Sambalpur University

HEI Profile & Administrative Information :

HEI Basic Information :

Registration ID: **HEI-P-U-0362**		Name of the HEI: **Sambalpur University**		Institution Type: State
Year of Establishment: Jan 1967	Mode of Education: Dual Mode	City: SAMBALPUR		District: SAMBALPUR
Address_1: JYOTI VIHAR, BURLA		Address_2: SAMBALPUR, ODISHA		Pin Code: 768019
Email: ddceadmn@gmail.com		Telephone: +91-663-2430157	Fax: +91-663-2430157	State: ODISHA
Official Website of HEI: www.suniv.ac.in		Official website for Online Learning : www.cdoe.suniv.ac.in		

HEI Authorities

Vice Chancellor

Name of the Vice Chancellor: Prof. BIDHU BHUSAN MISHRA		Vice Chancellor Email: vc@suniv.ac.in	Vice Chancellor Mobile: 9437134777
Phone (Office): 06632430158	Phone (Residence): 06632430158	Highest Education Qualification: Ph. D.	Experience: 40

Registrar

Name of the Registrar: Dr. NRUPARAJ SAHU		Registrar Email: registrar@suniv.ac.in	Registrar Mobile: 9437115346
Phone (Office): 06632430157	Phone (Residence): 9437115346	Highest Education Qualification: Ph. D.	Experience: 28

Director of Centre for Distance and Online Education (CDOE)

Name of Director of Centre for Distance and Online Education (CDOE) : Prof. RAJENDRA KUMAR BEHERA	Email Id: directorcdoe@suniv.ac.in	Mobile No: 9437334270
Highest Education Qualification: Ph. D.	Date of Joining: 20-01-2022	Appointment Letter: View

CIQA

Whether Center for Internal Quality Assurance (CIQA) is establised or not : Yes

HEI Recognition

Recognition status of the HEI as per UGC Act, 1956: SECTION 2(f)	Is HEI also recognized under 12 B: Yes
Approval of Statutory Authority: Yes	Copy of relevant page of act allowing HEI to offer the programme in OL : View

UGC DEB Recognition

Whether HEI is recognized by UGC, DEB under UGC (ODL) Regulations, 2017/ UGC (Online Courses or Programmes) Regulations, 2018 or UGC (ODL Programmes and Online Programmes) Regulations, 2020? * Yes

Year	Regulations	Letter No	Date of UGC recognition letter	File
2022-23	DEB_ODL_OL_2020	Through e-Mail	7/31/2023 12:00:00 AM	View (/Uploads/Proposal/recognitionletters/HEI-P-U-0362/HEI-P-U-0362_2022-23_DEB_ODL_OL_2020_recognitionletters_20231027165803.pdf)

When was SLM delivered to Learner/Student for last academic year?*

Type of Material	Date of commencement of academic year/academic session	Date of delivery of SLM to Learner/Student
Printing Material	dd-MM-yyyy	dd-MM-yyyy
Audio-Video Material	dd-MM-yyyy	dd-MM-yyyy
Online Material	dd-MM-yyyy	dd-MM-yyyy

Type of Material	Date of commencement of academic year/academic session	Date of delivery of SLM to Learner/Student
Computer based Material	dd-MM-yyyy	dd-MM-yyyy

Compliance of Commission decision regarding uploading of annual report of CIQA for recognized/entitled academic year(s)?:- No

Reason (If No): The HEI has got permission to run ODL programme in July 2023

NAAC Details

Whether accredited by NAAC? :- Yes

Grade :- A

Score :- 3.10

Validity of NAAC :- 06-10-2028

Upload NAAC Document :- View

Year of assessment of NAAC :- 2023

Whether valid for the academic period January 2021 and onwards :- Yes

NIRF Ranking

Year :- 2021

Ranking :- NotApplicable

Upload NIRF Certificate :-

Year :- 2022

Ranking :- NotApplicable

Upload NIRF Certificate :-

Year :- 2023

Ranking :- NotApplicable

Upload NIRF Certificate :-

Infrastructure

Total Build-up area for Open and Distance Learning activity - Minimum 15000 sq.ft. (carpet area):

