



ALAGAPPA UNIVERSITY

A State University Established by the Government of Tamil Nadu in 1985,
Accredited with A+ Grade by NAAC (CGPA 3.64) in the 3rd Cycle-2017,
Graded as Category-I University by UGC-MHRD

KARAIKUDI - 630 003, Tamil Nadu



Website: www.alagappauniversity.ac.in

E-mail: dde@alagappauniversity.ac.in

Annual Report

of

Centre for Internal Quality Assurance (CIQA)

Programmes under Open and Distance Learning mode

2023-24

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Part – I: General Information**1.1 Date of notification of the Centre**

ALAGAPPA UNIVERSITY

(Established by an Act of the Govt. of Tamil Nadu and recognized by UGC)
Accredited with A+ Grade by NAAC (CGPA: 3.84) in the Third Cycle



Prof. V. BALACHANDRAN, Ph.D.,
Registrar i/c

EXTRACT OF THE MINUTES OF THE MEETING OF THE
SYNDICATE MEETING HELD ON 14.09.1991

Item No. 26 :

Syndicate considered the introduction of correspondence courses under a new Directorate of Distance Education.

RESOLVED that the introduction of the following correspondence courses and creation of a New Directorate of Distance Education be approved.

List of Courses

1. B.Ed.
2. M.Ed.
3. M.Sc. Operations Research
4. M.C.S.
5. M.Com.
6. P.G. Diploma in Digital Electronics
7. P.G. Diploma in Labour Laws and Personal Relations
8. P.G. Diploma in Bank Management
9. P.G. Diploma in Computer System Management
10. P.G. Diploma in Sports Management

/ true extract /

REGISTRAR
ALAGAPPA UNIVERSITY
KARAIKUDI - 630 001

Alagappapuram
Karaikudi - 630 003.
Sivagangai District
Tamilnadu, India.

Tele : 04565 - 223 100,
Fax : 04565 - 225 525, 04565 - 225 202
Web : www.alagappauniversity.ac.in
Email : registrar@alagappauniv@gmail.com

1.2 Details of Director, CIQA

- Name : Dr.E.Kannapiran
- Qualification: M.Sc., M.Phil., Ph.D
- Appointment Letter and Joining Report: Upload (PDF)



ALAGAPPA UNIVERSITY

Alagappapuram, Karaikudi - 630 003, Tamil Nadu, India.

(A State University Established by the Government of Tamil Nadu, Recognised by UGC)

[Accredited with A+ Grade by NAAC (CGPA: 3.64) in the Third Cycle]



Prof. G. Ravi, Ph.D., D.Sc.,
Vice-Chancellor

Rc.A7/Director/full time/CDOE/2023

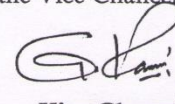
Date: 29.12.2023

PROCEEDINGS OF THE VICE-CHANCELLOR

Sub: Establishment (Teaching) –Director on full time in the Centre for Distance and Online Education - orders – issued – reg.

Dr. E. Kannapiran, Professor in Zoology, Centre for Distance and Online Education, Alagappa University is **holding the post of Director** in the Centre for Distance and Online Education *on full time* basis with effect from 29.12.2023 FN until further orders.



He will have to work under the supervision and guidance of the Vice-Chancellor/Registrar.


29/12/2023
Vice-Chancellor

To
Dr. E. Kannapiran
Professor in Zoology
Centre for Distance and Online Education
Alagappa University
Karaikudi.

Copy to:

1. The Registrar, Alagappa University.
2. The Controller of Examinations, Alagappa University.
3. The Finance Officer, Alagappa University.
4. The Special Officer (P&D), Alagappa University.
5. The Dean-Research, Alagappa University.
6. The Dean i/c, CDC, Alagappa University.
7. The Dean, Faculty of Science, Alagappa University.
8. The Deputy Registrar, Authority Section – *to report to the Syndicate.*
9. The Director, Management Information System, Alagappa University.
10. PA to Vice-Chancellor/ PA Registrar.
11. The individuals' file.
12. File concerned.

	Centre for Distance and Online Education (CDOE) ALAGAPPA UNIVERSITY <small>(A State University Established through an Act by the Government of Tamil Nadu in 1985, Accredited with A+ Grade by NAAC (CGPA 3.64) in the Third Cycle, Graded as Category-I University by MHRD-UGC, NIRF (University) Rank 30; QS Asia Rank 251; THE World University Rank 401-500 band)</small> KARAIKUDI - 630 003, Tamil Nadu, India https://alagappauniversity.ac.in	
Open and Distance Learning (ODL) wing: Phone: (+91) 4565 223401 E-mail: dde@alagappauniversity.ac.in	Online Learning (OL) wing: Phone: (+91) 4565 290201 E-mail: op@alagappauniversity.ac.in	

Date:29.12.2023

Dr.E.Kannapiran
Director

To
 The Registrar
 Alagappa University
 Karaikudi

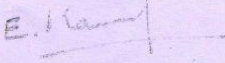
Sir,

Sub: CDOE. – Director –Joined duty as Director on full time with effect from
 29.12.2023 FN - Reg.

Ref: Rc.A7/Director /full time / CDOE/2023 dated:29.12.2023

I am to state that I have joined duty as Director, Centre for Distance and Online Education on the Forenoon of 29.12.2023 on full time basis as per the Vice-Chancellor's Proceedings cited above.

Yours faithfully,


(Dr.E.KANNAPIRAN)

1.3 Details of CIQA Committee:**a. Composition as per Regulations 2020**

Sl. No	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
a.	Vice-Chancellor of the University	Chairperson	Prof.G.Ravi M.Sc., M.Phil., Ph.D., D.Sc.	Physics	10.05.2023
b.	Three Senior teachers of HEI	Member 1	Dr.J.Jeyakanthan M.Sc., M.Phil., Ph.D., D.Sc.	Bioinformatics	10.05.2023
		Member 2	Dr.K.Alamelu M.Com., M.Phil., Ph.D.	Bank Management	10.05.2023
		Member 3	Dr.S.Senthamizh Pava M.A., M.Phil., B.Ed., Ph.D.	Tamil	10.05.2023
c.	Head of three Departments or School of Studies from which programme is being offered in ODL and Online mode	Member 4	Dr.K.Sankaranarayanan M.Sc., M.Phil., Ph.D.	Physics	10.05.2023
		Member 5	Dr.P.Sivakumar M.Sc., M.Ed., M.Phil., M.A., Ph.D.	Education	10.05.2023
		Member 6	Dr.P.Rameshthangam M.Sc., Ph.D.	Biotechnology	04.04.2024
d.	Two External Experts of ODL and/or Online Education	Member 7	Dr.D.Sathiakumar, Director, Distance Education, Tamil Nadu Physical Education and Sports University, Chennai	Physical Education	10.05.2023
		Member 8	Dr.K.Thamaraiselvi, Director, Centre for Distance and Online Education, Bharathidasan University, Tiruchirappalli	Environmental Science	10.05.2023
e.	Officials from departments of HEI • Administration • Finance	Member 9 Administration	Dr.A.Senthilrajan, Registrar, Alagappa University	Computational Logistics	10.05.2023
		Member 10 Finance	Dr.C.Vethirajan, Finance Officer/c, Alagappa University	Corporate Secretaryship	10.05.2023
f.	Director, CIQA	Member Secretary	Dr.E.Kannapiran, Director, CDOE, Alagappa University	Zoology	10.05.2023
g.	Controller of Examinations	Special Invitee	Dr.M.Jothibas, Controller of Examinations, Alagappa University	Botany	07.06.2024

b. Whether members mentioned at 'b' to 'e' changed every 2 years? (Y/N)



