

# Centre for Internal Quality Assurance (2018-19)

## Part - 1: Centre Details and Initiatives

### 1.1 Notification of Centre:

Date of the notification: 14-10-2017	Copy of the notification: <a href="#">View</a>
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### 1.2 Composition of Centre:

Sr No	Nomination as	Name	Designation	Specialization	Start Date	End Date
1	Member	Dr Karuna Nagarajan	Deputy Director, Curriculum Development	Yoga, Management	04-11-2017	31-12-2024
2	Member	Dr Satya Prakash Purohit	Assistant. Professor	Yoga	15-03-2017	14-03-2024
3	Member	Dr Promila Choudhary	Assistant. Professor	Yoga, Ayurveda	01-05-2013	30-04-2024
4	Member	Dr Kuntal Ghosh	Assistant. Professor	Yoga	01-02-2016	31-01-2024
5	Member	Dr Kashinath M	Associate Professor	Ayurveda, Yoga	01-10-2013	01-10-2019
6	Member	Mr Rajendra Prasad	Assistant Professor	Management, Yoga	03-01-2018	31-12-2024
7	Member	Mrs Rashmi Atul Bapat	Assistant Professor	Yoga	17-09-2017	31-10-2024
8	Head	Prof Ramachandra G Bhatt	Vice chancellor	Yoga, Vedanta, Gurukula System of Education	06-02-2019	05-02-2024
9	Member	Dr B Amaranath	Registrar	Yoga and Management	21-10-2017	13-07-2018
10	Member	Dr H R Nagendra	Director I/c	Yoga, Scientist Validation of Yoga, Scriptures, Engineering	01-05-2019	01-08-2020
11	Member	Dr Natesh Babu	Deputy Director	Yoga	31-03-2016	31-03-2024
12	Member	Dr Satyapriya Maharana	Assistant. Professor	Yoga	02-02-2015	01-02-2024

### 1.3 Number of meetings held and its approval:

Sr No	Meeting	Name of Statutory Authority	Meeting Date	Approval Date	View Minutes
1	Minutes of the 2nd Meeting of CIQA, ODL, S-VYASA	Vice Chancellor	07-07-2018	11-07-2018	<a href="#">View</a>
2	Minutes of the 3rd	Vice Chancellor	09-02-2019	15-02-2019	<a href="#">View</a>

	Meeting of CIQA, ODL, S-VYASA				
3	Minutes of the 1st Meeting of CIQA, ODL, S-VYASA	Vice Chancellor	11-11-2017	16-11-2017	<a href="#">View</a>
4	Minutes of the 4th Meeting of CIQA, ODL, S-VYASA	Vice Chancellor	10-08-2019	15-08-2019	<a href="#">View</a>

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

Sr No	Function	Action taken by HEI
1	Maintenance of Quality in the services provided to the learners	To maintain quality in the services provided to the learners, ODL, S-VYASA frequently collects feedback from students on Counselor, Coordinators, Learning resources, SLMs, Repositories/ online materials, guidance and Supporting system, Learning and Assessment system, Communication etc. Feedback is obtained from students during their PCPs on the facilities provided to them like hostel, food, water, transportation, counseling sessions, morning yoga classes, Maitrimilan, Bhajan, Arogyadhama field work, research guidance etc. Program coordinators prepare feedback analysis and submit to the Deputy Director, who then goes through the same and takes necessary precautions and measures to resolve the problems. Then the report will be submitted to the Director and the Registrar for information. Learners can attend PCPs in their own pace with blended learning. Learners get their study materials with in a week of their admission, so that they can start their study immediately. To maintain quality in the services provided to the learners, ODL, S-VYASA frequently collects feedback from students on Counselor, Coordinators, Learning resources, SLMs, Repositories/ online materials, guidance and Supporting system, Learning and Assessment system, Communication etc
2	Continuous improvement	ODL, S-VYASA always strives for continuous improvements in/through updating the curriculum and programs as per the industry needs, Teaching methodology & Pedagogy, Learner support and guidance system, learning resources, SLMs are frequently updated by considering the feedback from Alumni, Stakeholders, industry, learners, and recent research in the field of course contents. Workshops on Faculty Development Programmes (FDP) on SLM writing skills, using education platforms, portals, Research Methodology etc. Periodic departmental meetings with all stakeholders further extended to look into the areas of improvements. Planning to have live lecture sessions, interactive session etc.
3	Identification of the key areas in which the HEI should maintain quality	Career counseling; Personal Contact Programmes (PCP) 1 week/ semester, conducted inside the University campus, along with providing boarding and lodging facility to learners; During the PCP learners undergo a rigorous training-- both theory and practical; Inhouse facility to give hands-on-training in Holistic Health-Home, and in Research Laboratory; providing Learner centric SLMs; Learner Support and guidance system; Nation Research project implementation; continuous, periodic and term-end assessment system
4	Dissemination of information on quality assurance	Dissemination of quality assurance through Social Media, Websites, VYASA centers, newspapers, MOUs with different colleges and institutions, YouTube channels, Google ads etc.,
5	Mechanisms for interaction and obtaining feedback	ODL, S-VYASA has devised various mechanisms and methods for interaction and feedback from Learners: (spot feedback), Counselors feedback on Learners, Stake holders feedback on Supporting system, Learning materials, exam system and other Academic and Administrative areas and from Industries
6	Measures for qualitative improvement	The objective of ODL, S-VYASA is to bring a total personality change in Learners, so they are asked to fill-up the Personality

		development questionnaires, before starting their programme and after completing the program. Assessment is done to know the difference between pre and post; and the learners are informed accordingly. Learners are asked to keep their physical and mental health through rigorous practice of Asana, Pranayama, Meditation etc.,
7	Ensuring Implementation of its recommendations through regular monitoring	ODL, S-VYASA implements a Holistic Systems Management (Holsym) and monitors the implementation and CIQA recommendations, regularly conducts meetings every day in the morning to check the developments, grievances, problems faced by students, Counselors, Programme coordinators etc. Weekly meetings are conducted to solve unresolved problems, share the latest updates where all the department/ program coordinators are present and share department information mutually with each other.
8	Ensuring Participation of stakeholders	Participation of Alumni in Curriculum design, student project guidance, career counseling, and student placements has been enhanced by facilitating our Alumni interaction in close coordination with Departments. This arrangement is helpful in regular interaction with alumni. Alumni can help students get placed at their respective organizations.
9	Preparation of Programme Project Report and Information regarding any new programmes launched	Procedure to prepare PPRs i) Program to be approved by BOM, ii) Deputy Director, Curriculum development with Program coordinator along with subject experts will brainstorm for preparing Curricula for the Programme, iii) Series of Board of Studies will be conducted until finalization of complete syllabus then, iv) Submitting the same in CIQA for review and approval, v) Presenting in front of Academic Council for final approval, vi) Before launching any new programme, ODL team will prepare PPRs, which cover the following - Programme's mission & objectives, - Relevance of the program with HEI's Mission and Goals - Nature of prospective target group of learners - Appropriateness of programme to be conducted in Open and Distance Learning mode to acquire specific skills and competence - Instructional Design - Procedure for admissions, curriculum transaction and evaluation - Requirement of the laboratory support and Library Resources - Cost estimate of the programme and the provisions - Quality assurance mechanism and expected programme outcomes
10	Collection, collation and dissemination of accurate, complete and reliable statistics about the quality of the programmes	Quality of programme is assessed through feedback collected from Current Learners, Alumni, Stakeholders, Industry. ODL, S-VYASA collects feedback from everyone during their program and during PCP. After collecting, ODL team and Programme coordinators analyze the feedback to take necessary action wherever it is needed. Report on feedback analysis, and the actions taken, is submitted to the Director, Registrar, Vice chancellor etc. And the same will be disseminated through word of mouth, University Website, Social Media etc.

