



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	U P Rajarshi Tandon Open University
• Name of the Head of the institution	Prof. Seema Singh
• Designation	Vice Chancellor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no	05322447028
• Mobile No:	7525048111
• Registered e-mail ID (Principal)	vcuprtou@yahoo.co.in

• Alternate Email ID	
• Address	SHANTIPURAM (SECTOR-F) PHAPHAMAU
• City/Town	PRAYAGRAJ
• State/UT	UTTAR PRADESH
• Pin Code	211021
2. Institutional status	
• University:	State
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid
• Name of the IQAC Co-ordinator/Director	Prof. Ashutosh Gupta
• Phone no. (IQAC)	7525048002
• Mobile (IQAC)	9415351823
• Alternate e-mail address (IQAC)	ashutosh333@gmail.com
• IQAC e-mail ID	iqacuprtou@gmail.com

3.Website address	http://www.uprtou.ac.in				
4.Website address (Web link of the AQAR (Previous Academic Year))	http://14.139.237.190/ciqa/23_07_2022_Final_SSR_18_03_2021.pdf				
5.Whether Academic Calendar prepared during the year?	Yes				
<ul style="list-style-type: none"> if yes, whether it is uploaded in the Institutional website Web link: 	http://www.uprtou.ac.in/ciqa/23_08_2023_atr_2022_23.pdf				
6.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.6	2023	03/01/2023	02/01/2028
7.Date of Establishment of IQAC			26/05/2016		
8.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School		Scheme	Funding Agency	Year of Award with Duration	Amount
Nil		Nil	Nil	Nil	Nil
9.Whether composition of IQAC as per latest NAAC guidelines		Yes			
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File			
10.No. of IQAC meetings held during the year		2			
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes			

<ul style="list-style-type: none"> (Please upload, minutes of meetings and action taken report) 	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
12. Significant contributions made by IQAC during the current year (maximum five bullets)	
The new structure of UG, UG (Research), PG Programs to implement NEP-2020 in reference to NHEQF was proposed by CIQA and accepted in Executive council and effective from session 2023-24.	
The Programme Project Report (PPR) was prepared by schools for UG, UG (Research), PG programmes according to the UGC ODL and Online Regulations, 2020 and vetted by CIQA. CIQA also develop a uniform format for syllabi and circulated to schools.	
Introduces proposal of non-credit informal education named "Skill Certification Programme" for those people who are skilled in a particular work but could not get education due to special circumstances. The proposal was accepted in Executive Council. Another proposal of CIQA to establish Centre for Skill Development (CSD) was accepted by Executive Council and a committee was also formed to resolve the issues for achieving objectives of CSD.	
CIQA also take initiative to transform the curriculum towards Outcome Based Education (OBE) and capturing the OBE in teaching & learning process/practices by revising the Terminal & Assignment paper pattern, assignment paper & paper setting instructions.	
CIQA proposal to develop Center for Indian Knowledge System was also accepted in Executive council meeting.	
13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).	
Plan of Action	Achievements/Outcomes
Implementation of NEP-2020 in phases	The level structure in reference to NHEQF was implemented.

Provision of Multiple entry and Multiple exit	Implemented in all levels.
Development of new policies and revision of some existing polices	New polices are developed and some existing policies are revised according to the feedback received from faculty.
Revision of Citizen Charter services	Citizen Charter services are revised, and monitoring mechanism was also added through a committee who look after the grievances every fortnight and take actions accordinlgy.

14. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Executive Council	02/08/2023

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?	No
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16. Whether institutional data submitted to AISHE

Year	Date of Submission
Nil	Nil

17. Multidisciplinary / interdisciplinary

The National Education Policy (NEP) 2020 envisions a new vision that enable an individual to study one or more specialized areas of interest at a deep level, and also develop capabilities across a range of disciplines including Sciences, Social Sciences, Arts, Humanities, Languages, as well as Professional, Technical and Vocational subjects. The NEP 2020 focuses on the formulation of expected learning outcomes for all higher education programmes. It states that "National Higher Education Qualifications Framework (NHEQF)" shall be align with the National Skills Qualifications Framework (NSQF) to ease the integration of vocational education into higher education. It also

points out that higher educational qualifications leading to a degree/diploma/certificate shall be described by the NHEQF in terms of Outcome Based Education (OBE).

The Undergraduate and PostGraduate programmes are designed under UGC Choice Based Credit System (CBCS) and in line with NHEQF offers opportunities and avenues to learn core subjects but also to explore additional avenues of learning beyond the core subjects for holistic development of a learner. The programmes offers flexible curricula that includes credit-based courses, value based courses, skill based courses as well as also offers internships, apprenticeship and projects. The new structure offers multiple entry and multiple exit from level 5 to level 9 in reference to NHEQF.

Programme Structure of B.Sc. Programme under NHEQF

Level	Year	Sem	First Selected Subject Discipline Specific papers with credit	Second Selected Subject Discipline Specific papers with credit	Third Selected Subject Discipline Specific papers with credit	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective Course (DEC)	Literature Survey/ Research Project	Total credit
5	1	1st	4	4	4	4	4	-	-	20
		2nd	4	4	4	4	4	-	-	20
6	2	3rd	4	4	4	4	4	-	-	20
		4th	4	4	4	4	4	-	-	20
7	3	5th	-	-	-	-	4	12	4	20
		6th	-	-	-	-	4	12	4	20
Total credit			16	16	16	16	24	24	8	120

The structure and duration of UG and PG programmes in accordance with NEP-2020 includes multiple exit options within this period, with appropriate certifications:

- Level 5: a certificate after completing 1 year (2 semesters) of study in the chosen discipline or field, including vocational and professional areas;
- Level 6: a Diploma after 02 years (04 semesters) of study;
- Level 7: a Bachelor's degree after a 3-year (06 semesters) programme.
- Level 8: a Bachelor' Degree (Research) for 4 year programme after completing 4th year of OR PG Diploma in in field of study after completing 1st year (2 semesters).

- Level 9: a Master in Science programme after 2 years (4 semesters) of study;

18. Academic bank of credits (ABC):

(a) Initiative taken by the University:

Academic Bank of Credit (ABC) is a credit facility originally envisioned by the Government of India in the National Education Policy- 2020 (NEP-2020). The scheme has the provisions of creating a digital infrastructure that will store the academic credits earned by the students of various higher education institutes within the country. ABC promotes flexibility in curriculum framework and interdisciplinary/ multidisciplinary mobility of students across the Higher Education Institutions with "Credit Transfer" mechanism.

UPRTOU, Prayagraj is ready to adopted NEP-2020 in the light of above points from the session 2023-24 and therefore a number of changes have been incorporated in admission system to facilitate online admissions.

(b) The institution has registered under ABC to permit its learners to avail the benefits of multiple entry and multiple exit on April 4, 2023

(c) Efforts of UPRTOU, Prayagraj

University has constituted a Committee to look after about the ABC under the Convenorship of Prof. J. P. Yadav, School of Sciences vide notification no. OU/1813/2023; dated 25.01.2023 and subsequently registered itself on ABC portal through DigiLocker on April 4, 2023.

This registration will enable University to:

1. Add student's ID and allow them to check the earned credits against their ABC ID
2. Deposit students earned credits in respective ABC IDs.

(d) UPRTOU, Prayagraj has updated itself in all required aspects and is starting MOOCs very soon.

(e) ILMS has been implemented to facilitate as Good Practices under ABC of UPRTOU, Prayagraj.

19. Skill development:

The Undergraduate & Post Graduate Programmes are designed with the objective of equipping learners to cope with the emerging trends and challenges in the specific field of study. In congruence with

goals of the University the Programmes also focuses to provide skilled manpower to the society to meet global demands. The UG programme is of 120 credits which includes following categories of courses:

1. Discipline Specific Core Courses
2. Discipline Specific Electives Courses (DEC)
3. Ability Enhancement Compulsory Courses (AECC)
4. Skill Enhancement Courses (SEC)

The sample structure of B.Sc. Programme under NHEQF is given below:

Level	Year	Sem	First Selected Subject	Second Selected Subject	Third Selected Subject	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective Course (DEC)	Literature Survey/ Research Project	Total credit
			Discipline Specific Core papers with credit	Discipline Specific Core papers with credit	Discipline Specific Core papers with credit					
5	1	1st	4	4	4	4	4	-	-	20
		2nd	4	4	4	4	4	-	-	20
6	2	3rd	4	4	4	4	4	-	-	20
		4th	4	4	4	4	4	-	-	20
7	3	5th	-	-	-	-	4	12	4	20
		6th	-	-	-	-	4	12	4	20
Total credit			16	16	16	16	24	24	8	120

The Skill Enhancement Courses (SEC) shall be chosen from a pool of courses to enhance skill-based knowledge.

The work is going on to design the Specialized Programmes and Vocational Programmes specially to enhance skill ability among learners through internship/apprenticeship. To inherit the soul of NEP-2020, some MoUs/collaboration with Local industry, MNCs, businesses, ITI, Polytechnic, MSME artists, crafts persons, other HEIs, NGOs, govt. organizations (State/Central), District Employment Office etc. for internship/Training/Field Work etc. were made for ensuring job-specific 10- credit bridge course(s) of two months duration after exit. The learner can choose job-specific bridge course offered by schools. Under exit option from Level 5 to 7, the learner can choose organization (Private/State Govt/Central Govt.) for internship/apprenticeship for job-specific

bridge course by own or choose job-specific bridge course from the list provided by the University. After successful completion, he/she submit the certificate obtained from organization to the Training & Placement Office of the University to get Undergraduate certificate/diploma for successful completion. The monitoring of such learners shall be done by T & P Cell.

20. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

1.3.1 Institution integrates crosscutting issues

The UPRTOU, Prayagraj lays particular emphasis upon its continuing efforts towards establishing an ideal society as well as polity by incorporating indian knowledge pertaining to Gender, Environment and Sustainability, Human Values and Professional Ethics etc.

This is why the Open University has structured such courses in its curricula - as given below - which altogether integrate the above mentioned issues in the larger interest of the society and country as well as the whole world thereby ensuring all aspects of progress and development.

Further, the development so-attained, in turn, makes positive impact on all of these aforesaid issues and also leads to their mainstreaming which involves innovation, flexibility, learning and acceptance of new norms as it also suggests deep changes in the established procedures and cultures of the University.

Again, indian knowledge system is well integrated into the vision, mission, objectives and consequent management of the University so as to carry forward the so-evolving spirit. These courses not only enrich the learners academic knowledge and intellectual capacities but they also broaden or enlarge their mental horizons and intellectual capacities which enable them to understand their duties and responsibilities and also make them aware of their fundamental as well as and legal rights.

And that help-motivate them to discharge their duties in a right and harmonious perspective, besides inculcating and nurturing their desired role as a human being, citizen and above all as a moral entity not only in a society or in the country but also in

all over the world in accordance with true spirit of *vasudhaiv kutumbakam* (the whole world is a family) as obtained through the ancient Indian classical heritage.

In fact, these courses particularly sensitize them towards Human Values and other fellow beings including women, children, old and infirm people and other living entities and the nature, the mother earth and also about ecological balance and cultural assimilation. As obvious, these human values are something which are desirable and worthy of esteem for their own sake as these help us to live in harmony with society and all over the world as well.

This is why these courses individually as well as collectively address the core concerns or essentials of welfare of humanity while maintaining perfect balance between an individual and society and the world as a whole. Besides these, the aforesaid courses also put emphasis on evolving a right balance between material and spiritual worlds both for attaining good and dignified human life.

21. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

The level 5 to 7 of UG programmes and level 8 to 9 of PG programmes are described by the learning outcomes (LOs) and each programme also specifies the programme outcomes (PO). Likewise each course clearly mention the course outcomes (CO) and there is a mapping between Co and PO to achieve the learning outcome.

Learning outcomes after Level 5 (Undergraduate Certificate)		
Learning Outcomes	Elements of the descriptor	Description
LO 1	Knowledge and understanding	
LO 2	Skills required to perform and accomplish tasks	
LO 3	Application of knowledge and skills	
LO 4	Generic learning outcomes	
LO 5	Constitutional, humanistic, ethical and moral values	

LO 6	Employment ready skills, and entrepreneurship skills and mindset	
Learning outcomes after Level 6 (Undergraduate Diploma)		
Learning Outcomes	Elements of the descriptor	°
LO 1	Knowledge and understanding	
LO 2	Skills required to perform and accomplish tasks	
LO 3	Application of knowledge and skills	
LO 4	Generic learning outcomes	
LO 5	Constitutional, humanistic, ethical and moral values	
LO 6	Employment ready skills, and entrepreneurship skills and mindset	
Learning outcomes after Level 7 (Bachelor in Science)		
Learning Outcomes	Elements of the descriptor	°
LO 1	Knowledge and understanding	
LO 2	Skills required to perform and accomplish tasks	
LO 3	Application of knowledge and skills	
LO 4	Generic learning outcomes	
LO 5	Constitutional, humanistic, ethical and moral values	
LO 6	Employment ready skills, and entrepreneurship skills and mindset	

To capture the the Outcome based education in teaching and learning practices, the Terminal & Assignment paper pattern and assignment paper & paper setting instructions are revised.

1. The revised question paper must assess the following aspects/category of learning: Remember & Understanding, Applying, Analyzing, Synthesis and Evaluation depending upon the need of course outcomes (COs)

2. One question on case study (wherever applicable) is essential in every question paper. It may have multiple levels of learning to be tested.
3. The question paper should be designed to have a numerical component as per the course (wherever applicable).
4. Each question must be designed in such a way that it assesses the concerned CO in entirety i.e. a question could have multiple parts depending upon the requirement of the Specific Course Outcome.
5. It is mandatory to frame questions to assess every course outcome for the given course. It should be ensured that there is at least one question assessing every CO (as attached with the syllabus).
6. The Question paper will have two sections- Section A and Section B. The examiner shall set questions specific to respective section. Section wise details are as under mentioned:
7. Section A shall consist of short answer type questions (approx. 100 words). This section will essentially assess COs related to lower order thinking skills (Remembering & Understanding). It will contain five questions with at least one question from each Block or unit with an internal choice having "or" option with optional question from the same block or unit. Each question shall have equal weightage of four marks and total weightage of this section shall be TWENTY MARKS.
8. Section B shall comprise long answer type questions (approx. 350-400 words). This section shall specify the higher order thinking as well as lower order thinking skills (Analyzing, Applying, Evaluating & creating or Remembering & Understanding) to be assessed and mapped with the course outcomes stated. It shall contain five questions with at least one question from each block and unit with an internal choice having "or" option with optional question from the same block and unit. Each question shall have equal weightage of ten marks and total weightage of this section shall be FIFTY MARKS
9. Note: - In case where the course content does not have the scope of assessing higher order thinking skills, questions may be framed to assess the lower order thinking skills as per the course outcomes (CO) stated.

