

Centre for Internal Quality Assurance (2019-20)

Part - 1: Centre Details and Initiatives

1.1 Notification of Centre:

Date of the notification: 01-11-2019

Copy of the notification: [View](#)

1.2 Composition of Centre:

Sr No.	Nomination as	Name	Designation	Specialization	Start Date	End Date
1	Head	PROF. MUNESH CHANDRA ADHIKARY	DIRECTOR, DDCE and CONVENOR	APPLIED PHYSICS	01-11-2019	20-03-2021
2	Member	PROF. BISHNU PRASAD DASH	PROFESSOR	BIO SCIENCE and BIO TECHNOLOGY	01-11-2019	20-03-2021
3	Member	DR. NIHAR RANJAN ROUT	READER	POPULATION STUDIES	01-11-2019	20-03-2021
4	Member	DR. ASHANTA RANJAN ROUSTRAY	READER	INFORMATION and COMMUNICATION TECHNOLOGY	01-11-2019	20-03-2021
5	Member	DR. DEBADUTTA DAS	DY. DIRECTOR, DDCE	BUSINESS MANAGEMENT	01-11-2019	20-03-2021
6	Member	DR. MANOJ KUMAR ACHARYA	ASSISTANT PROFESSOR, DDCE	LIBRARY and INFORMATION SCIENCE	01-11-2019	13-11-2020
7	Member	DR. NITYANANDA BARIK	ASSISTANT PROFESSOR, DDCE	POLITICAL SCIENCE	01-11-2019	20-03-2021
8	Member	DR. ASUTOSH ROUT	ASSITANT PROFESSOR, DDCE	ODIA	01-11-2019	18-11-2020
9	Member	MR. BHABANISANKAR JENA	ASSISTANT PROFESSOR, DDCE and COORDINATOR	COMPUTER SCIENCE	01-11-2019	20-03-2021

1.3 Number of meetings held and its approval:

Sr No.	Meeting	Name of Statutory Authority	Meeting Date	Approval Date	View Minutes
1	1	VICE CHANCELLOR	04-11-2021	06-11-2019	View
2	2	VICE CHANCELLOR	11-12-2019	13-12-2019	View

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

Sr No.	Function	Action taken by HEI
1	Maintenance of Quality in the services provided to the learners	UPDATED SYLLABUS, TEACHING LEARNING MATERIALS, COUNSELLING CLASSES.
2	Continuous improvement	COUNSELLING CLASSES, DOUBT CLEARING CLASSES, TELEPHONIC COUNSELLING
3	Identification of the key areas in which the HEI should maintain quality	SMART CLASS ROOM, WI-FI, CENTRAL COMPUTER LAB, FACILITIES, EXTRA MORAL CLASSES, CAREER COUNSELLING
4	Dissemination of information on quality assurance	LIBRARY, SEMINAR, FIELD EXPOSURE, JOB FAIR, 1.5 Quality Assurance: 1.6 Describe the mechanism implemented to ensure that the quality of ODL programmes matches with the quality of relevant programmes in conventional mode: PERIODICAL WRITINGS, WEBSITE INFORMATION
5	Mechanisms for interaction and obtaining feedback	PROCTORIAL SYSTEM, GROUP DISCUSSION, DIRECT INTERACTION WITH STUDENTS, TELEPHONIC AND EMAIL, DDCE WEBSITE QUERY PROCESS
6	Measures for qualitative improvement	PERIODICAL EVALUATION AND INSPECTION BY UNIVERSITY AUTHORITY
7	Ensuring implementation of its recommendations through regular monitoring	CIQA, ICC, STAFF COUNCIL, GRIEVANCE REDRESSAL MECHANISM
8	Ensuring Participation of stakeholders	TEACHER-PARENT MEETING, INDUSTRY ACADEMIC INTERFACE
9	Preparation of Programme Project Report and Information regarding any new programmes launched	PPR PREPARED FOR THE MA COURSES ON THE SUBJECT (ODIA, ENGLISH, HISTORY, POLITICAL SC., ECONOMICS, EDUCATION, SOCIOLOGY), BLIS, MLIS, BCA, BA, BCOM, MCOM
10	Collection, collation and dissemination of accurate, complete and reliable statistics about the quality of the programmes.	UGC RECOGNITION, UNIVERSITY APPROVAL, PLACEMENT: Sr No Objective Yes/No View 1 Whether the CIQA prepared a Programme Project Report for each programme as per norms and guidelines of the UGC? Yes View 2 Whether the Programme Project Report for each of the implemented programmes approved by the appropriate authority of the HEI, prior to its launch? Yes View 3 Whether a monitoring mechanism was put in place to ensure the proper implementation of Programme Project Reports? Yes View 4 Whether annual plans for quality enhancement were prepared and their implementation ensured? Yes View 5 Whether a mechanism was put into place to collect feedback from students and undertake its analysis and corrective actions thereof? Yes View 6 Has the CIQA organized workshops or seminars on quality related themes and Disseminated proceedings of such activities? No - 7 Whether all the learning centres were operationalized with prior approval of CIQA? No - 8 Whether the admission criteria and pass/fail criteria of ODL programmes is e.

