



UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG NEW DELHI-
110 002

Proforma for submission of information by State Private Universities for ascertaining their norms and standards

A. Legal Status

1.1	Name and Address of the University	Venkateshwara Open University Lekhi Village, Naharlagun, Distt. Papum Pare, Arunachal Pradesh, Pin Code - 791110
1.2	Headquarters of the University	Venkateshwara Open University Lekhi Village, Naharlagun, Distt. Papum Pare, Arunachal Pradesh, Pin Code - 791110
1.3	Information about University a. Website b. E-mail c. Phone Nos. d. Fax Nos. Information about Authorities of the University a. Ph. (including mobile), Fax Nos. and e-mail of Chancellor b. Ph. (including mobile), Fax Nos. and e-mail of Pro-Chancellor c. Ph. (including mobile), Fax Nos. and e-mail of Vice-Chancellor d. Ph. (including mobile), Fax Nos. and e-mail of Registrar	 http://www.vou.ac.in/ info@vou.ac.in 011-41230450 011-41031501 Dr. Sudhir Giri +91 9997408409 chancellor@vou.ac.in Dr. V. P. S. Arora +91 8194000453 prochancellor@vou.ac.in Prof. Lalit Kumar Sagar + 91 9599818107 vc@vou.ac.in Dr. A. P. Kaushik +91 9599386891 registrar@vou.ac.in
1.4	Date of Establishment	20 June, 2012
1.5	Name of the Trust promoting the University (Information may be provided in the following format) (Copy of the registered MOA / Trust Deed to be enclosed)	Padmawati Educational Trust, <i>(Copy enclosed of the Trust Deed)</i> Annexure - I

1.6	<p>Composition of the Trust</p> <table border="1" data-bbox="217 168 839 338"> <thead> <tr> <th data-bbox="217 168 336 302">Name</th> <th data-bbox="336 168 467 302">Addresses</th> <th data-bbox="467 168 678 302">Occupation</th> <th data-bbox="678 168 839 302">Designation in the Society / Trust</th> </tr> </thead> <tbody> <tr> <td data-bbox="217 302 336 338"></td> <td data-bbox="336 302 467 338"></td> <td data-bbox="467 302 678 338"></td> <td data-bbox="678 302 839 338"></td> </tr> </tbody> </table> <p>(Details to be provided in Appendix-I)</p>	Name	Addresses	Occupation	Designation in the Society / Trust					<p>(Composition of Society Enclosed)</p> <p><i>Appendix – I</i></p>
Name	Addresses	Occupation	Designation in the Society / Trust							
1.7	<p>Whether the members of the Society/Trust are members in other Societies/Trusts or in the Board of Governors in companies? If yes, please provide details in the following format:-</p> <table border="1" data-bbox="229 629 820 799"> <thead> <tr> <th data-bbox="229 629 349 763">Name</th> <th data-bbox="349 629 467 763">Addresses</th> <th data-bbox="467 629 639 763">Occupation</th> <th data-bbox="639 629 820 763">Designation in the Society / Trust</th> </tr> </thead> <tbody> <tr> <td data-bbox="229 763 349 799"></td> <td data-bbox="349 763 467 799"></td> <td data-bbox="467 763 639 799"></td> <td data-bbox="639 763 820 799"></td> </tr> </tbody> </table>	Name	Addresses	Occupation	Designation in the Society / Trust					<p>NO</p>
Name	Addresses	Occupation	Designation in the Society / Trust							
1.8	<p>Whether the promoting Trust is involved in promoting / running any other University/ Educational Institution? If yes, please give details in the following format:-</p> <table border="1" data-bbox="272 994 813 1128"> <thead> <tr> <th data-bbox="272 994 528 1128">Name of the University / Educational Institution</th> <th data-bbox="528 994 813 1128">Activities</th> </tr> </thead> <tbody> <tr> <td data-bbox="272 1128 528 1164"></td> <td data-bbox="528 1128 813 1164"></td> </tr> </tbody> </table> <p>(Details to be provided in Appendix-II)</p>	Name of the University / Educational Institution	Activities			<p>Yes, enclosed</p> <p><i>Appendix – II</i></p>				
Name of the University / Educational Institution	Activities									
1.9	<p>Whether the promoting society/trust is involved in promoting/running activities other than educational? If yes, please give details in the following format:-</p> <table border="1" data-bbox="308 1368 777 1538"> <thead> <tr> <th data-bbox="308 1368 549 1538">Name of the Organization</th> <th data-bbox="549 1368 777 1538">Activities</th> </tr> </thead> <tbody> <tr> <td data-bbox="308 1538 549 1574"></td> <td data-bbox="549 1538 777 1574"></td> </tr> </tbody> </table>	Name of the Organization	Activities			<p>NO</p>				
Name of the Organization	Activities									
1.10	<p>Act and Notification under which established (copy of the Act & Notification to be enclosed)</p> <p>Enclosed Not enclosed</p>	<p>Arunachal Pradesh State Govt. Act 2012 (Arunachal Pradesh State Govt. Act No. 10 of 2012) Copy enclosed <i>Annexure - II</i></p>								
1.11	<p>Whether the University has been established by a separate State Act?</p>	<p>NO</p>								