Yes

1.4 Number of meetings held and its approval:

a. No. of meetings held every year: 2

b. Meeting details:

Meetings	Date-Month-Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	29.11.2023	2	Given below	Given below
Meeting 2	26.06.2024	2	Given below	Given below

	Centre for Distance and Online Education (CDOE) ALAGAPPA UNIVERSITY <small>(A State University Established through an Act by the Government of Tamil Nadu in 1985, Accredited with A+ Grade by NAAC (CGPA 3.64) in the Third Cycle, Graded as Category-I University and Granted Autonomy by MHRD-UGC, NIRF-University-Rank: 30, QS South Asia Rank: 51; THE World University Rank: 401-500 Band)</small> KARAIKUDI - 630 003, Tamil Nadu, India		
Phone –Office (+91) 4565 223401	E-mail dde@alagappauniversity.ac.in	Webpage https://alagappauniversity.ac.in/dde	Phone – Director (+91) 4565 223400

Minutes of the Centre for Internal Quality Assurance (CIQA) meeting held on 29.11.2023 Wednesday, 3.30pm in the administrative building (Syndicate Hall) of the University.

CIQA Committee Members

	Name	Capacity
1	Prof.G.Ravi, Vice-Chancellor	Chairperson
2	Dr.J.Jeyakanthan, Prof. & Head, Department of Bioinformatics	Senior Members of ALU
3	Dr.K.Alamelu, Prof. & Head, Department of Banking Management	
4	Dr.S.Senthamil Pavai, Director, Centre for Tamil Culture	
5	Dr.P.Sivakumar, Prof. & Head, Department of Education (CDOE-B.Ed)	HoDs offering ODL programmes
6	Dr.E.Kannapiran, Professor, Department of Fisheries, (CDOE-Zoology)	
7	Dr.K.Sankaranarayanan, Prof. & Head, Dept of Physics (CDOE-Physics)	
8	Dr.K.Thamaraiselvi, Director, Distance Education, Bharathidasan University, Tiruchirappalli	External Experts
9	Dr.D.Sathiakumar, Director, Distance Education, Tamilnadu Physical Education & Sports University, Chennai	
10	Dr.S.Rajamohan, Registrar i/c	Official-Admin
11	Mr.R.Pandian, Finance Officer	Official-Finance
12	Dr.H.Gurumallesh Prabū, Director-CDOE	Director-Member Secretary

Nine members of the CIQA Committee attended.

Dr.J.Jeyakanthan, Prof. & Head, Department of Bioinformatics, Dr.K.Sankaranarayanan, Prof. & Head, Dept of Physics (CDOE-Physics) and Mr.R.Pandian, Finance Officer could not attend the meeting.

Dr.A.Senthilrajan, Deputy Director-Online programmes attended as Special Invitee.

Prof.G.Ravi, Vice-Chancellor welcomed the Committee members and highlighted the role & responsibility of CIQA committee, ODL programmes and the quality aspects.


Dr.H.Gurumallesh Prabū, Director-CDOE made power point presentation regarding the individual agenda items and the members interacted accordingly.


Agenda No.1	To record the implementation of UGC ODL&OL programme Regulations 2020 wef April 2023 at Alagappa University
	Recorded
Agenda No.2	To record the renaming of Directorate of Distance Education (DDE) as Centre for Distance and Online Education (CDOE) and follow the activities accordingly
	Recorded
Agenda No.3	To consider and approve the CIQA Annual Reports for the year 2022-23 of ODL programmes, for the years 2021-22 & 2022-23 of OL programmes.
	Approved
Agenda No.4	To ratify the selection of 44 Temporary Assistant Professor level faculty exclusively for CDOE through walk-in Interview held on 18.08.2023.
	Ratified
Agenda No.5	To approve the July 2023 session admission of learners. No. of learners admitted in ODL mode: 12836. No. of learners admitted in OL mode: 5080 + 400 through eVBAB scheme Academic Bank of Credit (ABC) ID was created.

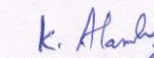
	Approved
Agenda No.6	To approve the 17 PG programmes under ODL mode, 3 UG & 5 PG under OL mode offered in July 2023 session.
	Approved
Agenda No.7	To ratify the closure of 171 Learner Support Centres (LSCs) outside the Territorial Jurisdiction of Alagappa University wef 21.08.2023. Only 7 LSCs are operational within the Territorial Jurisdiction of Alagappa University.
	Ratified
Agenda No.8	To ratify the re-start of Thondi Evening College (EC04) as Alagappa University constituent unit and to function as LSC wef September 2023.
	Ratified
Agenda No.9	To consider and approve the Minutes of the Board of Studies held on 06.10.2023 for MBA programme with 18 Electives. This will address the specialization issue. The elective opted by the learner will be mentioned in the Degree Certificate.
	Approved
Agenda No.10	To record the details submitted in the UGC-DEB portal seeking approval for 11 more ODL programmes in January 2024 session (under one chance).
	Recorded
Agenda No.11	To consider and approve the PCP conducted in July 2023 session
	Approved
Agenda No.12	To consider and approve the updation of Programme Project Report (PPR) with inclusion of electronic media and other digital components in curriculum
	Approved
Agenda No.13	To consider and approve the 18 metrics with 108 score data submitted to the IQAC for 4 th NAAC cycle of Accreditation under Dual Mode University (DMU).
	Approved
Agenda No.14	To consider any other matters: (i) Grievance meeting held on 21.07.2023, (ii) UGC-Online meet with Vice-Chancellor on ODL matters held on 17.10.2023, (iii) Disposal of unused SLM to TNPL, (iv) Internal & External Audit may be conducted, (v) More Seminar / Conference may be conducted.
	Noted

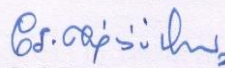
The CIQA Committee members appreciated the overall functioning of the CDOE and Quality aspects in offering ODL programmes. The meeting ended with vote of thanks by Dr.H.Gurumallesh Prabu, Director-CDOE.

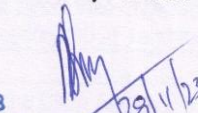
Signature(s)



Prof. G.Ravi 29/11/23



Dr.J.Jeyakanthan

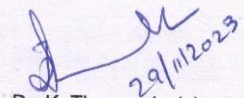

Dr.K.Alamelu 29.11.2023



Dr.S.Senthamizh Pavai 29/11/23

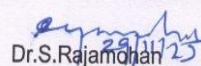

Dr.P.Sivakumar 29/11/23



Dr.E.Kannapiran

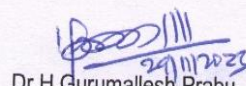

Dr.K.Sankaranarayanan


Dr. K. Thamaraiselvi 29/11/2023


Dr.D.Sathiakumar 29/11/23

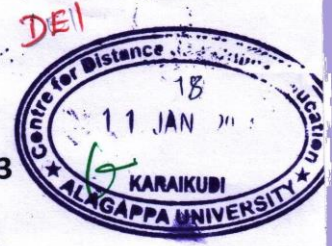

Dr.S.Rajamohan 29/11/23


Mr.R.Pandian


Dr.H.Gurumallesh Prabu 29/11/2023

ALAGAPPA UNIVERSITY, KARAIKUDI – 630 003

Accredited with A+ Grade by NAAC (CGPA:3.64) in the Third Cycle
and Graded as Category-I University by the MHRD-UGC



**EXTRACT OF THE MINUTES OF THE 75th MEETING OF THE STANDING COMMITTEE
ON ACADEMIC AFFAIRS HELD ON 20.12.2023 AS APPROVED IN THE 197th MEETING OF THE
SYNDICATE HELD ON 22nd December 2023 VIDE RESOLUTION No.08**

Item No.15

To consider and approve, the minutes of the meeting of Board Studies in Management Programmes for Centre for Distance & Online Education (CDOE) (M.B.A, B.B.A, B.B.A(Banking), M.A.(PM & IR), PGD (PM & IR), PGD (HM), PGD(HRM) held on 06.10.2023.