1.5 Quality Assurance:

Sr No.	Objective	Yes/No	View
1	Whether the CIQA prepared a Programme Project Report for each programme as per norms and guidelines of the UGC?	Yes	View
2	Whether the Programme Project Report for each of the implemented programmes approved by the appropriate authority of the HEI, prior to its launch?	Yes	View
3	Whether a monitoring mechanism was put in place to ensure the proper implementation of Programme Project Reports?	Yes	View
4	Whether annual plans for quality enhancement were prepared and their implementation ensured?	Yes	View

5	Whether a mechanism was put into place to collect feedback from students and undertake its analysis and corrective actions thereof?	Yes	View
6	Has the CIQA organized workshops or seminars on quality related themes and Disseminated proceedings of such activities?	Yes	View
7	Whether all the learning centres were operationalized with prior approval of CIQA?	No	-
8	Whether the admission criteria and pass/fail criteria of ODL programmes is exactly identical to conventional programmes?	Yes	View
9	Whether the HEI has ensured compliance to the territorial jurisdiction norms as per Annexure IV of the UGC(ODL) Regulations, 2017	Yes	View
10	Whether the details of faculty in School or Centre for Distance Education of the Higher Educational Institutions and in the Learner Support Centres are declared on the website of the HEI and linked to Aadhaar details or other Government identifiers, as per Regulations 9(5) of the UGC (ODL) Regulations, 2017. (Provide explicit link address also)	Yes	View

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

1. Syllabus at par with regular mode. 2. Examination conducted and result published by University Authority (Controller of Examinations). 3. Course Curriculum duly approved by the Board of Studies appointed by the University Authority. 4. Question paper preparation through University. Procedure. 5. Teachers appointment procedure is at par with regular.

1.7 Describe the details of personal contact programmes implemented:

Sr No	Centre Name	Implemented Date	Student Attended
1	DDCE, FAKIR MOHAN UNIVERSITY	29-09-2019	1362

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

Sr No	Academic Session	Level	Name of Program	Duration	No. of Credits	Eligibility
1	July	PG Diploma	POST GRADUATE DIPLOMA IN COMPUTER APPLICATION	12 Months	0	Any graduate with Mathematics as a distinct subject at the 10+2 level or equivalent. Students without mathematics will have to pass in a Foundation Course in Mathematics (CS-60) along with the PGDCA course.
2	July	PG	MASTER OF ARTS - ECONOMICS	2 Years	0	Graduate with Economics/ Mathematics / Statistics as a subject from any recognized University.
3	July	PG	MASTER OF ARTS - OJAA	2 Years	0	Graduate with OJAA as a Subject from any recognized University.