Build-up Area Type	Minimum Built up area required as per Regulations	Built-Up Area available(Carpet Area Sq. ft)	Difference	Compliance or Not
Academic	7500	11500	4000	Yes
Administrative	1500	2000	500	Yes
Academic support such as Library, Reading Room, Computer Centre, Information and Communication technology labs, Video and Audio Labs etc.	4500	6500	2000	Yes
Amenities or other support facilities(Excluding toilets)	1500	2150	650	Yes
Total built-up area for ODL activities	15000	22150	7150	Yes

Activity Calendar

Academic Year Planner [Programmes under yearly system]:

		Tentative months schedule (specify months) during Year	
Srno	Name of the Activity	From (Month)	To (Month)
1	Admission	NA	NA

Srno	Name of the Activity	Tentative months schedule (specify months) during Year	
		From (Month)	To (Month)
2	Assignment Submission (if any)	NA	NA
3	Evaluation of Assignment	NA	NA
4	Examination	NA	NA
5	Declaration of Result	NA	NA
6	Re–registration	NA	NA

Academic Year Planner [Programmes under Semester System]:

Srno	Name of the Activity	Tentative months schedule (specify months) during Year			
		From (Month)	To (Month)	From (Month)	To (Month)
1	Admission	Feb	Mar	Jul	Aug
2	Assignment Submission (if any)	Apr	Apr	Sep	Sep
3	Evaluation of Assignment	May	May	Oct	Oct
4	Examination	Jun	Jun	Dec	Dec
5	Declaration of Result	Jul	Jul	Jan	Jan
6	Re–registration	Jul	Aug	Jan	Jan

Payment History

Sr No	Year	Session	Category	No of programme	Fee Amount	Payment Status	Bank Transaction Reference No	PaymentDate
1	2023-24	January	Programme	3	88500.00	Success	329248705445	19-10-2023

Proposed Programmes

Sr No :-1

Name of Programme :-MASTER OF COMMERCE	
Programme to be offered in	OL
Year	2023-24
Level	PG
Academic Session	January Onwards
Entry Qualification (as per the Specification of Degrees, 2014)	Bachelor's
Duration (as per the Specification of Degrees, 2014)	2

Sr No :-2

Name of Programme :-MASTER OF BUSINESS ADMINISTRATION	
Programme to be offered in	OL
Year	2023-24
Level	PG
Academic Session	January Onwards
Entry Qualification (as per the Specification of Degrees, 2014)	Bachelor's
Duration (as per the Specification of Degrees, 2014)	2

Sr No :-3

Name of Programme :-BACHELOR OF BUSINESS ADMINISTRATION	
Programme to be offered in	OL
Year	2023-24
Level	UG
Academic Session	January Onwards
Entry Qualification (as per the Specification of Degrees, 2014)	10+2
Duration (as per the Specification of Degrees, 2014)	3

Additional Information

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Sr No :- 1

Name of Programme :- MASTER OF COMMERCE

Year	2023-24
Academic system followed for proposed programme	Semester
Number of Credits	90
Whether Programme requires Practical or laboratory courses as a curricular requirement	No
Date of Approval of Statutory Authority (s) (DD-MM-YYYY) of HEI	28-04-2023
Statutory bodies approval upload	View
Whether Regulatory Authority approval is required	No
Whether Proposed programme already being taught in Conventional/ODL mode with same nomenclature	Yes
If Yes, number of years since being taught in conventional mode	37
No. of Batch passed	35

Sr No :- 2

Name of Programme :- MASTER OF BUSINESS ADMINISTRATION

Year	2023-24
Academic system followed for proposed programme	Semester
Number of Credits	124
Whether Programme requires Practical or laboratory courses as a curricular requirement	No
Date of Approval of Statutory Authority (s) (DD-MM-YYYY) of HEI	28-04-2023
Statutory bodies approval upload	View
Whether Regulatory Authority approval is required	Yes
Date of Approval of Regulatory Authority (s) (DD-MM-YYYY) if applicable	10-06-2023
Regulatory bodies approval upload	View
Whether Proposed programme already being taught in Conventional/ODL mode with same nomenclature	Yes
If Yes, number of years since being taught in conventional mode	31
No. of Batch passed	29