2. Academic Activities Description

2.1	Whether Unitary in nature (as per the UGC Regulation)	YES
2.2	Territorial Jurisdiction of the University as per the Act	All Over India
2.3	Details of the constituent units of the University, if any, as mentioned in the Act	<ol style="list-style-type: none"> 1. School of Management 2. School of Education 3. School of Information Communication Technology 4. School of Humanities & Social Sciences 5. School of Library Sciences
2.4	<p>Whether any off-campus centre(s) established? If yes, please give details of the approval granted by the State Government and UGC in the following format:-</p> <p>a. Place of the off-campus _____</p> <p>b. Letter No. & date of the approval of State Government _____</p> <p>c. Letter No. & date of the approval of UGC</p>	No off campus center has been established
2.5	<p>Whether any off-campus centre(s) established? If yes, please give details of the approval granted by the Government of India and the host country in the following format:-</p> <p>a. Place of the off-campus _____</p> <p>b. Letter No. & date of the approval of Host Country _____</p> <p>c. Letter No. & date of the approval of Govt. of India</p>	No off campus center has been established
2.6	Does the University offer a distance education programme? If yes, whether the courses run under distance mode are approved by the competent authority? (Please enclose attested copy of the course-wise approval of competent authority)	No, the University does not offer any distance education program but we have submitted the proposal twice in DEC / DEB but the DEB has returned with the comment that the guidelines at DEB are yet to be finalized. However another request have been made in letter no. Ref/AP/VOU/2015/013 dated 6 th Aug, 2015, 18 th Dec, 2015, April 2016 & 21 st Feb, 2017.
2.7	Whether the University has established study centre(s)? If yes, please provide details and whether these study centres are approved by the competent authority of the University and UGC?	No study center has been established by the University

3. Academic Programmes

3.1	Details of the programmes permitted to be offered by Gazette Notification of the State Government and its reference	<p>As per the gazette notification of the State Govt., the Venkateshwara Open University is empowered to start the various programs as given under section 7 (a) (b) of University Act.</p> <ol style="list-style-type: none"> 1. Science 2. Engineering & Technology 3. Bio & Medical Sciences 4. Dental Science 5. Pharmacy 6. Management hotel & Hospitality Management 7. Law 8. Nursing & Other Professional Courses 9. History 10. Culture 11. Commerce 12. Economics 13. Humanities 14. Philosophy <p>The relevant clauses and detail of the courses offered are given in</p>																											
3.2	<p>Current number of academic programmes / courses offered by the University</p> <p>(Details to be provided in Appendix – III)</p>	<table border="1" data-bbox="890 1223 1493 1742"> <thead> <tr> <th>Programme</th> <th>Sanctioned Intake</th> <th>Actual Enrolment</th> </tr> </thead> <tbody> <tr> <td>UG</td> <td></td> <td></td> </tr> <tr> <td>PG</td> <td></td> <td></td> </tr> <tr> <td>Diploma</td> <td></td> <td></td> </tr> <tr> <td>PG Diploma</td> <td></td> <td></td> </tr> <tr> <td>Certificate Course</td> <td></td> <td></td> </tr> <tr> <td>M.Phil</td> <td></td> <td></td> </tr> <tr> <td>PhD.</td> <td></td> <td></td> </tr> <tr> <td>Any other (pl. specify)</td> <td></td> <td></td> </tr> </tbody> </table> <p style="text-align: center;">Details annexed as <i>Appendix – III</i></p>	Programme	Sanctioned Intake	Actual Enrolment	UG			PG			Diploma			PG Diploma			Certificate Course			M.Phil			PhD.			Any other (pl. specify)		
Programme	Sanctioned Intake	Actual Enrolment																											
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Any other (pl. specify)																													