4	July	PG	MASTER OF ARTS - POLITICAL SCIENCE	2 Years	0	Graduate with Pg Sc. as a Subject
5	July	PG	MASTER OF COMMERCE	2 Years	0	B.Com/BBA/ MBA/Chartered Accountants/ Company Secretaries / Cost Accountants from any recognized University
6	July	PG	MASTER OF ARTS - ENGLISH	2 Years	0	Graduate with English as a Subject from any recognized University
7	July	PG	MASTER OF ARTS - HISTORY	2 Years	0	Graduate with History as a Subject
8	July	PG	MASTER OF ARTS - SOCIOLOGY	2 Years	0	Graduate with Sociology as a Subject
9	July	PG	MASTER OF LIBRARY AND INFORMATION SCIENCE	1 Years	0	BLIS or its equivalent from any recognized University.
10	July	PG	MASTER OF ARTS - EDUCATION	2 Years	0	Graduate with Education as a subject/ B.Ed from recognized University.
11	July	UG	BACHELOR OF LIBRARY AND INFORMATION SCIENCE	1 Years	0	Any Graduate or its equivalent.
12	July	UG	BACHELOR OF ARTS - HONOURS	3 Years	0	Higher Secondary (10+2) or any other equivalent examination/ 3 years Diploma from Odisha State Technical Education Council.
13	July	UG	BACHELOR OF COMMERCE - HONOURS	3 Years	0	Higher Secondary (10+2) with Commerce or Mathematics or any other equivalent examination/ 3 years Diploma from Odisha State Technical Education Council.
14	July	UG	BACHELOR OF COMPUTER APPLICATIONS	3 Years	0	Higher Secondary (10+2)+2 Vocational or equivalent with Mathematics as a distinct subject. Those who have not studied Mathematics as a distinct subject

						have to register for MTE-03 along with the first semester of BCA. Such students have to successfully complete MTE-03 within BCA programme
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1.9 Describe the details of in-semester and end semester assessments/examinations conducted with the actions taken to ensure sanctity of the examinations:

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

1.10 Total Students enrolled and fees during Academic Session 2019-20:

Sr No	Academic Session	Level	Name of Program	Number of students	Programme Fee (Rs.)
1	July	PG	MASTER OF ARTS - ECONOMICS	41	14000
2	July	PG	MASTER OF ARTS - ENGLISH	104	14000
3	July	PG	MASTER OF ARTS - ODIA	331	14000
4	July	PG	MASTER OF ARTS - POLITICAL SCIENCE	74	14000
5	July	UG	BACHELOR OF	193	10000

			LIBRARY AND INFORMATION SCIENCE		
6	July	UG	BACHELOR OF ARTS - HONOURS	116	15000
7	July	UG	BACHELOR OF COMMERCE - HONOURS	11	15000
8	July	UG	BACHELOR OF COMPUTER APPLICATIONS	21	30000
9	July	PG Diploma	POST GRADUATE DIPLOMA IN COMPUTER APPLICATION	165	10000
10	July	PG	MASTER OF COMMERCE	50	16000
11	July	PG	MASTER OF ARTS - HISTORY	44	14000
12	July	PG	MASTER OF ARTS - SOCIOLOGY	0	14000
13	July	PG	MASTER OF LIBRARY AND INFORMATION SCIENCE	92	15000
14	July	PG	MASTER OF ARTS - EDUCATION	120	14000
			Total	1362	

Part - 2: Programme Recognition and Admission Details

2.1 Number of programmes recognized during Academic Session 2019-20:

Number of programmes recognized from July, 2019 academic session and a copy of the UGC recognition letter:	
Number of programmes: 13	Copy of the UGC recognition letter: View
Number of programmes recognized from January, 2020 academic session and a copy of the UGC recognition letter:	
Number of programmes: 13	Copy of the UGC recognition letter: View

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

Sr No	Academic Session	Level	Name of Program	Duration	Approval of statutory Authority (s) (DD-MM-YYYY) of HET/Regulatory authorities	UGC Recognition Letter No. and date	No. of Learning Support Centres Operationalized	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1	July	PG	MASTER OF ARTS - ECONOMICS	2 Years	16-08-2015	F.No 5-1/2018 (DEB-III), 16/08/2018	0	1*	30	0	41

