

Annual Report

OF

CENTRE FOR INTERNAL QUALITY ASSURANCE
(CIQA)

PROGRAMMES UNDER
OPEN AND DISTANCE LEARNING
MODE

<2025-2026>



Handwritten signature of the Director (CIQA) in blue ink.
Director (CIQA)
CDOE
Dr.C.V.Raman University
Kargiroad, Kota, Bilaspur (C.G.)

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Part – I: General Information**1.1 Date of notification of the Centre (attach a copy of the notification):**[Annexure 1.1](#)**1.2 Details of Director, CIQA**

- Name: Dr. Vivek Bajpai
- Qualification: Ph.D Management
- Appointment Letter and Joining Report: [Annexure 1.2](#)

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	Dr. Pradeep Kumar Ghosh, Ph.D.	Civil Engineering	21/04/2025
b.	Three Senior teachers of HEI	Member 1	Dr. A. K. Srivastava Ph.D	Physics	21/04/2025
		Member 2	Dr. V. P. Mishra, Ph.D	Sanskrit	30/03/2024
		Member 3	Dr. Anshul Srivastava, Ph.D.	Management	21/04/2025
		Member 4	Dr. Ritesh Mishra Ph.D.	Education	30/03/2024
c.	Head of three Departments or School of Studies from which programme is being offered in ODL and Online mode	Member 4	Dr. Abhishek Pathak, Ph.D.	Management	30/03/2024
		Member 5	Dr. Shahid Hussain, Ph.D.	Hindi	30/03/2024
		Member 6	Dr. S. Jabir Hussain, Ph.D.	Commerce	14/10/2024
d.	Two External Experts of ODL and/or Online Education	Member 7	Dr. Pushkar Dubey, DLit.	Management	30/03/2024
		Member 8	Dr. Sumit Prasad, Ph.D.	Management	30/03/2024

HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

e.	Officials from departments of HEI • Administration • Finance	Member 9 Administration	Dr. Arvind Kumar Tiwari, Ph.D	Computer Science	30/03/2024
		Member 10 Finance	Mr. Neeraj Kashyap	Management	30/03/2024
		Member 11 Finance	Mr. Anup Shukla	Commerce	14/10/2024
		Member 12 Finance	Dr. Abhishek Shukla , Ph.D	Management	21/04/2025
f.	Director, CIQA	Member Secretary	Dr. Vivek Bajpai , Ph.D	Management	14/10/2024

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: 02****b. Meeting details:**

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	29/10/2025	01	Annexure 1.4.1	
Meeting 2	14/03/2026	02	Annexure 1.4.2	

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 learners admitted (Male/Female/Trans-gender)			
									M	F	TG	Total
1.	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	Na

HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode***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 Operationalized as per territorial jurisdiction */Off Campus	Number of learners admitted (Male/Female/Trans - gender)			
									M	F	TG	Total
1.	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

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 learners admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

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

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

Sr. No.	Under - Graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition n Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/ Off Campus	Number of learners admitted (Male/Female/Trans-gender)			
								M	F	TG	TOTAL
1	Bachelor of Business Administration (BBA)	3 year	120	12th Pass in any Discipline (Gen-45%, ST,SC,OBC-40%)	15400	F.No30-30/2023(DEB-II) Date: 13 nov 2024		7	4		11
2	Bachelor of Commerce (B.Com.)	3 year	120	12th Pass with Commerce, Maths (Gen- 45%, ST,SC,OBC 40%)	11160	F.No30-30/2023(DEB-II) Date: 13 nov 2024		17	5		22
3	Bachelor of Library and Information Science (B. Lib.)	1 Year	40	Graduate in any Discipline (Gen-50% ST,SC,OBC-45%)	15940	F.No30-30/2023(DEB-II) Date: 13 nov 2024		17	9		26
4	Bachelor of Arts	3 Years	120	12 th Pass In Any Discipline	9000	F.No. 1-1/2024(DEB-SER) 29 MNov 2025		32	21		53

From <October, 2025 (Revised From July-August 2025)>academic session: 2025-26

HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

From <February, 2026 >academic session: 2025-26

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 learners admitted (Male/Female/Trans-gender)			
								M	F	TG	TOTAL
1	Bachelor of Business Administration (BBA)	3 year	120	12th Pass in any Discipline (Gen- 45%, ST,SC,OBC -40%)	15400	1-6 /2025(DEB-NER) Date: 2 nd April-2025		4	5		9
2	Bachelor of Commerce (B.Com.)	3 year	120	12th Pass with Commerce, Maths (Gen- 45%, ST,SC,OBC 40%)	11160	1-6 /2025(DEB-NER) Date: 2 nd April-2025		12	1		13
3	Bachelor of Library and Information Science (B. Lib.)	1 Year	40	Graduate in any Discipline (Gen- 50% ST,SC,OBC -45%)	15940	1-6 /2025(DEB-NER) Date: 2 nd April-2025		14	9		23
4	Bachelor of Arts	3 Years	120	12 th Pass In Any Discipline	9000	F.No. 1-1/2024(DEB-SER) 29 MNay 2025		8	5		13

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 <October, 2025 (Revised From July-August 2025)>academic session: 2025-26

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 learners admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1	Master of Business Administration (MBA) Specialization s- HR, Finance & Marketing	2 year	80	Graduate in any Discipline (Gen- 50% ST,SC,OBC -45%)	29900	F.No30-30/2023(D EB-II) Date: 13 nov 2024		46	18		64
2	Master of Commerce (M.Com.)	2 Years	80	Graduation with Commerce	14400	I-6 /2025(DEB-NER) Date: 2 nd April-2025		2	Nil		2
3	Master of Arts (Hindi Literature)	2 Years	80	Graduation in any Discipline	12300	I-6 /2025(DEB-NER) Date: 2 nd April-2025		6	7		13
4	Master of Arts (English Literature)	2 Years	80	Graduation in any Discipline	15500	I-6 /2025(DEB-NER) Date: 2 nd April-2025		9	15		24
5	Master of Arts(History)	2 Years	80	Graduation in any Discipline	12300	F.No.-1.5/2025(D EB-SER) 16 Sep,2025		1	Nil		1
6	Master of Arts (Sanskrit)	2 Years	80	Graduation in any Discipline	12300	F.No.-1.5/2025(D EB-SER) 16 Sep,2025		2	3		5
7	Master of Library Information Science	1 Year	40	B.Lib.I.Sc/ B.Lib. Sc	16000	F.No.-1.5/2025(D EB-SER) 16 Sep,2025		1	4		5

HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

From <February, 2026 >academic session: 2025-26

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 learners admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1	Master of Business Administration (MBA) Specializations- HR, Finance & Marketing	2 year	80	Graduate in any Discipline (Gen- 50% ST,SC,OBC-45%)	29900	1-6 /2025(DEB-NER) Date: 2 nd April-2025		48	16		64
2	Master of Commerce (M.Com.)	2 Year	80	Graduate in Commerce Discipline (Gen- 45%, ST,SC,OBC-40%)	14400	1-6 /2025(DEB-NER) Date: 2 nd April-2025		3	6		9
3	Master of Arts (Hindi Literature)	2Year	80	Graduate in any Discipline (Gen- 50% ST,SC,OBC-45%)	12300	1-6 /2025(DEB-NER)		10	9		19
4	Master of Arts (English Literature)	2 Year	80	Graduate in any Discipline (Gen- 50% ST,SC,OBC-45%)	15500	1-6 /2025(DEB-NER) Date: 2 nd April-2025		17	14		31
5	Master of Arts(History)	2 Years	80	Graduation in any Discipline	12300	F.No.- 1.5/2025(D EB-SER) 16 Sep,2025		1	1		2
6	Master of Arts (Sanskrit)	2 Years	80	Graduation in any Discipline	12300	F.No.- 1.5/2025(D EB-SER) 16 Sep,2025		3	1		4
7	Master of Library Information Science	1 Year	40	B.Lib.I.Sc/ B.Lib. Sc	16000	F.No.- 1.5/2025(D EB-SER) 16 Sep,2025		1	Nil		1

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 Outcome thereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	The Learner Support Division (LSD) at Dr. C.V. Raman University Center for Distance and Online Education is fully operational and dedicated to offering learners assistance and guidance. The learner's address is sent the Self Learning Material (SLM) and Program Guide via registered post as soon as they are admitted to a specific Distance Learning Program. The program coordinators establish WhatsApp groups for each program on an individual basis, which are comprised of all learners who have been enrolled to the program. The enrolled learners are provided with all the necessary information, including the Self Learning Material (SLM), Program Guide, Notices, and any other necessary information, through the WhatsApp Group. Additionally, the learners are able to communicate their enquiries through their respective WhatsApp groups. Contact classes are conducted on the university campus in accordance with the ODL Regulations to address the questions and doubts of learners. Additionally, the registered learners are provided with all the necessary information via modern communication channels, including SMS, email, and the website. A computer, photocopy machine, internet, and WIFI facilities have been provided for the convenience of the learners. The web center of the learner support division is available for learners to request clarifications on any issues by sending a message to 9302969342. From time to time, learners receive bulk SMS messages that contain information about their registration details, the dispatch of their studies, the material timetable for contact classes, the submission of examination forms, the examination schedule, and other relevant topics. Important information and essential materials are also transmitted via email and conventional mail. The website of Dr. C.V. Raman University, www.cvru.ac.in, also offers information on the institute's open and distance education programs, including the syllabus, assignment, program guide, guidelines for project reports, faculty details, study materials, academic calendar, admission process, exam-related information, and other pertinent details. The help desk (9302969342, 9617772312, lsd@cvru.ac.in) has been established to provide assistance to the learners.	Annexure 2.1.1.1 Annexure 2.1.1.2 Annexure 2.1.1.3 Annexure 2.1.1.4 Annexure 2.1.1.5