3.3	<p>Whether approvals of relevant statutory council(s) such as AICTE, BCI, DEC, DCI, INC, MCI, NCTE, PCI etc. have been taken to :</p> <p>a. Start new courses b. To increase intake</p> <p>If yes please enclose copy of approval and give course-wise details in the following format:-</p> <table border="1" data-bbox="193 405 668 562"> <thead> <tr> <th>Name of the Course</th> <th>Statutory Council</th> <th>Whether approval taken</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name of the Course	Statutory Council	Whether approval taken				<p>University Applied For regular courses of BA-LLB, LLB, the letter submitted to BAR Council of India, Letter dated on 06/03/2017</p>
Name of the Course	Statutory Council	Whether approval taken						
3.4	<p>If the University is running courses under distance mode, please provide details about the students enrolled in the following format:-</p> <table border="1" data-bbox="193 813 668 969"> <thead> <tr> <th>Name of the Study Centre</th> <th>Courses Offered</th> <th>No. of students enrolled</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name of the Study Centre	Courses Offered	No. of students enrolled				<p>The University is not running any course under distance mode</p>
Name of the Study Centre	Courses Offered	No. of students enrolled						
3.5	<p>Temporal plan of academic work in the University Semester System / Annual System</p>	<p>Semester & Annual System</p>						
3.6	<p>Whether the University is running any course which is not specified under Section 22 of the UGC Act, 1956? If yes, please give details in the following format:-</p> <p>a. Name of the course(s) b. Since when started c. Whether the University has applied for permission from UGC?</p>	<p>No, there is no such course being run by the university.</p>						

4. Student Enrolment and Student Support

4.1	Number of students enrolled in the University for the current academic year according to regions and countries (Please give separate information for main campus and off-campus / off-shore campus)
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Particulars		No. of students from the same State where the University is located	No. of students from other States	No. of NRI students	No. of overseas students excluding NRIs	Grand Total
				Foreign Students	Person of Indian Origin students	
UG	M	152	92			244
	F	80	50			130
	T	232	142			374

PG	M	130	104			234
	F	76	58			134
	T	206	162			368
M.Phil	M					
	F					
	T					
Ph.D.	M					
	F					
	T					
Diploma	M					
	F					
	T					
PG Diploma	M					
	F					
	T					
Certificate	M					
	F					
	T					
Any Other (Pl. Specify)	M					
	F					
	T					

M-Male, F-Female, T-Total

Note: As per letter no. 8-32/2012 (CPP-I/PU) Dated: 17/07/2015(duplicate copy) as specified under section 22 of the UGC Act 1956 & the letter by Directorate of Higher & Technical Education Letter No. ED/HE-68/2012 Pt Dated: 30/09/2015, the University is conducting the courses in Regular Mode in University main campus for the students from the same state where the university is located but face-to-face to the students from other states.

Annexure-III

4.2	Category-wise No. of students	Category	Female	Male	Total
		Year	2015-16	2015-16	2015-16
		SC			
		ST	156	282	438
		OBC			
		PH			
		General	108	196	304
		Total	264	478	742

4.3	Details of the two batches of students admitted
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Particulars	2014-2015			2015-2016		
	Year of Entry 2014			Year of Entry 2015		
	UG	PG	Total	UG	PG	Total
No. admitted to the programme	284	150	434	374	368	742
No. of Drop-outs						
(a) Within four months of Joining						
(b) Afterwards						
No. appeared for the final		140	140			

year examination				Result Awaited
No. passed in the final exam		116	116	
No. passed in first class		18	18	

4.4	Does the University provide bridge/remedial courses to the educationally disadvantaged students? If yes, please give details			No	
4.5	Does the University provide any financial help to the students from socially disadvantaged group? If yes, please give details			SC/ST/OBC/Minorities : 20% concession in tuition fees	
4.6	In case the University is running M.Phil / Ph.D. program, whether it is full time or part time and whether these programmes are run as per UGC Regulations, 2009 on M.Phil / Ph.D.			Yes, under regular mode. The UGC Regulations on minimum standards and Procedures for the award of M.Phil & Ph.D. degree programs as per UGC Regulation 2009 are proposed. A written test shall be conducted to selected candidates for Ph.D and M.Phil programmes.	
4.7	Whether the University have a website? If yes please give website address and whether the web is regularly updated ?			Yes, the University has its own website with following address Web-portal : www.vou.ac.in This website is regularly updated and as per the UGC directives letter no. D.O.No.F.1/2015(Secy) dt: 3 rd July, 2015	
4.8	How are the prospective students inform about the criteria for admission, rules and regulations, facilities available etc.?			The programmes promoted through local and national newspaper, University website and Prospectus.	
4.9	Whether any grievance redressal mechanism is available in the University? If yes, please provide details about the complaints received against malpractices, etc in the University in the			No complaint yet we received. Yes we have the grievance committee which is time to time look after any grievance complaint. 1. Dr. A.P. Kaushik - Chairman 2. Mr. Taha Khan - Member 3. Mr. Mahender - Member 4. Mr. Anup Kumar - Member	
	Name of the complainant	Complaint against	Date of complaint		Action taken by the University
	following format :-				