2	July	PG	MASTER OF ARTS - ENGLISH	2 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	51	53	0	104
3	July	PG	MASTER OF ARTS - OODIA	2 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	77	256	0	333
4	July	PG	MASTER OF ARTS - POLITICAL SCIENCE	2 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	22	52	0	74
5	July	PG	MASTER OF ARTS - HISTORY	2 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	16	29	0	45
6	July	PG	MASTER OF COMMERCE	2 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	31	19	0	50
7	July	PG	MASTER OF LIBRARY AND INFORMATION SCIENCE	1 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	46	50	0	96
8	July	PG	MASTER OF ARTS - EDUCATION	2 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	36	84	0	120
9	July	UG	BACHELOR OF LIBRARY AND INFORMATION SCIENCE	1 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	102	91	0	193
10	July	UG	BACHELOR OF ARTS - HONOURS	3 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	59	60	0	119
11	July	UG	BACHELOR OF COMMERCE - HONOURS	3 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	9	2	0	11
12	July	UG	BACHELOR OF COMPUTER APPLICATIONS	3 Years	16-08-2018	F.No.5-1/2018 (DEB-III), 16.08.2018	0	16	5	0	21
13	July	PG Diploma	POST GRADUATE DIPLOMA IN COMPUTER APPLICATION	12 Months	06-06-2019	F.No.5-1/2018 (DEB-III), 16.08.2018	0	113	52	0	165

2.3 LSC wise enrolment details:

Address of College/institute where LSC is established: DIRECTORATE OF DISTANCE AND CONTINUING EDUCATION, FAKIR MOHAN UNIVERSITY (OLD CAMPUS), VYASA VIHAR BALASORE, ODISHA-756019

Name of HEI to which College/institute is affiliated (where LSC is established): FAKIR MOHAN UNIVERSITY, VYASA VIHAR, BALASORE, ODISHA

Whether the College/institute is private or Govt (where LSC is established): Government

Coordinator Details: PROF. MUNESH CHANDRA ADHIKARY (M.Sc., M.Phil., Ph.D.) and Contact: 9438120087

Programmes offered: BACHELOR OF LIBRARY AND INFORMATION SCIENCE, BACHELOR OF ARTS - HONOURS, BACHELOR OF COMMERCE - HONOURS, MASTER OF COMMERCE, BACHELOR OF COMPUTER APPLICATIONS, MASTER OF ARTS - ECONOMICS, MASTER OF ARTS - ENGLISH, MASTER OF ARTS - ODISIA, MASTER OF ARTS - POLITICAL SCIENCE, MASTER OF ARTS - HISTORY, MASTER OF ARTS - SOCIOLOGY, MASTER OF LIBRARY AND INFORMATION SCIENCE, MASTER OF ARTS - EDUCATION, POST GRADUATE DIPLOMA IN COMPUTER APPLICATION