22.Distance education/online education:

The University Grants Commission (Open and Distance Learning programme and Online Programmes) Regulations 2020 state the provision for the Open Universities to establish Centre for Online Education (COE). In line with said regulations, the Centre for Online Education was established on 06.07.2022. vide notification 04/983/2022 with the approval of 121 meeting of the Executive Council of the University held on 12-11-2021. The COE is an integral part of the University. It

adopt the innovative and flexible methods of education to make sure for independent learning to anyone, anytime and anywhere. The COE will offers academic programs to meet the learning requirements of knowledge seekers as well as to ensure their learning as per their suitability. The weblink of Centre for Online Education is http://14.139.237.190/ol_edu_cent.php

The vision, mission and objectives are:

VISION:

To provide digital learning platform with latest technology enabled learning experiences and support services to achieve inclusive development for enhancing knowledge and skills. To nurture the COE as a leading online education centre to foster open and distance learning. (The vision is to align with the equitable use of technology mentioned in chapter 24 of NEP-2020 to provide affordable, flexible and ubiquitous learning environment.)

MISSION:

To offer the student-oriented learning opportunity to a diverse learners community through automation and digitization. It will provide quality higher education in open learning mode to meet the national priorities.

OBJECTIVES:

- To create an environment in the university to foster the online education in line with the UGC (ODL programme and Online Programmes) Regulations 2020.
- To strengthen the IT infrastructure for promotion of online education.
- To strive to support affordable, barrierless, and flexible quality education.
- To provide quality higher education and services while supporting data-driven innovation.
- To provide need-based online learning opportunities for professional development and skill upgradation to existing workforce.
- To provide capacity building opportunities to all online education providers.

The University also started the portal named e-Gyansangam to foster the Open Educational Resources (OER) to the learners. The weblink of portal is http://14.139.237.190/oer_repository.php

Extended Profile

1. Programme

1.1	62
Number of programmes offered during the year:	
1.2	62
Number of programmes offered during the year, Please provide consolidated number of Programs offered during the year without repeat count, including the programmes that are dropped)	
1.3	29422
Number of learners admitted afresh in first-year during the year	
1.4	54862
Number of learners enrolled during the year	
1.5	1064
Number of courses offered by the institution across all programs during the year	
1.6	995
Total Number of Courses offered by the institution in all programs (without repeat count and include courses that are dropped)	
2.Student	
2.1	58649
Number of graduating students during the year	
2.2	89089
Number of enrolled learners in the preceding academic year registered for term end examination	
2.3	87175
Number of registered learners in the preceding academic year appeared for term end examination	
2.4	60399
Number of learners in the preceding academic year passed in the term end examination	

3. Institution	
4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	2921.92
4. Teacher	
5.1 Number of sanctioned posts for the year:	38
5.2 Number of full-time teachers during the year:	137
5.3 Number of other academics in position against the sanctioned posts	1
5.4 Number of Full time Academic consultants employed	109
5.5 Total number of full time teachers worked in the institution during the year (Please include the teachers who left / joined the institution during the assessment period without repeat counts:	137
5.6 Total number of other academics worked in the institution during the year (Please include the other academics who left / joined the institution during the assessment period without repeat counts	1

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning Design and Development

1.1.1 - Relevance of curricula planned, designed and developed/adopted

The University trying to establish special distinction offers through high quality learner-centric quality general and professional education, knowledge, and skill by integrating latest trends and researches, data, resources, perspectives in each subject area to cater to the local, regional, national and global needs of learners. The Open University aims to fulfil the provisions of the National Education Policy (NEP 2020) by providing high-quality teaching, research, and social outreach.

The curriculum development encompasses various areas of knowledge, including core/basic and applied knowledge, vocational education, and skill development. The university's academic programs cover a wide range of subjects, incorporating contemporary knowledge, interdisciplinary learning, and problem-solving approaches. The programs align with the expected learning outcomes outlined in the NEP 2020 and are designed by experts of national and international eminence. Regulatory bodies such as UGC, NCTE, RCI, AICTE validate the teaching and learning standards of the university's programs.

The university emphasizes liberal education programs in social sciences, natural sciences, and master programs that develop critical thinking and socially aware citizens.

Certificate and diploma programs are offered in applied knowledge areas to enhance employability and specific abilities and skills required for various sectors.

Vocational education and skill development programs cater to the needs of entry-level workers and include practical components such as internships and lab-based training.

File Description	Documents
Curricula implemented by the University	http://www.uprtou.ac.in/naacssr2/1.1.1_Final_Curricula.pdf
Mapping of curricula to Programme Outcomes	http://www.uprtou.ac.in/naacssr2/1.1.1_mapping.pdf
Outcome analysis of Programme Specific Learning Outcomes and Course Learning Outcomes	Nil
Minutes of the relevant BoS/ School Board / Academic Council	http://www.uprtou.ac.in/naacssr2/1.1.1_Final_AC_minutes.pdf
Any other relevant information	Nil

1.1.2 - New Programmes introduced - Percentage of programmes newly introduced by the institution during the year

0

1.1.2.1 - Number of new programmes introduced during the year

0

File Description	Documents
Minutes of relevant Academic Council/ School Board /BoS meetings	No File Uploaded
Details of the Curricula/Syllabi of the new programmes during the year	No File Uploaded
As per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

1.1.3 - Revision of Programmes - Percentage of Programmes revised during the year

47.54

1.1.3.1 - Total number of Programmes revised during the year

29

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Details of the revised Curricula/Syllabi of the programmes during the year	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

1.1.4 - Courses being offered as MOOCs or using OERs. - Percentage of courses being offered as MOOCs or using OERs to supplement the existing courses (data for the preceding academic year)

0.5

1.1.4.1 - Number of courses being offered as MOOCs or using OERs to supplement the existing courses (data for the preceding academic year)

5

File Description	Documents
Web-link to the list of MOOCs approved	http://www.uprtou.ac.in/vc_school_main_page.php?slm=17&contid=239
Curriculum/ Syllabus of the courses being offered as MOOCs or using OERs	View File
Minutes of the Boards of Studies/ School Boards/ Academic Council meetings for approvals of these courses	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

1.1.5 - Electronic media and other digital components in the curriculum - Percentage of the Courses on offer that have incorporated electronic/digital media and other digital components in their curriculum delivery during the year

39.2

1.1.5.1 - Total number of the Courses on offer have incorporated electronic/ digital media and other digital components in their curriculum during the year

390

File Description	Documents
Details of Programmes incorporating electronic media and other digital components offered during the year	View Fi
As per Data Template	View Fi
Any other relevant information	View Fi

1.2 - Academic Flexibility

1.2.1 - Programmes being adopted/adapted by other HEIs - Percentage of programmes adopted/adapted by other HEIs through forr MOU during the year

0

1.2.1.1 - Number of programmes adopted/adapted by other HEIs during the year

0

File Description	Documents
MOU for programmes adopted/adapted by other HEIs	No File Uploaded
Details of Programme	No File Uploaded
As per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

1.2.2 - Implementation of CBCS / ECS - Percentage of Programmes (UG/PG) in which Choice Based Credit System CBCS/ Elective Course System (ECS) has been implemented (Data of the latest completed academic year)

100

1.2.2.1 - Number of Programmes (UG/PG) in which Choice Based Credit System CBCS/ Elective Course System (ECS) has been implemented (Data of the latest completed academic year)

34

File Description	Documents
Minutes of relevant Academic Council/BoS/ School Board meetings for implementation of CBCS	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

1.2.3 - Enabling provision for lateral entry for learners - Percentage of learners admitted in the Institution through lateral entry during the year

0

1.2.3.1 - Number of admitted strength in programs where lateral entry is provisioned

0

File Description	Documents
Credit transfer policy	No File Uploaded
List of programmes having provision for lateral entry	No File Uploaded

As per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

1.2.4 - Enabling provision for modular approach Provision for modular approach for flexible exit to the learners

In academic session 2022-23, there is no provision of flexible exit. However, the structure and duration of UG and PG programmes in accordance with NEP-2020 with effect from session 2023-24 includes multiple exit options within this period, with appropriate certifications:

- Level 5: a certificate after completing 1 year (2 semesters) of study in the chosen discipline or field, including vocational and professional areas;
- Level 6: a Diploma after 02 years (04 semesters) of study;
- Level 7: a Bachelor's degree after a 3-year (06 semesters) programme.
- Level 8: a Bachelor' Degree (Research) for 4 year programme after completing 4th year of OR PG Diploma in in field of study after completing 1st year (2 semesters).
- Level 9: a Master in Science programme after 2 years (4 semesters) of study;

File Description	Documents
The list of Programmes having modular approach with flexible exit options for the learners	http://www.uprtou.ac.in/naacssr2/05_10_2023_124_list_of_programmes.d
Any other relevant information	Nil

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues Institution integrates crosscutting issues relevant to Gender, Environment and Sustainability Human Values, Emerging Demographic changes and Professional Ethics in the curricula

The university is committed to establishing an ideal society and polity by addressing cross-cutting issues such as Gender, Environment and Sustainability, Human Values, Emerging Demographic Changes, and Professional Ethics.

Elective Foundation courses focus on providing human values in education.

Ability Enhancement Compulsory Courses (AECC) sensitize learners to environmental issues and introduce them to relevant policies and practices.

AECC also develop interpersonal communication skills for personal, social, and professional interaction. Skill Enhancement Courses (SECs) aim to build specific functional skills for daily life.

Environmental Studies is a compulsory requirement for all Undergraduate programs.

Master's programs like Gender and Development Studies, Social Sciences, and Social Work focus on areas such as Gender, Social Justice, Environment, Sustainable Development, and Occupational Health.

PG programs cover population studies, emerging demographic trends, and their intersection with livelihood opportunities, environmental safety, and sustainable development.

Professional ethics is incorporated into programs such as Social Work and Master of Business Administration, integrating CSR and sustainability.

The university designs its programs to be socially relevant and responsible, fostering inclusive values and practices while aiming to achieve a balanced and dignified human life.

File Description	Documents
List of courses that integrate crosscutting issues mentioned above	http://www.uprtou.ac.in/naacssr2/09_10_2023_list_of_course.pdf
Description of the courses which address Gender, Environment and Sustainability, Human Values, Emerging Demographic changes and Professional Ethics in the Curricula	http://www.uprtou.ac.in/naacssr2/09_10_2023_cross_cutting_description.pdf
Any other relevant information	Nil

1.3.2 - Awareness/ soft skills / life skills/value-added courses etc., on offer

1.3.2.1 - Number of Value-added courses imparting life skills and soft skills being offered by the Institution during the year

263

File Description	Documents
Brochure relating to the listed courses	View File

Course content of the Value-added courses	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

1.3.3 - Learners undertaking fieldwork / projects / internships etc. - Percentage of learners undertaking field work / projects / internships leading to submission of dissertation / Reports

35.83

1.3.3.1 - Number of learners undertaking field work / projects / internships leading to submission of dissertation / Reports (data for the latest completed academic year)

2008

File Description	Documents
Link to Programme structure(s)	http://uprtouexam.in/Prospectus/Final_Prospectus_2022_23
Handbook/Manual for field work/ projects / internships.	View File
List of learners enrolled in Programme involving field work/ projects / internships etc.	View File
As per Data Template	View File
Any other relevant information	View File

1.3.4 - Courses on employability/ entrepreneurship/ skill development - Percentage of courses on offer has focus on employability entrepreneurship/ skill development during the year

3.11

1.3.4.1 - Number of courses having focus on employability/ entrepreneurship/ skill development during the year

31

File Description	Documents
Link to programme structure and syllabus of such courses having focus on Employability/ Entrepreneurship/ Skill development	http://www.uprtou.ac.in/naacssr2/09_10_2023_134_COURSE_CONTENT

As per Data Template	View File
Any other relevant information	No File Uploaded

1.4 - Feedback System

1.4.1 - Feedback for design and review of curriculum Mechanism is in place for obtaining structured feedback on curricula/syllabi from various stakeholders Structured feedback has been designed for review of curriculum/syllabus for the preceding academic year
1) Learners 2) Teachers and other Academics 3) Academic Counsellors 4) External Subject Experts 5) Employers 6) Alumni

A. Any 4 or more of the above

File Description	Documents
20 sample filled in Feedback forms in each category opted for the metrics	View File
As per Data Template	View File
Any other relevant information	View File

1.4.2 - Action on feedback (feedback collection, analysis and action taken) Mechanism is in place for analyzing the Feedback obtained from stake holders on curriculum/syllabus for the preceding academic year

A. Feedback collected, analyzed and action taken feedback and such documents are made available on the institutional website

File Description	Documents
Stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council/ Syndicate/ Board of Management	View File
As per Data Template	View File
Any other relevant information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Learner Enrollment

2.1.1 - Average variation in enrolment of learners in the Institution during the year

118

File Description	Documents
Total enrollment data during the year authenticated by Registrar of the University	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

2.1.2 - Efforts for reaching the unreached Efforts undertaken by the Institution for reaching out to the persons who do not have access to higher education

Presently, through its 12 regional centres and more than 1300 study centres, the university is making constant efforts for 'reaching to unreached'.