5. Curriculum, Teaching Learning Process/Method, Examination/Evaluation System

5.1	Which University body finalized the curriculum? The composition of the body may be given. (Board of Studies, Academic Council, Board of Management)	The Executive Council & Academic Council are the principal body where they finalize the course and its curriculum as proposed by the Board of Studies and Board of Faculty. The composition of these bodies is as per the statutes of the University.
5.2	What are the rules/regulations/procedure for revision of the curriculum and when was the curriculum last updated?	The curriculum of various courses has been developed by in house as well as outside subjects experts and approved by the Board of Studies and Board of Faculty, Academic Council and Executive Council. The revision in curriculum has updated.
5.3	Whether approval of statutory bodies such as Board of Studies, Academic Council and Board of Management of the University has been	The approval of various statutory bodies has been sought in various committees, the minutes are enclosed.

	taken to start various courses? If yes, please enclose extracts of the minutes.	Annexure-IV									
5.4	Furnish details of the following aspects of curriculum design: Innovation such as modular curricula Inter/multidisciplinary approach	The course curriculum has been discussed in the multidisciplinary approach. Board of Faculty of the University and seeks advise from various subjects experts and academicians									
5.5	Has the University conducted an academic audit? If yes, please give details regarding frequency and its usage.	The academic audit will be conducted in due course of time when our students pass out.									
5.6	Apart from classroom instruction, what are the other avenues of learning provided for the students? (Example: Projects, Internships, Field Trainings, Seminars, etc.)	<ol style="list-style-type: none"> 1. Assignments 2. Self Learning Material 3. Practical`s 4. Team Work 5. Model & Chart preparation 6. Seminar presentation and Project work 7. Personal Contact Programme (PCP) 8. Web Conferences 									
5.7	Please provide details of the examination system (Whether examination based or practical based)	The theory and practical examination is based on semester wise / annual system with internal and external exam. 30 : 70									
5.8	What methods of evaluation of answer scripts does the University follow? Whether external experts are invited for evaluation?	The answer note books are being evaluated by the subject experts (Internal & External). The appointment of paper setters and evaluators are proposed by the Board of Studies and Board of Faculty.									
5.9	Mention the number of malpractice cases reported during the last 3 years and how they are dealt with	Not yet									
5.10	Does the University have a continuous internal evaluation system?	Yes, continuous Internal evaluation system through PCP program, assignment and project work.									
5.11	How are the question papers set to ensure the achievement of the course objectives?	The experienced paper setters and evaluators are appointed in various disciplines.									
5.12	State the policy of the University for the constitution of board of question paper setters, board of examiners and invigilators	The University question bank is developed and different sets of paper setting is done. The faculty members of the University are appointed as Invigilators and supervisors at the time of examination.									
5.13	How regular and time-bound are conduct of examinations and announcement of results? Substantiate with details of dates of examinations and announcement of results for the last 3 years. Details to be provided in the following format :-	The University has introduce the regular time bound examination and declaration of the results from the last 2 years.									
	<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Exams</th> <th>Date of announcement of results</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Year	Date of Exams	Date of announcement of results							
Year	Date of Exams	Date of announcement of results									

D. Admission Process

6.1	<p>How are students selected for admission to various courses? Please provide faculty-wise information</p> <ol style="list-style-type: none"> Through special entrance tests Through interviews Through their academic record Through combination of the above <p>Please also provide details about the weight age give to the above</p>	<p>Through their merit, academic records and interview & personal discussion</p>								
6.2	<p>Whether the University is admitting students from national level entrance test or state level entrance test? If yes, please provide following details:-</p> <table border="1" data-bbox="217 920 703 1238"> <thead> <tr> <th data-bbox="217 920 357 1211">Name of the National / State level entrance exam</th> <th data-bbox="362 920 491 1211">No. of students admitted</th> <th data-bbox="496 920 611 1211">% of students from the total admitted</th> <th data-bbox="616 920 703 1211">remarks</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Name of the National / State level entrance exam	No. of students admitted	% of students from the total admitted	remarks					<p>NO</p>
Name of the National / State level entrance exam	No. of students admitted	% of students from the total admitted	remarks							
6.3	<p>Whether admission procedure is available on the University website and in the prospectus</p>	<p>Yes, the admission procedure is available on the university website and in the prospectus.</p>								
6.4	<p>Please provide details of the eligibility criteria for admission in all the courses</p>	<p>Admission Policy attached, Annexure - V</p>								
6.5	<p>Whether University is providing any reservation / relaxation in admission? if yes, please provide details in the following format :-</p> <table border="1" data-bbox="217 1659 703 2078"> <thead> <tr> <th data-bbox="217 1659 389 2063">Category</th> <th data-bbox="394 1659 555 2063">No. of students admitted</th> <th data-bbox="560 1659 703 2063">% of quota provided for reservation and preparation in respect of actual enrolment</th> </tr> </thead> <tbody> <tr> <td data-bbox="217 2069 389 2089">ST</td> <td></td> <td data-bbox="560 2069 703 2089">5 %</td> </tr> </tbody> </table>	Category	No. of students admitted	% of quota provided for reservation and preparation in respect of actual enrolment	ST		5 %	<p>Yes, the percentage of relaxation in admission for difference category program and 5% relaxation in the marks in the minimum eligibility is following as per the policy of Govt. of India and A.P. Govt.</p>		
Category	No. of students admitted	% of quota provided for reservation and preparation in respect of actual enrolment								
ST		5 %								