2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	The Center for Internal Quality Assurance (CIQA) of Dr. C.V. Raman University conducts periodic self-assessments and reflective practices to ensure ongoing quality improvement in Open and Distance Learning (ODL) programs. Feedback from learners is gathered via Personal Contact Programs (PCPs), WhatsApp groups, emails, and ODL assessments, with examination outcomes being assessed and compared to other higher education institutions. The University conducts an annual assessment, revision, and enhancement of Self-Learning Materials (SLMs), while continuously strengthening Learner Support Services, including SLM distribution, grievance resolution systems, and additional learner-focused amenities. Standardised benchmarks are adhered to in instruction, learning, and assessment, with changes encompassing compulsory Tutor Marked Assignments (TMA), Term-End Examinations (TEE), and arrangements for practicals, projects, and fieldwork according to program guidelines. Counsellors, programme coordinators, and faculty members provide consistent guidance and academic support to learners. The systematic integration of feedback, efficient learner assistance, and the ongoing improvement of the quality of ODL education at Dr. C.V. Raman University are all ensured by the implementation of these strategies by CIQA.	Annexure 2.1.2.1 Annexure 2.1.2.2 Annexure 2.1.2.3
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	The following are the key areas identified by CIQA for quality enhancement in session 2025-26: 1. Curriculum Aspects 2. Teaching Learning and Evaluation 3. Research Innovation and Extension 4. Infrastructure and Learning Resources 5. Learning Support and Progression 6. Governance Leadership and Management 7. Institutional value and Best practices	
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)	Dr. C.V. Raman University, as an acknowledged Dual Mode University, has implemented consistent academic criteria for its Conventional and Open and Distance Learning (ODL) programs. The foundational qualities necessary for enrolment in ODL programs mirror those established for traditional mode programs, so guaranteeing uniformity and fairness in access to higher education. The curriculum implemented in the ODL format is entirely consistent with that of traditional programs, exhibiting no reduction or divergence in course material, aims, or educational results. The educational framework employed for ODL upholds academic integrity and reflects the methodologies utilised in conventional programs, integrating self-directed learning resources, learner assistance services, and interactive engagements. The format of examination papers for end-of-semester assessments in ODL mode mirrors that of traditional programs, therefore guaranteeing an impartial evaluation procedure that conforms to same criteria. Moreover, the criteria for passing or failing students in ODL mode align with those for students in traditional mode, demonstrating the university's	Annexure 2.1.4.1

		dedication to upholding consistency in academic standards. Furthermore, the instructional components, evaluation standards, and credit system for conferring undergraduate and postgraduate degrees via ODL have been developed and executed by adhering to the identical academic benchmarks as those employed in traditional education. This alignment ensures that the quality, integrity, and recognition of degrees awarded through the ODL mode are at par with those delivered through the traditional classroom mode. Dr. C.V. Raman University has diligently embraced and executed all these stipulations, thus guaranteeing that the ODL programs provided within the dual mode framework are strong, trustworthy, and adhere to the regulatory standards established by the University Grants Commission (UGC) and other governing bodies.	
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	The university organizes free admission counselling for learners, where they are guided on various aspects such as the programmes offered, fee structure, employability, future scope, and even personal concerns. After this pre-admission counselling, students take admission to the university. Following admission, learners receive further counselling related to the university's vision and mission, programme details, learning outcomes, curriculum and syllabus, programme structure, continuous assessment and evaluation, personal contact programmes, and other academic support activities. The University employs many methods to gather feedback from all stakeholders. The Learner Support Division distributes feedback forms to learners via WhatsApp and Email. A feedback form is offered in the end part of Self Learning Material to collect the opinions of learners regarding the content. Feedback is gathered from learners following their Contact Classes. The university website features organized feedback forms for learners, counselors, and educators, allowing all stakeholders to conveniently submit their opinion. The University disseminates crucial information to learners via SMS, WhatsApp and Email and website notifications.	Annexure 2.1.5.1 Annexure 2.1.5.2 Annexure 2.1.5.3 Annexure 2.1.5.4 Annexure 2.1.5.5

6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	Organizing Workshops for Faculty: Regular workshops should be organized for faculty members for the Design and development of quality Self Learning Materials (SLMs) to enhance academic content and self-study resources. Training for Counselors and Non-Academic Staff: Special training sessions must be conducted for counselors and non-academic staff to ensure effective learner support and administrative functioning. Strengthening of Learner Support Division: A dedicated Learner Support Division had already been established to resolve learner queries and provide academic as well as administrative assistance throughout the academic cycle. Effective Use of WhatsApp Groups: Programme-wise WhatsApp groups should be formed for all enrolled learners to ensure prompt dissemination of important academic information and updates. Encouraging Participation in Campus Activities: Distance learners should be informed and encouraged to participate in conferences, workshops, and cultural activities organized on the university campus to enhance their engagement and overall development. Feedback-Based Improvements: Continuous improvements should be made in curriculum design, teaching-learning processes, and evaluation methods based on structured feedback received from faculty, learners, parents, counselors, and industry stakeholders.	Annexure 2.1.6.1 Annexure 2.1.6.2 Annexure 2.1.6.3
7.	Implementation of its recommendations through periodic reviews	The implementation and consistent monitoring of all recommendations from the University's statutory bodies, including the Academic Council and Board of Management, assure quality assurance.	

8.	Workshops/ seminars/ symposium organized on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.	In order to provide high-quality education in the 2025–2026 session, the CIQA, a part of the University's Center for Distance and Online Education, conducts a variety of workshops, seminars, and faculty development programs for its stakeholders. Reports on these activities are shared with everyone through newsletters, the university website, and social media channels, as well as during CIQA meetings. Students, teachers, and other stakeholders are promptly informed of all relevant information about workshops and seminars. The university website makes proactive announcements about these activities. Following the events, thorough reports and results are assembled and distributed as needed. To raise public awareness of the university's initiatives, the outcomes of these programs are conveyed through the media.	Annexure 2.1.8.1
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	CDOE Dr. C.V. Raman University in Chhattisgarh is dedicated to offering high-quality, easily accessible higher education while promoting continuous improvement in administrative and academic processes. In order to comply with industry requirements, the university regularly evaluates and updates its curriculum, including cutting-edge pedagogical strategies and welcoming input from staff and alumni. To make it easier for students to acquire study resources, assignments, and assistance, a learner support division was established. To guarantee effectiveness and student satisfaction, these services are regularly evaluated. In addition to encouraging participation in national and international seminars, conferences, and research projects, the university supports faculty development through training programs, workshops, and the implementation of a performance-based appraisal system to recognise excellence. Several evaluation techniques are used in assessments and exams to guarantee transparency, fairness, and timeliness; these are complemented by organised feedback mechanisms for additional improvement. By providing resources, incentives, and encouraging interdisciplinary partnerships with other universities, the university cultivates a strong culture of research and innovation. A strong internal quality assurance framework, regular self-evaluations and audits, and the exchange of best practices among stakeholders are characteristics of quality assurance and improvement, which are top priorities. Facilities and infrastructure are always being improved, with an emphasis on diversity, accessibility, and environmentally friendly methods. Incorporating ethical ideals with academics and institutional culture, the university actively engages in community development and social responsibility activities, encouraging staff and student participation in projects and collaborations that address local and global concerns.	Annexure 2.1.9.1 Annexure 2.1.9.2 Annexure 2.1.9.3 Annexure 2.1.9.4 Annexure 2.1.9.5

		Through the application of integrated best practices, CDOE-Dr. C.V. Raman University ensures ongoing academic progress, quality improvement, and learner-centred education, fulfilling its mission of offering inclusive, advantageous, and superior higher education to students from a variety of backgrounds.	
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	The University prioritizes a data-driven methodology to assess and enhance program quality. • Data collecting is conducted systematically from academics, learners, alumni, and employers. • Learners Information Systems (LIS) facilitates effective data administration. • Continuous surveys and feedback facilitate the evaluation of learner satisfaction and program efficacy. • Data is compiled within the Central Internal Quality Assurance (CIQA) system. • Key performance indicators (KPIs) assist the arrangement and interpretation of data. • The analysis encompasses trends, benchmarks, and data visualization for enhanced understanding. • Key focus areas encompass academic success, faculty development, learners satisfaction, employability. • Quality statistics are disseminated to stakeholders and utilized in planning and communication. • Continuous improvement is ensured by regular evaluation, transparency, and stakeholder participation.	
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	Dr. C.V.Raman University has implemented many key measures to ensure adherence to the University Grants Commission (Open and Distance Learning Programs and Online Programs) Regulations, 2020 for every Program Project Report (PPR). These include establishment of Programme-wise Boards of Studies (BOS), regular updating of the curriculum to fulfil the regulatory criteria, faculty development program, conducting internal reviews on regular basis and organised mechanism for learners to provide input. Academic programs are regularly reviewed for modifications and input to ensure their relevance and quality.	<u>Annexure 2.1.11.1</u> <u>Annexure 2.1.11.2</u>