Sr No :- 3

Name of Programme :- BACHELOR OF BUSINESS ADMINISTRATION

Year	2023-24
Academic system followed for proposed programme	Semester
Number of Credits	146
Whether Programme requires Practical or laboratory courses as a curricular requirement	No
Date of Approval of Statutory Authority (s) (DD-MM-YYYY) of HEI	08-05-2023
Statutory bodies approval upload	View
Whether Regulatory Authority approval is required	No
Whether Proposed programme already being taught in Conventional/ODL mode with same nomenclature	Yes
If Yes, number of years since being taught in conventional mode	10
No. of Batch passed	7

Course Details

Srno	Year	Name of Programme	Total Number of Courses in the Programme	Course Details	
1	2023-24	Business Administration/ Commerce/ Management/Finance - Bachelor of Business Administration -	1	**Course Name**	**Covered Under Which Semester**
				BBA	6
2	2023-24	Business Administration/ Commerce/ Management/Finance - Master of Business Administration -	1	**Course Name**	**Covered Under Which Semester**
				MBA	4
3	2023-24	Business Administration/ Commerce/ Management/Finance - Master of Commerce -	1	**Course Name**	**Covered Under Which Semester**
				M. COM.	4

Programme Compilance

Sr No :- 1

Name of Programme :- MASTER OF COMMERCE

Year	2023-24
Whether Compliance to following provision for the proposed programme under Both mode is ensured same as for conventional programme	
Entry Level Qualifications	Yes
Curriculum	Yes
Teaching-Learning Scheme	Yes
Pattern of Question Papers For End Semester Examination or Term End Examination	Yes
Pass or Fail Criteria	Yes
Whether proposed programme are being offered by the constituent colleges or Departments or Centre for Distance and Online Education	Yes
Whether Choice Based Credit System (CBCS) is being followed for conventional mode	Yes
Whether Choice Based Credit System (CBCS) will be followed for Both(ODL & OL)	Yes
Whether total Programme fee includes all components as per UGC Norms	Yes
Proposed Annual Fee (in Rs)	7000
Whether 75% attendance in all the activities of the Online programme prior to end semester examination or term-end examination	Yes || 900
Whether any component of the Programme is offered as MOOCs	No

Sr No :- 2

Name of Programme :- MASTER OF BUSINESS ADMINISTRATION

Year	2023-24
Whether Compliance to following provision for the proposed programme under Both mode is ensured same as for conventional programme	
Entry Level Qualifications	Yes
Curriculum	Yes
Teaching-Learning Scheme	Yes
Pattern of Question Papers For End Semester Examination or Term End Examination	Yes
Pass or Fail Criteria	Yes
Whether proposed programme are being offered by the constituent colleges or Departments or Centre for Distance and Online Education	Yes
Whether Choice Based Credit System (CBCS) is being followed for conventional mode	Yes
Whether Choice Based Credit System (CBCS) will be followed for Both(ODL & OL)	Yes
Whether total Programme fee includes all components as per UGC Norms	Yes
Proposed Annual Fee (in Rs)	31000
Whether 75% attendance in all the activities of the Online programme prior to end semester examination or term-end examination	Yes || 999
Whether any component of the Programme is offered as MOOCs	No

Sr No :- 3

Name of Programme :- BACHELOR OF BUSINESS ADMINISTRATION

Year	2023-24
Whether Compliance to following provision for the proposed programme under Both mode is ensured same as for conventional programme	
Entry Level Qualifications	Yes
Curriculum	Yes
Teaching-Learning Scheme	Yes
Pattern of Question Papers For End Semester Examination or Term End Examination	Yes
Pass or Fail Criteria	Yes
Whether proposed programme are being offered by the constituent colleges or Departments or Centre for Distance and Online Education	Yes
Whether Choice Based Credit System (CBCS) is being followed for conventional mode	Yes
Whether Choice Based Credit System (CBCS) will be followed for Both(ODL & OL)	Yes
Whether total Programme fee includes all components as per UGC Norms	Yes
Proposed Annual Fee (in Rs)	11000
Whether 75% attendance in all the activities of the Online programme prior to end semester examination or term-end examination	Yes || 999
Whether any component of the Programme is offered as MOOCs	No

Mode of Evaluation

Sr No :- 1

Name of Programme :- MASTER OF COMMERCE

Year	2023-24
Whether Weightages to continuous assessment and end semester examinations or term end examinations as per clause mentioned in Regulations	Yes
Examination Scheme	Continuous and End-Semester
Percentage of Continuous Assessment(%)	30
Percentage of End-Semester(%)	70
Pass or Fail Criteria	40
Pass/Fail Criteria (% Pass Marks)	40
Mode of Examination	
Examination Scheme Followed by HEI(For OL Programs)	Online