Total enrolled student: 1362

No. of Counsellors: 26

Sr No	Counsellor Name	Qualification	Contact Details
1	DR. MANOJ KUMAR ACHARYA	M Lib.Sc., MBA, PGDDE, Ph.D., UGC-NET	9438214620
2	MR. BHABANISANKAR JENA	MCA	8895341130
3	DR. NITYANANDA BARIK	PH.D.	9777855988
4	MR. BISHWAJIT ROUT	MBA, MCOM	7504192526
5	MRS. LIPARANI PANDA	MPHIL	7978814428
6	DR. SUSHREE SANGITA SWAIN	PHD	7008040325
7	DR. ASUTOSH ROUT	PHD	8609405070
8	MR. DEBANANDA BEHERA	MPHIL	8596949619
9	MS. ABHIPSA BEHERA	MA	9437721293
10	MR. DILLIP KUMAR JENA	MPHIL	9178945048
11	MR. SATADAL GIRI	MED	7978926414
12	MS. SUBHASHMITA ACHARYA	MLIS	8763481867
13	DR. SANGRAM KUMAR ROUT	PHD	9583234777
14	MR. LAXMIKANTA PADHI	MPHIL	9861587006
15	DR. SHANTANU KUMAR PANI	PHD	9348456797
16	MR. SURESH CHANDRA NAYAK	MA	9861679560
17	MR. SURENDRA SWAIN	MA	6370920939
18	MR. AVOY KUMAR ACHARYA	MA	9348167960
19	DR. SURESH CHANDRA SAHOO	PHDDR	9861679560
20	DR. ARUN KUMAR LENKA	PHD	9937122704
21	MR. UMESH CHANDRA NAYAK	MA	9437544332
22	DR. BIBHUTI BHUSAN DASH	PHD	7978117384
23	DR. SITARAM PANI	PHD	9437266047
24	MR. UMESH CHANDRA NAYAK	MCA	9853133849
25	DR. SARAT KUMAR PARHI	PHD	9937163299
26	MAJ. GIRISH CHANDRA SARANGI	M Lib.Sc.	8338849120

Part - 3: Results and Student Progression

Sr No	Academic Session	Level	Name of Programme	No. of students admitted	No. of students appeared in exams	No. of students progressed to next semester	% of students passed	% of students passed in first class
1	July	PG	MASTER OF	47	47	47	100%	100%

			COMMERCE					
2	July	PG	MASTER OF ARTS - ECONOMIC S	21	21	21	92.31	90%
3	July	PG	MASTER OF ARTS - ENGLISH	57	57	57	100%	100%
4	July	PG	MASTER OF ARTS - ODIA	175	175	175	96.36	96%
5	July	PG	MASTER OF ARTS - POLITICAL SCIENCE	35	35	35	100%	100%
6	July	PG	MASTER OF ARTS - HISTORY	29	29	29	100%	100%
7	July	PG	MASTER OF ARTS - SOCIOLOG Y	4	4	4	100%	100%
8	July	PG	MASTER OF LIBRARY AND INFORMATI ON SCIENCE	92	92	92	100%	100%
9	July	PG	MASTER OF ARTS - EDUCATION	73	73	73	100%	100%
10	July	UG	BACHELOR OF LIBRARY AND INFORMATI ON SCIENCE	180	179	179	90.50	90.50
11	July	UG	BACHELOR OF ARTS - HONOURS	99	99	99	100%	100%
12	July	UG	BACHELOR OF COMMERCE - HONOURS	4	4	4	100%	50%
13	July	UG	BACHELOR OF COMPUTER APPLICATIO NS	2	2	2	100%	100%
14	July	PG Diploma	POST GRADUATE DIPLOMA IN COMPUTER APPLICATIO N	149	145	145	96.64	98%

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

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

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

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

i) No. of examination centres inspected during conduct of Exam = 1 ii) No. of cases of unfair means reported = NIL iii) Disciplinary action taken = NOT TAKEN iv) Detail of observer of the examination centres appointed by HEI and its reports:- CONTROLLER OF EXAMINATIONS

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

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

1. BACHELOR OF ARTS - HONOURS Academic Session: July		Level: UG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR. SATADAL GIRI (ASSISTANT PROFESSOR)	Contractual	19/11/2019	Teaching: 16 Months Industrial: 0 Months	21600

2. BACHELOR OF COMMERCE - HONOURS Academic Session: July		Level: UG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR. BISHWAJIT ROUT (ASSISTANT PROFESSOR)	Contractual	13/02/2015	Teaching: 71 Months Industrial: 10 Months	21600

3. MASTER OF COMMERCE Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR. BISHWAJIT ROUT (ASSISTANT PROFESSOR)	Contractual	13/02/2015	Teaching: 71 Months Industrial: 10 Months	21600

4. MASTER OF ARTS - ECONOMICS Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR. DEBANANDA BEHERA (ASSISTANT PROFESSOR)	Contractual	12/09/2019	Teaching: 20 Months Industrial: 0 Months	21600