1. University Hoarding and Pamphlet
2. CUG Mobile phone number.
3. Dissemination through brochures.http://uprtouexam.in/Prospectus/Final_Prospectus_2022_23.pdf
4. Through newspapers.
5. Organizing Coordinator Workshops at Regional Offices.
6. University website (www.uprtou.ac.in)
7. Social Media https://twitter.com/uprtou_pro https://www.youtube.com/channel/UCj2XTEB6iCZwwIqmKw_jzYg
<https://www.facebook.com/uprtou.allahabad.1>
8. UPRTOU Online Study Channel

https://www.youtube.com/channel/UCj2XTEB6iCZwwIqmKw_jzYg

9. Magh Mela Camp - The University's activities and functioning are promoted every year by setting up university camp in the Magh Mela area at Prayagraj.

10. Awareness Program- Organizing programmes on important occasions and many other awareness programs

11. Dissemination through adopted villages- Promote the philosophy and methodology of distance education through community works and innovative activities.

12. Welfare Measures: Executive council in its meeting dated 12.10.2022, approved the policy document welfare measures for marginalized individuals named SMILE.http://14.139.237.190/ciqa/05_07_2023_welfare_measures_policy.pdf

13. The Centre for Women's Studies organizes number of awareness programmes in the adopted villages for the education. (http://14.139.237.190/vc_school_main_page.php?slm=3&contid=34)

In this way, UPRTOU is constantly trying to broaden its accessibility by using the above mentioned resources and publicity tips.

File Description	Documents
Documents on efforts taken for reaching the unreached	www.uprtou.ac.in http://14.139.237.190/latest_events.php?wid=3&slm=3
Any other relevant information	http://14.139.237.190/others_events.php

2.2 - Catering to Learner Diversity

2.2.1 - Catering to rural population - Percentage of learners enrolled from rural areas during the year

76.15

2.2.1.1 - Total number of learners enrolled from rural areas during the year

41781

File Description	Documents
Number of rural learners authenticated by Registrar of the University	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

2.2.2 - Reaching out to learners from socially backward categories - Percentage of learners enrolled across different socially backward categories during the year

63.18

2.2.2.1 - Number of learners admitted against SC/ST/OBC and other reserved categories as per GOI norms

34664

File Description	Documents
Number of SC, ST and OBC learners authenticated by Registrar of the University	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

2.2.3 - Reaching out to Persons with Disabilities (PwD) - Percentage of PwD learners enrolled during the year

0.55

2.2.3.1 - Number of learners enrolled from Divyangjans categories during the year

304

File Description	Documents
Number of PwD learners authenticated by Registrar of the University	View File
As per Data Template	View File
Document submitted by the Institution to a Government agency giving this information	No File Uploaded
Any other relevant information	No File Uploaded

2.2.4 - Reaching out to women / Transgender learners -Percentage of Women learners enrolled during the year

36.31

2.2.4.1 - Total number of Women / Transgender learners enrolled from during the year

19925

File Description	Documents
Number of Women / transgender learners authenticated by Registrar of the University	View File
As per Data Template	View File

Any other relevant information	No File Uploaded
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2.2.5 - Reaching out to employed persons - Percentage of the employed learners who are enrolled during the year

14.07

2.2.5.1 - Number of employed learners (including self employed) enrolled during the year

7721

File Description	Documents
Number of employed learners authenticated by Registrar of the University	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

2.2.6 - Learners from Special Target Group: prison inmates - Average number of prison inmates enrolled as learners during the year

Nil

2.2.6.1 - Number of prison inmates enrolled as learners during the year

49

File Description	Documents
As per Data Template	View File
Any other relevant information	No File Uploaded
Number of prisoners enrolled authenticated by Registrar of the University	View File

2.2.7 - Learners from Defense and Security Forces - Average number of persons from Defense and Security Forces background namely: Defense / Security Personnel, Ex Service men/ War widows enrolled as learners during the year

Nil

2.2.7.1 - Number of persons from Defense and Security Forces background namely: Defense / Security Personnel, Ex Service men War widows enrolled as learners during the year

1715

File Description	Documents
Number of learners from defense/security background authenticated by Registrar of the University	View File
As per Data Template	View File
Any other relevant information	No File Upload

2.3 - Teaching- Learning Process

2.3.1 - Development of Self-Learning Material (SLM) in Print

A self learning material is expected to be self explanatory, self inclusive, self motivated and self evaluative. The self learning material is designed for the use of learners without the help of a teacher and therefore, the presentation of contents becomes very important. The difficulties that a learner may face while reading and understanding the material are carefully identified. The language is kept simple.

The faculty members coordinate the development of SLM for their subjects. The development of Self Learning Material (SLM) in the university is a three step process.

1. Planning: The course structure is prepared and its division into units and blocks is decided. This is done by the respective schools of the university. The content is then approved by the BoS, School Board and finally approved by the Academic Council of the university.
2. Execution: During the execution phase, the writers and editors for the development of material are decided.
3. Evaluation: After the writer has completed the writing work, the material is handed over to the editor for editing. After the editor approves the material suitable for publication, format editing or vetting of the material is done.

The guidelines for the development of SLM is available at
[liink:http://14.139.237.190/ciqa/policy%20for%20SLM%20Development.pdf](http://14.139.237.190/ciqa/policy%20for%20SLM%20Development.pdf)

File Description	Documents
Policy document on SLM	http://uprtou.ac.in/ciqa/policy%20for%20SLM%20Development.pdf
Any other relevant information	Nil

2.3.2 - Use of Radio for providing instruction - Percentage of programmes where radio has been used for providing instruction in the latest completed academic year

4.91

2.3.2.1 - Number of programmes where radio has been used for providing instruction in the latest completed academic year

3

File Description	Documents
Proof of radio broadcasting with schedules of the programs	View File
Schedules of the above activities	No File Uploaded
As per Data template	View File
Any other relevant information	No File Uploaded

2.3.3 - Use of telecast / webcast for providing instruction - Percentage of programmes where telecast / webcast (TV broadcast, teleconferencing, web conferencing / webinars, etc) for providing instructions in the latest completed academic year

21.31

2.3.3.1 - Number of programmes where telecast / webcast (TV broadcast, teleconferencing, web conferencing / webinars, etc) for providing instructions in the latest completed academic year

13

File Description	Documents
Proof of tele- broadcasting with schedules of the programs	View File
Schedules of the above activities	View File
As per the data template	View File
Any other relevant information	View File

2.3.4 - Availability of digitized SLMs for the learners - Percentage of programs having access to online SLMs

86.88

2.3.4.1 - Number of learning material of the Institution digitized and the SLMs uploaded on the website / Online Repository/ e-con app / LMS for their availability to the learners during the year

File Description	Documents
Links to Digital repository of SLMs	http://uprtou.ac.in/sha-name-download-form12.php
Any other relevant information	No File Uploaded
Data template in Section B	View File

2.3.5 - Institutional Mechanism to provide academic counseling support An Institutional mechanism is in place to provide academic counselling support to learners enrolled in different programs including strategies for learner participation and engagement as well as development of required competencies and skills

Organization of Counselling Sessions (Classes)

1. Counselling sessions are organized according to the specified schedules.

The main objectives of counselling cell are as follows-

1. To bring co-operation among different study centers and motivate them for regular counselling classes.
2. To improve, innovate and facilitate new methods of counselling which help the learners.
3. To coordinate all counselling related activities with the study center, regional center and head office i.e. University main campus.
4. To supervise the quality and timing of counselling sessions held at the study centers.
5. To facilitate check mechanism for proper counselling as per university guide lines.
6. To check and verify the bills, eligibility of counsellors, counselling classes time table, and documents related to these points.
7. To facilitate proper and timely payment of bill to counsellors.

Regular feedback and communication-

The counselling cell had a feedback and communication system. Any document related with the file, if it has been attached by the study center is asked to be submitted through a letter send by speed post and a copy of same is uploaded in the online portal of that specific study center. Helpline No. of University also takes queries. It workes 24X7.

File Description	Documents
Schedules of different counseling activities	http://uprtou.ac.in/counselling_classes.php
Report of academic Counseling sessions	http://www.uprtou.ac.in/naacssr2/26_10_2023_2P35.pdf
Any other relevant information	http://www.uprtou.ac.in/naacssr/naacdocument/2.3.5/counselling_norms_and_schedule_activity

2.4 - Teachers and other Academics- Profile and Quality

2.4.1 - Full-time teachers and other academics in positions - Percentage of the sanctioned posts occupied by full-time teachers and other academics respectively during the year

76.31

2.4.2 - Full-time teachers and other academics with Ph.D. - Percentage of full-time teachers and other academics with Ph.D. degree

63.76

2.4.2.1 - Number of full-time teachers and other academics with Ph.D. degree

88

File Description	Documents
Number of teachers and other academics with PhD	No File Uploaded
As per the Data Template	View File
Any other relevant information	No File Uploaded

2.4.3 - Programmes on offer through Collaboration - Programmes offered which are developed through collaboration with Governn

/ other agencies

0

2.4.3.1 - Number of Programmes offered which are developed through collaboration with Government / other agencies during the year

0

File Description	Documents
Copies of MoUs with other agencies	No File Uploaded
Minutes of relevant Academic Council/BoS/ School Board meetings	No File Uploaded
As per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

2.4.4 - Percentage of in-house faculty involved in design and development of SLMs during the year

100

2.4.4.1 - Number of in-house faculty involved in design and development of SLMs during the year

137

File Description	Documents
Minutes of relevant Academic Council/BoS/ School Board meetings	View File
Credit page of Blocks/ Courses	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

2.4.5 - Recognition earned by full time teachers and other academics

2.4.5.1 - Number of full time teachers who received awards, fellowships, recognition etc. from state /national /international level Government recognized bodies during the year

7

File Description	Documents
Scanned copies of award/ appointment letters	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

2.4.6 - Learner : Academic Counselor ratio

2.4.6.1 - Number of empanelled Academic Counselors for the latest completed academic year:

2663

File Description	Documents
Number of Academic Counsellors with details of total teaching experience for the preceding academic year	View File
As per Data Template	View File
Any other relevant information	No File Upload

2.5 - Evaluation Process and Reforms

2.5.1 - Process of conduct of Term-end examination Process of conduct of Term End Examination and efforts done for fair and smooth conduct of the examination

The process of conduct of Terminal Examination involves number of steps including dissemination of information to final conduction of examination. This includes:

1. Medium of Information Related to Examination

The exams related information is uploaded on university website.

2. Terminal Examination

Examinations are conducted twice in a year. In order to ensure confidentiality and quality of the examination, terminal question papers are prepared by the qualified and experienced experts.

During the examination period, observers are appointed by the University for each Examination Centre to monitor the sanctity of the examination. Along with this, a flyer team is also formed who visited the examination centres and submit its report (including unfair means, if any) to maintain the exam sanct:

In order to prevent the use of improper means in the examination, strict compliance of the guidelines issued by the State Government is ensured. Only such study centres are made examination centres, which have fulfilled the standards laid down by the University.

3. Available Facilities Related to Examination

- (a) Facility of Back Paper Examination
- (b) Provision of Scrutiny
- (c) Facility to Change the Examination Centre
- (d) Facility of On-line Availability of Examination Admit Card and Mark sheets
- (e) Availability of On-line Examination Time Table

2.5.2 - Examination related Grievances Mechanism of the Institution to deal with examination related grievances in a transparent manner

To address the grievances of the learners, Examination department has set up a grievance redressal cell. All the queries & grievances of learners related to the examination are resolved by the following mechanism:

1. Directly writing an application and submitting it to the grievance redressal cell.
2. Submitting the same on the counter of examination cell.
3. Email to the controller of examination.
4. Toll free Number provided to learners by the university.
5. Speed post/ Registered post/ Simple post.
6. Each employee has been given CUG mobile number on which learner can register his/her grievance and get suggestion/ solution from the employee.
7. Through Regional Centre or study centre.

Grievances received through the prescribed performa are completed immediately. In the event of otherwise the necessary information is obtained through telephone or correspondence to fulfill the first related grievance, after which their grievances are resolved. The grievance of the learner obtained by

correspondence is disposed off within ten days. An immediate action is taken if learner, in person, contacted to the examination department and his/her grievance is resolved on the same day.

File Description	Documents
Any other relevant information	Nil
Standard Operating Procedures related to Term End Examination related Grievances	http://www.uprtou.ac.in/naacssr2/07_10_2023_252_greivance.

2.5.3 - Formative Assessment Standard Operating Procedures employed for continuous (internal) assessment followed by the Institution

Assignment is a tool that measures and assesses the change in the knowledge of the learner through the teaching learning process in a given time period. The assignment paper is of 30 marks. In case the learner is unable to submit the assignment of time he/she is not permitted to appear in exam.

Types of Assignment papers

- Subjective: Long Answered Questions and Short answered questions
- Objective Type questions: MCQ, True/False, Fill in the blanks, Sentence substitution, pictorial based etc.

Assessment of Assignment

A three-tier evaluation method has been adopted to evaluate the level of learners. This includes:

1. Self Evaluation

Student evaluates himself/ herself in every Unit.

1. Sessional (Assignment) Assessment

In most courses, assignment is evaluated by subject teacher of concerned study center.

Learners who submit the assignment at the study centers are evaluated by the teachers. The mentor is guided, instructed and provide feedback by writing comment in relation to the evaluation of the assignment. Comment itself drives the learning process and provides inspiration. In this way, assignment work is a special and necessary part of free and remote education. Special importance is given to the task of providing feedback to the learner by examining the practice.

File Description	Documents
Policy documents on Evaluation Methodology	http://www.uprtou.ac.in/naacssr/naacdocument/2.5.3/2.5.3_Ordinance_Evaluation.
Any other relevant information	Nil

2.5.4 - Status of automation of Examination/ Evaluation processes Status of automation of examination / evaluation processes is represented by:	B. Only learner registration, Hall ticket issue Result Processing automated
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File Description	Documents
Current Manual of examination automation system	No File Uploaded
Annual reports of examination including the present status of automation	No File Uploaded
As per Data Template	View File
Any other relevant information	View File

2.5.5 - Involvement of external subject experts in evaluation process Extent of involvement of external subject experts and other academics in the evaluation related activities in the preceding academic year: 1. Evaluation of Assignments 2. Evaluation of Projects 3. Preparation of Term End question papers 4. Moderation of Term End question papers 5. Evaluation of answer scripts 6. Examination related duties as invigilator, observer etc.	A. Any 4 or more of the above
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File Description	Documents
Link to list of evaluators	http://www.uprtou.ac.in/naacssr2/07_10_2023_255_external_evaluator_compressed.
As per Data Template	View File
Any other relevant information	View File

2.6 - Learner Performance and Learning Outcomes

2.6.1 - Programme Outcomes The Institution has stated Graduate Attributes / Programme Outcomes, Programme Specific Outcomes and Course Outcomes which are integrated into the assessment process

Every programme and the course have their own specific outcome matching with their objectives. For assessment of the outcomes of each course/programme that learners take away after the study, there is provision of continuous evaluation. There are three components of evaluation explained as under:

1. Self-Evaluation:

At the end of each unit he/she finds some questions related to it and expected to answer them and evaluate himself/herself matching the answers given in book(s).