Sr No :- 2

Name of Programme :- MASTER OF BUSINESS ADMINISTRATION

Year	2023-24
Whether Weightages to continuous assessment and end semester examinations or term end examinations as per clause mentioned in Regulations	Yes
Examination Scheme	Continuous and End-Semester
Percentage of Continuous Assessment(%)	30
Percentage of End-Semester(%)	70
Pass or Fail Criteria	40
Pass/Fail Criteria (% Pass Marks)	40
Mode of Examination	
Examination Scheme Followed by HEI(For OL Programs)	Online

Sr No :- 3

Name of Programme :- BACHELOR OF BUSINESS ADMINISTRATION

Year	2023-24
Whether Weightages to continuous assessment and end semester examinations or term end examinations as per clause mentioned in Regulations	Yes
Examination Scheme	Continuous and End-Semester
Percentage of Continuous Assessment(%)	30
Percentage of End-Semester(%)	70
Pass or Fail Criteria	40
Pass/Fail Criteria (% Pass Marks)	40
Mode of Examination	
Examination Scheme Followed by HEI(For OL Programs)	Online

PPR (Programme Project Report)

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Srno	Name of Progrm	Other Details	
1	**MASTER OF COMMERCE**	Year	2023-24
		Date of Approval of PPR	06-06-2023
		Upload of PPR	View
		Upload Approval of PPR	View
		Expected outcome	The students of M.Com. Programme would be able to 1. Apply knowledge of theories and practices to solve business problems 2. Foster analytical and critical thinking abilities for decision making based on facts. 3. Develop a principle of value-based business ethics with morality and spirituality 4. Design strategies using the appropriate methodology for business development 5. Become an entrepreneur with holistic personality. 6. Enable the learners in making a self-sustained business man, an entrepreneur par excellence, a job provider, a business tycoon by handling risk and uncertainties with self-confidence to go up the ladder with the passage of the time.
		Whether Programme Project Report (PPR) prepared for the Programme and approved as per Regulation 13 and Annexure V of UGC (ODL Programmes and Online Programmes) Regulations, 2020	Yes
		Whether HEI compliance to following provision for the Programme Project Report (PPR) as per Annexure V of UGC (ODL Programmes and Online Programmes) Regulations, 2020:	
		Programme's mission & objectives	Yes
		Relevance of the program with HEI's Mission and Goals	Yes
		Nature of prospective target group of learners	Yes
		Instructional Design	Yes
		Procedure for admissions, curriculum transaction and evaluation	Yes
		Requirement of the laboratory support and Library Resources	Yes
		Cost estimate of the programme and the provisions	Yes
		Quality assurance mechanism and expected programme outcomes	Yes
		Appropriateness of programme to be conducted in Open and Distance Learning mode to acquire specific skills and competence	Yes

Srno	Name of Progrm	Other Details	
2	**MASTER OF BUSINESS ADMINISTRATION**	Year	2023-24
		Date of Approval of PPR	06-06-2023
		Upload of PPR	View
		Upload Approval of PPR	View
		Expected outcome	The students of MBA programme would be able to 1. Apply knowledge of management theories and practices to solve business problems 2. Foster analytical and critical thinking abilities for data-based decision making 3. Develop value-based leadership ability 4. Understand, analyze and communicate global, economic, legal, and ethical aspects of business 5. Lead themselves and others in the achievement of organizational goals, contributing effectively to a team environment 6. Design strategies using the appropriate methodology for business development 7. Become an entrepreneur
		Whether Programme Project Report (PPR) prepared for the Programme and approved as per Regulation 13 and Annexure V of UGC (ODL Programmes and Online Programmes) Regulations, 2020	Yes
		Whether HEI compliance to following provision for the Programme Project Report (PPR) as per Annexure V of UGC (ODL Programmes and Online Programmes) Regulations, 2020:	
		Programme's mission & objectives	Yes
		Relevance of the program with HEI's Mission and Goals	Yes
		Nature of prospective target group of learners	Yes
		Instructional Design	Yes
		Procedure for admissions, curriculum transaction and evaluation	Yes
		Requirement of the laboratory support and Library Resources	Yes
		Cost estimate of the programme and the provisions	Yes
		Quality assurance mechanism and expected programme outcomes	Yes
		Appropriateness of programme to be conducted in Open and Distance Learning mode to acquire specific skills and competence	Yes