5. MASTER OF ARTS - ENGLISH Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MS. ABHIPSA BEHERA (ASSISTANT PROFESSOR)	Contractual	16/09/2019	Teaching: 18 Months Industrial: 0 Months	21600

6. MASTER OF ARTS - ODLA Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR. SUSHREE SANGITA SWAIN (ASSISTANT PROFESSOR)	Contractual	04/09/2015	Teaching: 65 Months Industrial: 0 Months	21600

7. MASTER OF ARTS - POLITICAL SCIENCE Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 1	
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Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR. NITYANANDA BARIK (ASSISTANT PROFESSOR)	Contractual	16/09/2019	Teaching: 180 Months Industrial: 0 Months	21600

8. MASTER OF ARTS - HISTORY Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR. DILLIP KUMAR JENA (V)	Contractual	16/09/2019	Teaching: 17 Months Industrial: 0 Months	21600

9. BACHELOR OF LIBRARY AND INFORMATION SCIENCE Academic Session: July		Level: UG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR. MANOJ KUMAR ACHARYA (ASSISTANT PROFESSOR)	Contractual	30/04/2007	Teaching: 161 Months Industrial: 0 Months	21600

10. BACHELOR OF COMPUTER APPLICATIONS Academic Session: July		Level: UG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	BHABANISANKAR JENA (ASSISTANT PROFESSOR)	Contractual	21/10/2017	Teaching: 41 Months Industrial: 0 Months	21600

11. POST GRADUATE DIPLOMA IN COMPUTER APPLICATION Academic Session: July		Level: PG Diploma		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MR. BHABANISANKAR JENA (ASSISTANT PROFESSOR)	Contractual	21/10/2017	Teaching: 41 Months Industrial: 0 Months	21600

12. MASTER OF LIBRARY AND INFORMATION SCIENCE Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	DR. MANOJ KUMAR ACHARYA (ASSISTANT PROFESSOR)	Contractual	30/04/2007	Teaching: 161 Months Industrial: 0 Months	21600

13. MASTER OF ARTS - EDUCATION Academic Session: July		Level: PG		No. of Fulltime Dedicated Faculty: 1	
Sr No	Faculty Name with Designation	Type	Program Joining Date	Total Experience	Salary
1	MRS. LIPARANI PANDA (ASSISTANT PROFESSOR)	Contractual	04/09/2015	Teaching: 65 Months Industrial: 0 Months	21600

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

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

DIRECTORATE OF DISTANCE and CONTINUING EDUCATION OF FAKIR MOHAN UNIVERSITY IMPARTS DISTANCE MODE EDUCATION TO THE STUDENTS OF BA, BLIS, BCA, BCOM, MLIS, MCOM, MA IN ENGLISH, ODA, HISTORY, POLITICAL SCIENCE, ECONOMICS, SOCIOLOGY, EDUCATION) WITH DUE APPROVAL FROM APPROPRIATE AUTHORITY. THE LEARNING QUALITY OF THE COURSE MATERIALS WHICH ARE DEVELOPED AND CHECKED BY SUBJECT EXPERTS. HOWEVER, THE LEARNING MATERIALS ARE PROVIDED ON FOLLOWING ASPECTS: 1. PRINT MATERIALS AS PER SYLLABUS OF CONCERNED SUBJECT. 2. COMPUTER BASED MATERIALS. 3. INVOLVEMENT OF STAKEHOLDERS.

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

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

DDCE HAS PREPARED THE SELF LEARNING MATERIAL (SLM) THROUGH THE EXPERIENCED AND QUALIFIED TEACHERS AS PER THE APPROVED SYLLABUS. THE SLM IS PREPARED TO CATER THE NEEDS OF THE DISTANCE LEARNING SYSTEM AND FULFILLS THE CRITERIA AS ENshrINED IN THE GUIDELINES. THE LANGUAGE IS VERY SIMPLE, UNDERSTANDABLE AND COMPREHENSIVE.