## 1.5 Quality Assurance:

Sr No	Objective	Yes/No	View
1	Whether the CIQA prepared a Programme Project Report for each programme as per norms and guidelines of the UGC?	Yes	<a href="#">View</a>
2	Whether the Programme Project Report for each of the implemented programmes approved by the appropriate authority of the HEI; prior to its launch?	Yes	<a href="#">View</a>
3	Whether a monitoring mechanism was put in place to ensure the proper implementation of Programme Project Reports?	Yes	<a href="#">View</a>
4	Whether annual plans for quality enhancement were prepared and their implementation ensured?	Yes	<a href="#">View</a>
5	Whether a mechanism was put into place to collect feedback from students and undertake its analysis and corrective actions thereof?	Yes	<a href="#">View</a>

6	Has the CIQA organized workshops or seminars on quality related themes and Disseminated proceedings of such activities?	Yes	<a href="#">View</a>
7	Whether all the learning centres were operationalized with prior approval of CIQA?	Yes	<a href="#">View</a>
8	Whether the admission criteria and pass/fail criteria of ODL programmes is exactly identical to conventional programmes?	Yes	<a href="#">View</a>
9	Whether the HEI has ensured compliance to the territorial jurisdiction norms as per Annexure IV of the UGC(ODL) Regulations, 2017	Yes	<a href="#">View</a>
10	Whether the details of faculty in School or Centre for Distance Education of the Higher Educational Institutions and in the Learner Support Centres are declared on the website of the HEI and linked to Aadhaar details or other Government identifiers, as per Regulations 9(5) of the UGC (ODL) Regulations, 2017 (Provide explicit link address also)	Yes	<a href="#">View</a>

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

<p>Learning at a distance, demands study skill on the part of the learners to enable them to gain optimal from the learning materials. Usually learning at a distance takes place and gets reinforced by: - Interacting with learning materials; - Receiving feedback on various academic activities, such as assignment responses, project work, term-end examinations, etc., - Attending personal contact/ communication during counseling sessions and tutorials; - Using multiple media and multimedia components (cassettes, broadcast, interactive CD-ROMs, teleconference, internet, etc.); participating in face-to-face academic activities (seminars, counseling sessions, tutorials, laboratory work, etc.). ODL, S-VYASA implemented the following mechanisms to maintain the quality at par with the conventional mode: i. Feedback Mechanism ii. Periodical Evaluation iii. Self Assessment - Periodical iv. Peer Assessment - semester wise - Interpersonal relationships, - Team work, - Distribution of Labor, - Decentralization of decisions making v. Beneficiary Assessment vi. Blended-learning methodology we have integrated distance education with traditional face-to-face class activities in a planned, pedagogically valuable manner. vii. Faculty - Students Personal Contact Session helps students to clear their doubts and engage in learning activities viii. All our programs are specially designed for both students as well as working professionals, offering them the seamless anytime, anywhere LMS-based education experience. ix. Personal Contact Program (PCP), ODL S-VYASA made 1 week PCP compulsory per semester for all the programs, during these PCP students has to come and stay in the university campus for complete 7 days along with the faculties/ Counselors to experience the Yogic atmosphere and lead a Yoga way of Lifestyle throughout the day starting from 5 am till 9 pm. This will help students to interact with the faculty and get their queries and doubts on subject resolved; and they can understand the subject thoroughly. Besides the SLM, students are provided with assignments and project work etc. Learners are assisted by faculties to complete these criteria to attain comprehensive knowledge &amp; skills to be industry ready. x. University will provide all the necessary facilities to the students for completing their Project work and field work, internship and externship inside the campus, so that they will get hand- on experience in Yoga therapy, research, personality development camps, conferences, workshops etc.</p>
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### 1.7 Describe the details of personal contact programmes implemented:

Sr No	Centre Name	Implemented Date	Student Attended
1	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	01-07-2018	77
2	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	09-07-2018	219
3	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	17-07-2018	180
4	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	25-07-2018	142
5	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	02-08-2018	175
6	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	10-08-2018	21
7	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	18-08-2018	181
8	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	01-01-2019	58

9	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	09-01-2019	215
10	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	17-01-2019	217
11	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	25-01-2019	184
12	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	02-02-2019	152
13	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	10-02-2019	15
14	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	01-07-2019	62
15	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	09-07-2019	266
16	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	17-07-2019	184
17	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	25-07-2019	180
18	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	02-08-2019	171
19	Prashanti Kutiram, S-VYASA Campus, Jigani, Bengaluru	10-08-2019	19

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

Sr No	Academic Session	Level	Name of Program	Duration	No. of Credits	Eligibility
1	July	PG Diploma	Post Graduate Diploma in Yoga for Doctors(PGDYTD)	12 Months	0	Medical Graduation + YIC from S-VYASA /VYASA + Physically fit
2	January	PG Diploma	Post Graduate Diploma in Yoga (PGDYT)	15 Months	0	Any Graduation + YIC from S-VYASA /VYASA + Physically fit
3	July	PG Diploma	Post Graduate Diploma in Yoga (PGDYT)	15 Months	0	Any Graduation + YIC from S-VYASA/ VYASA+Physically fit
4	July	PG Diploma	Post Graduate Diploma in Yoga for Doctors(PGDYTD)	12 Months	0	Medical Graduation + YIC from S-VYASA/ VYASA+Physically fit
5	July	Certificate	Yoga Instructors Course (YIC)	6 Months	0	12th standard or Equivalent + Physically fit
6	January	Certificate	Yoga Instructors Course (YIC)	6 Months	0	12th standard or Equivalent + Physically fit

7	July	UG	Bachelor of Science (Yoga)	3 Years	130	12th standard or equivalent +YIC from S-VYASA /VYASA + Physically fit
8	January	UG	Bachelor of Science (Yoga)	3 Years	130	12th standard or equivalent +YIC from S-VYASA /VYASA + Physically fit
9	July	PG	Master of Science (Yoga)	2 Years	84	Any Graduation+YIC from S-VYASA/VYASA+P hysically fit
10	January	PG	Master of Science (Yoga)	2 Years	84	Any Graduation+YIC from S-VYASA/VYASA+P hysically fit

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

Sr No	Objective	Yes/No
1	Whether examination centre centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students	Yes
2	Whether the number of examination centres in a city or State are proportionate to the student enrollment from the region	Yes
3	Whether building and grounds of the examination centre are clean and in good condition	Yes
4	Whether the examination centre have an examination hall with adequate seating capacity and basic amenities	Yes
5	Whether fire extinguishers are in working order, locations well marked and easily accessible. Further, are emergency exits clearly identified and clear of obstructions	Yes
6	Whether the examination centre provides adequate lighting, ventilation and comfortable seating. Further, is the safety and security of the examination centre ensured	Yes
7	Whether restrooms located in the same building as the examination centre, and restrooms are clean, supplied with necessary items, and in working order	Yes
8	Whether the provision of drinking water is made for learners	Yes
9	Whether adequate parking is available near the examination centre	Yes
10	Whether facilities for Persons with Disabilities are available	Yes

