group of former students who have achieved remarkable success in their various domains. CDOE alumni who have held prominent positions include Sh. Hamid Karzai, the former President of the Republic of Afghanistan, and Mrs. Ekta Kapta, the Registrar of H.P. University.

10.5 Initiatives taken towards conversion of SLM into Regional Languages

Hindi language is employed in various situations throughout the state of Himachal Pradesh, encompassing both formal and informal settings, for purposes such as instruction and communication. Students are provided with Hindi-language materials for self-directed learning. The content derived from SLM is presently undergoing translation into other languages to facilitate a more comprehensive understanding of the principles being taught to students across different academic levels, ranging from undergraduate to postgraduate.

10.6 Number of students placed through Campus Placements

The University has set up a central placement cell that is in charge of overseeing all placement-related activities. The task of placing students falls under the purview of this cell. Opportunities are provided to students in a way that simultaneously considers their academic goals and personal interests. They are therefore more inclined to take advantage of those opportunities. A variety of recruitment and placement events, both on and off campus, are planned, handled, and coordinated throughout the course of each academic year.

10.7 Details of Alumni Cell and its activity

The alumni cell is established at the university level, and numerous university departments take an active role in the planning and execution of alumni gatherings. At various events, notable graduates from the institution are called to speak who encourage current students to do well academically so that they might have better future employment opportunities.

10.8 Any other Infor

CDOE is currently in the process of introducing skill-based modules into its existing curriculum. At this point, the New Educational Policy 2020 implementation process being carried out at the undergraduate level is in its last stage. The institution is making an effort to make sure that all of its enrolled students have access to the most recent skill-based educational material possible.

HEI ID:

Name of HEI:

Type of HEI:

DECLARATION

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

Signature of the Director:

Name: PROF SANJUKAROL

Seal: Director

Date: 31st August, 2023
Himachal Pradesh University
Shimla-171005

Signature of the Registrar:

Name: VIRENDER CHAND 31/08/2023

Seal:

Date: 31.08.2023

Registrar
H.P. University
Shimla-171005

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.