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

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

THE PROGRAMME PROJECT REPORT (PPR) HAS BEEN FULFILLED THE CRITERIA AS MENTIONED IN THE ANNEXURE -IX OF UGC(ODL) REGULATIONS,2017. IT IS PREPARED AND APPROVED BY ACADEMIC COUNCIL OF THE FAKIR MOHAN UNIVERSITY, AND STATUTORY AUTHORITY OF THE UNIVERSITY. THE PPR ARE PREPARED WITH CITING THE REFERENCE BOOKS AND TEXT BOOKS AUTHORED BY ACADEMICIANS AND RENOWNED WRITERS.

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

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

DDCE OF FAKIR MOHAN UNIVERSITY IS FUNCTIONING UNDER THE STATUTE OF THE FAKIR MOHAN UNIVERSITY IN GETTING UGC(DEB) RECOGNITION. FROM ITS INCEPTION, IT IS IMPARTING QUALITY EDUCATION THROUGH LEARNING SUPPORT CENTRE(LSC). IT IS SITUATED IN THE HEART OF THE BALASORE CITY AND IT IS COMFORTABLE FOR THE TRANSPORT SERVICES FROM RAILWAY STATION AND BUS STOP. IT HAS OF ITS OWN EXAMINATION CENTRE AS WELL AS OFFICIAL SET UP WITH REQUIRED MAN POWER. THE LSC IS MOSTLY ECO-FRIENDLY AND FACILITIES FOR FULFILLING THE LEARNERS NEEDS INCLUDING CANTEEN, CAFETERIA, LIBRARY, CLASS ROOM, PARKING AREA ETC. THE LSC HAS OF ITS WATCH AND WARD SYSTEM ROUND THE CLOCK. THUS, THE LSC IS WORKING ONLY AT THE HEAD QUARTER OF THE HEI WITH REQUIRED FACILITIES.

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

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

DDCE, FAKIR MOHAN UNIVERSITY IS FUNCTIONING UNDER THE MAIN DOMAIN OF FAKIR MOHAN UNIVERSITY. THE UNIVERSITY HAS OF ITS OWN GRIEVANCE REDRESSAL MECHANISM FOR THE STUDENTS. THE UNIVERSITY HAS ICC (INTERNAL COMPLAIN COMMITTEE), ANTI-RAGGING COMMITTEE, ANTI-SEXUAL HARRASSMENT CELL. DDCE HAS TAKEN AN INNOVATIVE PROCESS FOR SENSITIZING THE STUDENTS ON GENDER EQUALITY AND GENDER SENSITIZATION THROUGH THE ARRANGEMENT OF

ORIENTATIONCUM- INDUCTION PROGRAMME THROUGH POSTERS PLACED AT DIFFERENT POSITIONS OF THE CAMPUS. THE BASIC INFORMATION HAS BEEN PLACED AT DDCE NOTICE BOARD AND THE WEBSITE. THE WEBSITE HIGHLIGHTS ON THE ASPECTS OF GRIEVANCES AND ENQUIRES AS FOLLOWS: ENQUIRIES, COMMUNICATION AND GRIEVANCES All enquiries and correspondence, complaints and grievances relating to Distance Education programmes offered by DDCE of the University may be addressed to: The Director, DIRECTORATE OF DISTANCE AND CONTINUING EDUCATION (DDCE) FAKIR MOHAN UNIVERSITY, VYASA VIHAR (OLD CAMPUS) BALASORE-756019 (DDISHA) Contact Phone No. 06782-241840 (O) The office of the DDCE shall function on all working days except University holidays. Students may log on to the website www.fmuodce.org for updated information on dates of Examinations, Time table, Course details, other notices etc.