2. Assignment Evaluation:

An assignment paper is made available for every course. Counselor/tutor evaluates the assignment(s) and returns to the learner with certain comments regarding further improvement. A weightage of 30 percent of marks is added to the final score that they earn.

3. Terminal Evaluation:

This terminal examination is conducted wherein the paper setting and evaluation work involve approved internal/ external examiners under the assured confidentiality. weightage of .

Practical or project work is an important component of learning. The learners' outcome in such courses assessed by approved internal/ external examiners through evaluation of their Project Report and/or voice examinations at the designated examination centers.

Divisions are also awarded as per UGC norms to the successful learners.

File Description	Documents
Graduate Attributes / Programme Outcomes, Programme Specific Outcomes and Course Outcomes	http://www.uprtou.ac.in/naacssr2/1.1.1_Final_Curricula
Any other relevant information	Nil

2.6.2 - Percentage of completion status of UG and PG degree programmes with in specified period

1.88

2.6.2.1 - Number of UG learners enrolled in first year of the present assessment period.

10172

File Description	Documents
Link to declaration of results	http://14.139.237.190/result_front_page.php
As per Data Template	View File
Any other relevant information	No File Uploaded

2.7 - Learner Satisfaction Survey

2.7.1 - Online Learner Satisfaction Survey regarding teaching-learning process

24995

File Description	Documents
Database of all currently enrolled learners	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - Policy for promotion of research The Institution has a well defined policy for promotion of systemic and discipline based research Also, explain the assigned budget for research and its utilization, methods for implementation and monitoring.

University has laid the emphasis on research and sustainable development, where research makes it possible to create knowledge, innovation, and newer insights that make extension activities and teaching more vibrant and scientific. In current scenario of innovative Research and Developments, several efforts for promoting research talents among the teachers, Ph.D. scholars and others were made to give ample opportunities for benefits like incentives for faculties receiving research fellowships and the allocation of specific corpus for faculties for publishing research papers, books and book chapters in National and International reputed publishing houses. In addition, University also promotes research

activities through financial assistance for attending National and International Conferences, Faculty Development Programmes (FDP).

In order to promote research activities among faculty members of the University, the guidelines for research promotion are categorized as:-

- Incentives by the University for Research Projects, Publications and Research related activities.
- Financial assistance for attending National and International Conferences/ Seminars and Faculty Development Programmes.
- Financial assistance for pursuing Ph.D.

Assigned Budget: 30 Lakhs

Implementation and monitoring

Research Advisory Council (Chaired by VC or his / her Nominee)

Director- R&D Cell (Convener)

Committee 1: Finance & Infrastructure

Committee 2: Research Program Policy Developments

Committee 3: Collaboration & Community

Committee 4: Product Development Monitoring and Commercialization

Committee 5: IPR Legal & Ethical Matters

The Policy for promotion of research is available at

link: http://14.139.237.190/ciqa/05_10_2023_Policy_Promotion_Research.pdf

File Description	Documents
Minutes of the Governing Council/ Syndicate/ Board of Management / Academic Council/	http://www.uprtou.ac.in/naacssr2/09_10_2023_Revised_Policy_for_Promotion_of_Research .

Research Council related to research promotion policy adoption	
Policy document on promotion of research	http://14.139.237.190/ciga/05_10_2023_Policy_Promotion_Research.pdf
Any other relevant information	Nil

3.1.2 - Research facilities for teachers, other academics and learners Research facilities available to the teachers, other academics and learners of the Institution for pursuing research 1. Reference Library 2. Online subscription to research journals 3. Research/Statistical Databases 4. Media Laboratory / studios 5. Science laboratories 6. Computing Laboratory and support for both qualitative and quantitative data analysis including softwares 7. Data curation and sharing facility 8. Language laboratory 9. Central Instrumentation Centre

B. Any 4 or 5 of the above

File Description	Documents
URLs of the available facilities	http://www.uprtou.ac.in/naacssr2/26_10_2023_3P13.pdf
As per Data Template	View File
Any other relevant information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Government and Non-government grants for research

3.2.1.1 - Grants for research projects and Chairs sponsored by the government and non-government sources such as Industry, Corporate Houses, International bodies, endowments, professional associations etc has been received by the Institution during the year (INR in Lakhs)

1183700

File Description	Documents
Award letters for research projects sponsored by government and non-government	View File
As per Data Template	View File
Any other relevant information	View File

3.2.2 - Research projects funded to teachers - Number of research projects funded by the institution / government and non-government agencies per teacher

07

File Description	Documents
List of research projects	View File
Document from Funding Agency	View File
Link of the funding agency website	https://uphed.gov.in/Council/DefaultCouncil.aspx
As per Data Template	View File

3.3 - Innovation Ecosystem

3.3.1 - Innovative initiatives of the Institution Institution has taken initiatives for creating an ecosystem for Innovation by establishing Innovation Centre/Cell. The institution has also taken innovative initiatives by providing access to diversified learner groups

In order to provide better and quality education, UPRTOU offer following innovative initiatives very smoothly and successfully:

- An electronic library has been established in the central library of the university where in online content are accessed easily to cater the needs of stakeholders.
- Audio-Visual Lab: Lectures of the University teachers and other invited academicians are recorded, edited and uploaded on YouTube.
- UMS system: University has a well-designed automation system for better convey of academic and administrative activities.
- Students grievances are invited and entertained online through Grievance Redressal Cell on the website.
- Toll-free telephone service: The University has Toll free no. 1800-120-111-333. Any student can contact the staff deputed for any of his genuine queries through this toll free number.

- CUG contact No.: For the ease of working, a CUG contact no. is given to its every one of the officers, teachers and staff members.
- Choice Based Credit System (CBCS System) was introduced in all the UG and PG programmes since 2011.
- Publication of University E-News letter Mukta Chintan for wide dissemination of information regarding various activities of the University.
- Use of Multiple-Choice Question Papers for Foundation and Skill Based Open Elective Course for quick and accurate declaration of results.
- Evaluation of term end answer scripts at RCs for Speedy declaration of results.
- Adoption of few villages from its head quarter district Prayagraj under the Unnat Bharat Abhiyan of the Government of India.
- Online portal for Open Educational Resources (OER)
- Online LMS through the use of Moodle.

File Description	Documents
The Innovation Centre/ Cell	http://www.uprtou.ac.in/naacssr2/26_10_2023_3P31_2.pdf
Initiatives taken by the institution	http://www.uprtou.ac.in/naacssr2/26_10_2023_3P31_3.pdf
Any other relevant information	http://www.uprtou.ac.in/naacssr2/26_10_2023_3P31_1.pdf

3.3.2 - Workshops / seminars conducted on innovative practices

3.3.2.1 - Total number of workshops/seminars conducted during the year on: □ Intellectual Property Rights (IPR); □ Open Educational Resources (OERs); □ Massive Open Online Courses (MOOCs); □ Technology-Enabled Learning; □ Learning Management System; □ Development of e-content and

3

File Description	Documents
Report of the event/ link to the material developed	View File
List of workshops/seminars during the year	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

3.3.3 - Innovative content developed in the form of e-modules / e-SLMs / MOOCs for : A. NMEICT B. NPTEL C. SWAYAM D. e-PG Pathshala E. e-SLMs F. other MOOCs platform G. Institutional LMS

3.3.3.1 - Total number of e-content modules developed for any of the platforms listed above.

01

File Description	Documents
List of the innovative contents developed during the year	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

3.3.4 - Awards for innovation

3.3.4.1 - Number of Awards for innovation received by the Institution, its teachers/other academics/ research scholars/Learners during the year

0

File Description	Documents
Scanned copies of award letters	No File Uploaded
Award details	No File Uploaded
As per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - Mechanisms to check malpractices and plagiarism in research The institution has a stated code of ethics for research, the implementation of which is ensured by the following: (during the year) 1) Research methodology with course on research ethics 2) Ethics Committee 3) Plagiarism Check 4) Committee on publication guidelines

A. All 4 of the above

File Description	Documents
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Institutional code of ethics document	View File
Notification for Research Ethics Committee	View File
Minutes of the committee	No File Uploaded
As per Data Template	View File
Any other relevant information	View File

3.4.2 - Ph.D. degrees awarded per recognised research guide of the University.

3.4.2.1 - Number of Full time teachers recognized as guides by the University as per UGC regulation during the year:

24

File Description	Documents
Web-link of the Research page	http://14.139.237.190/vc_school_main_page.php_slm=16
List of Ph.D. scholars and their details like name of the guide , title of thesis, year of award etc	No File Uploaded
As per Data Template	No File Uploaded
Any other relevant information	View File

3.4.3 - Research publications - Number of research papers published per teacher of the institution in the Journals notified by UGC care list during the year

19

File Description	Documents
Web-link of research papers published	http://www.uprtou.ac.in/page_master.php?id=81
As per Data Template	View File
Any other relevant information	No File Uploaded

3.4.4 - Books and Chapters in edited volumes published per teacher etc.

3.4.4.1 - Number of books and chapters/ units in books/ SLMs published of the institution during the year

14

File Description	Documents
Web-link of publications	Nil
Any other relevant information	No File Uploaded
As per Data Template	View File

3.4.5 - Citations of the publications Impact Factor of the research publications from the Institution Citations of the publications by teachers and academics during the year based on average Citation index in Scopus/ Web of Science.

The citations of the publications are given in Data Template

File Description	Documents
as per data templates	View File

3.4.6 - h-index of the Institution Details of the publications of the teachers and other academics of the Institution during the year to calculate h-index of the Institution based on the Citations of the publications in Scopus / Web of Science

h-index of the institution is given in data template.

File Description	Documents
Citations of publications based on Scopus / Web of Science - h-index of the institution	No File Uploaded
Any other relevant information	No File Uploaded
As per Data Template	View File

3.5 - Consultancy

3.5.1 - Consultancy Policy The Institution has a policy on consultancy including revenue sharing between the institution and the individual agency

UPRTOU encourages its faculty and staff to engage in consultancy with the university and its Code of Conduct policy. The university's Consultancy activity, therefore, may be associated with contractual

relationships, including research, service contracts etc. with government and/or non-government organizations. In lieu the University will charge a certain amount of fees.

Types of Consultancy:

1. University Research Consultancy
2. University Non-research Consultancy
3. Private Consultancy

Duration: The total time invested in consultancy activity must be not more than 30 working days per academic year.

There will be a Consultancy Cell which shall be responsible to undertake/monitor all consultancy jobs behalf of the University. T

Income Distribution: The total cost incurred by the University for allowing the consultancy will be deducted first from gross income from consultancy, and then the net income will be splitted between the consultancy provider and the University.

Code of Conduct:

(i) The conduct of the employee during the consultancy work must conform to the prestige and reputation of the university

(ii) The conduct of the employee during the consultancy work must conform to the prestige and reputation of the university

(iii) The clients receiving consultancy services would not be entitled to use the university name, logo etc. in any form without prior permission of the Vice Chancellor.

File Description	Documents
Minutes of the Governing Council/ Syndicate/Board of Management related to consultancy policy	http://www.uprtou.ac.in/naacssr2/09_10_2023_Minute_Approval
Policy document on consultancy	http://14.139.237.190/ciga/23_10_2021_cp2021.pdf

Any other relevant information	Nil
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3.5.2 - Revenue from consultancy - Revenue generated by the Institution from consultancy

3.5.2.1 - Revenue generated from consultancy provided by teachers and other academics of the Institution during the year (INR in Lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy	No File Uploaded
List of teachers and other academics providing consultancy	No File Uploaded
As per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

3.5.3 - Revenue from training/ seminars/ conferences/ etc. -Revenue generated by the Institution from training / seminars/ conferences/ etc. through sponsorship during the year (INR in lakhs)

319620

File Description	Documents
Audited statements of account indicating the revenue generated through training	View File
Schedule of the training programmes	View File
As per Data Template	View File
Any other relevant information	View File

3.6 - Extension Activities

3.6.1 - Extension activities The impact of the extension activities of the Institution in sensitizing the learners and other stakeholders to social and sustainable development issues leading to inclusive society during the year

UPRTOU is committed to render extension services keeping hand in hand with society through knowledge, expertise and research towards various social responsibilities of the society. UPRTOU has adopted few villages from its Headquarter district, Prayagraj under the Unnat Bharat Abhiyan. The mission is to bring transformational change in rural life by bringing remarkable changes in the socio-economic, literacy,

health and hygiene including infrastructural development of the society. University is continuously making efforts to educate and train the farmers, gardeners, horticultural, dairy and milk productions other classes of human resource in the society, based on their choice of job to start their own entrepreneurship under the start-up and make in India schemes of the government of India.

University is busy with making people conscious for their health and hygiene through organizing various health camps, fitness workouts and yoga for the community. University offers on campus medical health unit OPD services for both the staff and general public.

University from time to time as per need of the hour in respect to fulfil its constitutional obligations organizes various campaigns in the society i.e. voter awareness program, environment awareness program including mass plantation, ban on single use plastic materials etc. Further, University has started door to door awareness campaign program on single use plastic ban and distributing free of cost cotton bags to people for their various shopping purposes so that use of plastic could be mitigated.