Resolution

Resolved to approve the minutes of the meeting of Board Studies in Management Programmes for Centre for Distance & Online Education (CDOE) (M.B.A, B.B.A, B.B.A(Banking), M.A.(PM & IR), PGD (PM & IR), PGD (HM), PGD(HRM) held on 06.10.2023.

Item No.24

To consider and approve, the Minutes of the Meeting of the Centre for Internal Quality Assurance (CIQA) meeting held on 29.11.2023.

Resolution

Resolved to approve the Minutes of the Meeting of the Centre for Internal Quality Assurance (CIQA) meeting held on 29.11.2023.

/ true extract /

Sudhakar A
REGISTRAR 9/1/24
for
8/1/24

ALAGAPPA UNIVERSITY, KARAİKUDI
CENTRE FOR DISTANCE AND ONLINE EDUCATION

Minutes of the Centre for Internal Quality Assurance (CIQA) meeting held on 26.06.2024
Wednesday, at 11.00 a.m. in the Administrative Building (Syndicate Hall) of the University.

CIQA Committee Members

1.	Prof.G.Ravi, Vice-Chancellor	Chairperson
2.	Dr.J.Jeyakanthan, Senior Professor & Head, Dept. of Bioinformatics	Senior Members of ALU
3.	Dr.K.Alamelu, Senior Professor, Dept. of Banking Management	
4.	Dr.S.Senthamizh Pavai, Senior Prof. & Director, Centre for Tamil Culture	
5.	Dr.P.Sivakumar, Senior Prof. & Head, Dept. of Education (CDOE)	HODs offering ODL programmes
6.	Dr.K.Sankaranarayanan, Senior Prof. & Head, Dept. of Physics (CDOE - Physics)	
7.	Dr.P.Rameshthangam, Associate Professor of Biotechnology (CDOE - Biotechnology)	
8.	Dr.D.Sathiakumar, Director, Distance Education, Tamilnadu Physical Education & Sports University, Chennai	External Experts
9.	Dr.K.Thamaraiselvi, Director, Centre for Distance and Online Education, Bharathidasan University, Tiruchirappalli	
10.	Dr.A.Senthilrajan, Registrar	Official-Admin
11.	Dr.C.Vethirajan, Finance Officer i/c	Official-Finance
12.	Dr.E.Kannapiran, Director, Centre for Distance and Online Education	Director-Member Secretary
13.	Dr.M.Jothi Basu, Controller of Examinations	Special Invitee

Prof.G.Ravi, Vice-Chancellor welcomed the Committee members and highlighted the role & responsibility of CIQA committee, ODL programmes and the quality aspects.

Dr.E.Kannapiran, Director, CDOE made Power Point presentation regarding the individual agenda items and the members interacted accordingly.

Agenda No.1	To approve the students admitted in the January 2024 session. No. of learners admitted in ODL mode: 3210. No. of learners admitted in OL mode: 1458 Approved
Agenda No.2	To record the Student Induction programme conducted by CDOE on 17.04.2024 through virtual mode for the learners enrolled in ODL/OL programmes for the academic session beginning February, 2024. Recorded
Agenda No.3	To consider and approve the PCP conducted for all the academic programmes offered in January 2024 session Approved
Agenda No.4	To ratify and approve the B.Ed. programme offered under ODL mode for the January 2024 session. Ratified
Agenda No.5	To ratify 1 new LSC established within the Territorial Jurisdiction of Alagappa University Ratified
Agenda No.6	To record the application submitted in the UGC - DEB portal seeking approval for 7 UG and 01 PG ODL programmes in September 2024 session (July-August revised 2024) Recorded

Agenda No.7	To ratify the selection of 1 Temporary Assistant Professor level faculty exclusively for M.Sc., Psychology programme in CDOE. Ratified
Agenda No.8	To record the online meeting attended by the officials of CDOE on 31 st May, 2024 regarding Mandatory Registration of ODL and Online students on UGC-DEB portal Recorded
Agenda No.9	To approve and implement the API code and the Guidelines for its integration for fetching student details using DEB Unique ID for admission process in CDOE Approved
Agenda No.10	To approve and implement the revised Fee Refund Policy with effect from the academic year 2024-25 (UGC Letter D.O.No.F.2-71/2022 (CPP-II) (C-114546) dated 12 th June, 2024) Approved
Agenda No.11	To approve and implement the communication received from Higher Education (K1) Department, Secretariat, Chennai (Letter No.1166/K1/2024 - 2 dated 04.06.2024) regarding to issue genuineness certificate on educational qualification at free of cost based on the request from concerned Government Department. Approved
Agenda No.12	To consider and approve the CIQA Annual Reports of ODL and OL programmes for the academic year 2023-24. Approved
Agenda No.13	To consider and recommend to offer ODL programmes and establish LSCs (Learners Support Centre) throughout the state of Tamilnadu and the same may be submitted to the Department of Higher Education, Govt. of Tamilnadu for making necessary amendments in the Alagappa University Act Approved
Agenda No.14	To consider any other matter (i) Internal and External Audit may be conducted (ii) More Seminar/Conference may be conducted Noted

The CIQA Committee members appreciated the overall functioning of the CDOE and Quality aspects in offering ODL programmes. The meeting ended with vote of thanks by Dr.E.Kannapiran, Director - CDOE.


Prof.G.Ravi 26/06/2024


Dr.J.Jeyakanthan


Dr.K.Alamelu 26/06/2024


Dr.S.Senthamizh Pavai 26/06/2024


Dr.P.Sivakumar 26/06/2024


Dr.P.Rameshthangam 26 June 2024.