6.6	Whether any management quota is available for admission in the University? if yes, please provide details in the following format:-			There is no management quota available in the University
	Total No. of seats (course-wise)	No. of total students admitted	No. of students admitted under Management quota	
6.7	What is the admission policy of the University with regard to NRI and overseas students?			Till date no NRI student enrolled. However the University shall strictly follow the Govt. norms.

E. Fee Structure

7.1	Present Course-wise fee structure of the University (Please provide head-wise details of total fee charged)	Yes, course wise of the fee structure is enclosed <i>Annexure - VI</i>
7.2	Any other fee charged by the University other than the fee displayed in the UGC website (e.g. Building Fee, Development Fee, Fee by any name, etc.)	No, the University does not charge any fee other than fee displayed in the UGC website
7.3	Whether fee structure is available on the University website and in the prospectus?	NO
7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the prospects or some hidden charges are there?	Yes, the fee is charged by the University as per fee structure only
7.5	Mode of fee collection	Demand Draft by giving receipt to students
7.6	Whether University is providing any concession in fee to students? If yes, please provide details.	Yes, as per prospectus, the university is providing fee concession to minorities and economically weaker section of the society
7.7	Details of the Hostel Fee including mess charge	NO
7.8	Any other fee	NO
7.9	Basis of Fee Structure	The fee is determined as per affordability of the students.
7.10	Whether the University has received any complaint with regard to fee charged or fee structure? If yes please give details about the action taken	The University has not received any complaint against the fee structure so far.
7.11	Whether University is providing any scholarship to students? If yes, please provide details	Yes, as per prospectus university is providing scholarship to the candidate secured more than 85% marks in examinations.

F. Faculty

8.1	Total no. of Sanctioned and filled up posts Institution wise and Department wise	<table border="1"> <tr> <td>Dept</td> <td colspan="2">Prof</td> <td colspan="2">Associate Professor</td> <td colspan="2">Assistant Professor</td> </tr> <tr> <td></td> <td>Sanctioned</td> <td>Filled</td> <td>Sanctioned</td> <td>Filled</td> <td>Sanctioned</td> <td>Filled</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>						Dept	Prof		Associate Professor		Assistant Professor			Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled							
		Dept	Prof		Associate Professor		Assistant Professor																					
	Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled																						
		<i>Appendix - IV</i>																										
8.2	Details of teaching staff in the following format (Please provided details – Institution wise and Department-wise)																											
(Details to be provided in Appendix-V)																												

Dept	Name of the Teacher	Designation	Age	Educational Qualifications (whether qualified as per UGC Regulations)	Teaching Experience in years	Date of Appointment	Whether full time or part time	Regular adhoc	Scale of pay	No. of publications
		Professor								

8.3	Category-wise of Teaching staff	<table border="1"> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> <tr> <td>SC</td> <td></td> <td></td> <td></td> </tr> <tr> <td>ST</td> <td>1</td> <td></td> <td>1</td> </tr> <tr> <td>OBC</td> <td></td> <td></td> <td></td> </tr> <tr> <td>PH</td> <td></td> <td></td> <td></td> </tr> <tr> <td>General</td> <td>9</td> <td>18</td> <td>27</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>28</td> </tr> </table>				Category	Female	Male	Total	SC				ST	1		1	OBC				PH				General	9	18	27	Total			28
		Category	Female	Male	Total																												
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		OBC																															
		PH																															
		General	9	18	27																												
Total			28																														

8.4	Details of the permanent and temporary faculty members in the following format
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Particulars	Female	Male	Total
Total no. of permanent teachers			
No. of teachers with Ph.D. as the highest qualification	1	6	7
No. of teachers with M.Phil as the highest qualification			
No. of teachers with PG as the highest qualification			
Total no. of temporary teachers			
No. of teachers with Ph.D. as the highest qualification			
No. of teachers with M.Phil as the highest qualification			
No. of teachers with PG as the highest qualification			
Total no. of Part-time Teachers			
No. of teachers with Ph.D. as the highest qualification			
No. of teachers with M.Phil as the highest qualification			
No. of teachers with PG as the highest qualification			
Total No. of visiting teachers			