File Description	Documents
Brochures of the activities	http://14.139.237.190/naacssr2/20_11_2023_Broucher_New_3_6_1.pdf
Activity Reports	http://14.139.237.190/naacssr2/20_11_2023_3_6_1_Reports_combined.pdf
Any other relevant information	Nil

3.6.2 - Recognition of extension activities

3.6.2.1 - Number of awards and recognition received for extension activities from Government /recognized bodies during the year

0

File Description	Documents
Awards for extension activities	No File Uploaded
Scanned copy of the award letters	No File Uploaded
As per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

3.6.3 - Collaborative extension and outreach Programmes

3.6.3.1 - Number of extension and outreach Programmes conducted in collaboration with Community Based Organizations, Government and non-government Organizations during the year

12

File Description	Documents
Reports of the event organized	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

3.6.4 - Participation in extension activities

3.6.4.1 - Number of employees and learners participating in extension activities conducted by the Institution with Government Organizations, Non-Government Organizations and Programmes such as Swachh Bharat, AIDS Awareness, Gender issues, Rights of P during the year

3

File Description	Documents
As per Data Template	View File
Any other relevant information	No File Uploaded
Report of the event	View File

3.7 - Collaboration

3.7.1 - Collaborative activities with Institutions

3.7.1.1 - Number of Collaborative activities for research, programme development and faculty exchange with institutions during t year

2

File Description	Documents
Scanned copies of collaboration document	View File
As per Data Template	View File

Any other relevant information	View File
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3.7.2 - Collaborations with industries

3.7.2.1 - Number of collaborations with industries for learner exchange, internship, establishing Chairs during the year

2

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Facilities available at Institution Headquarters and Regional Centres Infrastructural facilities viz., academic units, administrative units, storage and dispatch units, library, Laboratories, Multimedia Laboratories, Seminar Rooms, Auditorium, warehouses, Media Production, Print Production, etc.

University has a total build-up of 33698.54 sq mt. and total land of 66362.49 sq mt. The main campus is located at Prayagraj in which all the administrative activity are performed. In the Administrative campus office of Vice-Chancellor, Registrar, Finance, Examination, Admission, Self Learning Material, Counselling Cell, Research Cell, VCcamp office/Residence, ICT Cell (Media Cell), Guest House, Administrative building (3 storey), Bank and Post office are located. In the Saraswati Parisar i.e. Academic block, university has a state of Art Atal auditorium with a sitting capacity of 1000 people. The main building of Academic campus has three storey building having various schools. There are two toilet blocks of area 157.02 & 68.76 sq.mt respectively. A Generator room of area 28.20 sq.mt, Guard room of area 15.21 sq.mt & pump house of an area 83.16 sq.mt. The central library of university is named after saint Yagvallakya having Audio Visual Lab (Multimedia Production) and Gargi Hall. The Third Campus (Yamuna Parisar: 22267.11 sq meter i.e. 5.5 Acres) where the regional office of Prayagraj is situated. In Yamuna Parisar the residential blocks for teacher/non teaching are situated. A community centre is also there where marriage and social celebration for the employees can be made. University has acquired land in Bareilly, Lucknow, Kanpur and Gorakhpur. The University has three regional center offices in its own land. The construction of Gorakhpur regional center is going on in first phase.

File Description	Documents
Annual report of the Institution	Nil
Geo-tagged photographs of campus and all other infrastructural facilities	http://www.uprtou.ac.in/naacssr2/10_10_2023_411_Geotagged_photos
Any other relevant information	Nil

4.1.2 - Expenditure incurred for infrastructure augmentation -Percentage of expenditure incurred for infrastructure augmentation

6.14

4.1.2.1 - Expenditure incurred for infrastructure augmentation excluding salary during the year (INR in lakhs)

179.43

File Description	Documents
Audited utilization statements	View File
Budget allocation for infrastructure	View File
As per Data Template	View File
Any other relevant information	View File

4.1.3 - Percentage of the expenditure incurred on maintenance of physical facilities and academic support facilities

35%

4.1.3.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary during the year (INR in lakhs)

1022.69

File Description	Documents
Audited statements of accounts.	View File
Budget and Statements of Expenditure	View File
As per Data Template	View File
Any other relevant information	View File

4.2 - IT Infrastructure**4.2.1 - ICT enabled facilities at HQs - Percentage of IT enabled rooms and seminar halls of the Institution for academic support at Headquarters.**

74.32

4.2.1.1 - Number of rooms and seminar halls for academic support with ICT facilities/Wi-Fi/LAN at the Institution HQs (Data for the latest completed academic year) :

55

File Description	Documents
Geo- tagged Photographs of IT infrastructure facilities at HQs	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

4.2.2 - ICT enabled facilities at RCs - Percentage of IT enabled rooms and seminar halls of the Institution for academic support in Regional Centres (RCs)

58.06

4.2.2.1 - Number of rooms and seminar halls for academic support with ICT facilities/Wi-Fi/LAN at Regional Centres (RCs). (Data for the latest completed academic year)

35

File Description	Documents
Photographs of infrastructure facilities at a few RCs	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

4.2.3 - ICT enabled facilities at LSCs - Percentage of IT enabled rooms and seminar Halls of the Institution for academic support in learner support centres (LSCs)

21.88

4.2.3.1 - Number of rooms and seminar halls for academic support with ICT facilities/Wi-Fi/LAN at Learner Support Centres (LSCs) (Data for the latest completed academic year)

230

File Description	Documents
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Geo - tagged Photographs of infrastructure facilities at a few LSCs	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

4.2.4 - Frequency of updating of IT facilities - Frequency of IT facilities updated at the Headquarters and the Regional Centres of the Institution including website, online system, etc

Frequency of IT facilities updated at the Headquarters and the Regional Centres of the University includes regular update of website, online system etc.

1. The University has activity automated many of the activities of the University on the latest technology and centralized database concept by developing a University Management System (UMS)
<http://count.uprtouexam.in/Admin/login> .

2. The University website is constantly updated with:

- Admission Information Brochure
- Learner's problems, which is given to the examination department through the application for improvement, and its correction, is sent daily from the email ID of the examination department to mail id of the media center, after that from the media centre daily upload on university website.
- Regular update of online study channel
- Regular update of examination results.
- Regular update of assignment question papers for every academic session
- Purchase of new ICT technology is done through tender or quotation
- Updating of CUG Mobile phone number- The University has made available the CUG SIMs to the officers, teachers, consultants and staff at its headquarters, regional centers and study centers, so that they are able to broaden the reach of the university as an important resource of information.

3. The University is transforming from UMS to e-Gov Samarth Portal (<https://uprtou.samarth.ac.in/index.php/leave/admin/manage>) and few modules are working like Leave Management System, Estate Management, Base Module, Legal case Management System and implementation of rest modules are carrying on.

File Description	Documents
Scanned copy of agreement	http://www.uprtou.ac.in/naacssr2/11_10_2023_Samarth_Agreement_Letter.pdf

Any other relevant information	http://www.uprtou.ac.in/naacssr2/11_10_2023_AMC_2022_23.pdf
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4.2.5 - Internet Bandwidth at the HQs and RCs - Available bandwidth of the internet facility at the Headquarters and Regional Centres of the Institution

3000

File Description	Documents
Relevant documents on available bandwidth of internet connection at the Institution's Head Quarters and Regional Centres	View File
As per Data Template	View File
Any other relevant information	No File Uploaded

<p>4.2.6 - Facilities for media production - Facilities for audio, video and e-content development are available and are in use at the Institution Audio- video and e-Content production facilities: 1. Audio / video studios 2. Outdoor shooting equipment /Outdoor audio recording 3. Post production unit / Editing unit 4. Duplication unit 5. Graphics workstation 6. Direct Reception Sets (DRS) 7. Set Scenic unit 8. Make-up unit 9. E-Platform 10. Workstations with broadband connectivity 11. Cloud space 12. Licensed software 13. Uninterrupted web connectivity 14. IT security system</p>	<p>A. More than 10 of the above</p>
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File Description	Documents
As per Data Template	View File
Geo-tagged photographs of the facilities for audio, video e-content production	View File
Any other relevant information	No File Uploaded

4.2.7 - Percentage of viewers (learners) to Transmission facilities of the Institution

Not available

4.2.7.1 - Number of viewers (learners) of transmission facilities (Radio and Television Channels) for the latest completed academic year

Not available

File Description	Documents
Geo-tagged photographs of the facilities available	View File
As per Data Template	View File
Any other relevant information	View File

4.2.8 - Automation systems The level of automation of different aspects of Institution including the features of Office Automation System/ERP/MIS (Online Support to Learners, Staff, RCs and LSCs)

The University has activity automated many of the activities of the University on the latest technology and centralized database concept by the use of University Management System (UMS) which is a kind of Management Information system (MIS) through which many of the activities are providing online solution to the different cells/departments and learners. In 2022, University is transforming from UMS to Implementation of Samarth Portal is an initiative by the Ministry of Education started in 2019, under the National Mission on Education through Information and Communication Technology NMEICT-II, with an aim to enable the university through a digital framework for planning, management, delivery, and monitoring of services for students, staff, and other stakeholders. Under samarth project, the university is provided with a fully managed, cloud based, comprehensive ERP that is custom built for HEIs of the country.

SAMARTH ESCALATION MATRIX

1. Base Modules
2. Academics
3. Account & Finance
4. Data Management
5. Employee Services
6. Governance
7. Recruitment
8. University Facility

File Description	Documents
Any other relevant information	http://www.uprtou.ac.in/naacssr2/07_10_2023_428_Any_other_Information.pdf
Automation system	https://uprtou.samarth.ac.in/index.php/site/login

4.3 - Learning Resources

4.3.1 - Provision of Learner Support Services Learner Support Services established at the different levels by the Institution (Three tier/ tier)

Learner Support Services (LSS) are the most vital component of open and distance learning (ODL). LSS make the element of distance education most nearly akin to traditional education; it is the interface between the institution and its learners. It includes wide range of academic and other related activities. The support services should not only be responsive to the needs of the distance learners but should also be accessible. Therefore in UPRTOU the two tier Learner Support Services cell has been established in the line of first statutes-2002 of the university, to accomplishment of its objectives with a view to imparting hassle free distance education to its learners of various segments across the state. The Learner Support Services (LSS) cell is functioning by highly qualified, experienced and dedicated team members.

Availability of Support Services at Headquarters/RCs/LSCs

- To choose the customized programme and study center,
- To complete the online and offline admission process,
- Availability to download e-SLM
- To understand the examination related process and their customized services availability, and
- To provide customized counselling about their anxieties, related with offerings and services mix of the university.

File Description	Documents
List of support services provided at Headquarters, Regional Centres, Learner Support Centres	View File
Organizational chart of support services available	View File
Any other relevant information	No File Uploaded

4.3.2 - Average number of Learners attached to LSCs

56116

4.3.2.1 - Number of LSCs in the preceding academic year:

1372

File Description	Documents
Enrolment details of the preceding year	View File
Distribution of learners LSC wise	View File
As per Data Template	View File
Any additional information	View File

4.3.3 - Academic counselling sessions held Regular conduct of academic counselling sessions (for theory and practical courses) at Learner Support Centres under each Regional Centre during the preceding academic year

Academic counseling is an essential and important aspect of distance teaching-learning. It serves to mitigate the feeling of isolation in the learners and motivates them to pursue the academic programme of their choice. On the University end it is obligatory that these sessions are organised properly and their conduct is monitored by appropriate authorities. At university due emphasis is laid on this count and the administration is sensitive to this dimension of the programme delivery. There are clear cut instructions to the functionaries to ensure smooth conduct and monitoring of counselling sessions at the Learner support centres.

The importance given to the academic counseling sessions can be gauged from the fact that the number of counseling sessions required for a given course/programme is formulated at the stage of course design itself and all efforts are made for the compliance.

The counseling classes is of two hour durations and the counselling sessions are organised depending on the course credit and number of learners enrolled.

Organization of Counselling Sessions (Classes)

1. Counselling sessions are organized according to the predefined schedule:
2. Only 50 percent counselling sessions are organized for the programmes in which no. of learners are but <10.
3. Only 25 percent counselling sessions are permitted for the programmes in which no. of learners are to 4.

4. No counselling classes are organized for the certificate programmes except the programme for which practical work is essential.

File Description	Documents
Monitoring reports of LSCs	Nil
Reports on counselling sessions	http://www.uprtou.ac.in/naacssr2/07_10_2023_Counselling_schedule.pdf
Any other relevant information	http://14.139.237.190/counselling_classes.php

4.3.4 - Expenditure on Library - Percentage of annual expenditure on library during the year

.095

4.3.4.1 - Annual expenditure on library during the year (INR in lakhs)

2.8

File Description	Documents
Web-link to Library catalogues	http://14.139.237.190/library-collection.php
Web-link to relevant resources available in the library	http://14.139.237.190/library_index.php
As per Data Template	View File
Any other relevant information	View File

4.3.5 - Library Automation Library is automated in using Integrated Library Management System (ILMS) A. Name and features of the ILMS software B. Nature and extent of automation (full or partial) C. Year of commencement and completion of automation

A. Software for University Libraries (SOUL 2.0) is an state-of-the-art integrated library management software designed and developed by the INFLIBNET Centre based on requirements of college and university libraries. It is user-friendly software developed to work under client-server environment. SOUL 2.0 is compliant to international standards such as MARC 21 bibliographic format, Unicode based Universal Character Sets for multilingual bibliographic records and NCIP 2.0 based protocols. • UNICODE based multilingual support for Indian and foreign languages; • Compliant to International Standards such as MARC21, AACR-2, MARCXML; • Compliant to NCIP 2.0 protocol for RFID and other related applications; • Client-server based architecture • SA Supports cataloguing of electronic resources such as e-journals books, virtually any type of material; • Supports requirements of digital library and facilitate link

full-text articles and other digital objects; • Support online copy cataloguing from MARC21 supported bibliographic database; • Provides default templates for data entry of different type of documents. • Provides freedom to users for generating reports of their choice and format along with template and query parameters; • Supports stock verification, book bank, vigorous maintenance functions, transaction level enhanced security, etc.; • Provides facility to send reports through e-mail, allows users to save the reports in various formats such as Word, PDF, Excel, MARCXML, etc.;

B. Considering the requirement of the University Library activities has been partially automated and its activities namely Catalogue and OPAC are functioning in the Library.