**1.10 Total Students enrolled & fees during Academic Session 2018-19:**

Sr No	Academic Session	Level	Name of Program	Number of students	Programme Fee (Rs.)
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1	July	Certificate	Yoga Instructors Course (YIC)	178	12500
2	January	Certificate	Yoga Instructors Course (YIC)	220	20000
3	July	UG	Bachelor of Science (Yoga)	45	49500
4	January	UG	Bachelor of Science (Yoga)	20	49500
5	July	PG	Master of Science (Yoga)	173	53500
6	January	PG	Master of Science (Yoga)	178	53500
7	July	PG Diploma	Post Graduate Diploma in Yoga (PGDYT)	32	40500
8	January	PG Diploma	Post Graduate Diploma in Yoga (PGDYT)	19	40500
9	July	PG Diploma	Post Graduate Diploma in Yoga for Doctors(PGDYTD)	8	40500
10	January	PG Diploma	Post Graduate Diploma in Yoga for Doctors(PGDYTD)	7	40500
			<b>Total</b>	<b>880</b>	

## Part - 2: Programme Recognition and Admission Details

### 2.1 Number of programmes recognized during Academic Session 2018-19:

<b>Number of programmes recognized from July, 2018 academic session and a copy of the UGC recognition letter:</b>	
Number of programmes: 7	Copy of the UGC recognition letter: <a href="#">View</a>
<b>Number of programmes recognized from January, 2019 academic session and a copy of the UGC recognition letter:</b>	
Number of programmes: 7	Copy of the UGC recognition letter: <a href="#">View</a>

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

Sr No	Academic Session	Level	Name of Program	Duration	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authorities	UGC Recognition Letter No. and date	No. of Learning Support Centres Operationalized	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1	July	UG	Bachelor of Science (Yoga)	3 Years	01-06-2011	F.6-4/2002 (CPP-I) &31 APRIL 2002 FOR S-VYASA, (7-9/2016(DEB-I) &5 JULY 2016 FOR DISTANCE	0	0	0	0	0

						EDUCATION )					
2	July	PG Diploma	Post Graduate Diploma in Yoga for Doctors	12 Months	27-08-2012	F.6-4/2002 (CPP-I) &31 APRIL 2002 FOR S-VYASA, (7-9/2016(DEB-I) &5 JULY 2016 FOR DISTANCE EDUCATION )	0	1	7	0	8
3	July	Certificate	Yoga Instructors Course (YIC)	6 Months	27-08-2012	F.6-4/2002 (CPP-I) &31 APRIL 2002 FOR S-VYASA, (7-9/2016(DEB-I) &5 JULY 2016 FOR DISTANCE EDUCATION )	2	38	49	0	87
4	July	PG Diploma	Post Graduate Diploma in Yoga (PGDYT)	15 Months	27-08-2012	F.6-4/2002 (CPP-I) &31 APRIL 2002 FOR S-VYASA, (7-9/2016(DEB-I) &5 JULY 2016 FOR DISTANCE EDUCATION )	0	3	29	0	32
5	January	Certificate	Yoga Instructors Course (YIC)	6 Months	27-08-2012	F.6-4/2002 (CPP-I) &31 APRIL 2002 FOR S-VYASA, (7-9/2016(DEB-I) &5 JULY 2016 FOR DISTANCE EDUCATION )	2	38	49	0	87
6	January	PG Diploma	Post Graduate Diploma in Yoga for Doctors	12 Months	27-08-2012	F.6-4/2002 (CPP-I) &31 APRIL 2002 FOR S-VYASA, (7-9/2016(DEB-I) &5 JULY 2016 FOR DISTANCE EDUCATION )	0	1	7	0	8
7	January	PG Diploma	Post Graduate Diploma in Yoga (PGDYT)	15 Months	27-08-2012	F.6-4/2002 (CPP-I) &31 APRIL 2002 FOR S-VYASA, (7-9/2016(DEB-I) &5 JULY 2016 FOR DISTANCE EDUCATION )	0	3	29	0	32
8	July	UG	Bachelor of	3 Years	01-06-2011	F.6-4/2002	0	0	0	0	0



			Science (Yoga)			(CPP-I) &31 APRIL 2002 FOR S- VYASA, (7- 9/2016(DEB- I) &5 JULY 2016 FOR DISTANCE EDUCATION )					
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## 2.3 LSC wise enrolment details:

1. Name of College/institute where LSC is established: Ashtangam Ayurveda Chikitsalayam &Vidyapeedham,			
<b>Address of College/institute where LSC is established:</b> No.4/495A, Vavanoor, Koottanad Palakkad, Dt. – 679 533 Kerala, India.			
<b>Name of HEI to which College/institute is affiliated (where LSC is established):</b> Kerala University of Health Sciences			
<b>Whether the College/institute is private or Govt (where LSC is established):</b> Private			
<b>Coordinator Details:</b> Dr. Johnson P. John (BAMS(Ayurveda), MD (Ayurveda), YIC (Yoga)) and Contact: +919605556215; johnsonpjohnpj@gmail.com			
<b>Programmes offered:</b> Yoga Instructors Course (YIC)			
<b>Total enrolled student:</b> 38			
<b>No. of Counsellors:</b> 3			
Sr No	Counsellor Name	Qualification	Contact Details
1	Dr. Sanjith Kumar K.P.	BAMS(Ayurveda), MD (Ayurveda), YIC (Yoga)	+919746132513 ; info@ashtangam.org
2	Dr. Niveditha P.	BAMS(Ayurveda), MD (Ayurveda), YIC (Yoga)	04660.70000 ; info@ashtangam.org
3	Dr Jithesh C	BAMS(Ayurveda), MD (Ayurveda), YIC (Yoga)	+919496416203 ; infor@ashtangam.org

## Part - 3: Results and Student Progression

Sr No	Academic Session	Level	Name of Programme	No. of students admitted	No. of students appeared in exams	No. of students progressed to next semester	% of students passed	% of students passed in first class
1	July	UG	Bachelor of Science (Yoga)	0	137	137	81.77	51.82
2	July	PG	Master of Science (Yoga)	0	352	352	75.85	44.88
3	July	PG Diploma	Post Graduate Diploma in Yoga for Doctors	8	10	10	100	100
4	July	PG Diploma	Post Graduate Diploma in Yoga (PGDYT)	32	14	14	71.42	64.28
5	January	UG	Bachelor of Science (Yoga)	0	138	138	77.53	55.07

6	January	PG	Master of Science (Yoga)	0	377	377	78.51	44.82
7	January	PG Diploma	Post Graduate Diploma in Yoga for Doctors	8	2	2	100	100
8	January	PG Diploma	Post Graduate Diploma in Yoga (PGDYT)	32	10	10	90	80