Dr.K.Sankaranarayanan


Dr.D.Sathiakumar 26/06/24


Dr.K.Thamaraiselvi 26/06/2024


Dr.A.Senthilrajan

—
Dr.C.Vethirajan


Dr.E.Kannapiran


Dr.M.Jothi Basu

1.5 Number of programmes started at Certificate level as per Regulation 24 of UGC (ODL Programmes and Online Programmes) Regulations, 2020:

From <July 2023> academic session: **AY 2023-2024**

Sr.No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority(s) (DD-MM-YYYY) of HEI/Regulatory authority (if required)	No. of Learner Support Centre Operationalized as per territorial jurisdiction* / Off Campus	Number of students admitted (M/Fale/Trans-gender)			
									M	F	TG	Total
1.	Library	Certificate Course in Library and Information Science	6 Month	8	10+2 / 10+3	2768	29.03.2022	5	37	115	0	152
2.	Women Studies	Certificate Programme in Gender Studies	6 Month	8	10+2 / 10+3	2968	29.03.2022	3	2	1	0	3
3.	Computer Science	Certificate Programme in C Programming	6 Month	8	10+2 / 10+3	2968	29.03.2022	1	2	0	0	2
4.	Computer Science	Certificate Programme in Web Designing	6 Month	8	10+2 / 10+3	2968	29.03.2022	3	3	3	0	6
5.	Corporate Secretary ship	Certificate Programme in GST	6 Month	8	10+2 / 10+3	2968	29.03.2022	2	9	2	0	11
6.	Tamil	Certificate Programme in Astrology	6 Month	8	10+2 / 10+3	2968	29.03.2022	3	18	4	0	22
7.	Computer Science	Certificate Course in Office Automation	6 Month	8	10+2 / 10+3	2968	29.03.2022	2	5	3	0	8

From <January 2024> academic session: **CY 2024**

Sr.No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s)(DD-MM-YYYY) of HEI/Regulatory authority (if required)	No. of Learner Support Centre Operationalized as per territorial jurisdiction* / Off Campus	Number of students admitted (Male/Female/Trans-gender)			
									M	F	TG	Total
1.	Library	Certificate Course in Library and Information Science	6 Month	8	10+2 / 10+3	2768	29.03.2022	8	41	94	0	135
2.	Women Studies	Certificate Programme in Gender Studies	6 Month	8	10+2 / 10+3	2968	29.03.2022	1	0	1	0	1
3.	Computer Science	Certificate Programme in C Programming	6 Month	8	10+2 / 10+3	2968	29.03.2022	0	0	0	0	0
4.	Computer Science	Certificate Programme in Web Designing	6 Month	8	10+2 / 10+3	2968	29.03.2022	2	3	1	0	4
5.	Corporate Secretary ship	Certificate Programme in GST	6 Month	8	10+2 / 10+3	2968	29.03.2022	2	8	3	0	11
6.	Tamil	Certificate Programme in Astrology	6 Month	8	10+2 / 10+3	2968	29.03.2022	3	7	3	0	10
7.	Computer Science	Certificate Course in Office Automation	6 Month	8	10+2 / 10+3	2968	29.03.2022	1	8	5	0	13

8.	Computer Science	Certificate Course in Computer Fundamental	6 Month	8	10+2 / 10+3	2968	29.03.2022	1	0	1	0	1
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1.6 Number of programmes started at Diploma level as per Regulation 24 of UGC (ODL Programmes and Online Programmes) Regulations, 2020:

From <July 2023> academic session: AY 2023-2024

Sr. No.	Name of the Department	Diploma Title	Duration(months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authority(ifrequired)	No. of Learner Support Centre Operationalized as per territorial jurisdiction	Number of students admitted (Male/Female / Trans-ender)			
									M	F	TG	Total
1	Education	Diploma in Montessori Education	12	16	10+2	5450	29.03.2022	7	6	92	0	98
2	Computer Applications	Diploma in Computer Applications	12	16	10+2	5450	29.03.2022	4	16	12	0	28
3	Computer Science	Diploma in Artificial Intelligence and Machine Learning	12	16	10+2	5450	29.03.2022	4	18	7	0	25
4	Computer Science	Diploma in Cyber Security	12	16	10+2	5450	29.03.2022	3	5	5	0	10

From <January 2024> academic session: CY 2024

Sr. No.	Name of the Department	Diploma Title	Duration(months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authority(ifrequired)	No. of Learner Support Centre Operationalized as per territorial jurisdiction	Number of students admitted (Male/Female / Trans-ender)			
									M	F	TG	Total
1	Education	Diploma in Montessori Education	12	16	10+2	5450	29.03.2022	5	3	64	0	67
2	Computer Applications	Diploma in Computer Applications	12	16	10+2	5450	29.03.2022	4	6	8	0	14
3	Computer Science	Diploma in Artificial Intelligence and Machine Learning	12	16	10+2	5450	29.03.2022	4	16	7	0	23
4	Computer Science	Diploma in Cyber Security	12	16	10+2	5450	29.03.2022	2	6	4	0	10

1.7 Number of programmes started at Post Graduate Diploma level as per Commission

Order: From <July 2023> academic session: AY 2023-2024 and From <January 2024> academic session: CY 2024

Sr. No.	Post Graduate Diploma Title	Duration (Years)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority (s) (DD-MM-YYYY) of HEI/Regulatory authority (if required)	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/Off Campus	Number of students admitted (Male/Female / Trans-gender)			
								M	F	TG	Total
1.	Nil										

1.8 Number of programmes started at Undergraduate Degree Programmes as per Commission Order: From <July 2023> academic session: AY 2023-2024

Sr. No.	Under – Graduate Degree Title	Duration(Years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and Date	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/ Off Campus	Number of students admitted (Male/Female / Trans-gender)			
								M	F	TG	Total
1.	Nil										

From <January 2024> academic session: CY 2024

Sr. No.	Under – Graduate Degree Title	Duration (years)	No. Of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/ Off Campus	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.	B.Ed	2Years	68	Any Bachelor Degree from a recognized University (such as D.T.Ed., D.P.Ed., B.P.Ed., M.P.Ed.)	20800	F.No.13-14/2023(DEB III) 8 th FEB 2024	1	31	62	0	93

1.9 Number of programmes started at Post-graduate Degree Programmes as per Commission Order: From <July 2023>academic session: AY 2023-2024

Sr. No.	Post-graduate Degree Title	Duration(years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/ Off Campus	Number of students admitted (Male/Female/Trans-gender)			
								M	F	TG	Total
1.	M.Com.	2	64	Bachelor	4850	F.No.13-14/2023(DEB III) 8 th FEB 2024	9	250	803	0	1053
2.	M.Sc.,(Mathematics)	2	64	Bachelor	4850	F.No.13-14/2023(DEB III) 8 th FEB 2024	9	130	806	0	936
3.	M.Sc., (Information Technology)	2	64	Bachelor	14750	F.No.13-14/2023(DEB III) 8 th FEB 2024	8	94	83	0	177
4.	Master of Computer Applications (MCA)	2	90	Bachelor	15850	F.No.13-14/2023(DEB III) 8 th FEB 2024	9	533	482	1	1016
5.	M.B.A. (General)	2	80	Bachelor	13650	F.No.13-14/2023(DEB III) 8 th FEB 2024	9	2975	2620	0	5595
6.	M.A. (Tamil)	2	64	Bachelor	5450	F.No.13-14/2023(DEB III) 8 th FEB 2024	8	136	501	0	637
7.	M.A. (English)	2	64	Bachelor	5450	F.No.13-14/2023(DEB III) 8 th FEB 2024	9	165	1096	0	1261
8.	M.A. (History)	2	64	Bachelor	5450	F.No.13-14/2023(DEB III) 8 th FEB 2024	9	178	244	0	422