Srno	Name of Progrm	Other Details	
3	BACHELOR OF BUSINESS ADMINISTRATION	Year	2023-24
		Date of Approval of PPR	06-06-2023
		Upload of PPR	View
		Upload Approval of PPR	View
		Expected outcome	The students of BBA programme would be able to 1. Develop viable alternatives and make effective decisions relating to business administration 2. Identify and analyse relevant global factors that influence business and decisionmaking 3. Develop critical thinking and value-based leadership ability 4. Understand, analyze and communicate global, economic, legal, and ethical aspects of business 5. Lead themselves and others in the achievement of organizational goals, contributing effectively to a team environment 6. Design strategies using the appropriate methodology for business development 7. Ability to conceptualise a complex issue into a coherent written statement and to communicate effectively 8. Ability to demonstrate technical competence in domestic and global areas of business through the study of major disciplines within the fields of business
		Whether Programme Project Report (PPR) prepared for the Programme and approved as per Regulation 13 and Annexure V of UGC (ODL Programmes and Online Programmes) Regulations, 2020	Yes
		Whether HEI compliance to following provision for the Programme Project Report (PPR) as per Annexure V of UGC (ODL Programmes and Online Programmes) Regulations, 2020:	
		Programme's mission & objectives	Yes
		Relevance of the program with HEI's Mission and Goals	Yes
		Nature of prospective target group of learners	Yes
		Instructional Design	Yes
		Procedure for admissions, curriculum transaction and evaluation	Yes
		Requirement of the laboratory support and Library Resources	Yes
		Cost estimate of the programme and the provisions	Yes
		Quality assurance mechanism and expected programme outcomes	Yes
		Appropriateness of programme to be conducted in Open and Distance Learning mode to acquire specific skills and competence	Yes

E-Learning Material

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Srno	Year	Name of Programme	Course Name	Whether E-LM approved by the statutory authority of HEI	Statutory bodies approval upload	Status of e-content readiness in Four Quadrant Form of the Courses for each of the proposed Programmes			Preparedness of ELM as per Annexure VII of UGC(ODL Programmes and Online Programmes) Regulations, 2020	Details ELM	
1	2023-24	Business Administration/ Commerce/ Management/Finance - Master of Commerce -	M. COM.	Yes	View		No. of Module/ units	Ready out of total modules/ units in four Quadrant	Preparedness of ELM (Semester 1) :- Yes	Development of ELM :	In House Faculty
						Quad I	4	4	Preparedness of ELM (Semester 2) :- Yes		
						Quad II	4	4	Preparedness of ELM (Semester 3) :- No	Percentage of ELM developed by In- House Faculty	100
						Quad III	4	4	Preparedness of ELM (Semester 4) :- No		
						Quad IV	4	4	Preparedness of ELM (Semester 5) :- Not applicable		
									Preparedness of ELM (Semester 6) :- Not applicable		
									Preparedness of ELM (Semester 7) :- Not applicable		
									Preparedness of ELM (Semester 8) :- Not applicable		

Srno	Year	Name of Programme	Course Name	Whether E-LM approved by the statutory authority of HEI	Statutory bodies approval upload	Status of e-content readiness in Four Quadrant Form of the Courses for each of the proposed Programmes			Preparedness of ELM as per Annexure VII of UGC(ODL Programmes and Online Programmes) Regulations, 2020	Details ELM	
2	2023-24	Business Administration/ Commerce/ Management/Finance - Master of Business Administration -	MBA	Yes	View		No. of Module/ units	Ready out of total modules/ units in four Quadrant	Preparedness of ELM (Semester 1) :- Yes Preparedness of ELM (Semester 2) :- Yes Preparedness of ELM (Semester 3) :- No Preparedness of ELM (Semester 4) :- No Preparedness of ELM (Semester 5) :- Not applicable Preparedness of ELM (Semester 6) :- Not applicable Preparedness of ELM (Semester 7) :- Not applicable Preparedness of ELM (Semester 8) :- Not applicable	**Development of ELM :** **Percentage of ELM developed by In- House Faculty**	In House Faculty 100
						Quad I	4	4			
						Quad II	4	4			
						Quad III	4	4			
						Quad IV	4	4			
3	2023-24	Business Administration/ Commerce/ Management/Finance - Bachelor of Business Administration -	BBA	Yes	View		No. of Module/ units	Ready out of total modules/ units in four Quadrant	Preparedness of ELM (Semester 1) :- Yes Preparedness of ELM (Semester 2) :- Yes Preparedness of ELM (Semester 3) :- Yes Preparedness of ELM (Semester 4) :- Yes Preparedness of ELM (Semester 5) :- No Preparedness of ELM (Semester 6) :- No Preparedness of ELM (Semester 7) :- Not applicable Preparedness of ELM (Semester 8) :- Not applicable	**Development of ELM :** **Percentage of ELM developed by In- House Faculty**	In House Faculty 100
						Quad I	4	4			
						Quad II	4	4			
						Quad III	4	4			
						Quad IV	4	4			