C. Automation activities of the Library started in 2013 and completed in 2016.

File Description	Documents
Any other relevant information	Nil
Geo-tagged photographs	Nil

LEARNER SUPPORT AND PROGRESSION

5.1 - Learner Support

5.1.1 - Promotional Activities for Prospective Learners The Institution promotes its programmes for the prospective learners through various activities

There is a need of continuous promotional activities for making society aware of courses run by Open University. For this the University use different mediums both physical i.e. conventional media and electronic media. The University website www.uprtou.ac.in is a complete set of information which learner needs. The website is also linked with social surfing sites like face book, twitter and you tube. Every year University use to organise workshops at all its regional centres so that awareness can be created among mass. University organises awareness program at all levels and also organizes alumni meet. There are various programmes which are organised under the corporate social responsibility schemas of University. Every year in Magh Mela the university use to organise a camp to disseminate the philosophy of ODL system as well as the working of the University. Lectures on you tube by all the faculty members help learners as well as the society to upgrade their knowledge. Birth anniversaries of national leaders were celebrated with a mission to help the society as a whole.

- Frequently asked questions (English): http://www.uprtou.ac.in/uprtou_faq.php
- Frequently asked questions (Hindi): http://14.139.237.190/ciqa/04_10_2021_faq_hindi.pdf
- Annual Brochure for learner

- MBA, MCA Brochure
- B.Ed. & B.Ed. Spl. Brochure
- Pamplats and poster was developed and circulated among prospectus learners for providing the basic information about programmes run by different school.

File Description	Documents
Activities undertaken	http://14.139.237.190/media_gallery2022.php http://14.139.237.190/others_events.php
Any other relevant information	http://14.139.237.190/latest_events.php?wid=3&slm=3

5.1.2 - Pre-admission Counseling Services Activities undertaken by the Institution for providing pre-admission counseling services to prospective learners and induction of newly enrolled learners at Institution Headquarters, Regional Centers and Learner Support Center:

- The University provides pre-admission counseling to learners and induction of newly enrolled learners at its Headquarter, Regional Centers and Study Centers via F2F and through electronic media.
- The information and awareness provided during the pre-admission counseling are as follows:
 1. Information about the various programmes offered by the University Nature and scope of program

1. Eligibility and Admission process
2. Fee structure and Payment process
3. About the Regional Centre and Study Centers.
4. Career and future Suggestion etc.

- The University has followed four types of Pre-admission counseling

1. Pre-admission Counseling Services Through University Website

The University has uploaded the 'Information Brochure'

The Toll Free numbers has also provided in the University website i.e.

1. Pre-admission Counseling Services Through CUG Mobile

The University has provided the CUG mobile number to all faculty members, Regional Centre co-ordinator and University officers.

1. Pre- admission Counseling Workshops

The Regional Coordinators has organized Pre-admission Counseling before the starting of admission session. All the Study Center coordinators and prospect learners within the particulars regional centre participate in the workshop.

1. Pre-admission counseling Programme

Pre-admission counseling programme at HEI which are not Study Centre and situated within their regional centre.

o Induction Programme

The Institution has organized the Induction Programme for their newly enrolled learners at Head Quarter Regional Centre and Study Centers.

File Description	Documents
Activities undertaken	http://www.uprtou.ac.in/naacssr2/01_11_2023_5P12.docx
Any other relevant information	Nil

5.1.3 - Online Admission and Related Activities The status and process of online admission including payment of fees

The admission is made in two sessions i.e. Jan - Dec academic session and July - June academic session to all programmes through On-line Admission Portal. Information Brochure of Admission is uploaded on university website before the admission start. The brochure of the programmes that are run by the university is uploaded on the university website. The On line admission module has following features

- Online filling of admission forms: The Online admission form contains some useful personal information like belongingness of learner from urban or rural, its category like general, OBC, SC or ST, sex related information like Male, Female or Transgender, Disability information like; visually impaired, hearing impaired, percentage of disability, belong to defense or security forces. The educational information checking the eligibility for the chosen programme is also taken.

- Fee deposition through e-transfer: The fee deposition can be made either through debit/credit card or internet banking system.

- Integration of Admission module to study Centre (SC) Coordinator Module: Once the admission form is submitted and verified by LSC coordinator, the enrolment number is automatically generated and message

delivered o the learners mobile number.

- Dispatch of study material: The SLM section dispatches the self learning material to the learner's address mentioned in admission form.
- The admission to four professional progarmems like MBA, MCA, B.Ed., B.Ed (Special Education) is also made through online filling of entrance form which is a part of admission module.

File Description	Documents
Online Admission and related activities	http://uprtouexam.in/Home
Any other relevant information	Nil

5.1.4 - Dispatch of Study Material and related grievance handling mechanisms Strategy followed by the Institution for dispatch of study material to learners and mechanisms to resolve grievances related to Dispatch of Study Material

After taking online admission, study centre cross examines the online information provided by the candidate and verify it. After the verification a generated slip of the candidate is displayed on the panel of the SLM department. The above slip shows the Enrollment number, correspondence address, mobile number and the subjects opted by him/her. The packet is marked with the complete description (like track number, name of the learner, father name, address, pincode, mobile number etc.) and the data is send to the postal department online through e-mail, subsequently packets are sent to the respective address by the India Postal Department through its business parcel service. If any packet remains undelivered due some reasons (like non availability of a receiver, incomplete address etc) then in that situation the packet is returned to the SLM department of the university.

The SLM department then sends above mentioned packet to the study centre opted by the learner and that study centre finally contacts the learner and handover the SLM to him/her.

File Description	Documents
Material dispatch related activities	http://www.uprtou.ac.in/naacssr2/07_10_2023_514_UCC_SLM_grievance_redressal
Any other relevant information	Nil

5.1.5 - Attending to learners' queries Modes/approaches employed by the University to attend to learners' queries include: 1. Automated interactive voice response system 2. Call centre 3.

B. Any 6-7 of the above

Online Help Desk 4. Social media 5. App based support 6. Chat Box
 7. E-mail Support 8. Interactive radio counselling 9.
 Teleconferencing 10. Web-conferencing 11. Learner Services
 Centre/ Inquiry Counter 12. Postal communication

File Description	Documents
Web-link to Online Help Desk, App based support, Chat Box, Interactive radio counselling, Web-conferencing, Learner Services Centre, any other	http://count.uprtouexam.in/Grievance/Grievance_Registration http://14.139.237.190/tel_directory.php http://14.139.237.190/page_master.php http://www.uprtou.ac.in http://www.uprtou.ac.in/naacssr2/26_10_2023_5P15.docx http://www.uprtou.ac.in/naacssr2/26_10_2023_5P15.docx
As per Data Template	View File
Any other relevant information	View File

5.1.6 - Academic counselling services Modes employed by the Institution to provide academic counseling services to its learners include: 1. Face to face counselling sessions 2. Interactive radio counselling 3. Online LMS based counselling 4. Teleconferencing 5. Web-conferencing 6. Laboratory based counselling 7. Internship 8. Workshops 9. Field study 10. Seminar 11. Extended Contact Programme (ECP) 12. Enhancement of Professional Competency (EPC)

A. Any 8 or more of the above

File Description	Documents
Web-link to counselling schedules for current year	http://14.139.237.190/counselling_classes.php
As per Data Template	View File
Any other relevant information	No File Uploaded

5.1.7 - Addressing learners' grievances - The Institution has a transparent mechanism for timely redressal of learner grievances. Percentage of grievances received at HQ and redressed during the year

100

5.1.7.1 - Number of grievances received at HQ during the year

201

File Description	Documents
Web link to Grievance Redressal Mechanism Committee for learners	http://www.uprtou.ac.in/lss.php
As per Data Template	View File
Any other relevant information	View File

5.1.8 - Special Learner Support Centres Reaching out to special learners like persons with disabilities, prison inmates, employees of defence or security forces, transgenders, SC / ST, minorities, women; learners from rural and remote areas etc

UPRTOU has been putting its best efforts to reach out to all needy and unprivileged learners across the whole UP state since the commencement of the University, reaching out to special learners like persons with Disabilities, prison inmates, employees of defence or security forces, transgenders, scheduled castes/scheduled tribes, minorities, women; learners from rural and remote areas etc. As a result, in the year 2020, learner support centres were opened in central/district level jails of UP State). Also in the year 2020 itself the University had tried to penetrate amongst the transgender of UP and these efforts are continuing even now. No fee was being charged from these special jails and transgender learners.

The other important groups of special learners in UP are the tribal people and the women. Some areas of UP bordering with Nepal and Bihar are predominantly tribal and the University has always tried to reach out to this population. If war widows or dependent of martyred defence personnel take admission then, no program fee shall be charged from them. Almost every LSC is equipped with basic infrastructure for special learners like separate toilets for male and female, toilets for handicapped, railing and ramp etc. Executive Council approved the 16 Jails, 1 Journalism and Mass Communication centre at Noida and 1 yoga centre in NCZCC Prayagraj, UP as special LSCs.

File Description	Documents
List of Special Learner Support Centres	http://www.uprtou.ac.in/naacssr2/01_11_2023_5P18_2.pdf
Any other relevant information	http://www.uprtou.ac.in/naacssr2/01_11_2023_5P18_1.pdf

5.1.9 - Financial Support to learners of disadvantaged groups - Percentage of learners of disadvantaged groups benefited by financial support provided by the Government / University / or any other during the year

0.27

5.1.9.1 - Number of learners of disadvantaged groups benefited by financial support provided by the Government / University / or other during the year

95

File Description	Documents
Web-link to notifications issued by the Institution	Nil
As per Data Template	View File
Any other relevant information	View File

5.2 - Learner Progression

5.2.1 - Submission of assignments - Percentage of learners submitting assignments

77.23

5.2.1.1 - Number of learners enrolled in the preceding academic year (only newly enrolled) have submitted assignments as per the academic calendar

18789

File Description	Documents
Web-link to academic calendar of the Institution	http://14.139.237.190/upload_pdf/23_08_2023_acd_calnd.pdf
List of programmes on offer	View File
Web-link of assignments of programmes on offer	http://14.139.237.190/assignment_front_page.php
As per Data Template	View File
Any other relevant information	No File Uploaded

5.2.2 - Percentage of Newly enrolled learners registered for term end examination

99.82

File Description	Documents
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List of programmes on offer	View File
Web-link of examination schedule	http://14.139.237.190/upload_pdf/04_02_2022_examination_time_table.
Number of learners (only newlyenrolled)registered for term end examinations	No File Uploaded
As per Data Template	View File
Any other relevant information	No File Uploaded

5.2.3 - Percentage of learners appeared for term end exam

93.79

File Description	Documents
List of programmes on offer	View File
Web-link of examination schedule	http://14.139.237.190/upload_pdf/04_02_2022_examination_time_table.
Number of learners (only freshly enrolled)who have passed term end examination	No File Uploaded
As per Data Template	View File
Any other relevant information	No File Uploaded

5.2.4 - Percentage of learners passed out term end examination

81.57

File Description	Documents
List of programmes on offer	View File
Web-link of examination schedule	http://14.139.237.190/upload_pdf/04_02_2022_examination_time_table.
Number of learners (only freshly enrolled)who have passed term end examination	No File Uploaded

As per Data Template	View File
Any other relevant information	No File Uploaded

5.2.5 - Placement services provided to the learners

5.2.5.1 - Number of placement drives conducted by the institution for the learners during the year

1

File Description	Documents
Reports of the campus placement drives	View File
As per Data Template	View File
Any other relevant information	View File

5.3 - Alumni Engagement

5.3.1 - The Alumni Association The Alumni Association/ Chapters (registered and functional) has contributed significantly to the development of the Institution through financial and other support services during the year

University alumni hold a significant position, contributing vital support to the established university systems. Serving as brand ambassadors, they not only embody the university's values in their personal and professional capacities but also serve as a valuable source of inspiration for current learners. UPRTOU emphasizes the importance of investing in the intellectual, social, and cultural capital of both its alumni and current student body. The president, along with a dedicated staff, oversees the coordination of activities within the UPRTOU registered Alumni Society, operating under the Societies Registration Act (XXI of 1860).

The Alumni Association of the UP Rajarshi Tandon Open University was established with the following objectives:

1. Unite graduates from all Schools of Study at UP Rajarshi Tandon Open University to facilitate the exchange of expertise, knowledge dissemination, and fostering fellowship and recruitment.
2. Provide placement opportunities for both alumni and current learners through job fairs and establish connections with various industries, organizations, and institutes.
3. Collect funds through subscriptions, contributions, donations, and gifts from members, non-members, governments, universities, institutions, NGOs, and philanthropists to support the aforementioned objectives.

4. Offer financial aid to academically deserving and economically/socially underprivileged learners.
5. Organize cultural, educational programs, and annual Alumni day celebrations.
6. Promote a green environment and encourage Schools of Study to create and utilize renewable energy sources.
7. Publish various news/journals to highlight the University's activities.

The University is actively enhancing the Alumni Association to identify resourceful alumni and their affiliated organizations, aiming to assist students in securing suitable placements.

File Description	Documents
Details of Alumni Association Activities	http://www.uprtou.ac.in/naacssr2/01_11_2023_5P31_1.pdf
Frequency of meetings of Alumni Association with minutes	http://www.uprtou.ac.in/naacssr2/01_11_2023_5P31_2.pdf
Quantum of financial contribution	http://www.uprtou.ac.in/naacssr2/01_11_2023_5P31_3.pdf
Audited Statement of Accounts of the Alumni Association	Nil
Any other relevant information	Nil

5.3.2 - Alumni Association Involvement -Percentage of graduated learners enrolled in Alumni Association

0.001

5.3.2.1 - Number of graduated learners enrolled in Alumni Association (in latest completed academic year)

8

File Description	Documents
Web-link to Alumni Association	Nil
As per Data Template	View File
Any other relevant information	View File

5.3.3 - Facilities for Alumni Engagement The Alumni Association facilitates its members by the following 1. online enrolment for its membership 2. online networking amongst its Alumni members 3. online payment of fees 4. donation by Alumni

E. None of the above

File Description	Documents
Web-link to Alumni Registration Portal	Nil
Web-link to online networks	Nil
Scan copy of statement of receipts	No File Uploaded
As per Data Template	View File
Any other relevant information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Governance in accordance with Mission and Vision The institution has clearly stated Vision and Mission which are reflected in its academic and administrative governance, perspective plans and stakeholder's participation in the decision making bodies leading to institutional excellence

Mission and Vision

(1) To reach the un-reached. (2) To universalize opportunities of education. (3) To provide opportunities of higher education to the weaker sections. (4) To equalize opportunities in higher education. (5) To provide quality education to one and all. (6) To become a virtual university.