12.	Mechanism to ensure the proper implementation of Programme Project Reports	The Centre for Distance and Online Education at Dr. C.V. Raman University has developed a strong and comprehensive system to ensure the successful implementation of Programme Project Reports (PPRs). Programme Project Reports (PPRs) are developed by programme coordinators with the help of subject expert in accordance with the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. The proposed PPRs undergo first review by the Expert Committee and the Board of Studies (BoS) for comprehensive assessment, thereafter; the BoS recommendations are submitted to the Academic Council and Board of Management (BoM) for final approval. After approval by the statutory authorities, the programmes are officially implemented under the supervision of the Director (CIQA). The Centre for Internal Quality Assurance (CIQA), in collaboration with relevant divisions and departments, performs regular follow-up meetings, inspections, and audits to ensure proper implementation and compliance with quality standards. This continuous monitoring system helps in evaluating implementation progress and enables prompt corrective actions as necessary.	Annexure 2.1.12.1 Annexure 2.1.12.2
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	CIQA is responsible for the preparation of the Center for Distance and Online Education's Annual Plans and Annual Reports, as well as the maintenance of the corresponding records. A review of CIQA activities and the Action Taken Report from the most recent meeting are included in each CIQA meeting.	Annexure 2.1.13.1 Annexure 2.1.13.2
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	In order to make degree programs more marketable, the Center for Distance and Online Education at Dr. C.V. Raman University has offered suggestions for reorganising them, such as creating different courses that meet employers' demands. Incorporating training in both technical and interpersonal abilities is a reflection of the Centre's commitment to skill development. In addition, it has pushed for more resources to help students find jobs, such as career counselling, placement services, and social activities. Learners' individual career goals can be better met through the provision of a wide range of electives and specialisations. In order to make education more accessible, personalised, and cost-effective, the Center advocates for the use of e-learning and blended learning approaches. In order to promote inclusive learning and improve understanding for different types of learners, development of study materials in regional languages has been given top priority. To make sure students are ready for the jobs of today and tomorrow, the Center offers crucial inputs like curricular reviews and updates on a regular basis, continuing professional development for teachers, a focus on high-growth emerging industries, an emphasis on entrepreneurship and innovation, and a	

		multidisciplinary approach to education.	
15.	Facilitated system-based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	CDOE, Dr. C.V. Raman University employs a system-based research approach to foster a learner-centric environment and improve quality throughout all operations. The university employs individualized and cooperative learning frameworks facilitated by technology, ensures regular feedback and evaluation, and offers comprehensive academic support services. The curriculum is consistently revised to reflect industry changes, and faculty development initiatives enhance teaching quality. Investments in contemporary infrastructure, research advancement, and creative methodologies foster academic excellence, while a robust quality assurance framework and active community involvement ensure relevance and societal impact.	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	The University achieved a significant milestone by earning an NAAC “A” grade with a CGPA of 3.17 in its second cycle of accreditation, as indicated by the accreditation certificate issued on December 15, 2023, under the single Mode University category.	<u>Annexure 2.1.16.1</u>

17.	Measures adopted to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit practices through periodic accreditation and audit	In order to ensure the internalization and institutionalization of quality enhancement practices, following measures have been implemented by university through periodic accreditation and auditing: CIQA Establishment: CIQA has been established for dedicated plans, implements, and monitors quality initiatives. Quality Policy: A clear policy defines the university's commitment to excellence. Internal Meetings: Regular reviews assess performance in academics, research, and support services. Benchmarking: Compare performance with national and international standards to adopt best practices. Curriculum Review: Periodic updates keep programs relevant and industry-aligned. Technology Integration: Use digital tools to improve teaching, learning, and engagement. Faculty Development: Regular training enhances teaching quality and research skills. Stakeholder Feedback: Collect and use feedback from learners, faculty, alumni, and industry. Outcome-Based Education: Focus on measurable learning outcomes and their regular assessment. Research & Innovation: Promote research culture with resources, funding, and collaborations. Community Engagement: Strengthen partnerships to address societal needs. Monitoring & Evaluation: Track, assess, and adjust quality initiatives for continuous improvement.	<u>Annexure 2.1.17.1</u> <u>Annexure 2.1.17.2</u> <u>Annexure 2.1.17.3</u> <u>Annexure 2.1.17.4</u> <u>Annexure 2.1.17.5</u> <u>Annexure 2.1.17.6</u>
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	CDOE: Dr. C.V. Raman University maintains and improves academic quality through a number of strategic initiatives that ensure effective communication with the University Grants Commission (UGC). To promote consistent communication, distribute critical information, and oversee institutional adherence to UGC guidelines, a UGC Liaison Officer is designated. In order to supervise quality initiatives and guarantee compliance with UGC regulations/guidelines in conjunction with the Liaison Officer, the university established a Center for Internal Quality Assurance (CIQA). The UGC are submitted periodic reports that describe developments, compliance status, and any difficulties faced. To learn about best practices, faculty and staff are urged to actively attend conferences, seminars, and workshops hosted by UGC and others. The institution looks for financing and support for the expansion of its Open and Distance Learning (ODL) programs and makes sure that UGC regulations are implemented on time. In order to exchange and implement best practices, it also encourages cooperation with other organisations. To address problems pertaining to UGC guidelines, a robust Grievance Redressal procedure is in place. Dr. C.V. Raman University is dedicated to ongoing development, and as UGC guidelines change, it adjusts its policies and keeps a close eye on institutional	<u>Annexure 2.1.18.1</u>

		performance	
19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or Parameters and best practices.	In order to achieve academic excellence, the Center for Distance and Online Education at Dr. C.V. Raman University actively sets quality standards by looking at well-known higher education institutions that are known for their innovative and best open and distance learning practices. To make sure it is relevant and useful, it lists institutions with similar goals and ideals, especially accredited state open universities. To work together, organisations use memorandums of understanding (MOUs), faculty exchanges, joint research, and regular academic events like seminars and conferences. The Center collects data on quality standards in a planned way, including course completion rates, learner satisfaction, and quality assurance processes. This is the reason why best practices like improved learner support services, efficient administrative systems, and blended and project-based learning are adopted and used. To figure out how these practices are affecting things, a strong monitoring and evaluation framework is in place. This framework uses feedback from stakeholders and performance measures to improve strategies and make sure that institutions keep growing.	Annexure 2.1.19.1 Annexure 2.1.19.2 Annexure 2.1.19.3
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	The activities of the Centre for Internal Quality Assurance (CIQA) for the academic sessions 2024-25 are available on the University website in the form of annual reports.	Annexure 2.1.20.2
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.	After every academic year, CIQA sends its Annual Report to the University's statutory authority so that it can be looked over and approved.	Annexure 2.1.21.1

	(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.	The reports for the years 2024-25 were submitted online in the prescribed format of the Commission by the due date.	Annexure 2.1.21.1
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	The University is committed to fostering academic excellence through robust quality assurance mechanisms implemented by the Centre for Internal Quality Assurance (CIQA). The Administration plays a strategic role in guiding and strengthening CIQA activities by providing clear direction, establishing objectives, and ensuring their alignment with the University's mission, vision, and strategic goals. Key responsibilities of the Administration include: • Resource Allocation: Providing adequate financial, human, technological, and infrastructural resources to ensure the effective functioning of CIQA. • Monitoring and Evaluation: Regularly reviewing CIQA activities, reports, outcomes, and progress, and providing appropriate inputs for further improvement. • Review and Approval of Reports: Thoroughly examining CIQA reports, findings, and recommendations before approving them for implementation. • Implementation of Feedback: Utilizing CIQA findings and stakeholder feedback to improve policies, strengthen academic and administrative practices, and introduce innovative quality-enhancement initiatives. • Tracking of Progress: Monitoring the implementation of approved recommendations and assessing their impact on institutional performance and quality improvement. Through these coordinated efforts, the University promotes a culture of continuous improvement, evidence-based and data-driven decision-making, and effective quality enhancement. This approach contributes to improving the quality of academic programmes, learner support systems, and institutional services, ultimately benefiting learners and other stakeholders.	