Learning Management System (LMS)

Counselling Process

Mode of Counselling :- Online

Brief describe the provision in LMS to be used by HEI :- Counseling through virtual sessions, live chats, messaging system, e-mail support

Briefly write how the Learning Management System (LMS) will ensure the following: (provide a demo link, if available) :- https://lms.suvonline.in/course/view.php?id=153§ion=2

Assessment mechanism	Assessment will be conducted online through LMS
Identified technological interface and interoperability	The LMS can be accessed through web browser as well as through Mobile App
Learner's Authentication Requirements	University Enrollment Number, E-mail ID, Phone No.
Learner Registration - through a web application	Yes, Available
Active Engagement of the Learners along with Analytics for active engagement of learners and Reporting	Yes, Available. Features available to send periodic reminders to students
Payment Gateway –using Digital Payment system	Yes, Available
Tracking the delivery of a Course or programme	Yes, Available. Multiple reports to track the student progress and engagement
Technical Know-how or Skills Requirements	Faculty trainings done on the use of the LMS and it's features

Learning Platform

Learning Platform :- Non- SWAYAM

Provide details for sample module/unit :- https://lms.suvonline.in/course/view.php?id=153§ion=2

URL :- https://lms.suvonline.in/course/view.php?id=156

Student details Login ID :- lms.student

Student details Password :- DEMO@001

Teacher Login Details- Login ID :- lms.faculty

Teacher Login Details- Password :- FACULTY123

Briefly write on ICT facilities available/ to be ready dedicated for the implementation of Online Courses :-

Recording and Editing facilities for developing AV content, dedicated IDs for conducting Live online lectures, provisions to conduct chats, live sessions

Examination Centre

Srno	It is certified that all the activities .	Name of Centre	Address of Centre / City/ Pin Code/ State	Briefly write on the methods and steps to be adopted for conduct of examination to ensure security, transparency & credibility of examination	Whether Examination centre fulfills all the requirement mentioned in Annexure II	A) Proposed Examination Centre for term end examinatino for ODL programme for Upcoming Academic Years		
1	Yes	SAMBALPUR UNIVERSITY	JYOTI VIHAR-BURLA-768019-Odisha	The solution runs on HTTPS servers and are behind firewalls The IP address of each learner is tracked and logged The entire footprint of the learner is tracked and stored	Yes	1	Whether examination centre is within the territorial jurisdiction of the HEI as per Annexure III of UGC (ODL Programmes and online Programmes) Regulations,2020 */td>	Yes
						2	Whether the examination centre is located as per sub regulation 15 and Annexure II of Regulations *	Yes
						3	Provision of CCTV Cameras	Yes
						4	Provision of Bio-metric attendance	Yes
						5	Provision of Video recording	Yes

Regional Centre

Srno	Name of Regional Centre	Address of Regional Centre	City	Pin Code	State	Name of the Coordinator/ Counselor	Contact Details of the Coordinator/ Counselor	Email Details of the Coordinator/ Counselor	Qualification of Coordinator/ Counselor	No. of LSCs covered under Regional Centre
1	CENTRE FOR DISTANCE AND ONLINE EDUCATION	SAMBALPUR UNIVERSITY	BURLA	768019	Odisha	DR. BENUDHAR PRADHAN	9098629501	benudharpradhan1968@suniv.ac.in	Ph.D	0