9.	Master of Library and Information Science (M.Lib.I.Sc.)	1	32	B.Lib.I.Sci.	5450	F.No.13-14/2023(DEB III) 8 th FEB 2024	7	98	117	0	215
10.	M.Sc.,(Computer Science)	2	64	Bachelor	14750	F.No.13-14/2023(DEB III) 8 th FEB 2024	8	77	194	0	271
11.	M.Sc. (Chemistry)	2	64	Bachelor	20450	F.No.13-14/2023(DEB III) 8 th FEB 2024	7	25	45	0	70
12.	M.Sc.(Physics)	2	64	Bachelor	20450	F.No.13-14/2023(DEB III) 8 th FEB 2024	6	9	44	0	53
13.	M.Sc. (Botany)	2	64	Bachelor	20450	F.No.13-14/2023(DEB III) 8 th FEB 2024	4	0	10	0	10
14.	Master of Social Work	2	80	Bachelor	11450	F.No.13-14/2023(DEB III) 8 th FEB 2024	9	149	180	1	330
15.	M.Sc.(Zoology)	2	64	Bachelor	20450	F.No.13-14/2023(DEB III) 8 th FEB 2024	6	3	40	0	43
16.	M.A.(Economics)	2	64	Bachelor	4850	F.No.13-14/2023(DEB III) 8 th FEB 2024	7	128	168	0	296
17.	M.Sc. (Microbiology)	2	64	Bachelor	20450	F.No.13-14/2023(DEB III) 8 th FEB 2024	3	25	54	0	79

From <January 2024>academic session: CY 2024

Sr. No.	Post-graduate Degree Title	Duration (years)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	No. of Learner Support Centre Operationalized as per territorial jurisdiction*/Off Campus	Number of students admitted (Male/Female/Trans-gender)			
								M	F	T G	Total
1.	M.Com.	2	64	Bachelor Degree in Commerce, B.Com(CA), BCS, B.Com(CS), BBM,BBA,B.Com(CS &CA) from a recognized University	5054	F.No.13-14/2023 (DEB III) 8 th FEB 2024	10	60	108	0	168
2.	M.Sc.,(Mathematics)	2	64	B.Sc.[Mathematics/ Applied Mathematics]	5054	F.No.13-14/2023 (DEB III) 8 th FEB 2024	10	11	108	0	119
3.	M.Sc., (Information Technology)	2	64	Any Bachelor Degree from a recognized University	14954	F.No.13-14/2023 (DEB III) 8 th FEB 2024	6	25	11	0	36
4.	Master of Computer Applications (MCA)	2	90	B.Sc. Degree in mathematics/Statistics/ Applied Science/Computer Science/IT or B.Sc. Phy./Chem./Electronics as major subject and Mathematics as ancillary subject or B.C.A./B.Com/BBA (The candidate should have studied Mathematics/Statistics/	16054	F.No.13-14/2023 (DEB III) 8 th FEB 2024	9	101	89	0	190

HEI ID: HEI-U-0435		Name of HEI: Alagappa University				Type of HEI: Category-1					
				Business mathematics in +2 level)							
5.	M.B.A.	2	80	Any Bachelor Degree from a recognized University	13854	F.No.13-14/2023(DEB III) 8 th FEB 2024	10	955	682	1	1638
6.	M.A. (Tamil)	2	64	Any Bachelor Degree from a recognized University with Tamil as a subject	5654	F.No.13-14/2023(DEB III) 8 th FEB 2024	8	32	74	0	106
7.	M.A. (English)	2	64	Any Bachelor Degree from a recognized University with English as a subject	5654	F.No.13-14/2023(DEB III) 8 th FEB 2024	7	23	196	0	219
8.	M.A. (History)	2	64	Any Bachelor Degree from a recognized University	5654	F.No.13-14/2023(DEB III) 8 th FEB 2024	7	41	35	0	76
9.	Master of Library and Information Science (M.Lib.I.Sc.)	2	32	B.Lib.I.Sci. or a Equivalent Degree from a recognized University	5654	F.No.13-14/2023(DEB III) 8 th FEB 2024	6	28	23	0	51
10.	M.Sc.,(Computer Science)	2	64	Any Bachelor Degree with Mathematics at +2 Levels	14954	F.No.13-14/2023(DEB III) 8 th FEB 2024	7	16	33	0	49
11.	Master of Social Work	2	80	Any Bachelor Degree from a recognized University	11654	F.No.13-14/2023(DEB III) 8 th FEB 2024	7	56	66	0	122
12.	M.A.(Economics)	2	64	Any Bachelor Degree from a recognized University	5054	F.No.13-14/2023(DEB III) 8 th FEB 2024	6	17	37	0	54

Part – II: Requirements as per Centre for Internal Quality Assurance (CIQA) Functioning

2.1 Action taken on the functions of CIQA:-

S. No.	Provisions in Regulations	Details of Action taken by CIQA and Outcome thereof	Relevant Document
1.	Quality maintained in the services provided to the learners	All admission related activities were monitored by student admission section headed by a Deputy Director. Despatch of learning materials were monitored by material distribution section headed by Assistant Registrar. The academic services provided by Learner Support centres were monitored by learning support centre coordinators.	
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	1) Induction programme was conducted for newly enrolled learners to inform about the services rendered to the learners and to maintain the quality in providing Educational services. 2) Conduct of Review and Appraisal meetings at regular intervals with coordinators and ascertainment of quality check. 3) Appropriate timely counselling provided to enhance their Academic and Administrative performance.	
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	<ul style="list-style-type: none"> ✓ Physical and Academic Infrastructure ✓ Programme Designing and Implementation ✓ Personal Contact Programmes (PCP) ✓ Examinations 	
4.	Mechanism devised to ensure that the quality of Open and Distance Learning programmes matches with the quality of relevant programmes in conventional mode	The Programme Project Report (PPR) is prepared as per Annexure IX / Annexure V of UGC (ODL) Regulations, 2020. The programmes offered through distance mode are designed on par with regular programmes with credit system, semester pattern and a provision to vertical as well as horizontal mobility to regular conventional programmes and vice-versa. The internal assessment of learning process in the form of continuous assessment is carried out with the weightage of 25% of total marks as followed in the conventional mode. The practical courses are conducted utilizing state-of-the art laboratory facilities established at head quarters on par with conventional mode. Internship training programme is done on par with conventional mode as per UGC / NCTE guidelines.	

5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parent, society, employers, and Government for quality improvement.	Feedback tools developed and filled-in particulars obtained from the following stakeholders. Learners, Alumni, Subject Experts, Employers, Academic Counsellors, Teachers. Besides, feedback tools, Face to Face interaction, post and email communications were also utilized for obtaining feedback.	
6.	Measures suggested to the authorities of Higher Educational Institution for qualitative improvement	Special invitees for CIQA were nominated to monitor and to provide information regarding the assessment of the quality aspects as per UGC-DEB norms. Meetings were conducted on date to design and analyze the feedback mechanism and self-appraisal reports. Also, mails and circulars were sent to various sections/ divisions/ units of University to disseminate information and for compliance.	
7.	Implementation of its recommendations through periodic reviews	CIQA conducted meetings to monitor the quality assurance aspects of the CDOE, as per UGC-DEB norms and advised various section Heads of the CDOE such as Admission Section, Self Learning Material Printing and Distribution Section, Learner Support Centre Management Section, regarding quality assurance from time to time.	
8.	Workshops/ seminars/ symposium organized on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.	Feedback forms were designed in order to get inputs regarding quality assurance of various services of University from the stakeholders viz. Learners, Alumni, Employers, Subject Experts, Teachers, Academic Counsellors of Learner support centres and various sections of University and Faculty members in CDOE. Seminars/Workshops were conducted along with the University Departments on quality related themes.	
9.	Developed and collated best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution	Dissemination of information to Stakeholders through University Website (www.alagappauniversity.ac.in), Prospectus, Personal Communications such as E-mail, Whatsapp, Phone, SMS and Letters	
10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	CIQA has collected and analyzed the data regarding admissions, distribution of learning materials, conduct of personal contact programmes / counselling sessions, grievances from various stakeholders to ensure the quality of the programmes.	
11.	Measures taken to ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary	Programme Project Report was prepared before introducing/commencing the academic programme by duly constituted Board of Studies following the prescribed norms and guidelines by the Commission	