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

Sr No	Provision	Yes/No with explicit link address
1	Declaration by an authorized signatory has been displayed on HEI website authenticating that the documents from sr. no. '2' to '14' have been uploaded on the HEI website?	Yes <a href="http://www.svyasadde.com">www.svyasadde.com</a>
2	The establishing Act and Statutes thereunder or the Memorandum of Association, as the case may be or both of the Higher Educational Institution, empowering it to offer programs in Open and Distance Learning mode	Yes
3	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes
4	Programme details including brochures or programme guides with information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure etc.	Yes
5	Programme-wise information on syllabus, suggested readings, contact points for counseling, programme structure with credit points, programme-wise faculty details, list of supporting staff, list of Learner Support Centres with addresses and contact details, their working hours and counseling schedule etc.	Yes
6	Important schedules or date-sheets for admissions, registration, re-registration, counseling, assignments and feedback thereon, examinations, result declarations etc.	Yes
7	Detailed strategy plan related to On-line course delivery, if any including learning materials offered through On-line and learner assessment system and quality assurance practices of e-learning programmes	Yes
8	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional design of the Open and Distance Learning mode programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	Yes
9	Information regarding any new programmes launched and those proposed for the next two years	Yes
10	Data of year-wise or programme-wise student enrolment details and degrees or certificates or diplomas or post graduate diplomas awarded	Yes
11	Complete information about 'Self Learning Material' including name of the faculty who prepared it, when was it prepared and last updated, source of Self Learning Material, references of Self Learning Material, etc	Yes
12	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of 'on-line' interaction with learners providing hyperlink support	Yes
13	List of the 'Learner Support Centres' along with the number of students Period of the admission process along with the academic session and dates of the term end examinations	Yes
14	List of the 'Examination Centres' along with the number of students in each centre who shall appear at any examination centre and details of the Information and Communication Technology facilities available for conduct of examination in a fair and transparent manner	Yes

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

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

The institution has three processes for ensuring the sanctity of examination - Pre examination processes: During this process, the department appoints the Superintendent, invigilators, observers, issuing the duties and responsibilities of the above mentioned staff, prints hall tickets, prints questions as per the guidelines, put the answer scripts and question papers in separate sealed covers, printing of bar codes, reports etc. - During examination: Concomitant monitoring of ongoing examinations, on time delivery of answer scripts and question papers, report sheets, observer and superintendent's report with regard to unfair means, list of absentees and other usable reports used during examinations. - Post examination: Coding of answer scripts, appointment of custodian, scrutinizers and supporting staff, issuance of the guidelines for all staff, preparation of office order for inviting the valuers, ensuring the sanctity of valuation, confiscation of mobile phones from the valuers, Preparation of Central valuation room with proper and safe custody of answer scripts, appropriate security by deploying the security personnel's, acquisition of valuation report on day today basis, tabulation, announcement of results, revaluation after announcement and re-totaling. I) ODL, S-VYASA conducts all the programs PCPs and Examinations within the University campus "Prashanti Kutiram". Examinations are monitored by Invigilators, Room superintendent, Observer, Squads and Examiners for practical examination and valuation. ODL, S-VYASA doesn't conduct any exam outside the campus. a) ODL, S-VYASA setup an Examination Halls, which are under the surveillance of Closed-Circuit Television (CCTV) recording of the entire examination procedure, proper videography be conducted and video recordings are submitted by particular in charge of examination centre to COE. b) S-VYASA retains all such Closed-Circuit Television recordings in archives for a minimum period of 5 years. c) The attendance of examinees will be authenticated through Registration Number issued by the University. d) Strict vigilance during the conduct of examination so as to avoid use of unfair means by the students, faculty, and invigilators II) ODL, S-VYASA didn't have any unfair means reported in any programs during their examinations. Before starting of the examinations, learners were given clear instructions about the dos and don't in the examination hall. No candidate shall use unfair means or indulge in disorderly conduct at or in connection with examinations 1. The Chief Superintendent and the Invigilator should submit the report of the cases of use of unfair means 2. All material found during UFM, Answer Book/Books, Invigilator's Report Superintendent's Reports clearly stating the facts and if the case is reported to the Police, a copy of FIR, will be dispatched to the Controller of Examination on the same day. 3. The candidate caught using UFM is allowed to have a second Answer Book if there is time left. On the top of the 2nd Answer Book, UFM-II Copy", will be written. 4. Both the Answer Books must be sent to the University, along with the material utilized in using unfair means. All these should be packed into a bundle sealed separately. It is reiterated that these Answer Books should not be packed with other Answer Books. They should be placed in a separate packet and sealed. A copy of relevant question paper should be packed inside the bundle. 5. It has been observed that the Center Chief Superintendent in some UFM cases, did not send complete report, and sometimes, did not sign at the relevant places. It is desired that the Center Chief Superintendent should properly check the report before it is dispatched to the University. 6. The Karnataka Ordinance (Examinations) provides imprisonment for three years or with fine which may extend to five thousand rupees or with both. If there is any provision of this type in similar Acts of other states, the same will be applicable to the candidates of those states. III. Disciplinary action A candidate found using unfair means or involved in disorderly conduct or disturbing other candidates, at or in connection with an examination shall be referred to Unfair means Committee. The committee after consideration of the case as referred to it by instructor/invigilator can award punishment. The punishment awarded by this committee will be in addition to the punishment that may have been already awarded by the course coordinator with one or more of the following a. Cancellation of the examination of the paper in respect of which he is found to have been guilty; and/or b. Cancellation of the examination of the semester examination for which he was a candidate and/or debarring from examination for future semester(s). c. Any other punishment deemed suitable by the committee. The following norms for punishment are laid down. i. If the candidate is found having in his possession of any material relevant to the syllabus of the examination paper concerned but has not copied from or used it, the punishment will be the cancellation of the examination of that particular paper and he/she will be awarded F grade in that paper with all the consequences to follow. However, if the material found in possession of the candidate is of insignificant nature the punishment may be relaxed to the extent that he/she will be given the chance to reappear in the examination. ii. If a candidate is found to have copied from or used the material caught, the punishment will be the cancellation of the present semester examination and he/she shall be awarded F grade in all the papers of that semester with all the consequences to follow. iii. If the candidate is found talking to another candidate or to any unauthorized person inside or outside the examination hall during the examination hours without the permission of the invigilator his examination in that paper may be cancelled and F grade will be awarded in that paper with all the consequences to follow. iv. If the candidate is found reading or possess some incriminating material relevant to the syllabus of the paper in verandah, urinal etc his/her examination in that particular paper or his whole semester examination depending on the gravity of the offence shall be cancelled. v. If the candidate is found giving or receiving assistance in answering the question papers to or from any other candidate/person in the examination hall or outside during the examination hours, his/her examination in that particular paper will be cancelled and F grade will be awarded in that paper with all the consequences to follow. vi. If the behavior of the candidate on being caught is unsatisfactory or the candidate uses resistance/ violence against the invigilator or any person on examination duty or consistently refuses to obey the instructions, the above punishments may be enhanced according to the gravity of the offence as deemed fit by the Unfair Means Committee. All such cases shall be reported to the Academic Council in its subsequent meeting. Assistant Controllers (ACE) shall forward the cases of misbehavior, indiscipline, malpractices, attempt to copy, copying cases to CRC through CE. Controller of Examinations (CE) shall be responsible for smooth and proper conduct of examination in the Institute, CE shall appoint staff for examination as per requirement. a) There shall be one invigilator for a block of 25- 35 (maximum up to 40) students subject to maximum two per class room. b) Reliever: One reliever per five class rooms subject to maximum two c) Invigilators, additional invigilator, and relievers shall be appointed centrally among the faculty of all departments. d) Depending on the need and availability, CE may change the number of staffs for conducting examination IV) ODL, S-VYASA conducts all the examinations inside the campus, it doesn't have any examination centers other than with in Main campus. a) The observer will be appointed by the University. He shall report to the Chief Superintendent one day before the commencement of examinations. b) He shall remain in the examination center for the entire duration of the examination and for all the sessions. c) He shall ascertain that the Chief Superintendent has made necessary arrangement for conduct of examinations, as per University guidelines, and that the general d) instructions are prominently displayed at the college, hostel, and examination hall. e) He shall ascertain that all the staff appointed for the examinations are diligently carrying out their duties. f) He shall particularly ensure that: - The bell timings and instructions are strictly followed. - Candidates with admit cards only are permitted in the hall. - Distribution of answer scripts and distribution of question papers are being properly done. - Malpractice of any nature is not being done by any candidate or staff. - He shall ascertain that after completion of each session, the answer booklets/scripts and other relevant materials are packed, sealed, labeled and dispatched to the University examination office, as per guidelines. - He shall not carry out any other activity which is required to