Learner Support Centre (LSC) details

Srno	Name of College & Address	City	Pin Code	State	Whether the College / institute is Private or Govt	Name of Affiliating University / HEI	Name of Co-ordinator	Contact Details of Co-ordinator	Qualifications	No. of Counsellors
1	NA , NA	NA	123123	Nagaland	Government	0	0	0	Post-Graduate	1

Programme Wise Information

Srno	Name of College/Institute	

Human Resources Information

Academic Staff for OL Programmes	No. of Staff Exclusively of OL*
Programme Coordinator	3
Course Coordinator	3
Course Mentor	3

Type of Staff *	Total No. of Staff Exclusively for OL
Deputy Registrar	1
Assistant Registrar	1

Type of Staff *	Total No. of Staff Exclusively for OL
Section Officer	1
Assistants	4
Computer Operators	2
Class-IV / Mult Tasking Staff	4
Technical / Professional	1
Studio Support Assistant	1
Administrative Staff for OL Programmes	Total No. of Staff on Fulltime & Dedicated Basis for online education
Deputy Director	1
Assistant Director	1
Technical Manager (Production)	1
Technical Associate (Audio-Video Recording and Editing)	1
Technical Assistant (Audio-Video Editing)	1
Technical Manager (LMS and Data Management)	1
Technical Assistant (LMS and Data Management)	1
Technical Manager (Admission, Examination and Result)	1
Technical Assistant (Admission, Examination and Result)	1
Examinar(s)	100
Studio Support Assistant	1

Faculty Details for OL

Programme Coordinator

Srno	Year	Name of Programme	Name of faculty	Designation	Qualification	Phone	Email
1	2023-24	Business Administration/ Commerce/ Management/Finance - MASTER OF COMMERCE -	Dr. Gopala Bhua	Assistant Professor	PhD	9437332058	dr.gopalbhue@suniv.ac.in
2	2023-24	Business Administration/ Commerce/ Management/Finance - MASTER OF BUSINESS ADMINISTRATION -	Dr. Gouri Shankar Beriha	Associate Professor	PhD	9937888462	gourishankar.nitrkl@suniv.ac.in
3	2023-24	Business Administration/ Commerce/ Management/Finance - BACHELOR OF BUSINESS ADMINISTRATION -	Dr. Sanjaya Jena	Assistant Professor	PhD	98537000017	jsbro7686@suniv.ac.in

Course Coordinator

Srno	Year	Name of Programme						
1	2023-24	Business Administration/ Commerce/ Management/Finance - MASTER OF COMMERCE -	**Course Name**	**Name of faculty**	**Designation**	**Qualification**	**Phone**	**Email**
			M. COM.	Shri Kaushik Das	Assistant Professor	MPhill.	9776979256	kaushikdassuv@suniv.ac.in
2	2023-24	Business Administration/ Commerce/ Management/Finance - MASTER OF BUSINESS ADMINISTRATION -	**Course Name**	**Name of faculty**	**Designation**	**Qualification**	**Phone**	**Email**
			MBA	Dr. Sanjaya Jena	Assistant Professor	PhD	98537000017	jsbro7686@suniv.ac.in
3	2023-24	Business Administration/ Commerce/ Management/Finance - BACHELOR OF BUSINESS ADMINISTRATION -	**Course Name**	**Name of faculty**	**Designation**	**Qualification**	**Phone**	**Email**
			BBA	Shri Premananda Meher	Assistant Professor	MPhill.	9178642089	meher.premananda123@suniv.ac.in

Course Mentor

Srno	Year	Name of Programme	Name of Course	faculty Details

Srno	Year	Name of Programme	Name of Course	faculty Details
1	2023-24	Business Administration/ Commerce/ Management/Finance - MASTER OF COMMERCE -	M. COM.	
2	2023-24	Business Administration/ Commerce/ Management/Finance - MASTER OF BUSINESS ADMINISTRATION -	MBA	
3	2023-24	Business Administration/ Commerce/ Management/Finance - BACHELOR OF BUSINESS ADMINISTRATION -	BBA	

Faculty Details for Srno 1:

Name of faculty	Designation	Qualification	Phone	Email
Ms. Kanchan Bhuwania	Assistant Professor	Post-Graduate	7008334829	kanchanwelcomes@gmail.com

Faculty Details for Srno 2:

Name of faculty	Designation	Qualification	Phone	Email
Mrs. Nileema Pradhan	Assistant Professor	MPhill.	8594805434	npradhan2k19@suniv.ac.in