	by the appropriate regulatory authority having control over the programme	and it was approved by the Standing Committee on Academic Affairs of the University and placed before the CIQA meetings held twice in an academic year for approval	
12.	Mechanism to ensure the proper implementation of Programme Project Reports	The Programme Project Reports prepared in accordance with the norms and guidelines prescribed by the Commission were uploaded in the University website for the view of the stakeholders	
13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	The Annual Plans and Annual Reports are prepared by CDOE for every year and submitted to Academic Audit and CIQA to review and the remarks/suggestions were carried out to generate actionable reports.	
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	The academic programmes were restructured according to the norms and guidelines of the UGC-DEB for every three years incorporating recent trends in the respective discipline. The feedback from Stakeholders on the curriculum will be collected from the students using standard formats.	
15.	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	The Self Learning Materials through Print-media was distributed to the learners and the learners can also access the soft copy of the SLM. The facilities of E-books are also provided to the learners. The access through ALUOP, Whatsapp, E-Learning creates a qualitative change in the learner centric environment.	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	The Alagappa University has submitted Self Study Report (SSR) to National Accreditation and Assessment Council (NAAC) for accreditation under dual mode University.	
17.	Measures adopted to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit	The Annual Reports are prepared by CDOE for every year and submitted to Academic Audit and CIQA to review and the remarks/suggestions were carried out to generate actionable reports. The same was also reported to AQAR and NIRF to ensure internalization and institutionalization of quality enhancement practices	
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	The CDOE co-ordinates with UGC-DEB for various quality related initiatives or guidelines through the Virtual meetings arranged by the Commission, Emails from the office of the UGC-DEB and written communication/Public Notices/Circulars/Letters from time to time	
19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or	The CDOE gets information from the other Higher Educational Institutions on various quality benchmarks, parameters	

	parameters and best practices.	and best practices from their Websites, Email communications, Whatsapp messages, Letter communications and phone calls.	
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	The meetings of Centre for Internal Quality Assurance of CDOE are being conducted twice in a year. The activities carried out by the CDOE are recorded in the Annual Report of CIQA and the Annual Report of CIQA has been approved in its meetings.	
21.	Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	Yes. The Annual Reports are submitted to Academic Audit and CIQA to review and the remarks/suggestions were carried out to generate actionable reports. The same was also reported to Internal Quality Assurance Cell (IQAC) of our University for approval.	
	(a) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.	Yes. A copy of the report in the format as specified by the Commission duly approved by CIQA followed by Standing Committee on Academic Affairs (statutory authorities of Alagappa University) was submitted annually to the Commission.	
22.	Overseen the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes	Necessary modifications and implementation were carried out according to the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes.	
23.	Facilitated adoption of instructional design requirements as per the philosophy of the Open and Distance Learning decided by the statutory bodies of the HEI for its different academic programmes	The adoption of instructional design requirements as per the philosophy of the Open and Distance Learning for the academic programmes is carried out through duly constituted Board of Studies for each academic programme.	
24.	Promoted automation of learner support services of the Higher Educational Institution	Yes. The CDOE has automated the learner support services i.e e-learning material, online admission, access the self learning material through ALUOP portal and certificates through online.	
25.	Coordinated with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes	Yes. The CDOE is coordinated with external subject experts through the Centre for Internal Quality Assurance (CIQA) and obtain review/ comments.	
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	No.	
27.	Overseen the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation	Yes. The CDOE has submitted its activities carried out during assessment period to Internal Quality Assurance	

	agencies on behalf of Higher Educational Institution	Cell (IQAC) of our University for the preparation of Self-Study Report to be submitted to National Assessment and Accreditation Council (NAAC).	
28.	Promoted collaboration and association for quality enhancement of Open and Distance Learning mode of education and research therein	The teaching faculties appointed exclusively for Open and Distance Learning mode are undertaking research in collaboration with various other research institutions and bringing out quality research publications	
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	The Research Projects, field work etc., provided in the curriculum of certain academic programmes leads to facilitate industry-institution linkage for providing exposure to the learners and enhancing their employability.	

2.2 Compliance of Quality Monitoring Mechanism – As per Annexure-I (Part V (2)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020:

Sr. No.	Provisions in Regulations	Action taken in respect of ODL	Relevant document
1.	Governance, Leadership and Management: a. Organisation Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	Yes	http://ws.alagappauniversity.ac.in/CDOE/Media/download/prospectus/ALU-CDOE-Prospectus-Jan2024.pdf
2.	Articulation of Higher Educational Institution Objectives	Yes	http://ws.alagappauniversity.ac.in/CDOE/Media/download/prospectus/ALU-CDOE-Prospectus-Jan2024.pdf
3.	Programme Development and Approval Processes a. Curriculum Planning, Design and Development b. Curriculum Implementation c. Academic Flexibility d. Learning Resource e. Feedback System	Yes	http://ws.alagappauniversity.ac.in/CDOE/PPR
4.	Programme Monitoring and Review	Yes	http://ws.alagappauniversity.ac.in/CDOE/PPR
5.	Infrastructure Resources	Yes	CDOE is provided with a total of 30,383 square feet space for administrative and academic activities beyond the UGC-DEB requirement of 15000 square feet. 23 rooms in the Distance Education Building & 12 rooms in the Silver Jubilee Building including library, store room for books are available and the Rooms are

			enabled with ICT facilities to maintain the quality of academic programmes and to ensure qualitative support to the stakeholders.
6.	Learning Environment and Learner Support	Yes	https://dde-online.alagappauniversity.ac.in/student_main.php
7.	Assessment and Evaluation	Yes	http://ws.alagappauniversity.ac.in/CDOE/PPR
8.	Teaching Quality and Staff Development	Yes	http://ws.alagappauniversity.ac.in/CDOE/Media/download/Staff_Details.pdf

2.3 Compliance of Process of Internal Quality Audit – As per Annexure-I (Part V (3)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020:

Sr. No.	Provisions in Regulations	Action taken in respect of ODL	Relevant document
1.	Academic Planning	As per UGC-DEB norms, the curriculum of all academic programmes are revised once in every three year relevant to national economy and provides high quality value-added learners experience. We are having adequate and appropriate teaching and other supportive staff along with infrastructure and technology support like ICT facilities.	
2.	Validation	Yes	
3.	Monitoring, Evaluation and Enhancement Plans a. Reports from Learner Support Centres (for Open and Distance Learning programmes) b. Reports from Examination Centres c. External Auditor or other External Agencies report d. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels e. Reporting and Analytics by the Higher Educational Institution f. Periodic Review	Yes	

Part – III: Human Resources and Infrastructural Requirements**3.1 Name and details of Director of Centre for Distance and Online Education (Dual Mode University) - Regular, full time, at least Associate Professor**

Dr.E.Kannapiran, Ph.D., Full time Director – Professor

3.2 Compliance status of “Human Resource and Infrastructural Requirements” – As per Annexure – IV of UGC (ODL Programmes and Online Programmes) Regulations, 2020