assist the Chief Superintendent in smooth conduct of the examination. - At the end of each examination/session he shall send a detailed report to the Controller of Examinations through the Chief Superintendent. - Drinking water has been made available in the hall. - At the end of examination, he shall submit the completed remuneration bill to the University for Payment.

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

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

1. Yoga Instructors Course (YIC)					
Academic Session: July		Level: Certificate		No. of Fulltime Dedicated Faculty: 2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr Karuna Nagarajan (Associate Professor)	Regular	11/08/2011	Teaching: 156 Months Industrial: 156 Months	52000
2	Dr Kuntal Ghosh (Assistant Professor)	Regular	01/02/2016	Teaching: 44 Months Industrial: 44 Months	31500

2. Bachelor of Science (Yoga Education)					
Academic Session: July		Level: UG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr.Satyaprakash Purohit (Asst. Professor)	Regular	16/03/2017	Teaching: 96 Months Industrial: 96 Months	30000

3. Bachelor of Science (Yoga)					
Academic Session: July		Level: UG		No. of Fulltime Dedicated Faculty: 2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr.Satyaprakash Purohit (Asst. Professor)	Regular	16/03/2017	Teaching: 15 Months Industrial: 96 Months	30000
2	Mulukutla Aravinda (Asst. Professor)	Regular	11/01/2016	Teaching: 30 Months Industrial: 72 Months	21000

4. Yoga Instructors Course (YIC)					
Academic Session: January		Level: Certificate		No. of Fulltime Dedicated Faculty: 2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr Karuna Nagarajan (Associate Professor)	Regular	11/08/2011	Teaching: 156 Months Industrial: 156 Months	52000
2	Dr Kuntal Ghosh (Assistant Professor)	Regular	01/02/2016	Teaching: 44 Months Industrial: 44 Months	31500

5. Post Graduate Diploma in Yoga (PGDYT)					
Academic Session: July		Level: PG Diploma		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Mrs Rashmi Atul Bapat (Asst. Professor)	Regular	10/10/2017	Teaching: 8 Months Industrial: 8 Months	23500

6. Bachelor of Science (Yoga)					
Academic Session: January		Level: UG		No. of Fulltime Dedicated Faculty: 2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr.Satyaprakash Purohit (Asst. Professor)	Regular	16/03/2017	Teaching: 21 Months Industrial: 96 Months	30000
2	Mulukutla Aravinda (Asst. Professor)	Regular	11/01/2016	Teaching: 36 Months Industrial: 36 Months	21000

7. Master of Science (Yoga)					
Academic Session: January		Level: PG		No. of Fulltime Dedicated Faculty: 6	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr.Promila Choudhary (Asst. Professor)	Regular	01/06/2013	Teaching: 60 Months Industrial: 60 Months	37500
2	Dr.Kashinath.G.Metri (Associate Professor)	Regular	10/06/2013	Teaching: 60 Months Industrial: 60 Months	44300
3	Ms. Shreeparna Roy (Asst. Professor)	Regular	14/01/2016	Teaching: 30 Months Industrial: 30 Months	24376
4	Mrs. Dolly Raviteja V (Asst. Professor)	Regular	12/08/2018	Teaching: 0 Months Industrial: 0 Months	000
5	M.Rajendra Prasad (Asst. Professor)	Regular	08.01.2018	Teaching: 6 Months Industrial: 6 Months	23500
6	Dr Balaram Pradhan (Associate Professor)	Regular	25/06/2017	Teaching: 24 Months Industrial: 24 Months	57550

8. Post Graduate Diploma in Yoga for Doctors(PGDYTD)					
Academic Session: January		Level: PG Diploma		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr Ashween Bilagi (Asst. Professor)	Regular	01/02/2012	Teaching: 82 Months Industrial: 82 Months	37000

9. Post Graduate Diploma in Yoga (PGDYT)					
Academic Session: January		Level: PG Diploma		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Mrs Rashmi Atul Bapat (Asst. Professor)	Regular	10/10/2017	Teaching: 8 Months Industrial: 8 Months	23250

10. Master of Science (Yoga)					
Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 6	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr.Promila Choudhary (Asst. Professor)	Regular	01/06/2013	Teaching: 60 Months Industrial: 60 Months	37126
2	Dr.Kashinath.G.Metri (Associate Professor)	Regular	10/06/2013	Teaching: 60 Months Industrial: 60 Months	44000
3	Ms. Shreeparna Roy	Regular	14/01/2016	Teaching: 30 Months	24376

	(Asst. Professor)			Industrial: 30 Months	
4	Mrs. Dolly Raviteja V (Asst. Professor)	Regular	12/08/2018	Teaching: 0 Months Industrial: 0 Months	000
5	M.Rajendra Prasad (Asst. Professor)	Regular	08.01.2018	Teaching: 6 Months Industrial: 6 Months	23500
6	Dr Balaram Pradhan (Associate Professor )	Regular	25/06/2009	Teaching: 108 Months Industrial: 108 Months	57550

11. Post Graduate Diploma in Yoga for Doctors(PGDYTD)					
Academic Session: July		Level: PG Diploma		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr Ashween Bilagi (Asst. Professor)	Regular	01.02.2012	Teaching: 76 Months Industrial: 76 Months	37000

12. Master of Science (Yoga Education)					
Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 2	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	Dr.Satyaprakash Purohit (Asst. Professor)	Regular	16/03/2017	Teaching: 96 Months Industrial: 96 Months	00000
2	Mr Arun R.S. (Asst. Professor)	Regular	01/08/2019	Teaching: 2 Months Industrial: 2 Months	00

## Part - 6: Compliance status of ‘Quality Assurance Guidelines of Learning Material in Multiple Media, Curriculum and Pedagogy’ – As per Annexure - VII of UGC(ODL) Regulations, 2017:

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

SLMs are learner centered and prepared for a specific group and tools for learning. The major characteristics of SLMs are Self-explanatory, Self-contained, Self-directed, Self-directed, Self-evaluating. SLMs at S-VYASA are produced, after thorough planning and designing under the guidance of an expert committee consisting of experts from various institutions and the concerned faculty and instructional designers from S-VYASA. Being developed with the approach of self-explanatory, self-contained, self-directed, self-motivating and self-evaluating. Proper planning prior to development of the learning material. During the planned period, the following points were considered very carefully, Backgrounds of learner and learning needs, Learning experiences; and Support and preparation in adapting to flexible learning. Self-Learning material (Print Media) i. Initially course material was developed in consultation with inhouse and external subject experts in each of the subjects. That was taught to the learners/ students, feedback was taken and later study materials were developed and printed ii. As the teaching of Yoga involved practices, students were imparted both theoretical and practical aspects of Yoga and were assigned to specific topics for assignments. Seniors were encouraged to teach primary learners in practical aspects of yoga iii. The learners were given a hand boos, syllabus and details of the specific courses enrolled well in advance. The same thing also available on our website. iv. The learners were given supporting materials of the course and they were in constant touch with the programme coordinators and counsellors through telephone, email, google chat, skype etc., who guided the learners in learning a subject at their own pace. v. The SLM that was provided to the learners were subjected to discussion in the contact classes. Their opinions were received and wherever it was positive were included in successive editions and suggestions were incorporated for the over all enhancement of the quality materials. vi. The learners were encouraged to explore the related websites, journals for expanding the horizon of knowledge and develop practical skills by observing related Video on Yoga. vii. Every course with several subjects has been designed based on Aim, Objective, Purpose and the Final Outcome with specific hours for the course instruction and practices viii. The content of each of the course has been divided into Units, each Unit has been assigned a specific number of hours for teaching, tutorials, practical's, assignments, Unit tests. At the end of each course the learners fill out faculty assessment form which of anonymous in nature. ix. Assignments based on various topics in each Unit were assigned to each learner, who wrote and submitted it. The assignments were evaluated and were encouraged to share among fellow learners. x. The learners were encouraged to enact a drama/ skit which is theme based related to a Unit. The problems arising out of such activities were encouraged to be solved by students themselves. The counsellor acted as a facilitator. xi. The self-learning materials has been developed in specific formats, as recommended by ODL guidelines. Audio-Video Material: Quality Standards i. The Learners for our programmes have come from various streams such as arts, science, commerce, management, medicine, engineering etc., who have some knowledge or no knowledge with respect to yoga discipline. Hence every course is designed with a basic and foundational course leading to advanced ones in successive years and programmes. ii. Enough care has been taken to impart knowledge in several streams from the basic level in very lucid language (both English and hindi) with help of educational tools. iii. The counsellors have guided the learners by providing them with basic study materials, and provided access to different



repositories of University for steady learning. Study activity consisted of personal study, graded assignments. iv. The AV material developed are of general and introductory in nature, they are screened during contact hours for easy learning of the subjects they have learned through self-study. v. AV materials is developed as per Aim, Objectives and target audience for the programme enrolled. vi. We are developing the feedback questionnaires for video material developed. vii. AV is developed based on the units of each course, which has a specific course code. The counsellors will encourage the learners to access the specific videos related to those units and learn by themselves. viii. All AV materials are in the standard MP4 and in MP3 format ix. We are in the pace of developing AV materials for all the courses in the different programmes, along with will develop manuals for the same. x. AV materials are recorded by professionals in consultation with the subject experts to avoid asynchronization with sound and image. xi. Sufficient images, graphics and animations were used more than 60% of the video to make it attractive, easily understandable and also to avoid the monotony. Online Material: Quality Standards i. S-VYASA developed online materials for YIC certificate programme, which is hosted on SWAYAM platform. Complete courses are organized into module wise. ii. Each module contains Video, Transcript, PowerPoint and Textual material. iii. Each unit contains its objectives, activities and after completing each unit student has to complete assignment before going to next unit. Computer-based material: Quality Standards and i. PDF version of all SLMs used for different programmes offered by ODL, S-VYASA are archived on university website, so that learners can access at his own pace and in his own time ii. Repository of all lectures are recorded during the contact programmes are hosted on university website; learners can listen the lectures as many times as they want and can understand. iii. Innovative ways we use to keep learners active throughout their programme duration. Curriculum and Pedagogy: Quality Standards i. The core strength of the programmes at S-VYASA lies in its innovative curriculum, which integrates the strengths of theory with the rigour of practical and experiential learning, hands on experience through field work, internship and externship. ii. The programme curriculum is frequently revised by bringing in recent case studies and examples from recent research in the field of Yoga, industrial needs, alumni feedback, current students, etc., iii. Inclusion of Value based courses along with skill development in the curriculum with the relevance of curriculum to national competency requirement. iv. The quality of the curriculum is regularly evaluated by IQAC and external academicians at different levels. v. Internship and externship are part of the course structure and the activity is supported by the placement cell of the academy. University focuses on hands-on training using in house Holistic Health Home, Anveshana Research Lab etc., so that graduates hit the work force with high quality standards i. Our faculties/ counselors' use of communicative strategies encourages pedagogic practices that are interactive in nature and are more likely to impact on student learning outcomes. ii. Some specific strategies, that promoted this interactive pedagogy includes, creating a safe environment in which students are supported in their learning iii. Drawing on students' backgrounds and experiences, different types of feedback, sustained attention and inclusion. iv. Teaching with technology engages students with different kinds of stimuli-involve in activity-based learning. v. In a blended-learning methodology we have integrated online with traditional face-to-face class activities in a planned, pedagogically valuable manner

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

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

Self-learning materials (SLMs) are basically learner-centered materials. Open, distance and flexible learners usually depend a lot on SLMs because they have to learn on their own, at a time, pace and place of their own choice. The success and effectiveness of the ODL system largely depend on self-learning materials. i. The Self-Learning Material has been developed as per the defined credit structure of the program. ii. The content is divided into small sections (blocks) and sub-sections (units & sub-units) for effective learning. iii. The Self-Learning Material involves the learner actively through various experience-based activities and assignments. iv. The learner will get the clear information about the structure of the program and the course; with clear definition of learning objectives and outcomes. v. There is a detailed learning map in the Self-Learning Material for the learner so that she or he will be self-directed for completion of their studies. vi. The content of the Self-Learning Material is developed with dialogue and personal system of writing method, which will create a nature of interactivity in the Self-Learning Material. vii. The Self-Learning Material encourages the learner to apply new knowledge, skills, and competencies. viii. Activities are included in each unit of the Self-Learning Material. ix. There are assignments on each learning objective for self-assessment. x. The learner is directed through problem solving activities as applicable to the nature of the course Format of the Self-Learning Materials i. Consistency in layout and format. ii. Inclusion of overview of content. iii. A unit structure at the beginning of each unit. iv. Plenty of examples. v. Reference to prior learning. vi. Inclusion of national or international caselets and case studies. vii. Content in segments synchronized with learning objectives and outcomes. viii. Explanation of icons used in contents. ix. Appropriate sequencing of material. x. Explanation of technical, new, difficult terms or word in a glossary section. xi. Inclusion of adequate suggested reading (both printed and online). Steps in Developing SLMs: i. Block Preparation ii. Editing iii. Content Improvisation/ Conceptual Fidelity Check iv. Proof-Reading v. Incorporating corrections (Typing) vi. Dummy Printing vii. Re-Dash Check viii. Last Level Check ix. Publishing