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	Dr. C.V. Raman University is committed to promoting excellence in Open and Distance Learning (ODL) by incorporating learner-centric instructional design principles across all academic programmes in accordance with the requirements of the University's statutory bodies. The University ensures flexible and accessible curriculum design with clearly defined learning objectives, appropriate assessment strategies, and learner support resources. The University develops Self-Learning Materials (SLMs) that are simple, clear, interactive, and suitable for self-study, incorporating learning outcomes, examples, activities, and practice questions in accordance with ODL requirements. Audio-video lectures and e-content are also developed to support two-way communication, learner engagement, and effective academic interaction, while adhering to the standards and guidelines prescribed by the University's Statutory Bodies/Competent Authorities. Digital technologies, multimedia, and ICT tools are integrated to enhance accessibility, interaction, and collaborative learning. Faculty members are regularly supported through workshops and training on ODL pedagogy and technology-enabled teaching. Transparent and equitable assessment is ensured through formative and summative evaluation methods, including online assessment and peer review. The University also uses learner feedback and data-driven analysis for continuous improvement and works in alignment with statutory and regulatory bodies to maintain academic standards, quality assurance, and excellence in ODL programmes.	
24.	Promoted automation of learner support services of the Higher Educational Institution	Dr. C.V. Raman University, Chhattisgarh is committed to providing comprehensive, accessible, and learner-centric support services, particularly for learners enrolled in Open and Distance Learning (ODL) programmes. The University has promoted the automation of various learner support functions through technology-enabled systems to simplify processes, reduce manual intervention, and improve the efficiency and effectiveness of learner services. The entire admission and enrollment process is conducted online, enabling learners to apply and enroll from anywhere with minimal paperwork and faster processing. The University website and learner support platforms provide regularly updated academic calendars, programme and course details, examination schedules, notifications, and other important information for easy access. Digital platforms also facilitate virtual counselling and academic interaction through video conferencing and online forums, enabling learners to communicate with faculty members, counsellors, and peers. Assignment questions and related academic resources are made available online to support timely completion of coursework, while examination results and academic records are published through digital platforms for convenient access. These technology-driven initiatives streamline operations, reduce administrative workload, enhance transparency, and provide learners with timely, convenient, and	<u>Annexure 2.1.24.1</u>

		efficient support throughout the ODL learning cycle.	
25.	Coordinated with external subject experts or agencies or organizations, the activities pertaining to validation and annual review of its in-house processes	Dr. C.V. Raman University, Chhattisgarh is committed to maintaining quality in its academic and administrative processes through regular validation, review, and continuous improvement. The University coordinates with external subject experts, agencies, and higher education institutions through its Board of Studies, Academic Council, Board of Management and CIQA Committee to review curricula, Self-Learning Materials (SLMs), assessment methods, learner support services, and other ODL processes. External experts provide impartial feedback and recommendations to ensure that academic practices remain relevant, effective, and aligned with current standards. The University also conducts an annual review of its processes based on feedback from learners, faculty, staff, external experts, and other stakeholders, along with analysis of key performance indicators. Identified gaps are addressed through appropriate action plans, thereby strengthening quality assurance, learner satisfaction, academic effectiveness, and the overall quality of its ODL programmes.	<u>Annexure 2.1.25.1</u> <u>Annexure 2.1.25.2</u>
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	NO	The University has received recognition to conduct programmes in distance mode from October 2024-25. Quality Audit of programmes by third Party Auditing bodies will be performed soon.
27.	Overseen the preparation of Self- Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	In 2023, Dr. C.V. Raman University applied for accreditation with the National Assessment and Accreditation Council (NAAC) as a single-mode university. The University was awarded an 'A' Grade by NAAC on 15 December 2023. Subsequently, the University applied for recognition to offer distance education programme from the academic session 2024-25 and 2025-26 and was duly granted approval to conduct these programs.	<u>Annexure 2.1.27.1</u>
28.	Promoted collaboration and association for quality	Dr. C.V. Raman University undertakes various initiatives to promote collaboration and association for enhancing the quality of Open and Distance Learning (ODL) and research. The University develops academic linkages with national institutions and other	

	enhancement of Open and Distance Learning mode of education and research therein	higher education organizations to facilitate knowledge sharing, resource exchange, research collaboration, and adoption of best practices. Faculty members are encouraged to participate in academic interactions, workshops, training programmes, and faculty exchange activities to enhance their exposure to innovative research methodologies, ODL pedagogy, and technology-enabled teaching practices. The University also encourages participation in professional and academic associations to remain updated with emerging trends and developments in ODL. Community outreach and extension activities provide learners with practical exposure while contributing to social development. These collaborative initiatives strengthen academic quality, promote research and innovation, and enhance the overall effectiveness of ODL programmes.	
29.	Facilitated industry institution linkage for Providing exposure to the learners and enhancing their employability.	Dr. C.V. Raman University undertakes various initiatives to strengthen industry-institution linkages and enhance the employability of learners. Through collaborations with industries and professional organizations, learners are provided opportunities for practical exposure through industrial training, project work, field-based activities, and case studies. Guest lectures, seminars, webinars, and interactions with industry professionals help learners understand current industry trends, practices, and workplace requirements. The University also organizes Alumni Meets, providing a valuable platform where former students share their professional experiences, workplace practices, and industry insights with current learners. Alumni also guide learners on current industry requirements, emerging skills, career opportunities, and job prospects in their respective sectors, thereby helping them better understand industry expectations and prepare for employment. The Placement Cell facilitates interaction with industry partners, identifies employment opportunities, organizes placement activities, and provides career guidance and counselling. The University also conducts skill development and certification programmes to equip learners with industry-relevant competencies and promotes entrepreneurship through training, mentoring, and networking opportunities. These initiatives bridge the gap between academic learning and practical industry requirements, thereby enhancing learners' employability, industry readiness, and opportunities for self-employment.	<u>Annexure 2.1.29.1</u>

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

S.No.	Provisions in Regulations	Action taken in respect of ODL	Upload relevant document
1.	Governance, Leadership and Management: a. Organization Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	Organisation Structure and Governance: The Centre for Distance and Online Education functions as an integral part of the University's well-defined organisational framework. All positions mandated by the Commission are duly filled, ensuring compliance with regulatory norms. To strengthen efficiency and transparency, the University has implemented an in-house developed e-Governance system, enabling effective administration and smooth functioning. Management: The University's management and leadership are continually evaluating and examining the operations of its divisions to ensure alignment with the institution's vision, purpose, and objectives. This is accomplished by periodic meetings, consistent evaluations, engagement with stakeholders, and a comprehensive feedback mechanism. Strategic Planning: Strategic Planning: The University has established an e-Governance system connected with an Outcome-Based Planner (OBP) to facilitate strategic planning, encompassing both academic and administrative areas. Strategic Planning: Goals, Policies, and Operational Plans: The Planning and e-Governance Division of the University makes sure that the annual goals and strategic plans made by different divisions are based on outcomes. At the end of every academic year, it evaluates at how well these divisions performed in respect to the University's vision, mission, and goals.	Annexure 2.2.1
2.	Articulation of Higher Educational Institution Objectives	"The University's vision and mission clearly align with its objectives for delivering programmes through the ODL mode."	Annexure 2.2.2
3.	Programme Development and Approval Processes	The University has a defined procedure for developing and approving ODL programs that includes planning, designing, developing, implementing, getting feedback, and reviewing the curriculum. The Programme Project Reports (PPRs) keep track of	Annexure 2.2.3.1

	a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e. Feedback System	these steps. They include information about the scheme, the syllabi and the learning resources/media that would be used. The creation of Self-Learning Materials (SLMs) strictly follows the rules that have been set up to make sure they are of high quality before they are finally approved. There are several ways for stakeholders to give input and interact with each other about academic and administrative activities, facilities, and resources. You can get feedback through face-to-face conversations and online tools like the University website, email, and WhatsApp	
4.	Programme Monitoring and Review	CIQAC and BoS actively contribute to the Programme Monitoring and Review process by finalizing the Schemes, Syllabi, and Programme Project Reports of various ODL mode Programmes prior to the commencement of each academic session.	Annexure 2.2.4.1 Annexure 2.2.4.2 Annexure 2.2.4.3 Annexure 2.2.4.4
5.	Infrastructure Resources	The university is equipped with appropriate and adaptable physical facilities, as well as a solid ICT infrastructure, to ensure the proficient administration of ODL programs and to provide necessary support services to all relevant stakeholders. Input from students is used to strengthen the SLM, face-to-face classes, and if major concerns are identified, solutions are planned to rectify them.	Annexure 2.2.5.1
6.	Learning Environment and Learner Support	The Learner Support Division (LSD) at Dr. C.V. Raman University Center for Distance and Online Education is fully operational and dedicated to offering learners assistance and guidance. The learner's address is sent the Self Learning Material (SLM) and Program Guide via registered post as soon as they are admitted to a specific Distance Learning Program. The program coordinators establish WhatsApp groups for each program on an individual basis, which are comprised of all learners who have been enrolled to the program. The enrolled learners are provided with all the necessary information, including the Self Learning Material (SLM), Program Guide, Notices, and any other necessary information, through the	Annexure 2.2.6.1