8.5	Ratio of full-time teachers to part-time / contract teachers	2:1
8.6	Process of recruitment of faculty -Whether advertised? (pl. attach copy of the ad) -Whether selection committee was constituted as per the UGC Regulation?	Yes, through all India advertisement and selection committee as per statutes and as per UGC regulation. <i>Annexure - VII</i>
8.7	Does the University follow self-appraisal method to evaluate teachers on teaching, research and work satisfaction? If yes, how is the self-appraisal of teachers analyzed and uses? Whether:- Self Appraisal Evaluation Peer Review Students evaluation others (specify)	Yes, Self Appraisal Evaluation Peer review
8.8	Institution-wise and Department-wise teacher student ratio (only full time faculty)	1:30
8.9	Whether the University is providing UGC Pay Scales to the Permanent Faculty? If yes, please provide the following details:- Scale of Pay with all the allowances Professor – Associate Prof.- Assistant Prof. – Mode of Payment – (Cash/Cheque)	YES Cheque / NEFT
8.10	Pay /Remuneration provided to:- Part-Time Faculty – Temporary Faculty- Guest Faculty –	As per UGC rules

8.11	Facilities for teaching staff (Please provide details about Residence, Rooms, Cubical, Computers/Any other)	<ol style="list-style-type: none"> 1. The University provides the Internet facilities 2. Computer Lab 3. Water 4. Electricity. <p>The residential facility for faculty members and staff is under process.</p>
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G. Infrastructure

9.1	Does the University have sufficient space for Land & Building?	Under consideration and likely to be finalized soon
9.2	Does the University have sufficient class Rooms?	Yes, the University has sufficient classrooms
9.3	Laboratories & Equipment	
a)	Item Description (make and model)	
b)	Location (Department)	
c)	Value (Rs.)	
d)	Present Condition	
e)	Date of Purchase	
9.4	Library	
a)	Total Space (all Kinds)	
b)	Computer / Communication facilities	20 Computers with Internet facility
c)	Total no. of Ref. Books (Each Department)	1000 Books Each Department Total Books :- 5000
d)	All Research Journals subscribed on a regular basis	Yes we have as per requirement
9.5	Sports Facilities	Sports & Games facilities are available on the campus
a)	Open Play Ground(s) for outdoor sports (Athletics, Football, Hockey, Cricket, etc.)	
b)	Track for Athletics	
c)	Basketball courts	YES
d)	Squash / Tennis Courts	YES
e)	Swimming Pool (Size)	NO
f)	Indoor Sports Facilities including Gymnasium	YES
g)	Any other	
9.6	Does the University has provision for Residential Accommodation including hostels (boys & girls separately)	NO

H. Financial Viability

10.1	<p>Details of the Corpus Fund created by the University</p> <p>Amount – FDR No. Date – Period -</p> <p>(Documentary evidence to be given)</p>	3 Cr. Annexure - VIII
10.2	Financial position of the University (please provide audited income and expenditure statement for the last 3 years)	Yes, Enclosed, Annexure - IX
10.3	<p>Source of finance and quantum of funds available for running the University (for last audited year)</p> <p>Fees – Donations- Loan – Interest- Any other (pl. Specify)-</p>	Fee from the Students
10.4	<p>What is the University's 'unit cost' of education? (Unit cost = total annual expenditure (budget accruals) divided by the number of students enrolled) Unit cost calculated excluding the salary component may also be given</p>	<p>25,290 (with salary) 10,385 (without salary)</p>

I. Governance System

11. Organization, Governance and Management

11.1	<p>Composition of the statutory bodies of the University (please give names, profession & full postal address of the members and date of constitution):-</p> <p>Governing Board (University Court) Executive Council Board of Management Academic Council Finance Committee Board of Studies Others</p>	<p>Composition of the University Court</p> <p>The Venkateshwara Open University (VOU) is governed by the Chairman, the Supreme Executive Body of the University. University Court is responsible for the University's overall governance and management. In practical terms, the board makes the financial decisions and implements the policies and procedures that the University needs to operate efficiently.</p> <p>The Constituted University Court is galaxy of distinguished Educationist among its members having Commissioner (Education), Government of Arunachal Pradesh, and an expert nominated by Chancellor as follows:</p>
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S. No	Name	Designation
1	Dr. Sudhir Giri Chancellor Venkateshwara Open University	Ex-Officio Chairperson
2	Dr. V.P.S. Arora (Pro-Chancellor)	Member
3	Prof. (Dr.) Lalit Kumar Sagar Vice Chancellor Venkateshwara Open University	Ex-Officio Secretary
4	Prof. Tarun Partap (Nominated by the Vice- Chancellor)	Member
5	Mr. Himanshu (Finance Officer)	Member
6	Karka Ragi (Student)	Member
7	Topi Ete (Student)	Member
8	Mr. Sanjay Maheshwari	Trust Nominee
9	Dr. A. P. Kaushik, Registrar	Member Secretary

Composition of the Executive Council

The Venkateshwara Open University (VOU) the Executive Council determines the management and administration regulation. The Council also delegates to the faculty boards responsibility for organizing and co-ordinating how the management activities are implemented. The Executive Council reviews the progress made on implementation of policies and develops strategic plans for the University.