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

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

Part - 11.2: Observer Report

View

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

Sl. No.	Provision	Whether being complied Yes/No
1	A Higher Educational Institution shall, for admission in respect of any programme in Open and Distance Learning mode, accept payment towards admission fee and other fees, and charges - as may be fixed by it and declared by it in the prospectus for admission, and on the website of the institution, with a proper receipt in writing issued for such payment to the concerned student admitted in such Higher Educational Institutions, only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution	Yes
2	It shall be mandatory for the Higher Educational Institutions to upload the details of all kind of payment or fee paid by the students on the website of the institution	Yes
3	Every Higher Educational Institution shall publish, before expiry of sixty days prior to the date of the commencement of admission to any of its programme in Open and Distance Learning mode, a prospectus containing the following for the purposes of informing those persons intending to seek admission to such Higher Educational Institutions and the general public, namely, as mentioned at sr. no. '7' to '17' below	Yes
4	Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in Open and Distance Learning; and the other terms and conditions of such payment	Yes
5	The percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of course or programme of study and the time within, and the manner in, which such refund shall be made to the learner	Yes
6	The number of seats approved in respect of each course or programme of Open and Distance Learning mode, which shall be in consonance with the resources	Yes
7	The conditions of eligibility including the minimum age of a learner in a particular course of programme of study, where so specified by the Higher Educational Institution	No
8	The minimum educational qualifications required for admission in programme(s) specified by the relevant statutory authority or body, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
9	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or programme of study and the amount of fee to be paid for the admission test	Yes
10	Details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is employed on regular or part time or visiting or contractual basis	Yes
11	Pay and other emoluments payable for each category of teachers and other employees	Yes
12	Information in regard to physical and academic infrastructure and other facilities, including that of each of the Learner Support Centres and in particular the facilities accessible by learners on being admitted to the institution	Yes
13	Broad outline of the syllabus specified by the appropriate statutory body or by Higher Educational Institution, as the case may be, for every course or programme of study	Yes
14	Activity planner including all the academic activities to be carried out by the Higher Educational Institution during the academic session and the details of July cycle and January cycle shall be notified separately	Yes

Part - 13: Innovation and Best Practices

i) Innovation introduced during academic year

1. Installation of CCTV camera 2. Software upgradation 3. Recruitment qualified and experienced counsellors / teachers 4. Curriculum development and modification of new syllabuses 5. Online classes

ii) Give Best Practices of Institution

1. Question setting, Evaluation of the Exam papers have been done by Experienced and Qualified teachers. 2. Counseling classes have been conducted and learning materials have been supplied to the students 3. Constant and Continuous assignments submission have been made by the students 4. Students database has been prepared and rigorous information has been communicated to the students, counsellors, University authority 5. Website modification and feedback system through online are facilitated.

iii) Any other information

1. Opportunity and facilities available for students- Canteen, University Bus facilities, Banking Facilities. 2. Fully wi-fi enabled campus. 3. Library facilities.

Part - 14: Plan of Institution for next year

1. DDCE needs UGC recognition for continuing existing courses. 2. Financial assistance from UGC to strengthen the study centre.

DECLARATION

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

Signature of the Director:



Name of the Director:

PROF. MUNESH CHANDRA
ADHIKARY

Seal of the Director:

Director
DDCE, F. M. University

Date of the Director:

27-03-2021

Signature of the Registrar:



Name of the Registrar:

MR. MANASH KUMAR PATRA
REGISTRAR
F. M. University
Vyasvihar, Balaso...

Seal of the Registrar:

Date of the Registrar:

27-03-2021

Signature of the Director:

Munesh Chandra Adhikary

(63)

Choose File No file chosen

Name:

Munesh Chandra Adhikary

Seal:

Choose File No file chosen

Director
NDCE, F. M. University

Date:

24.03.2021

Signature of the Registrar:

Choose File No file chosen

Name:

Manash Kumar Patra

Seal:

Choose File No file chosen

Date:

24.03.2021

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Munesh Chandra Adhikary

Specimen Signature
of Director, NDCE

Manash Kumar Patra
Specimen Signature of
Registrar, FMU

Registrar,
Fakir Mohan University,
Bansajhar, Balasore

Director
NDCE, F. M. University