		WhatsApp Group. Additionally, the learners are able to communicate their enquiries through their respective WhatsApp groups. Contact classes are conducted on the university campus in accordance with the ODL Regulations to address the questions and doubts of learners. Additionally, the registered learners are provided with all the necessary information via modern communication channels, including SMS, email, and the website. A computer, photocopy machine, internet, and WIFI facilities have been provided for the convenience of the learners. The web center of the learner support division is available for learners to request clarifications on any issues by sending a message to 9302969342. From time to time, learners receive bulk SMS messages that contain information about their registration details, the dispatch of their studies, the material timetable for contact classes, the submission of examination forms, the examination schedule, and other relevant topics. Important information and essential materials are also transmitted via email and conventional mail. The website of Dr. C.V. Raman University, www.cvru.ac.in, also offers information on the institute's open and distance education programs, including the syllabus, assignment, program guide, guidelines for project reports, faculty details, study materials, academic calendar, admission process, exam-related information, and other pertinent details. The help desk (9302969342, 9617772312, lsd@cvru.ac.in) has been established to provide assistance to the learners.	
7.	Assessment and Evaluation	The University conducts the Term-End Examination (TEE) twice a year, corresponding to its two admission cycles, alongside a continuous evaluation system that emphasizes learners' understanding and application of knowledge. The University has a clearly structured Assessment and Evaluation system for its ODL programmes, designed in accordance with the guidelines of statutory authorities and regulatory bodies. Evaluation system:	Annexure 2.2.7.1 Annexure 2.2.7.2

		The system of evaluation in Open & Distance Learning System is also different from that of conventional system. CVRU has a multi-tier system of evaluation given as follows: 1. Self-assessment exercises within each unit of study. 2. continuous evaluation mainly through assignment which are tutor marked, practical assignments & seminar /workshops / extended contact programmes /Field work / Community engagement. 3. End semester examination/Term End Examinations 4. Project works. The evaluation of learners depends upon various instructional activities undertaken by them. A learner has to write assignment responses compulsorily before taking End semester examination/term-end examination from time to time to complete an academic programme. A learner has to submit TMA responses to the University counseling centre (UCC) at CDOE, Dr. C. V. Raman University. A learner should keep duplicate copies of assignment responses of TMA that may be required to be produced at Learner Evaluation Division on demand. End semester examination/Term-end examination will be conducted at various examination centre approved by institute of open and distance education Dr. C. V. Raman university spread all over the Chhattisgarh. The weightage for End semester examination/Term End Examination will be 70% and weightage for Internal Assessment will be 30 % for this Programme. (a) Internal Assessment (continuous Assessment i.e. Home Assignment): 30 % weightage. (b) End semester examination/Term End Examination 70 % weightage. The University conducts End semester examination/Term-end Examination in semester system & held in the month of Nov/Dec and may/June every year. learners will be permitted to appear in End semester examination/term-end examination subject to the conditions that:	
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		1) Registration for the programme, in which they wish to appear is valid, 2) Minimum Time to pursue these courses is elapsed & 3) Submission of required number of assignments in respective courses by the due date.	
8.	Teaching Quality and Staff Development	In order to facilitate the professional development of faculty and staff, CIQA conducts numerous seminars, workshop ,faculty development program, and orientation programs that address quality-related areas. In order to enhance learners' logical reasoning, decision-making, and higher-order thinking abilities, Dr. C.V. Raman University implements industry-standard methodologies for curriculum development, delivery, and evaluation in all of its programs. The University ensures that its programs and outcomes are consistent with its vision and objective, as it recognises that the curriculum is a significant component of quality education. The University conducts seminars, conferences, and workshops on a variety of topics that address contemporary societal issues and program requirements, while faculty members consistently publish research. Feedback from learners is implemented to enhance the SLM, contact classes, and, in the event of genuine issues, strategies are implemented to resolve them.	Annexure 2.2.8.1

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:

S.No.	Provisions in Regulations	Action taken in respect of ODL	Upload relevant document
1.	Academic Planning	The administrative strength of CDOE - Dr. C.V. Raman University is guided by well-defined policies framed under the University Act, Statutes, Ordinances, and Regulations, and is supported by its academic and administrative bodies such as the Board of management (BoM), Academic Council, and Board of Studies (BoS). The Board of management, with internal and external representation, functions as the apex authority for approving programmes, courses, admissions, evaluation methods, and academic standards. The BoS, constituted for each subject, approves course structures and syllabi, ensuring academic relevance and quality. Academic departments act as key units for programme delivery, development of Self-Learning Materials (SLMs), timetables, contact classes, induction and counseling sessions, assessment, evaluation, research guidance, as well as organization of seminars, workshops, training, and capacity-building programmes. To ensure quality assurance across all academic and administrative domains, the Centre for Internal Quality Assurance (CIQA) has been established as per UGC (ODL) norms, fostering continuous improvement and institutional effectiveness.	<u>Annexure 2.3.1.1</u> <u>Annexure 2.3.1.2</u>
2.	Validation	Each of the University's programs is designed to meet the needs of Learners of State and people living in rural areas. The programs are approved by the Board of Studies, the Academic Council, and the board of management	

3.	Monitoring, Evaluation and Enhancement Plans a. Reports from Learner Support Centres (for Open and Distance Learning programmes) b. Reports from Examination Centres c. External Auditor or other External Agencies report d. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels e. Reporting and Analytics by the Higher Educational Institution	a) NA b) The University's examination centers are located at its campus, . To ensure fairness and prevent malpractice, strict guidelines are provided to invigilators, and a Center Superintendent is appointed for each sessional examination. Continuous communication is maintained with exam center throughout the examination period. c) The University carries out regular internal academic audit and monitoring through CIQA and other statutory bodies. d) Teacher performance is evaluated using the standardized Academic Performance Indicators (API), which constitute the Performance-based Appraisal System (PBAS) implemented for the Career Advancement Scheme (CAS) as established by the UGC as an objective evaluation instrument. e) The University has a structured feedback mechanism to collect learners' input, and the feedback analysis is used to evaluate the effectiveness of the implemented curriculum. f) The university periodically evaluates its curricula, considering the curricular requirements of various teaching and	<u>Annexure 2.3.3.1</u> <u>Annexure 2.3.3.2</u> <u>Annexure 2.3.3.3</u> <u>Annexure 2.3.3.4</u> <u>Annexure 2.3.3.5</u>
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HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

	f. Periodic Review	examining bodies in India, the learners' needs, industry demands, the teaching and research potential of the faculty, emerging trends in various knowledge institutions across the globe, and local needs.	
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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, at least Associate Professor

Mention details such as Regular Employee, Designation, Qualification, Salary (Attach appointment letter and joining report) View Annexure 3.1		Annexure 3.1
1	Name: Dr. Vivek Bajpai	
2	Designation: Director	
3	Highest Qualification: Ph.D.	
4	Nature of Appointment: Regular	
5	Date of Joining: 24-08-2024	
6	Salary: 46,940/-	

HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode**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:

Compliance against the requirements in terms of Staffing norms as per Regulations made. Faculty details provided in the given format.

Programmes Name	No. of Faculty required	No. of Faculty appointed	Complied Yes/No	If no. reason thereof
Bachelor of Business Administration (BBA)	3	3	Yes	
Master of Business Administration (MBA) Specialisations- HR, Finance & Marketing				
Bachelor of Commerce (B.Com.)	3	3	Yes	
Master of Commerce (M.Com.)				
Bachelor of Library and Information Science (B. Lib.)	3	3	Yes	
Master of Library and Information Science (M. Lib.)				
Bachelor of Arts (General)	2	2	Yes	
Master of Arts (Hindi Literature)	2	2	Yes	
Master of Arts (English Literature)	2	2	Yes	
Master of Arts (History)	2	2	Yes	
Master of Arts (Sanskrit)	2	2	Yes	

S. No.	Programme Name	No. of Full time- Dedicated faculty for ODL	Names	Designati on	Qualificati on	Experi ence in CVRU	Type (Regular/ Contract) with gross salary/month			Date of joining programme and Joining Report
							Type	Gros s Salar y/M	Cont ract Peri o	
										Annexure 3.2.1

HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

							onth	
1	Bachelor of Business Administration (BBA)	3	DR. ABHISHEK PATHAK	PROFESSOR	Ph.D, MBA	15 Years, 11 Months	44,850/-	02-09-2021
			DR. ARCHANA AGRAWAL	ASSOCIATE PROFESSOR	PH.D., MBA, B.SC.	14 Years, 09 Months	30,950/-	06-06-2018
2	Master of Business Administration (MBA) Specializations- HR, Finance & Marketing		DR. SATISH KUMAR SAHU	ASSISTANT PROFESSOR	Ph.D, M.Phil, MBA, B.Com, PGDCA	3 Years, 08 Months	27,000/-	18-05-2024
3	Bachelor of Commerce (B.Com.)	3	DR.S JABIR HUSSAIN	ASSISTANT PROFESSOR	Ph.D, M.Com, B. Com, PGDBM, PGDCA	11 Years, 04 Months	21,078/-	05-04-2016
			DR. VAISHALI AGRIHARI	ASSISTANT PROFESSOR	Ph.D, M.Phil, M.Com, B. Com	02 Years, 09 Months	18,000/-	13-05-2024
4	Master of Commerce (M.Com.)		DR. ASHIMA FRANKLIN	ASSISTANT PROFESSOR	Ph.D, M.Com, B.Com	07 Years, 03 Months	20,000/-	05-06-2018
5	Bachelor of Library and Information Science (B. Lib.)	3	DR. MANISH BHARDWAJ	ASSISTANT PROFESSOR	Ph.D., M.LIB	15 Years, 03 Months	31,000/-	03.04.2010
			DR. ANJANEE SARAF	ASSISTANT PROFESSOR	Ph.D., M.Phil, M.Lib, B.Lib, B.Sc, PGDCA	09 Years, 10 Months	20,522/-	14.09.2015
6	Master of Library and Information Science (M. Lib.)		Dr. Chandrasen Jangde	ASSISTANT PROFESSOR	Ph.D., M.LIB	16 Years, 02 months	22112/-	06.02.2026
7	Bachelor of Arts (General)	2	DR. MANJU SAHU	ASSISTANT PROFESSOR	Ph.D. MA (History)	11 Years, 10 Months	20650/-	18.05.2024
			DR. SHAHID HUSSEN	ASSISTANT PROFESSOR	Ph.D. MA (Hindi), NET, SET	10 Years, 03 Months	22700/-	18.05.2024
8	Master of Arts (Hindi Literature)	2	DR. AANCHAL SHRIVASTAVA	ASSOCIATE PROFESSOR	Ph.D., MA(Hindi), B.Sc	07 Years, 04 Months	25,500/-	05.03.2018
			MSS. PRAGYA SHARMA	ASSISTANT PROFESSOR	M.A.(Hindi), B.A., UGC NET	02 Years, 08 Months	20,522/-	02.11.2022
9	Master of Arts (English Literature)	2	PROF. MANISHA DWIVEDI	PROFESSOR	Ph.D., MA(English), B. Ed, BA	14 Years, 06 Months	33,800/-	17.01.2011
			DR. OMPRAKASH TIWARI	ASSOCIATE PROFESSOR	Ph.D., M.A(English), BA, MPhil, MBAMarketing, PGDMM	13 Years, 09 Months	33,490/-	26.09.2011

HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

10	Master of Arts (History)		DR. ANJU TIWARI	ASSISTANT PROFESSOR	MA (History), PhD.	08 Years, 03 Months	28000/-	12.03.2025
			DR. MAHESH SHUKLA	ASSOCIATE PROFESSOR	MA (History), PhD.	5 Years, 04 Months	29000/-	12.03.2025
11	Master of Arts (Sanskrit)		DR. RENU SHUKLA	ASSISTANT PROFESSOR	PhD. MA (Sanskrit)	08 Years, 10 Months	23500/-	06.06.2018
			DR. KRISHN KUMAR BHASKER	ASSISTANT PROFESSOR	PhD.(Sanskrit) MPhil,	10 Years, 09 Months	18522/-	18.05.2024

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 learners)	Available
Deputy Registrar	1	3
Assistant Registrar	1	4
Section Officer	1	4
Assistants	2	14
Computer Operator	2	14
Multi-Tasking Staff	2	3

(Attach duly attested photocopy of appointment letter with salary details) [Annexure 3.2.2](#)

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 centers; 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	NA
2.	For ensuring transparency and credibility, the full time faculty of the Open and Distance Learning mode Higher Educational Institutions or qualified faculty from University Grants Commission recognized Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc.	Yes	NA
3.	All Examinations for Open and Distance Learning mode programmes shall be conducted within the Institution where the Study Centers or Learner Support Centers is located under the direct control and responsibility of the Open and Distance Learning mode Institution. No Examination Centers shall be allotted to any private organizations or unapproved Higher Educational Institutions.	Yes	NA
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 learners.	Yes	NA
5.	The number of examination centres in a city or State must be proportionate to the learner enrolment from the region	Yes	NA
6.	Building and grounds of the examination centre must be clean and in good condition.	Yes	NA
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	Yes	NA

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Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
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	NA
9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	Yes	NA
10.	Safety and security of the examination center must be ensured	Yes	NA
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	NA
12.	Provision of drinking water must be made for Learners.	Yes	NA
13.	Adequate parking must be available near the examination centre.	Yes	NA
14	Facilities for Persons with Disabilities should be Available.	Yes	NA

HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode**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.	Examinations are administered within the Territorial Jurisdiction of the University. These are administered centrally from the University Campus by the Division of Examination. All examinations are adequately proctored in accordance with UGC regulations.	
2.	A Higher Educational Institution offering Open and Distance Learning Programmes shall have a mechanism well in place for evaluation of learners enrolled through Open and Distance Learning mode and their certification.	Yes Annexure 4.2.2.1 Annexure 4.2.2.2	

3.	The evaluation shall include two types of assessments continuous or formative assessment and summative assessment in the form of end semester examination or term end examination: Provided that no semester or year-end examination shall be held unless: i) the Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted; ii) For Open and Distance Learning mode: the learner has minimum attendance of 75 per cent. in the programme specific Personal Contact Programme (excluding counselling) and lab component of each of the programmes; and detailed attendance records have been maintained by Learner Support Centre/Regional Centre/ Higher Educational Institution	Yes Annexure 4.2.3.1 Annexure 4.2.3.2 Annexure 4.2.3.3	
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S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
4.	The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through Open and Distance Learning mode shall be evolved by adopting same standards as being followed in conventional mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities	Yes Annexure 4.2.4.1 Annexure 4.2.4.2	
5.	The weightage for different components of assessments for Open and Distance Learning mode shall be as under: (i) continuous or formative assessment (in semester): Maximum 30 per cent. (ii) summative assessment (end semester examination or term end examination): Minimum 70 per cent.	Yes Annexure 4.2.5.1 Annexure 4.2.5.2	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	Yes Annexure 4.2.6.1	
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	Yes Annexure 4.2.7.1	

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
8.	A Higher Educational Institution offering a Programme in Open and Distance Learning mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure that no part of the syllabus is left out of study by a learner.	Yes Annexure 4.2.8.1	
9.	The examination of the programmes in Open and Distance learning mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre as given under these regulations.	Yes Annexure 4.2.9.1	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	Yes	
	(b) Availability of biometric system	Yes	
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners	Yes	
	(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	Yes	

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Private, Dual mode

11.	The Higher Educational Institution shall retain all such Closed- Circuit Television recordings in archives for a minimum period of five years	Yes	
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	Yes Annexure 4.2.12.1	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Annexure 4.2.12.2	
13.	(a) All end semester examinations or term end examinations for programmes offered through Open and Distance Learning mode shall be conducted through proctored examination (pen- paper or online or computer based testing) within Territorial Jurisdiction, in the examination centre as mentioned in these regulations.	Yes	
	(b) The Exams shall be under the direct control and responsibility of the Open and Distance Learning mode Institution	Yes	
14.	The Examination Centre shall be located in Government Institutions like Kendriya Vidyalaya(s), Navodaya Vidyalaya(s), Sainik School(s), State Government Schools, etc. can also be identified as examination centre(s) under direct overall supervision of a Higher Educational Institution offering education under the Open and Distance Learning mode including approved affiliated colleges under the University system in the Country and no Examination Centres shall be allotted to private organisations or unapproved Higher Educational Institutions	Yes	
15.	The Learner Support Centres, as defined in the regulations and within the territorial jurisdiction, can also be used as examination centres provided they fulfill the criteria of an examination centre as defined in these regulations	NA	As per University Grants Commission (Open and Distance Learning Programmes and Online

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Private, Dual mode

			Programmes) Regulations, 2020. A Private University shall not offer programmes under Open and Distance Learning mode through any Learner Support Centre.
16.	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institution	Yes	
17.	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Open and Distance Learning shall be assigned a unique identification number and shall have - Photograph - Aadhaar number or other government recognised identifier or Passport number, as applicable, - Other relevant details of the learner along with the Programme name.	NA	In 2023, Dr. C.V. Raman University applied for accreditation with the National Assessment and Accreditation Council (NAAC) as a single-mode university. The University was awarded an 'A' Grade by NAAC on 15 December 2023. Subsequently, the University applied for recognition to offer distance education programs from the academic session 2024-25 and was duly granted approval to conduct these programs.
	(b) Each award shall also be uploaded on the National Academic Depository	Yes	

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Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

S.No.	Provisions in Regulations	Whether complied Yes/No If Yes, Upload relevant document	If No, Reason thereof
18.	It shall be mandatory for Higher Educational Institution to mention the following on the backside of each of the degrees/certificates and mark sheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme): (i) Mode of delivery; (ii) Date of admission; (iii) Date of completion; (iv) Name and address of all Learner Support Centres (only for Open and Distance Learning); (v) Name and address of all examination centers	Yes	

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

NA

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

Semester beginning	Program me name	No. of learners admitted	No. of learners appeared in exams	No. of learners progressed to next year	% of learners passed	% of learners passed in first class
OCT-2024 (Revised For July Aug. 2024)	B.COM I	1	1	1	100	100
	MBA-I	8	8	5	62.5	62.5

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.

All programmes conducted by the University have been developed in compliance with the Programme Project Report (PPR) following “Annexure - V of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020”. Programme Project Reports (PPRs) are developed by programme coordinators with the help of subject expert in accordance with the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. The proposed PPRs undergo first review by the Expert Committee and the Board of Studies (BoS) for comprehensive assessment, thereafter; the BoS recommendations are submitted to the Academic Council and Board of Management (BoM) for final approval. After approval by the regulatory authorities, the programmes are officially implemented under the supervision of the Director (CIQA). The Centre for Internal Quality Assurance (CIQA), in collaboration with relevant divisions and departments, performs regular follow-up meetings, inspections, and audits to ensure proper implementation and compliance with quality standards. This continuous monitoring system helps in evaluating implementation progress and enables prompt corrective actions as necessary.