S. No	Name	Designation
1	Dr. Sudhir Giri Chancellor Venkateshwara Open University	Chairman
2	Prof. (Dr.) Lalit Kumar Sagar Vice-Chancellor Venkateshwara Open	Member

	University	
3	Prof. Tarun Partap (Director Nominated by the Vice-Chancellor)	Member
5	Mr. Sanjay Maheshwari (Chancellor Nominee)	Member
6	Prof. V.P.S. Arora (Academician)	Member
7	Mr. Himanshu (Finance Officer)	Member
8	Dr. A. P. Kaushik, Registrar	Member Secretary

Academic Council

An Academic Council, the highest Academic statutory body of the University. The council responsible for ensuring high quality standards of educational programs. It has members from renowned institutions and well-known organizations who advise in framing Regulations, Curriculum and Syllabi for the program offered at VOU. The Vice Chancellor is the Chairman of this Academic Council.

The Constituted Academic Senate Members are as follows:

S. No	Name	Designation
1	Prof. (Dr.) Lalit Kumar Sagar Vice-Chancellor Venkateshwara Open University	Chairpman
2	Prof. Dr. Tarun Pratap Singh (Dean Academic and School of Humanities & Social Sciences)	Member
3	Prof. D.S. Rao (Director) School of Information Communication Technology	Member

4	Dr. A. P. Kaushik (Director) School of Management (Addt. Charge)	Member
5	Prof. Lalit Kumar Sagar (Director) School of Education (Addl. Charge)	Member
6	Dr. Sangeeta Mudgil (Director) School of Library & Information Sciences	Member
7	Mr Vinod Bagar (HOD) School of Management	Member
8	Dr Sanjay Kandpal (HOD) School of Education	Member
9	Mr. Kuldeep Yadav (HOD) School of Library & Information Sciences	Member
10	Dr. Anuj Kumar Tyagi (HOD) School of Humanities & Social Sciences	Member
11	Dr. V.P.S. Arora (Eminent Academician)	Member
12	Dr. A. P. Kaushik, Registrar, VOU	Ex- Officio Secretary

Finance Committee

Finance Committee exercises governance responsibilities with respect to the University's financial and business affairs, including monitoring the financial risk and performance of University subsidiaries and commercial ventures and within delegated authority, acts on behalf of Council on those matters.

The Constituted Finance Committee Members are as follows:

		S. No	Name	Designation
		1	Prof. Lalit Kumar Sagar Vice Chancellor	– Chairman
		2	Mr. Sanjay Maheshwari (Nominated by the Chancellor)	– Member
		3	Dr. A.P. Kaushik	– Member
		4	Mr. Himanshu (Chief Finance Officer)	– Secretary
11.2	Dates of the meetings of the above bodies held during the last 2 years (Enclose attested copy of the minutes of the meetings)	Enclosed, Annexure X		
11.3	What percentage of the members of the Boards of Studies, or such other academic committees, are external? Enclose the guidelines for BOS or such other Committees.	As per the Act & Statutes of VOU		
11.4	Are there other strategies to review academic programmes besides the academic council? If yes, give details about what, when and how often are such reviews made?	We invite subject experts and consultation with each programme		

J. Research Profile

12.1	Faculty-wise and Department-wise information to be provided in respect of the following:- <input type="checkbox"/> Student Teacher Ratio <input type="checkbox"/> Class Rooms <input type="checkbox"/> Teaching labs <input type="checkbox"/> Research labs (Major Equipments) <input type="checkbox"/> Research Scholars (M.Tech, Ph.D., Post Doctoral Scholars) <input type="checkbox"/> Publications in last 3 years (Year-wise list) <input type="checkbox"/> No. of Books Published <input type="checkbox"/> Patents <input type="checkbox"/> Transfer of Technology <input type="checkbox"/> Inter-departmental Research (Inter-disciplinary) <input type="checkbox"/> Consultancy <input type="checkbox"/> Externally funded Research Projects <input type="checkbox"/> Educational Programmes Arranged	- 1:40 - 20 - 4 - 75 Articles - 10 Books
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K. Misc.