Programmes Name	No. of Faculty required	No. of Faculty appointed	Complied Yes/No	If no. reason thereof
UG – 1	7	51	Yes	
PG – 17	34		Yes	
			Yes	

Sl. NO	Programme Name	No. of Full time-Dedicated faculty for ODL	Names	Designation	Qualification	Teaching Experience (Years)	Type (Regular/ Contract) with gross salary/ month		Date of joining programme and joining report
							Regular / part time / visiting / contractual	Salary Details	
1	M.Com.	2	Dr.R.Ganapathy	Associate Professor in Commerce	Ph.D.	15	Regular	2,19,050	24.02.2009
			Dr.P.Jansirani	Assistant Professor in Commerce	Ph.D.	2	Contractual	25,000	18.08.2023
2	M.Sc.(Mathematics)	2	Dr.M.Mullai	Assistant Professor in Mathematics	Ph.D.	11	Regular	1,59,800	28.06.2013
			Dr.M.S.Anitha	Assistant Professor in Mathematics	Ph.D.	2	Contractual	25,000	18.08.2023
3	M.Sc., (Information Technology)	2	Dr.P.Prabhu	Associate Professor in Information Technology	Ph.D.	15	Regular	2,12,750	18.02.2009
			Dr.A.V.Karthick	Assistant Professor in Information Technology	Ph.D.	2	Contractual	25,000	18.08.2023
4	Master of Computer Applications (MCA)	2	Dr.L.Sathiya	Assistant Professor in Computer Application	Ph.D.	2	Contractual	25,000	18.08.2023
			Dr.N.Geetha	Assistant Professor in Computer Application	Ph.D.	2	Contractual	25,000	18.08.2023
5	M.B.A.	2	Dr.A.Iyyappan	Assistant Professor in Management	Ph.D.	2	Contractual	25,000	18.08.2023
			Dr.N.Ramar	Assistant Professor in Management	Ph.D.	2	Contractual	25,000	18.08.2023

HEI ID: HEI-U-0435			Name of HEI: Alagappa University			Type of HEI: Category-1			
6	M.A. (Tamil)	2	Dr.V.Thiruveni	Associate Professor in Tamil	Ph.D.	15	Regular	2,19,050	20.02.2009
			Dr.C.Arunan	Assistant Professor in Tamil	Ph.D.	2	Contractual	25,000	18.08.2023
7	M.A. (English)	2	Dr.D.Baskaran	Associate Professor in English	Ph.D.	14	Regular	2,12,750	02.05.2010
			Dr.G.Aiswarya	Assistant Professor in English	Ph.D.	2	Contractual	25,000	18.08.2023
8	M.A. (History)	2	Dr.S.Santhi	Assistant Professor in History	Ph.D.	2	Contractual	25,000	18.08.2023
			Dr.R.Radha	Assistant Professor in History	Ph.D.	2	Contractual	25,000	18.08.2023
9	Master of Library and Information Science (M.Lib.I.Sc.)	2	Dr.A.Alagau	Assistant Professor in Library Information Science	Ph.D.	2	Contractual	25,000	18.08.2023
			Dr.C.Muthurasu	Assistant Professor in Library Information Science	Ph.D.	2	Contractual	25,000	18.08.2023
10	M.Sc.,(Computer Science)	2	Mr.S.Balasubramanian	Assistant Professor in Computer Science	Ph.D.	11	Regular	1,27,100	03.07.2013
			Dr.S.Uma Maheswari	Assistant Professor in Computer Science	Ph.D.	2	Contractual	25,000	18.08.2023
11	M.Sc. (Chemistry)	2	Dr.N.Sengottuvelan	Associate Professor in Chemistry	Ph.D.	15	Regular	2,19,050	18.02.2009
			Dr.K.Radhakrishnan	Assistant Professor in Chemistry	Ph.D.	2	Contractual	25,000	18.08.2023
12	M.Sc.(Physics)	2	Dr.R.Sivakumar	Associate Professor in Physics	Ph.D.	15	Regular	2,19,050	18.02.2009
			Dr.JB.Arul Joseph	Assistant Professor in Physics	Ph.D.	2	Contractual	25,000	18.08.2023
13	M.Sc. (Botany)	2	Dr.M.Jothibasu	Associate Professor in Botany	Ph.D.	15	Regular	2,19,050	18.02.2009
			Dr.R.Rajendran	Assistant Professor in Botany	Ph.D.	2	Contractual	25,000	18.08.2023
14	Master of Social Work	2	Dr.MA.Velusamy	Associate Professor in Social work	Ph.D.	15	Regular	2,32,100	13.03.2009
			Dr.J.Vigneshsabarikiran	Assistant Professor in Social Work	Ph.D.	2	Contractual	25,000	18.08.2023
15	M.Sc.(Zoology)	2	Dr.E.Kannapiran	Professor in Marine Biology and Oceanography	Ph.D.	24	Regular	2,85,950	18.05.1999
			Dr.C.Santhoshkumar	Assistant Professor in Zoology	Ph.D.	2	Contractual	25,000	18.08.2023
16	M.A.(Economics)	2	Dr.M.Muthumeena	Assistant	Ph.D.	2	Contract	25,000	18.08.2023

HEI ID: HEI-U-0435			Name of HEI: Alagappa University			Type of HEI: Category-1			
				Professor in Economics			ual		
			Dr.P.Jothi	Assistant Professor in Economics	Ph.D.	2	Contractual	25,000	18.08.2023
17	M.Sc. (Microbiology)	2	Dr.S.Subeenabegum	Assistant Professor in Zoology	Ph.D.	8	Regular	1,27,458	31.08.2015
			Dr.G.Dhanmjeyam	Assistant Professor in Zoology	Ph.D.	2	Contractual	25,000	18.08.2023
18	Diploma in Montessori Education	1	Dr.R.Portia	Assistant Professor in Education	Ph.D.	10	Regular	1,42,400	04.03.2013
19	Diploma in Computer Applications	1	Dr.A.Parimala	Assistant Professor in Computer Applications	Ph.D.	2	Contractual	25,000	18.08.2023
20	Diploma in Artificial Intelligence and Machine Learning	1	Dr.M.Sangeetha	Assistant Professor in Information Technology	Ph.D.	2	Contractual	25,000	18.08.2023
21	Diploma in Cyber Security	1	Dr.S.Karthikeyan	Assistant Professor in Computer Science	Ph.D.	2	Contractual	25,000	18.08.2023
22	Certificate Course in Library and Information Science	1	Dr.Radhika	Assistant Professor in Library Information Science	Ph.D.	2	Contractual	25,000	18.08.2023
22	Certificate Programme in Gender Studies	1	Dr.P.Veeramani	Assistant Professor in Women studies	Ph.D.	10	Regular	1,42,400	27.06.2013
24	Certificate Programme in C Programming	1	Dr.T.Meyyappan	Professor	Ph.D.	33	Regular	3,30,000	10.11.1990
25	Certificate Programme in Web Designing								
26	Certificate Programme in GST	1	Dr.C.Yogalakshmi	Professor	Ph.D.	32	Regular	3,30,000	11.03.1991
27	Certificate Programme in Astrology	1	Dr.G.Kanagavalli	Assistant Professor	Ph.D.	13	Regular	1,27,458	30.01.2016
28	Certificate Course in Office Automation	1	Dr.K.Mahesh	Professor	Ph.D.	33	Regular	3,30,000	10.11.1990
29	Certificate Course in Computer Fundamental								
30	B.Ed.,	7	Dr.P.Sivakumar	Professor in Education	Ph.D.	28	Regular	3,30,000	02.02.1995
			Dr.S.Leostanly	Professor in Education	Ph.D.	12	Regular	2,69,750	31.08.2015
			Dr.M.Vasimalairaja	Professor in Education	Ph.D.	14	Regular	2,61,950	25.05.2012
			Dr.AR.Saravanakumar	Associate Professor in Education	Ph.D.	15	Regular	2,19,050	16.02.2009
			Dr.S.Malathi	Associate Professor in Education	Ph.D.	15	Regular	2,19,050	19.02.2009
			Dr.K.Krishnamoorthy	Associate Professor in Education	Ph.D.	15	Regular	2,19,050	05.03.2009