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.

According to the Annexure - VI of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020, CDOE Dr. C.V. RAMAN University offers directives to authors and editors for the development of Self Learning Materials (SLM) and E Content.

Programs encompass graduate and postgraduate degrees.

The syllabus designates question papers from the traditional teaching system as course alternatives. The syllabus comprises printed modules, audio-visual instructional materials, assignments and exercises, counseling sessions, project work, and more.

Each course material is structured into four blocks, with each block comprising self-learning content printed on 40 to 60 A4-sized pages. The page numbers are modified in accordance with the curriculum. A unit consists of a combination of components. Each unit has 10 to 15 pages. Modifications to their page numbers are discretionary. Each block is

constructed by incorporating 2 to 3 units. The self-directed learning material is developed with emphasis on the cognitive level, social context, and geographical surroundings of the learners. It is essential to recognise that this text material is intended for learners, not for teachers. Particular emphasis is placed on the clarity of the language used in the text, as it is readily comprehensible to pupils lacking conventional schooling. In the remote education framework, self-learning materials are created under specific guidance, as the learners utilising them are predominantly employed and have limited time for intensive study. This study material is easy to understand clear, concise, and comprehensive. The course content is elucidatory for the learner. The study material is prepared with consideration for the learners' average proficiency. A conversational style is used in the writing, while maintaining standard language usage.

5.3 Compliance status in respect of Self-Learning Material– As per Annexure - VII of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the process followed to ensure that SLMs are prepared as per the guidelines mentioned in the Regulations. The explicit details of approval by its Statutory Authorities shall also be mentioned.

CDOE Dr. C.V. Raman University develops self learning material and e-learning resources in accordance with University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020, ensuring they are self-explanatory, self-directed, self-motivating, self-contained and self-evaluative. Method employed for the preparation of Self Learning Material (SLM), the material is tailored to accommodate learners' backgrounds, use simple language, illustrative examples, and images to enhance comprehension. Self-assessment practice questions are provided, and the units are organized for self-directed learning. Development of educational resources by competent authorities takes into account learner profiles across Chhattisgarh, including literacy levels and ICT skills, resulting in the effective completion of Self Learning Material (SLM).

The preparation of Self Learning Material (SLM) at the university follows a systematic process. First, the curriculum for each programme is approved by the Board of Studies and the Academic Council. After this approval, the Hon'ble Vice-Chancellor constitutes expert committees for different courses. Workshops and training programs are then organized for writers, editors, and subject experts involved in SLM development. The materials are prepared and reviewed by the team according to the prescribed format and quality standards. Once developed, the SLMs are checked for compliance with these standards by the Board of Studies and experts. Finally, all SLMs approved by the Board of Studies and the Academic Council are sent for printing.

Part – VI: Programme Delivery through Learner Support Centre (LSC)**6.1 Details of personal contact programmes implemented:**

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

S. No.	Programmes name	Centre Name	No. of centres conducted PCP	No. of PCP held every year	Total no. of learners registered in the programme	No. of Learners Attended on an average basis
1	UG • BA • BBA • B.Com • B.Lib.I.Sc	Dr. C.V. Raman University Head Quarter	1	4	BA = 66 BBA = 21 B.Com = 37 B.Lib.I.Sc = 49 Total = 173	BA = 65 BBA = 21 B.Com = 37 B.Lib.I.Sc = 49 Total = 172
2	PG • MBA • M.Com • M.Lib.I.Sc • MA Hindi • MA English • MA History • MA Sanskrit	Dr. C.V. Raman University Head Quarter	1	4	MBA = 156 M.Com = 11 M.Lib.I.Sc = 6 MA Hindi = 32 MA English = 55 MA History = 3 MA Sanskrit = 9 Total = 272	MBA = 155 M.Com = 10 M.Lib.I.Sc = 6 MA Hindi = 32 MA English = 55 MA History = 3 MA Sanskrit = 9 Total = 270

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.

University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. A Private University shall not offer programmes under Open and Distance Learning mode through any Learner Support Centre.

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Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode**6.3 LSC wise enrollment details (Not for Private University)**

Sr. No.	Name & Address of College/ institute where LSC is established (with Pin Code)	This LSC is how many HEIs? (No. and Names)	If yes, All the HEIs in same State as that of the LSC?	Name of HEI to which College/ institute is affiliated (where 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 Counsellors	Programmes offered	Total Enrolled learner.
1.	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

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 learner.
1.	NA	NA	NA	NA	NA	NA	NA

HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode**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 a fortnight from the date of admission
Printing Material	October - November 2025 March - April 2026	October – November 2025 March – April 2026	Yes
Audio-Video Material	October - November 2025 March - April 2026	Placed on University Website	Yes
Online Material	https://cvru.ac.in/iode_study_material		
Compute based Material	Yes	Yes	Yes

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

a. Provide details as under:

S. No.	Program me Name	Courses allowed through OER/ MOOC	Name of Platform	Na of HEI me offer ing course (if any)	Duration of the Course	No. of Credits assigned to the Course	Percentage of total courses in a particular programme in a semester – (Semester wise programmes wise)
1	BBA	Principles of Management	EPG pathshala		3Years	4	100
		Fundamentals of Entrepreneurship	EPG pathshala		3Years	4	70
		Organizational Behaviour	EPG pathshala		3Years	4	100
2	MBA	Human Resource Management	EPG pathshala		2 Years	2	100

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		Marketing Management	EPG pathshala		2 Years	2	100
		Management Process and Organizational Behavior	EPG pathshala		2 Years	2	70
3	BCOM	Principles of Management	EPG pathshala		3Years	4	100
		Development of Entrepreneur	EPG pathshala		3Years	4	70

b. Upload approval of statutory authorities of the Higher Educational Institution: [Annexure 6.6.1](#)

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	Annexure 7.1.1.1
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	Yes	Annexure 7.1.2.1 Annexure 7.1.2.2
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes	Annexure 7.1.3.1

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Private, Dual mode

4.	Programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure	Yes	Annexure 7.1.4.1
5.	Programme-wise information on syllabus, suggested readings, contact points for counselling/mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, list of Learner Support Centers with addresses and contact details (for Open and Distance Learning mode), their working hours and counselling (for Open and Distance Learning mode) Schedule;	Yes	Annexure 7.1.5.1 Annexure 7.1.5.2
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	Yes	Annexure 7.1.6.1
7.	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional design of the Open and Distance Learning mode programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	Yes	Annexure 7.1.7.1
8.	Information regarding all the programme recognized by the Commission	Yes	Annexure 7.1.8.1
9.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Yes	Annexure 7.1.9.1
10.	Complete information about 'Self Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Open and Distance Learning Programmes;	Yes	Annexure 7.1.10.1
11.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Open and Distance Learning Programmes	Yes	Annexure 7.1.11.1
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	Yes	NA

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Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

	available for conduct of examination in a fair and transparent manner, for Open and Distance Learning programmes		
13.	List of the 'Examination Centres' alongwith the number of learners in each centre, for Open and Distance Learning programmes	Yes	Annexure 7.1.13.1
14.	Details of proctored examination in case of end semester examination or term end examination of Open and Distance Learning programmes	Yes	Annexure 7.1.14.1
15.	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc.	Yes	Annexure 7.1.15.1
16.	Reports of the third party academic audit to be undertaken every five years and internal academic audit every year by Centre for Internal Quality Assurance	Yes	Annexure 7.1.15.1

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. N.	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:	NA
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

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Name of HEI:
Dr. C.V. Raman University

Type of HEI:
Private, Dual mode

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
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HEI ID: HEI-U-0084**Name of HEI:**
Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

4.	It shall be mandatory for the Higher Educational Institution to upload the details of all kind of payment or fee paid by the learners on the website of the Higher Educational Institution.	Yes
5.	The fee waiver and/or scholarship schemes for Scheduled Caste, Scheduled Tribe, Persons with Disabilities category of learners and learners from deprived section of society shall be in accordance with the instructions or orders issued by Central Government or State Government: Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, and shall provide for equity and access to all deserving learners	Yes
6.	Admission of learners to a Higher Educational Institution for a programme in Open and Distance Learning mode shall be offered in a transparent manner and made directly by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners: Provided that a Learner Support Centre shall not admit a learner to any programme in Open and Distance Learning for or on behalf of the Higher Educational Institution	Yes
7.	Every Higher Educational Institution shall– (a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner; (b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years; (c) exhibit such records as permissible under law on its website; and be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.	Yes
8.	Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Open and Distance Learning mode, a prospectus (print and in e-form) containing the following for the purposes of informing those persons intending to seek admission to such Higher Educational Institutions and the general public, namely, as mentioned at sr. no. '8(a)' to '8(k)' below	Yes

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Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

8. (a)	Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in Open and Distance Learning mode, and the other terms and conditions of such payment	Yes
8. (b)	The percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of programme of study and the time within, and the manner in, which such refund shall be made to the learner	Yes
8. (c)	The number of seats approved in respect of each programme of Open and Distance Learning mode, which shall be in consonance with the resources.	Yes
8. (d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution	Yes
8 (e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
8. (f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each programme of study and the amount of fee to be paid for the admission test	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
8. (h)	Pay and other emoluments payable for each category of teachers and other employees	Yes
8. (i)	Information in regard to physical and academic infrastructure and other facilities, including that of each of the learner support centres (for ODL programmes) and in particular the facilities accessible by learners on being admitted to the Higher Educational Institution	Yes
8. (j)	Broad outline of the syllabus specified by the appropriate statutory body or by higher educational institution, as the case may be, for every programme of	Yes

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Dr. C.V. Raman University**Type of HEI:**
Private, Dual mode

	study	
8. (k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	Yes
9.	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission prospectus and the admission process shall necessarily be over within the time period mentioned in the Commission Order	Yes
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	Yes
11.	No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a programme in Open and Distance Learning mode offered by a Higher Education Institution	Yes
12.	No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution	Yes
13.	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in Open and Distance Learning mode subsequently withdraws from such Higher Educational Institution, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as notified by the Commission and mentioned in the prospectus of such Higher Educational Institution	Yes
14.	No Higher Educational Institution shall, issue or publish- (a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised;	Yes

	(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	
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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.