Faculty Details for Srno 3:

Name of faculty	Designation	Qualification	Phone	Email
Shri Manas Ranjan Nayak	Assistant Professor	MPhill.	9439215789	immanas@suniv.ac.in

Computerization / Digitization Status

Srno	Activities	Yes / No
1	Student registration / Admission	Yes
2	Administration	Yes
3	Finance	Yes
4	Academic activities	Yes
5	Student Support System	Yes
6	Continuous Evaluation	Yes
7	Online Support	Yes

Status of a Court case(s)

Srno	W.P.No	Court / Jurisdiction	Status as on date
1	NA	NA	NA

Help Desk

Help Desk Address:	Name of Contact Person:	Designation: OFFICE ASSISTANT
CENTRE FOR DISTANCE AND ONLINE EDUCATION, SAMBALPUR UNIVERSITY, JYOTI VIHAR, BURLA	SHRI RANJAN KUMAR SAHU	University
Phone No: 9337441595	Email: ranjankumarsahu1975@gmail.com	Contact hours for Help Desk: 10 am - 5 pm

Compliance

Compliance to specific provisions of UGC (ODL Programmes and Online Programmes) Regulations, 2020

The HEI undertakes to ensure all the provisions of the regulation and few specific provisions adherence to the following:

Learner Support Centre defined under these regulations will not be the Learner Support Centre for more than two Higher Educational Institutions at a time to offer programmes in Open and Distance Learning mode:-
Yes

Learner Support Centre will not be set up under a franchisee agreement in any case. :- Yes

Academic and instructional facilities at its Learner Support Centres for Open and Distance Learning mode, and information resources for online delivery of programmes meet all the conditions of UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and guidelines issued from time to time. :-
Yes

Intake capacity under Open and Distance Learning mode for a programme under science discipline to be offered by HEI shall not be more than three times of the approved intake in conventional mode (in case of Dual Mode). :-

NA

Learning enrolment under science discipline will commensurate with the capacity of the Learner Support Centres (for Open and Distance Learning only) to provide lab facilities to the admitted learners (for Open University). :-
Yes

Private University established under a State Act will be eligible to offer programmes under Open and Distance Learning mode through its Head Quarters. :- NA

Academic and administrative staff has appointed as per University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in the Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulation, 2018. :-
Yes

Academic Staff mentioned in application are exclusively appointed for the proposed programmes. :- Yes

Examination Centres meet all the guidelines laid under Annexure II of UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Upload Affidavit as per the prescribed format :- View

Upload Undertaking as per the prescribed format :-View View

Submission

- -

It is hereby declared and affirmed that the Higher Educational Institution shall adheres to all the provisions mentioned under the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 including following Annexures

☑ Centre for Internal Quality Assurance (CIQA) in Annexure I

☑ Conduct of Examination and Minimum Standards for Examination Centres in Annexure II

☑ Territorial Jurisdiction and Regulating Provisions for Different Types of Higher Educational Institutions in Annexure III (For ODL Programmes)

☑ Human Resource and Infrastructural Requirements in Annexure-IV

☑ Guidelines on Programme Project Report (PPR) in Annexure-V

☑ Quality Assurance Guidelines of Learning Material in Multiple Media and Curriculum and Pedagogy in Annexure-VI

☑ Guidelines on Self-Learning Material and E-Learning Material in Annexure-VII

☑ Learner Support Centres in Annexure-VIII

☑ Assessment Criteria for Offering Online Programmes through Non-SWAYAM Learning Platform as per Annexure-IX

☑ Grievance Redress Mechanism in Annexure-X

Further undertakes to ensure that the HEI shall display on its website a joint declaration by authorized signatories, Registrar and Director of Centre for Internal Quality Assurance, authenticating the documents uploaded on its   website, in compliance of regulation 9 of UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

The HEI hereby declare that the information given above and in the enclosed documents is true, correct and nothing material has been concealed therein. The Higher Educational Institution shall be solely responsible for any legal issues arising out of non-compliance of UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

The HEI understand that in case information provided is found to be contrary to the fact, it would entail not only withdrawal of permission/recognition for such ODL courses but also for other courses offered by the institutions, on regular and conventional mode

Your application successfully submitted on 31-10-2023 under Eligible category