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

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

Program Project Report (PPR) is a self-disclosure about launching the program in the Open and Distance Learning mode. Before introducing all our 7 Programs under ODL, S-VYASA, PPR for all the programs are kept ready, which were reviewed and approved by academic authorities like BOS, CIAQ & AC. For the next academic year, we are planning to launch 4 new programs, i.e., YIDM, DYT for the same we are preparing PPR. The main contents of the PPRs are as below: i) Program to be approved by BOM ii) Deputy Director, Curriculum Development along with the Program Coordinator and Subject Experts will brainstorm for preparing Curricula for the Program iii) Series of Board of Studies will be conducted until finalization of complete syllabus; then iv) Submitting the same in CIAQ for review and approval v) Presenting in front of Academic Council for final approval vi) Before launching any new program, ODL team will prepare PPRs, which cover the mission & objectives for the following Programs - Relevance of the program with HEI's Mission and Goals - Nature of prospective target group of learners - Appropriateness of program to be conducted in Open and Distance Learning mode to acquire specific skills and competence - Instructional Design - Procedure for admissions, curriculum transaction and evaluation - Requirement of the laboratory support and Library Resources - Cost estimate of the program and the provisions - Quality assurance mechanism and expected program outcomes

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

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

1. ODL committee will survey and identify the places at PAN India where there is more demand for Yoga programs in Higher Educational Institution  
2. Identification of College or Institute affiliated to a recognized university or a Government recognized Higher Educational Institution offering conventional mode programs - infrastructural facilities, whether it is suitable to run our Yoga programs - preparedness for establishing LSC includes learner support services, availability of sufficient qualified academic counselors with the rank of Assistance professor with the experience in engaging theory session and supervising practical sessions of Yoga coordinator and supporting staff  
3. After Identification, committee submit the report and recommends to statutory body to get the approval to processing further. The Following are the step wise details for the setup & activation of LSCs: 1. The S-VYASA university will send a request letter to the Institution giving details about the: a. Structure of S-VYASA University as the premier Yoga Education center, it's A+ NAAC Ranking, the elevated Category-1 status accorded by the UGC, and the consequent functional autonomy available to S-VYASA University; b. The academic programs offered by S-VYASA on the ODL platform; c. The desire of S-VYASA, in view of the eminent academic status of the respective Institution, to start the Learner Support Center (LSC) for offering Yoga Education Programs on the ODL platform; d. The LSC Manual explaining all the functional details. e. An application form or MOU will also be sent along which they can fill and send us back if they agree. f. They will also send the name of the coordinator who will be the one-point contact with a brief bio-data of the incumbent. 2. The S-VYASA UNIVERSITY will depute a person for inspecting the premises and who will give the necessary inspection report in a prescribed format to S-VYASA ODL 3. Based in the recommendation of the persons, the ODL will ask the institution to fill up the MOU to be typed in duplicate on e-stamp paper of the value of Rs.100/-. Both the copies should be signed at the Institution and sent to S-VYASA along with the registration fee by on-line transfer. 4. After receiving the same, ODL of S-VYASA will for affix the signature of the Registrar and accord permission to the institution to be a recognized LSC of S-VYASA. One copy of the MoU will be returned to the Coordinator and the other will be retained by the Registrar, S-VYASA UNIVERSITY for its records. 5. The ODL will request the Coordinator to select the courses planned to run in the institution, the Support Staff, send his/her details and the details of the office and classrooms designated for LSC to S-VYASA UNIVERSITY. 6. The S-VYASA UNIVERSITY will send the admission advertisement and other publicity material to the Coordinator for display on the Notice Boards and for wider publicity of the Yoga Programs. The details of the Website/URL Address for admission purposes are given in the advertisement. 7. Notably, the admission procedure is fully online and all the admission data is captured and processed at S-VYASA. 8. The LSC's may follow any one of the following procedures for admitting learners in the academic programs. a. Use S-VYASA online admission facility by logging in the URL in [www.svyasa.edu.in](http://www.svyasa.edu.in) | [www.svyasadde.com](http://www.svyasadde.com) 9. On finalizing the admissions, the S-VYASA UNIVERSITY will share with the Coordinator all the details of the students admitted in the respective LSC. At the same time all such students will also be duly communicated the details of the LSC and the Coordinator. The details will also be placed on S-VYASA Website for easy reference. 10. The S-VYASA UNIVERSITY will also share with the Coordinator the list and all the contact details of the Academic Counselors (the qualified yoga teachers approved by S-VYASA) available at the place for conducting the Counseling Sessions of the academic programs on offer. The Coordinator may also kindly assist in this process on the basis of the qualification framework for Academic Counselors developed by S-VYASA UNIVERSITY and duly shared with the Coordinator. 11. The Coordinator will, on the basis of the above information, draw a Counseling Schedule and communicate the same to S-VYASA UNIVERSITY. 12. The S-VYASA UNIVERSITY will, on receiving this information, formally communicate the activation of the LSC to the Coordinator. The Coordinator will maintain records as detailed in the Manual for LSCs. The details of the Counseling Sessions etc. will also be duly communicated to the S-VYASA UNIVERSITY. 13. An Orientation Program for the Coordinators and Academic Counselors, explaining to them the working of S-VYASA ODL and the special nature of the Yoga Education Programs, will be organized within two months of the activation and start of the academic programs at the LSC. The proposed program will be organized at a convenient location and at the time suitable for the participants.

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

**HEI shall mention the mechanism put into place along with brief details of grievances received and actions taken thereof. Also mention that how the learners have been made aware about this mechanism.**

The learner has a right to complain regarding any aspect related to his or her learning path, including program quality, learning resources, learner support and guidance, teaching, learning and assessment. The learner is entitled to approach the respective Learner Support Centers (in case of offline or blended learning) for submitting his or her complaint. The learners of online mode may submit their complaint directly to the Higher Educational Institution. The complaint can be submitted individually or collectively by a group of + The learner should submit a formal complaint in a manner prescribed by the Higher Educational Institution regarding expression of dissatisfaction with a service provided or the lack of a service or the quality of a service. Such expression should be correlated with what the learners were entitled to receive. The Higher Educational Institution shall work with the principles of openness and collaboration. The Higher Educational Institution shall continually improve the services it offers. As and when a grievance is received, the Higher Educational Institution shall investigate it thoroughly and make the necessary improvement(s) in its services. The Higher Educational Institution shall encourage Learner Support Centers to make initial attempts to address and resolve complaints as close as possible to the point of origin, and with the minimum of formality. The type of Grievances: These may be related to: - Academics - Learning resources, learner support and guidance, examinations - Accommodation - Food - Personal - Financial - Person in charge - Grievance committee - Power to redress - money, implementation, time taken - Mechanism to verify right or not - How often to check grievances - Records maintained - Etc., i. The University has a grievance Redressal mechanism to redress the grievances of all the stakeholders. Prompt and effective disposal of grievances of various stakeholders is being done by the Student Grievances and Redressal Committee constituted for the overall well-being of staff, parents and students. ii. The nature of complaints may be related to hostel, infrastructure facilities, teaching, learning and evaluation. The complaints are analyzed and resolved after consultation with the program coordinator and the Registrar. The suggestions/solutions are used for promoting strong and healthy stakeholder relationships. The complaints received from any quarter are dealt at all the levels: from programme coordinators to examination stage. As far as possible, the complaints are resolved quickly. iii. The meeting of mentors is held on every Thursday between 2.00 p.m. and 3.00 p.m. in which all the students take part expressing their grievances and suggestions to the respective mentors. The grievances are properly recorded and redressed. iv. Students complain to the Grievance Committee (that constitutes a Convener, Jt Convener and Asst. Convener with two student representatives from different courses, one male and one female) with consulting program coordinator to resolve the complaint. If it is not resolved, the Registrar will handle the same. v. There is an Employees' Welfare Association duly registered. It takes care of



the welfare of the staff in all aspects including health and monitory requirements. vi. For all the internal tests, the answer books are given to the students after evaluation so that they can point out discrepancies to the teachers concerned. If the grievance is not properly addressed, the student can approach the Dean of the Division. At the end of examinations and after the announcement of results, students can apply for revaluation and re-totalling. Along with the assessment sheet, a student will have the privilege of receiving the photocopy of his/her answer script. The aggrieved students can make a representation to the Controller of Examinations and it will be redressed based on the merit of the case. Since S-VYASA is the Yoga University, blended with Gurukula system education, such complaints rarely arise.