The university is governed by the provisions laid in its ordinance. From appointment of Vice Chancellor to routine decision-making rules and regulations are considered. Directors of different schools were appointed by executive council.

There are three level decentralised administrative systems

1. Head office
2. Twelve Regional centres and
3. More than 1300 Study centres or Learner Support Centres

The head office coordinates the regional centres that support the study centres. Keeping learners at focus the all three-level work in a coordinated manner. At regular interval of time, meetings of statutory bodies are conducted to prepare the short term, mid term and long term plan plan for better governance. There is a regular conduction of coordinator workshops at each regional center and

participation of stakeholders at various occasions. Alumni cell is making effort to register the alumni and feedback mechanism provided to the stakeholders ensure the proper delivery of inputs on various issues.

File Description	Documents
Vision and Mission documents approved by the statutory bodies	http://14.139.237.190/mission_vission.php
Report of achievements which led to institutional excellence	Nil
Any other relevant information	Nil

6.1.2 - Decentralization and participative management Effective leadership is reflected in various institutional practices such as decentralization and participative management, etc.

Decentralization is seen as a means of improving the efficiency of education system and the quality of educational services. To groom leaders at all level of administration and academic activity university adopts participative management and decentralisation.

- Governing body (Executive Council, Vice Chancellor & Academic Council) is the prime body who approve and grants permission for all the important issues related with the university;
- Matter related with the examination is assessed by examination committee.
- Matter related with recognition is done by Recognition board.
- Planning Board frame policy related with all the development related with university infrastructure
- All activity related with finance is controlled by finance committee.

All these council and board facilitates the faculty members to help in management practices by being part of it. The IQAC cell manages the quality assurance and is one of the prime cells of the university. There are ten school headed by Directors who with their committees of School Board and Board of Studies recommends the various new practices which has to be adopted in the present curricula. Apart from this there are different cells working like in university where participative management is seen as the faculty member and administrative personal works together for a common goal. These committees jointly empowered to propose, design, formulate and execute their plans within the frame-work of governance.

The above councils/boards/cells/committees are also displayed on website.

Links: <http://14.139.237.190/governing-bodies.php>

File Description	Documents
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Information / documents pertaining to leadership	http://www.uprtou.ac.in
Any other relevant information	http://www.uprtou.ac.in/naacssr2/11_10_2023_st_93-converted.p

6.2 - Strategy Development and Deployment

6.2.1 - Perspective / Strategic plan and deployment The methodology adopted for developing strategic plan; the mechanism for its deployment, monitoring and assessment of the deliverables

The University is committed to provide the best available academic programmes with overall emphasis on personality development and capacity building of its all learners. That demands proper nurturing of young power in the larger interest of the country and the world. Hence, the methodology adopted for developing strategic plan and mechanism for its deployment are as follows:

1. Curricula planning; 2. Academic calendar, 3. Expansion and enrichment of knowledge; 4. Extra-curricular activities; 5. National festivals; 6. Cultural activities; 7. Signing MoUs 8. Grievance redressal;

The university plans its programmes/ courses with such strategies to achieve its goals as reflected in its perspective plans. The university introduces new programmes with new combinations in undergraduate and postgraduate level in accordance with the need of the society.

The university plans its annual academic calendar each year in the beginning of the academic session. schools have to ensure proper implementation of the academic calendar and also the accompanying activities involved therein.

The learners and faculty members are encouraged to attend and present their papers in national or international seminars, workshops etc..

The university also strives for personality development of its learners. Hence, the university regularly organises lectures of eminent persons in different fields.

The university has also signed MoUs with different institutions with a view to strengthen its infrastructure and resources in its march towards sustenance.

File Description	Documents
Minutes of the Governing Council / other relevant bodies for deployment / monitoring the deliverables	http://14.139.237.190/ac_meeting

Any other relevant information	Nil
Perspective / Plan and deployment documents	http://14.139.237.190/pb_meeting

6.2.2 - Organizational structure of the Institution Effectiveness and efficiency of functioning of the institutional bodies as evidenced by policies, administrative setup, appointments, service rules, procedures etc

In academics after Vice Chancellor; Directors are the academic and administrative heads of the their school of studies. There are ten school of studies out of which eight are presently functional. In administration the Vice Chancellor is assisted by the Registrar, Finance Officer, Deputy Registrar, Accounts officer and other subordinate staffs.

The University functions through various bodies such as the Executive Council, the Academic Council, Recognition Board, Planning Board, School Board, Finance committee, Examination committee and other various committees/cells like admission cell, Internal Quality Assurance cell etc. The brief functions of these bodies are as follow: The Executive Council is the principal executive body of the University. The Academic Council supervises the academic policies. Academic decisions are initiated at the Unit/Department level through Boards of Studies, then discussed at School Board meetings at school level and finally decided by Academic Council. The Planning Board will design and formulate appropriate programmes and activities of the University. The Recognition Board laid down the norms for the recognition of the Institutions. The School Board performs the academic and design the academic activities of the respective School of Study. The Finance Committee advices the Executive Council on matter related to the administration of property and funds of the University. The Examination Committee supervises all the examinations of the University, including tabulation and moderation.

File Description	Documents
Organogram of the Institution	http://14.139.237.190/page_master.php?id=77#http://www.uprtou.ac.in/naacssr2/11_10_2023_622_organization-chart.pdf
Annual Report of the preceding academic year	http://www.uprtou.ac.in/naacssr2/11_10_2023_Annual_Report_of_institution.pdf
Minutes of the meetings of various bodies / relevant committees	http://uprtou.ac.in/ac_meeting.php

Any other relevant information	http:// uprtou.ac.in /governing-bodies.php
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6.2.3 - Implementation of e-governance in different areas of operation Areas of operation of Institution which has e-governance implementation 1. Planning and Development 2. Administration 3. Finance and Accounts 4. Learner Admission and Support 5. Examination	A. Any 4 or more of the above
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File Description	Documents
ERP Document	View File
Screen shots of user interfaces	View File
As per Data Template	View File
Any other relevant information	View File

6.3 - Faculty Development or Empowerment Strategies

6.3.1 - Welfare measures for teachers, other academics and non-academic staff
 The institution has effective welfare measures for teachers, other academics and non-academic staff

The University is operating the various welfare schemes for the teaching and non-teaching staff.

- The benefits of employees provident fund (EPF), teachers welfare fund (TWF) and employees welfare fund (EWF) are being provided to the University staff. Teachers and employees of the University are covered with the treasury payment pension benefit scheme.
- The staff appointed after the 1st April 2005 are covered under the new pension scheme in which 10% contribution is being made by the concerned employee and 10% by the University. University contribution to new pension scheme has been increased to 14 percent w.e.f. 1st April 2019.
- Health Insurance Scheme is in operation for the teaching and non-teaching staff.
- Twenty Type I, Twenty Type II and, Twelve Type III residences have been constructed for the fourth class clerical and teaching fraternity of the University. These residences have been allotted to the University staff as per their entitlement. All the three campuses are well planned, having clean and green environment, equipped with uninterrupted power & water supply, basic facilities of road, streetlights, drinking water, parks and wi-fi facilities etc.
- Selected teachers and University staff have been awarded by the Hon'ble Chancellor for their excellent contribution in their fields which motivate other employees too.

- Establishment of day care centre
- Institution offers or campus medical health unit OPD services and canteen facilities for the staff

File Description	Documents
Policy document on welfare measures	http://14.139.237.190/ciqa/05_07_2023_welfare_measures_policy.pdf
List of beneficiaries of welfare measures	Nil
Any other relevant information	Nil

6.3.2 - Percentage of Financial support for faculty developmen

2.17

6.3.2.1 - Number of teachers and other academics provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

3

File Description	Documents
Letters to teachers and other academics provided with financial support to attend conferences, workshops etc.	View Fi
As per Data Template	View Fi
Any other relevant information	View Fi

6.3.3 - Average number of programmes organised for professional development

5

6.3.3.1 - Number of professional development / administrative training Programmes organized by the University for teachers, other academics and non-academic staff during the year

5

File Description	Documents
Schedules of programmes organized for teachers, other academics and non-academic staff	View File
As per Data Template	View File

Any other relevant information	No File Uploaded
6.3.4 - Percentage of Teachers and other academics attended Professional Development Programmes (PDPs)	
3.62	
6.3.4.1 - Number of teachers and other academics attended Professional Development Programmes, viz.: Orientation Programme, Refresher Programme, Faculty Development Programme (FDP), during the year	
5	
File Description	Documents
CIQA report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View File
Letters to teachers and other academics attending PDPs during the year (Data Template)	View File
As per Data Template	View File
Any other relevant information	View File
6.3.5 - Non- academic staff attending administrative training Programmes - Percentage of full time non-academic staff attended training Programmes, during the year	
0	
6.3.5.1 - Number of full time non-academic staff attended training Programmes during the year	
0	
File Description	Documents
CIQA report summary	No File Uploaded
Letters to non-academic staff attending administrative training programmes	No File Uploaded
As per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

6.3.6 - Mechanism of performance appraisal system, promotion for teachers, other academics and non-academic staff Institution has performance appraisal system for teaching, promotion for teachers, other academics and non-academic staff

The University have a performance appraisal mechanism in form of developed pro forma for regular teachers. In every July session regular teachers have to fill it for the assessment of previous academic session. The Promotion policy of the university is divided into two categories. In 1st category career advancement scheme (CAS) applies to the teachers and Library cadre of the university.

- A teacher who wishes to be considered for promotion under CAS may submit in writing to the university, with three months in advance of the due date, that he/she fulfills all the conditions under CAS and submits to the university duly supported by all credentials as per the API guideline. Candidates who do not fulfill the minimum score requirement under the API scoring system, will have to be reassessed after a minimum period of one year. The date of promotion shall be the date on which he/she qualifies the conditions of the promotion from one stage to another however he/she has been assessed on a later date.
- All the promotions for teaching and non-academic positions are being carried out as per directions of UGC regulation time to time.
- In case of non-teaching staff, the promotions are being made according to the state government rules.
- In session 2022-23, 1 teaching staff and 01 asst. librarian was promoted.

File Description	Documents
Performance appraisal policy of the Institution	http://www.uprtou.ac.in/naacssr2/11_10_2023_CAS_Teacher_and_Non_Teaching.pdf
Document on promotion/CAS for teachers, other academic and non-academic staff	http://www.uprtou.ac.in/naacssr2/11_10_2023_636_two_Promotion_letters.pdf
Any other relevant information	Nil

6.4 - Financial Management and Resource Mobilization

6.4.1 - Regular internal and external financial audits Institution conducts internal and external financial audits during the year

The University conducts both internal and External Financial Audit. Internal Audit is conducted by Chartered Accountant duly appointed by Executive Council and External Audit is conducted by the Department of Local Bodies Funds and A.G. (U.P.).

- Internal Audit of Accounts Books of the university is conducted by authorised Chartered Accountant who checks income and expenditure account and Balance Sheet of University in order to verify and report the truth and fairness of records presented by income statement and financial position presented by the balance sheet.
- For external audit, the annual accounts and the balance sheet of the University are prepared once at least every year and at intervals of not more than fifteen months under the direction of the Executive Council, be audited by the Director, Local Funds Accounts, Uttar Pradesh or by such persons or persons as the State Government may authorise in this behalf. The external Audit of the institution is also conducted by the office of the Principal Accountant General.

A Copy of the annual accounts and the balance sheet along with the auditor report thereon and observation, if any, of the Executive Council are submitted to the State Government before the thirtieth of September every year.

Any observation made by the State Government on the annual accounts shall be brought to the notice of Executive Council and the views of the Executive Council, if any, on such observations shall be submitted to the State Government.

File Description	Documents
Policy on internal and external audit mechanisms	http://www.uprtou.ac.in/naacssr2/11_10_2023_Audit_policy.pdf
Financial audit reports during the year	http://www.uprtou.ac.in/naacssr2/11_10_2023_Audited_statements_account_2022_23
Any other relevant information	Nil

6.4.2 - Mobilization and utilization of resources Institutional strategies for mobilization of funds and optimum utilization of resources

Mobilization of fund and optimum utilization of resources are carried out by the Executive Council with the consent of the Finance Committee in accordance with the UPRTOU Act No. 10, 1999, first statutes-20 and other related Government orders.

Financial resources are as follows:-

- Fees realised from learners
- Government funds- Grants (Central and State)

- University Development Fund and Annual resources (Including Rents)
- Alumni Contribution
- Endowment funds
- Interests realised on different deposits.

Utmost care is taken for optimum utilization of the resources of the institution.

Funds Mobilization:

The following are the component of Resource Mobilization Plan that should be reflected in annual budget

- Research Promotion
- Infrastructure Development & Budget
- Maintenance (A) Academic Facilities
- (B) Physical Facilities
- Alumni Contribution Fund
- Staff welfare
- Scholarship/concession
- Learner support services
- Green Initiatives
- University Endowment Fund (Corpus Fund)
 - Wages and Salaries Endowment Fund (Corpus Fund)-The seed money should be 100 cr. With 20% yearly contribution from the university Surplus.
 - Development and infrastructure Endowment Fund (Corpus Fund)-The seed money should be 20 cr. With 10% yearly contribution from the university Surplus.
 - Incubation Endowment Fund (Corpus Fund)-The seed money should be 2crore.
 - Research and Development Endowment Fund (Corpus Fund)-The seed money should be 5crore.
 - Library Endowment Fund (Corpus Fund)-The seed money should be 5crore.
 - Learners Support Endowment Fund (Corpus Fund)-The seed money should be 25crore. With 20% yearly contribution from the university Surplus.
 - Staff Welfare Endowment Fund (Corpus Fund)-The seed money should be 2crore. With 10% yearly contribution from the university Surplus.