Dr. C.V. Raman university has different set of mechanisms exists for addressing learners' concerns. Grievance Redressal occurs at the university headquarters. A organized approach exists for addressing grievances of learners in different areas, including admission, examination, and the distribution of self-learning materials. The University has established rapid provisions through the learners support division to address any learner enquiries regarding the admission process and the completion of admission forms. The University has necessary provisions to address any learner dissatisfaction with exam results and inaccuracies in mark sheets following the release of Term End Examination results. Issues faced by learners with study materials, including not having materials, incorrect address records, or receipt of inaccurate materials, are being identified through their enquiries and addressed swiftly. Grievances pertaining to academic activities are addressed at the programme level by the programme coordinator, subject experts and counselors. Letter-box/ complaint register is available in the Center for Distance and Online Education as well as an online Grievance Redressal System is also available. Where learners can register their complaints online and can also check their status online 24 x 7. Complaints received through various mediums are resolved within 5 working days. To remain informed about the learners' problems, many channels such as WhatsApp, email, inquiry counter, grievance form on the CVRU website, and phone calls are available to the learners.

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
7	7

HEI ID: HEI-U-0084

Name of HEI:
Dr. C.V. Raman University

Type of HEI:
Private, Dual mode

9.3 Complaint Handling Mechanism

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

An established system exists for addressing learner grievances. The grievance handling procedure is conducted at the headquarters (HQ). The university has established a learner grievance redressal committee, chaired by a Nodal Officer, for the aim of addressing complaints. Learners may submit their grievances via the UGC's 'Online Learners Grievance Redressal Portal., Complaint box established in CDOE, WhatsApp Group operated by concerned Programme Coordinator, CVRU's Portal, E-Mail: lsd@cvru.ac.in' The constituted committee of the university addresses these submitted grievances. To remain informed about the learner's complaint, several channels such as social media, WhatsApp, email, inquiry counter, and phone calls are made available to the learners.

9.4 Details of Complaints received from UGC (DEB)

Numbers of Complaint Received	Numbers of Complaint Resolved	Whether Complaint was resolved within stipulated time i.e. 60 days? (yes/No)
0	0	NA

Part – X: Innovative and Best Practices**10.1 Innovations introduced during academic year****1. Strengthening the ODL Programme Guide (CDOE, CVRU)**

The CVRU programme guide for ODL learners has been enhanced to better support students. The updated guide now includes:

- Recommended reference books and relevant details.
- Clear instructions for preparing and submitting assignments.
- A defined schedule with assignment submission dates.
- Guidelines for preparing the project report.

These additions aim to make the guide more practical and learner-friendly.

2. Learner-Centric Communication and Support Groups

CVRU-CDOE has created subject-specific, learner-centric groups (via WhatsApp and email repositories) for each approved ODL programme. These groups serve as a single point of contact for:

- Resolving academic queries and conceptual doubts.
- Sharing assignment-related information and addressing related issues.
- Clarifying questions about e-learning materials, SLMs, and other course resources.

For each subject area, the ODL model's key elements are outlined, their roles in the learning process are explained, and a structured plan for tutoring and assessment is communicated to learners.

3. Ensuring Quality Content Delivery

To maintain high-quality delivery of academic content, CVRU-CDOE ensures that both academic and technical advisers are accessible to learners throughout the programme duration. This support helps learners navigate content-related challenges and technical issues effectively.

4. Industry Exposure and Skill Development

To increase ODL learners' awareness of current industry trends and strengthen their skill sets, the university invites renowned experts to conduct:

- Guest lectures.
- Workshops.

These sessions bridge the gap between academic learning and real-world industry expectations.

5. Inclusion of ODL Learners in University Academic and Co-Curricular Ecosystem

Information about seminars, conferences, workshops, and other academic events organized for regular (on-campus) learners is also shared with distance-mode learners. This enables them to participate in and benefit from these opportunities.

Additionally, the university has established various centers and clubs focused on:

- Research and innovation
- Science and technology
- Entrepreneurship
- Environment
- Indian knowledge traditions
- Community engagement

ODL learners are connected to these centers and clubs through telephone, WhatsApp groups, and email. This integration supports not only their academic progress but also their holistic development, empowering them to contribute meaningfully to the state, society, and the nation.

10.2 Best Practices of the HEI**Quality Initiatives and Technology Integration in ODL at CVRU-IODE****1. Raman Radio 90.4 – Community Radio for ODL**

As the first university community radio in Central India, Raman Radio 90.4 delivers audio lectures across multiple disciplines, providing an accessible and flexible learning medium for distance education students.

2. Technology and Media Integration Across ODL Functions

Innovative and strategic use of technology and media enhances all core ODL activities, including:

- Learner Support Centre (LSC) operations
 - Curriculum design and Self-Learning Material (SLM) development
 - Personal Contact Programmes (PCPs)
 - Placement services, examinations, and evaluation processes
- These initiatives aim to improve quality and drive continuous improvement.

3. Learner-Centric Communication Channels

Subject-specific WhatsApp groups and email repositories are created for each approved ODL programme to:

- Resolve academic queries and learner doubts
 - Share assignment-related updates and instructions
 - Address issues related to e-learning materials and SLMs
- This ensures focused, timely, and effective communication.

4. Dedicated Full-Time ODL Helpdesk

A full-time, active helpdesk supports learners by addressing:

- General and academic queries
- ODL policy and guideline clarifications
- Admission-related procedures
- Ongoing information and guidance needs

5. ICT-Enabled Continuous Counselling

Regular counselling sessions are conducted using ICT tools and digital platforms, ensuring continuous academic and personal support for ODL learners.

6. Online Feedback and Quality Assurance Mechanism

Structured online feedback is collected from both learners and counsellors on:

- Support services and overall learner experience
 - Infrastructure and facilities
- Feedback is systematically analyzed, and an Action Taken Report is prepared to implement improvements.

7. Capacity Building for Academic and Non-Academic Staff

Continuous professional development is promoted through:

- Workshops, training programmes, Faculty Development Programmes (FDPs), and seminars focused on ODL quality frameworks
 - Encouragement for staff to attend training organized by government-approved institutions in India and abroad
- This strengthens institutional capacity and aligns practices with national and international ODL standards.

HEI ID: HEI-U-0084

Name of HEI:
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Type of HEI:
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10.3 Details of Job Fairs conducted by the HEI

Placement Assistance Activities for ODL Learners (Session 2025–26)

The Job Fair organized by Dr. C.V. Raman University during the academic session 2025–26 was a significant initiative towards supporting the career aspirations of its learners. With 52 companies participating and students from both Regular and ODL programmes taking part, the event provided a common platform for industry interaction, recruitment, and career development.

The University will continue to strengthen its collaborations with industries and organizations and organize placement drives, job fairs, employer interactions, career counselling, and other employability enhancement activities in the forthcoming academic sessions for the benefit of both Regular and ODL learners.

10.4 Success Stories of learners of ODL mode of the HEI

During the academic session **2025–26**, several learners of the Open and Distance Learning (ODL) programmes at Dr. C.V. Raman University successfully secured employment and career advancement through the support of the Centre for Distance and Online Education (CDOE). Many working professionals enhanced their qualifications, leading to promotions and improved job opportunities, while fresh graduates obtained employment in reputed organizations through placement assistance activities. These success stories reflect the effectiveness of the University's learner support system, quality education, and continuous efforts to improve the employability and professional growth of ODL learners.

10.5 Initiatives taken towards conversion of SLM into Regional Languages

Dr. C.V. Raman University is developing Self-Learning Materials (SLMs) in both English and Hindi for its learners. Since Hindi, along with Chhattisgarhi, is widely spoken in the state of Chhattisgarh, the university has prepared Hindi SLMs for many programmes.

10.6 Number of learners placed through Campus Placements

NA

10.7 Details of Alumni Cell and its activity

NA

10.8 Any other Information

NA

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: *Dr. Virde Bopai*
Virde Bopai
Director (CIQA)
CDOE
Dr.C.V.Raman University
Kargiroad, Kota, Bilaspur (C.G.)

Seal:

Date: *27/08/26*

Signature of the Registrar:

Name: *Dr. Arvind Kumar Tiwari*

Seal:

Date: *27/08/2026*

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.