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

Sr No	Provision	Whether being complied Yes/No
1	There shall be home assignments, students' response sheets, contact programmes and semester or year-end examination, and the marks or grades obtained in home assignment and response sheets shall be shown <b>separately</b> in the grade card	No
2	A Higher Educational Institution offering a Programme in Open and Distance Learning mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure that <b>no part of the syllabus is left out of study by a learner</b>	Yes
3	The examination of the programmes in Open and Distance learning mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre approved by the Higher Educational Institution	Yes
4	The evaluation shall include two types of assessments continuous or formative assessment in the form of assignments, and summative assessment in the form of end semester examination or term end examination: Provided that no semester or year-end examination shall be held in a subject unless the Higher Educational Institution is satisfied that at least 75% of the programme of study stipulated for the semester or year have been actually conducted: Provided further that the weightage for "Term End Examination" shall not be less than 70%.	Yes
5	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institution	Yes
6	The Examination Centre shall be located in Government schools such as Navodaya Vidyalaya, Kendriya Vidyalaya, Sainik school etc. including approved affiliated colleges under the University system in the country and no Examination Centres shall be allotted to any private organizations or unapproved Higher Educational Institutions	Yes
7	The Examination Centre shall have proper monitoring mechanisms for <b>Closed-Circuit Television (CCTV)</b> recording of the entire examination procedure and biometric system and in case of non-availability of the Closed-Circuit Television facilities, the Higher Educational Institution shall ensure that proper <b>videography</b> be conducted and video recordings are submitted by particular incharge of examination centre to the Higher Educational Institution.	Yes
8	The attendance of examinees shall be authenticated through biometric system as per Unique Identification Authority of India (UIDAI) records or Unique Identification Number (UIN), issued by the University.	No
9	There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and it shall be mandatory to have observer report submitted to the Higher Educational Institution.	Yes
10	The Higher Educational Institution shall make a mention in the mark sheet and degree about the mode of delivery i.e. Open and Distance Learning and the photograph and the Unique Identification or Aadhaar number of the learner shall be mandatorily mentioned in all the documents issued by the Higher Educational Institution to the learner.	Yes
11	It shall be mandatory for the Higher Educational Institution to mention 'Date of Admission' and 'Date of Completion' on each of the certificates (in semester or end of the semester or end of the programme or course) issued by it.	Yes

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

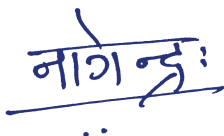

Sr No	Provision	Whether being complied Yes/No
1	A Higher Educational Institution shall, for admission in respect of any programme in Open and Distance Learning mode,	Yes

	accept payment towards admission fee and other fees and charges - as may be fixed by it and declared by it in the prospectus for admission, and on the website of the institution; with a proper receipt in writing issued for such payment to the concerned student admitted in such Higher Educational Institutions; only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.	
2	It shall be mandatory for the Higher Educational Institutions to upload the details of all kind of payment or fee paid by the students on the website of the institution	Yes
3	The fee waiver for Scheduled Caste, Scheduled Tribe and Persons with Disabilities category of students shall be in accordance with the instructions or orders issued by Central Government or State Government	No
4	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 headquarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of students:  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
5	The 'Every Higher Educational Institution shall – record Aadhaar details or other Government identifiers of learner; maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years; exhibit such records on its website The Commission in its 543rd Meeting has decided that Aadhar details of learners should not be exhibited on the public domain. This is for information and compliance by the HEIs.	Yes
6	Every Higher Educational Institution shall publish, before expiry of sixty days prior to the date of the commencement of admission to any of its programme in Open and Distance Learning mode, a prospectus containing the following for the purposes of informing those persons intending to seek admission to such Higher Educational Institutions and the general public, namely, as mentioned at sr. no. '7' to '17' below	Yes
7	Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in Open and Distance Learning, and the other terms and conditions of such payment	Yes
8	The percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of course or programme of study and the time within, and the manner in, which such refund shall be made to the learner	Yes
9	The number of seats approved in respect of each course or programme of Open and Distance Learning mode, which shall be in consonance with the resources	Yes
10	The conditions of eligibility including the minimum age of a learner in a particular course of programme of study, where so specified by the Higher Educational Institution	Yes
11	The minimum educational qualifications required for admission in programme(s) specified by the relevant statutory authority or body, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
12	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or programme of study and the amount of fee to be paid for the admission test	Yes
13	Details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is employed on regular or part time or visiting or contractual basis	Yes
14	Pay and other emoluments payable for each category of teachers and other employees	Yes
15	Information in regard to physical and academic infrastructure and other facilities, including that of each of the Learner Support Centres and in particular the facilities accessible by learners on being admitted to the institution	Yes
16	Broad outline of the syllabus specified by the appropriate statutory body or by Higher Educational Institution, as the case may be, for every course or programme of study	Yes
17	Activity planner including all the academic activities to be carried out by the Higher Educational Institution during the academic session and the details of July cycle and January cycle shall be notified separately	Yes
18	Display of information as at sr. no. '7' to '17' above to be displayed on HEI website (Please provide explicit link address for each)	Yes

19	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 course or programme of study conducted by it	Yes
20	No Higher Educational Institution shall, issue or publish- 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; or 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 authorized to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or to be misleading	Yes
21	On being granted recognition under clause (i) of sub-regulation (4) of regulation 3, a Higher Educational Institution shall admit students to its approved programmes <b>only from the academic session specified in the recognition order</b>	Yes

## DECLARATION

I hereby declare that the information given above and in the enclosed documents is true, correct and nothing material has been concealed therein. In case information provided is found to be contrary to the fact, it will result in cancellation of recognition to offer ODL programmes, along with initiation of action as per provision of the UGC (ODL) Regulations, 2017 and its amendments.

<b>Signature of the Director:</b> 		<b>Signature of the Registrar:</b> 	
<b>Name of the Director:</b> Dr H R Nagendra		<b>Name of the Registrar:</b> Dr Srinidhi K Parthasarathi	
<b>Seal of the Director:</b> <div style="text-align: center; color: blue;"> <b>Dr. H.R. NAGENDRA</b>              DIRECTOR I/C              Directorate of Distance Education,              S-VYASA           </div>		<b>Seal of the Registrar:</b> <div style="text-align: center; color: blue;"> <b>Dr. Srinidhi K. Parthasarathi</b>              Registrar              S-VYASA ( Deemed to be University)              # 19 Eknath Bhavan              Gavipuram Circle K G Nagar              Bangalore 560 019           </div>	
<b>Date of the Director:</b> 11-11-2019		<b>Date of the Registrar:</b> 11-11-2019	