13.1	Details of Non-Teaching Staff Appendix - VI					
Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained Yes / No If yes, Details
Dr. Ajay Pal Kaushik	Registrar	51	Ph.D.	37400-67000	1/5/2017	YES
Mr. Kuldeep Yadav	Librarian	32	M.A, B.LIB, M.LIB	18,000 Fixed	1/7/2002	YES
Mohd. Tuaha Khan	Deputy Registrar	45	M.Ed.	50,000 Fixed	22/03/2017	YES
Mr. S. Arjun Singh Bhatia	Asst. Registrar (Examination)	26	B.A., M.B.A.	30,000 Fixed	16/03/2017	YES
Mr. Govind Sharma	Asst. Registrar (Academic)	39	M.B.A.	40,000 Fixed	29/06/2016	YES
Mr. Himanshu	Deputy Finance Officer	38	M.B.A.	80,000 Fixed	12/6/2015	YES
Mr. Jitender Chauhan	Administrative Officer	44	M.Sc.- Mathematics	30,000 Fixed	28/04/2016	YES
Mr. Amar	Asst. Finance Officer	35	B.Com, CA Inter	36,000 Fixed	1/1/2015	YES
Mr. Aman	Asst. Finance Officer	26	B.Com, CA	32,000 Fixed	5/9/2016	YES
Mrs. Renuka Sharma	Human Resource	35	M.Com	30,000 Fixed	10/3/2015	YES

Mrs. Neha Chugh	Asst. Controller of Examination	29	M.B.A.	30,000 Fixed	5/8/2016	YES
Mr. Rakesh Kumar	Office Assistant	24	B.Com	14,400 Fixed	16/05/2016	YES
Ms. Dolly Malik	Office Assistant	23	B.Com	12,000 Fixed	16/05/2016	YES
Ms. Vedahi	Admission Counselor	21	B.Com	20,000 Fixed	16/08/2016	YES
Ms. Tamo Yami	Asst. Librarian	26	B.A.-B.Lib.	8,000 Fixed	17/01/2013	YES
Mr. Mahender Kumar	Accounts Executive	27	M.Com	20,000 Fixed	1/9/2016	YES
Mr. Anup Konar	Office Assistant	22	B.A.	20,000 Fixed	22/08/2016	YES

13.2	Summary of the Non-Teaching Staff	<table border="1"> <thead> <tr> <th>Particulars</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Administrative Staff</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Group A</td> <td></td> <td>1</td> <td></td> </tr> <tr> <td>Group B</td> <td></td> <td>1</td> <td></td> </tr> <tr> <td>Group C</td> <td>1</td> <td>6</td> <td></td> </tr> <tr> <td>Group D</td> <td>2</td> <td>1</td> <td></td> </tr> <tr> <td>Sub Total</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Technical Staff</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Group A</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Group B</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Group C</td> <td>1</td> <td>1</td> <td></td> </tr> <tr> <td>Group D</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sub Total</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Grand Total</td> <td>4</td> <td>10</td> <td></td> </tr> </tbody> </table>	Particulars	Female	Male	Total	Administrative Staff				Group A		1		Group B		1		Group C	1	6		Group D	2	1		Sub Total				Technical Staff				Group A				Group B				Group C	1	1		Group D				Sub Total				Grand Total	4	10	
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13.5	Ratio of Non-teaching staff to faculty																																																									

14. Academic Results

14.1	Faculty-wise and course-wise academic results of the past 3 years				Attached, <i>Annexure XI</i>
	S.No.	Course	No. of Candidates appeared	Result	

15. Accreditation

15.1	Whether Accredited by NAAC? If yes please provide the following details: Date of Accreditation Period Grade CGPA Grading System Followed				NO
15.2	Whether courses are accredited by NBA? If yes please provide course-wise details as under:-				NO
	S.No.	Course	Whether accredited	Period of Accreditation	
15.3	Other Accreditations, if any				NO
15.4	Any other information (including special achievements by the University which may be relevant for the University)				NO

16. Strength and Weaknesses of the University

16.1	Strengths of the University	<ol style="list-style-type: none">1. India's first Private Open University2. The University Located at Naharlagun, Arunachal Pradesh3. The University aim is to Reach to Unreached4. Higher education for all in Arunachal Pradesh5. The fee structure is very nominal
16.2	Weaknesses of the University	<ol style="list-style-type: none">1. The terrain of the State is quiet difficult to Travel2. Unfavorable Weather3. Road connectivity is poor & Transport is high4. Non-availability of internet

Certificate

This is to certify that all the information provided above is true to the best of my knowledge and belief. The University will adhere to the rules, regulations and guidelines of the UGC, Central Government and relevant Statutory Council(s) and abide by all the provisions under the UGC Regulation.

The above information is also posted on the website of the University www.vou.ac.in.

Prof. Lalit Kumar Sagar
Vice-Chancellor