File Description	Documents
Resource Mobilization policy document duly approved by the Board of Management / Syndicate / Governing Council	http://www.uprtou.ac.in/naacssr2/27_10_2023_6P41
Procedures for optimal resource utilization	Nil
Any other relevant information	Nil

6.4.3 - Percentage of Expenditure on Learner Support Services

3.5

6.4.3.1 - Expenditure by the Institution on learner support services (excluding salary and capital expenditure) during the year (IN Lakhs)

102.41

File Description	Documents
Statement of expenditure during the year	View File
As per Data Template	View File
Any other relevant information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Institutionalizing the quality assurance through CIQA
Details of the activities of CIQA listed below: 1. Programme Project Reports (PPRs) prepared 2. Workshops/ seminars organized on quality related themes 3. Innovative practices implemented for quality enhancement 4. Initiatives undertaken for system based research 5. Feedback mechanisms developed for different stakeholders

A. Any 4 or All of the above

File Description	Documents
Scan copies of programme schedules	View File
Reports of the activities	View File

As per Data Template	View File
Any other relevant information	No File Uploaded

6.5.2 - Reforming institutional processes Impact Analysis of various initiatives carried out and used for quality improvement with referer to learner performance, teaching-learning, assessment process and learning outcomes, research, learner and other stakeholders feedba administrative reforms, financial management, etc

UPRTOU is working in the area of continuous reform that will help all stakeholders. From academics to matter of social concern UPRTOU adopts innovative and best practices in the respective areas.

Teaching Learning:F2F, Internship and field training, Seminars, Library Facilities, Assignments, Interactive Mobile Counselling, Teleconferencing, Electronic mails (E-mails) / Internet, Online Educat and Self-Learning Material to facilitate participative, experiential and collaborative learning for transmission of required skills and competencies.

Learner Performance and Learning Outcomes

Choice based credit system was introduced in July 2015 session. PO, PSO, CO for all programs offered l the school are stated and displayed on various platforms and communicated to faculty members and associated learners for exposure to one and all.

Evaluation Process and reforms: Evaluation process is divided into two Assignments for 30% and Terminal examination for 70 %. Terminal examinations twice were held in June and December. Project work, Viva ' and Practical's were also conducted for the learners.

Learner satisfaction survey: A feedback form is made available to all stakeholders and analysed every session.

Research Innovation and Extension: Since decade UPRTOU had produced quality research. State of art library, which had more than 2 lakhs books for learners. E-library, reference section, online journals are available to students.

Resource Mobilization and Financial management: All matter related with the income and resources of tl university, fix limits for the total recurring and non-recurring expenditure for ensuing financial year of the limit of expenditure so fixed limit shall be binding on the executive council.

File Description	Documents
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Documents / information on the process and results of Impact Analysis	http://14.139.237.190/ciqa/23_08_2023_atr_2022_23.
Relevant Reports/ Minutes approved by concerned Authorities	Nil
Any other relevant information	Nil

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year. Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus within 100 - 200 words

The University has initiated several measures in gender equity & sensitization in curricular can be seen from the courses introduced by the University. The School of Social Sciences offers four courses CWED-01 to CWED-04 namely 'Foundation Course in Women's Empowerment and Development', 'Women in Indian Society: Socio-Historical Context', 'Constitutional and Legislative Foundation for Gender Equality', and 'Women and Economy'; the School of Education offers one course in Bachelor of education named B.Ed. E-10 on 'Gender, School and Society'.

The University establishes the Women Study Center (http://uprtou.ac.in/vc_school_main_page.php?slm=3&contid=29) who is actively involve in conducting various awareness programs (http://uprtou.ac.in/vc_school_main_page.php?slm=3&contid=194) in the villages.

Facilities:

1. Women amenities inside the campus provides the facilities for ladies.
2. CCTV cameras have been fixed in the prominent places.
3. Statutory committees like anti-sexual harassment committee comprising of female faculty members is constituted as per the UGC guidelines.
4. Women Welfare Committee (WWC) for resolving the issues faced by the girls.
5. Anti-ragging committee comprising of both male and female faculty were constituted.
6. University has a Day care centre where babies of Faculty and staff members were take care off at working hours.
7. University has constructed modern pink toilets for women.
8. Common rooms for girls are provided in the university.

File Description	Documents
Annual gender sensitization action plan	http://www.uprtou.ac.in/naacssr2/09_10_2023_711_Annual_Gender_Sensitization_Action_Plan.
Specific facilities provided for women in terms of: a. Safety and security at the work place b. Committees to address Prevention of Sexual Harassment c. Common Rooms d. Day care centre for children of the staff e. Any other relevant information	http://www.uprtou.ac.in/naacssr2/09_10_2023_711_Specific_facilities_provided_for_women.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above
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File Description	Documents
Geo-tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (with 200 words) A. Solid waste management B., Liquid waste management C. Biomedical waste management D. E-waste management E. Waste recycling system F. Hazardous chemicals and radioactive waste management

- UPRTOU has designed methods for the management of waste generated on the campus using The Basic Waste Management Strategy of 3R's: Reduce, Reuse and Recycle
- Reduce the amount of waste generated, Reuse everything to its maximum after proper segregation and cleaning and keep things which can be Recycled aside and handed over to appropriate agencies.
- The Wastes generated on the campus include Liquid Waste, Solid Waste, Biodegradable and Non-biodegradable Nature & Chemical Waste. No classified hazardous waste is generated on the campus.
- The Policy on Green campus of the University is to achieve zero discharge and complete utilization of waste with well-designed strategies to make the campus clean, hygienic and healthy.
- The waste generated is classified into solid and liquid waste management. Solid waste includes both Biodegradable and Non-Biodegradable Components.
- The Non-Biodegradable solid waste generated on the campus includes Paper, Plastics, Metal Cans etc. Biodegradable waste includes Food Waste, Vegetable Peels, Leaves etc.
- Management of Waste

(i) 'Use and Throw' items like plastic cups, plates etc., used on the university campus are replaced by reusable items like steel glasses and plates. Glass, Paper and Metal waste is sold for recyclers. Food waste and Non-biodegradable waste are collected in separate bins.

(ii) Biodegradable waste is disposed of in dumping yards with the help of municipal corporation of prayagraj

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	http://www.uprtou.ac.in/naacssr2/09_10_2023_713_relevant_document

Geo-tagged photographs of the facilities	http://www.uprtou.ac.in/naacssr2/09_10_2023_713_photos.pdf
Any other relevant information	Nil

**7.1.4 - Water conservation facilities available in the Institution:
Rain water harvesting Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling Maintenance of water
bodies and distribution system in the campus**

B. Any 3 or 4 of the Above

File Description	Documents
Geo-tagged photographs / videos of the facilities	View File
Any other relevant information	View File
as per data templates	View File

7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are
as follows:**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo-tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
as per data templates	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of any awards received	View File
Any other relevant information	View File
as per data templates	View File

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geotagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File
as per data templates	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Uttar Pradesh Rajarshi Tandon Open University believes in unity in diversity. Our regional and study centers are located in different districts of the Uttar Pradesh. Towards this, the University has proactively made efforts to promote diversity. Learners from different districts, religions, languages and cultures are encouraged to take part in various events/activities such as samarasata bhoj, educational promotion with fee exemption for women from adopted villages, transgenders, sentenced prisoners and war of Corona Warriors.

University offers various programs for learners such as certificate, diploma, undergraduate, postgraduate and doctorate in different disciplines. Learners (male/female) from every corner of the state come here and get admission according to their interests and talents in different programs. Tolerance and harmony prevail in the entire campus. University has different committees such as anti-ragging, anti-sexual harassment, Day care center, Grievance cell, environmental awareness and green audit, energy conservation & audit etc. There is a committee to look after this provision as per UGC guidelines. This is one of the hallmarks of 'unity in diversity' creating a campus life of harmony and happiness.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	http://www.uprtou.ac
Any other relevant information	Nil

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

University believe in giving holistic all round education to the learners. Sensitization of learners and employees on constitutional rights, values, duties and responsibilities is one of the primary education given through various means.

Sensitization of Learners and Employees is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations. Also, all learners take a course on Yoga and Environment studies, which give them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc.

In addition to this many regular programs are conducted to educate women about their rights. Also seminars and workshops are conducted on days of national importance on various rights, duties and responsibilities of citizens. Also every year Ex-defense/Academicians/Judicial/Politician and Administrative personnel are invited to share their experience and inspire and motivate young minds to

contribute in building the nation. Seminars/Conferences on topics like Right to Information, sexual harassment are conducted periodically. In Right to Information seminar, various sections and categories of the act are explained.

Various committees conduct a cleanliness drive to mark the occasion of Swachh Bharat Abhiyan in the University campus as well as in the nearby village area. An oath is taken by all learners and faculties to keep their surroundings clean.

File Description	Documents
Details of activities that inculcate values necessary to nurture Learners to become responsible citizens	http://14.139.237.190/naacssr2/09_10_2023_719_Details.
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organized professional ethics programmes for students, teachers, administrators and other staff during the year Annual awareness programmes on Code of Conduct were organized during the year

A. All of the Above

File Description	Documents
Code of conduct and ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	View File
Any other relevant information	View File
as per data templates	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

All national festivals are celebrated with great enthusiasm inculcate a sense of patriotism in the Learners. Every year Learners come together and perform cultural programmes like dance, skits highlighting societal problems. The Learners also prepare videos and ex-defence or police persons are invited to share their thoughts on these days. National flags are distributed to all Faculty, staff and learners to instil sense of pride amongst them. As a mark of respect for the country, the Learners install flag collection box to reuse the flags during National festivals. The Learners unit organise cultural programs to address prevailing social issues.

The University also commemorates the birth / death anniversaries of great Indian personalities like Rajarshi Purushottam Das Tandon, Swami Vivekananda Ji, Dr. Babasaheb Ambedkar, Mahatma Gandhi, Netaji Subhas Chandra Bose, Sardar Vallabhbhai Patel, Pt. Atal Bihari Vajpayee and Pt. Deendayal Upadhyaya etc.

The Learners share the teachings of these eminent personalities through speeches and posters. On Teacher's Day too, the Learners council puts up a show to express their love and gratitude for their teachers and salute the great Teacher Dr. Sarvepalli Radhakrishnan. Apart from these, many events and guest lectures are regularly organized to instil a sense of national pride and gratitude towards sacrifices of great leaders of our country.

File Description	Documents
Annual report of the celebrations and commemorative events during the year	Nil
Geo-tagged photographs of some of the events	http://www.uprtou.ac.in/naacssr2/09_10_2023_7111_photos.pdf
Any other relevant information	http://www.uprtou.ac.in/naacssr2/09_10_2023_7111_%20relevent_%20document

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website) Describe any two best practices successfully implemented by the institution as per NAAC format

A. Educational awareness in Transgender

1. Title of the Practice: Fostering higher education for Transgender to promote inclusiveness in society
2. Objectives
 - To involve transgender in the main stream of the society through education.

- To provide them constitutional equality.
- To make them capable

3. The Context

There is discrimination for transgender in our society and they are neglected in terms of respect and survival.

4. The Practice

UPRTOU has a strategic plan to spread the education.

5. Evidence of success Link http://www.uprtou.ac.in/naacssr2/17_10_2023_7pt2a.pdf

6. Problems encountered and resources required

Practically, a few problems occur in providing education to transgender, such as admission, study centre counselling classes and conduction of examinations etc., due to the gender discrimination.

B. Educational awareness for Jail Inmates

1. Title of the Practice:Fostering higher education to sentenced prisoners to promote inclusiveness in society.
2. Objectives of fostering education to Sentenced Prisoners
 - Socialization of jail inmates through education.

3. The Context

Some prisoners are falsely involved in crimes and other illegal activities due to a lack of education awareness in detention centers.

4. The Practice

UPRTOU has a strategic plan to spread education.

5. Evidence of success

An MOU between UPRTOU and the jail administration (IG/DIG) is made. Link:
http://www.uprtou.ac.in/naacssr2/17_10_2023_7pt2b.pdf

6. Problems encountered and resources required

Practically, a few problems occur in providing education to prisoners in jail, such as admission, student center, counselling classes and conduction of examinations etc., due to the restrictions in going outside.

File Description	Documents
Best practices as hosted on the Institutional website	http://www.uprtou.ac.in/naacssr2/17_10_2023_7pt2a.pdf http://www.uprtou.ac.in/naacssr2/17_10_2023_7pt2b.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

7.3 Institutional Distinctiveness

Social Responsibility Endeavors: The University is well aware of its social responsibilities and commitment to the society not only through curriculum adopted in the area of Environmental Awareness, of Information Technology, Nutrition for the community, Solid Waste and Disaster Management but also through engaging the stake holders directly/ indirectly to work for the social issues, welfare of downtrodden and weaker sections of the society. It is well reflected through numbers of initiatives taken by the university namely;

- Massive plantation and "Clean Campus Green Campus" drive under Swachh Bharat Mission. The university's main objective is to provide pollution free air and carbon sink through greenery.
- "Ganga Bachao Abhiyaan" and Ganga Cleanliness:
- Aids Awareness Programme: The objective of this programme is to ensure an environment free discrimination for people living with HIV/ AIDS and protection of human rights.
- Flood Relief Work
- Voter Awareness Day
- Awareness about Pollution related environmental issues.
- For transformational change of rural life, university adopted few villages under "Unnat Bharat Abhiyaan" whose mission is to enable higher educational institutions to work with people of rural India.

- University also trying to aware society from ill effects of Plastic through its campaign "Clean Campus Green Campus". Since 2017 the university has banned the use of plastic.
- Blood donation camps were also organized where faculty and staff members donated blood.
- Organization of Yoga camps at regular interval
- "Art of Living" camps were also organized by the University.

File Description	Documents
Appropriate webpage in the Institutional website	http://14.139.237.190/vc_school_main_page.php?slm=3 http://14.139.237.190/others_events.php
Any other relevant information	Nil