HEI ID: HEI-U-0435		Name of HEI: Alagappa University				Type of HEI: Category-1			
			Dr.G.P.Raja	Assistant Professor in Education	Ph.D.	14	Regular	1,59,800	19.02.2009

3.3 Details of Administrative staff

Number of Administrative staff available exclusively for ODL programmes at HQ & at L S C s

Admin Staff	Required (up to 5,000 students)	Available
Deputy Registrar/ Deputy Director	1	1
Assistant Registrar	1	1
Section Officer	1	1
Assistants	2	3
Computer Operator	2	3
Multi-Tasking Staff	2	25

Part – IV: Examinations**4.1 Information of formative and summative assessments/examinations conducted with the actions taken to ensure sanctity of examinations:**

S. No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution and no part of the assessment shall be outsourced	YES	
2.	For ensuring transparency and credibility, the full time faculty of the Open and Distance Learning mode Higher Educational Institutions or qualified faculty from University Grants Commission recognised Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc	YES	
3.	All Examinations for Open and Distance Learning mode programmes shall be conducted within the Institution where the Study Centres or Learner Support Centres is located under the direct control and responsibility of the Open and Distance Learning mode Institution. No Examination Centres shall be allotted to any private organisations or unapproved Higher Educational Institutions.	YES	
4.	The examination centre must be centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students.	YES	
5.	The number of examination centres in a city or State must be proportionate to the student enrolment from the region	YES	
6.	Building and grounds of the examination centre must be clean and in good condition.	YES	
7.	The examination centre must have an examination hall with adequate seating capacity and basic amenities	YES	
8.	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	YES	
9.	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	YES	
10.	Safety and security of the examination centre must be ensured	YES	
11.	Restrooms must be located in the same building as the examination centre, and restrooms must be clean, supplied with necessary items, and in working order	YES	
12.	Provision of drinking water must be made for learners	YES	
13.	Adequate parking must be available near the examination centre	YES	
14.	Facilities for Persons with Disabilities should be available	YES	

4.2 Compliance status of 'Evaluation' and 'Certification' – As per Regulations 15 and 16 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

S. No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1.	The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.	Yes Enclosed	
2.	A Higher Educational Institution offering Open and Distance Learning Programmes shall have a mechanism well in place for evaluation of learners enrolled through Open and Distance Learning mode and their certification.	Yes Enclosed	

HEI ID: HEI-U-0435	Name of HEI: Alagappa University	Type of HEI: Category-1	
3.	The evaluation shall include two types of assessments continuous or formative assessment 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 unless: i) the Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted; ii) For Open and Distance Learning mode: the learner has minimum attendance of 75 per cent. in the programme specific Personal Contact Programme (excluding counselling) and lab component of each of the programmes; and detailed attendance records have been maintained by Learner Support Centre/Regional Centre/ Higher Educational Institution	Yes	
4.	The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through Open and Distance Learning mode shall be evolved by adopting same standards as being followed in conventional mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities	Yes	
5.	The weightage for different components of assessments for Open and Distance Learning mode shall be as under: (i) Continuous or formative assessment (in semester): Maximum 30 per cent. (ii) Summative assessment (end semester examination or term end examination): Minimum 70 per cent.	Yes Enclosed	
6.	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments	Yes	
7.	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	Yes Enclosed	
8.	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 Enclosed	
9.	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 as given under these regulations.	Yes Enclosed	
10.	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	Yes Enclosed	
	(b) availability of biometric system	No	
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners	No	
	(d) 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 in charge of examination centre to the Higher Educational Institution	List of Observer is enclosed	
11.	The Higher Educational Institution shall retain all such Closed-Circuit Television recordings in archives for a minimum period of five years	Yes	
12.	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	Yes Enclosed	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	Yes Enclosed	
13.	(a) All end semester examinations or term end examinations for programmes offered through Open and Distance Learning mode shall be conducted through proctored examination (pen- paper or online or computer based testing) within Territorial Jurisdiction, in the examination centre as mentioned in these regulations.	Yes	

HEI ID: HEI-U-0435	Name of HEI: Alagappa University	Type of HEI: Category-1	
	(b) The Exams shall be under the direct control and responsibility of the Open and Distance Learning mode Institution	Yes	Proctored
14.	The Examination Centre shall be located in Government Institutions like Kendriya Vidyalaya(s), Navodaya Vidyalaya(s), Sainik School(s), State Government Schools, etc. can also be identified as examination centre(s) under direct overall supervision of a Higher Educational Institution offering education under the Open and Distance Learning mode including approved affiliated colleges under the University system in the Country and no Examination Centres shall be allotted to private organisations or unapproved Higher Educational Institutions	Yes Enclosed	
15.	The Learner Support Centres, as defined in the regulations and within the territorial jurisdiction, can also be used as examination centres provided they fulfill the criteria of an examination centre as defined in these regulations	Yes Enclosed	
16.	The 'Examination Centre' shall be established within the territorial jurisdiction of the Higher Educational Institution	Yes	
17.	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Open and Distance Learning shall be assigned a unique identification number and shall have i. Photograph ii. Aadhaar number or other government recognised identifier or Passport number, as applicable, iii. Other relevant details of the learner along with the Programme name.	Yes Enclosed	
	(b) Each award shall also be uploaded on the National Academic Depository	Yes	
18.	It shall be mandatory for Higher Educational Institution to mention the following on the backside of each of the degrees/certificates and mark sheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme): (i) Mode of delivery; (ii) Date of admission; (iii) Date of completion; (iv) Name and address of all Learner Support Centres (only for Open and Distance Learning); (v) Name and address of all Examination Centres	Yes Enclosed	

4.3. Whether any examination held through online mode.

If yes, provide details regarding technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination

YES, occasionally

4.4 Result and Student Progression**For UG, PG and PGD programmes****Result – December 2023**

Semester beginning	Course Name	No. of Students Admitted	No. of Students Appeared in exams	No. of Students progressed to next year	% of students passed	% of students passed First Class
July 2023	B.C.A. (Bachelor of Computer Applications)	165	120	109	90.83	85.32
	B.Com (Bachelor of Commerce)	722	428	351	82.01	93.73
	B.B.A. (Bachelor of Business Administration)	651	232	193	83.19	99.48
	B.A., Administration Public	71	35	26	74.29	96.15
	B.A., (History)	1154	623	507	81.38	93.68
	B.A., (English)	556	299	241	80.60	97.09
	B.Sc., (Mathematics)	88	45	20	44.44	100.00
	B.Sc.(Psychology)	229	123	99	80.49	85.85
	B.B.A.(Banking)	29	15	12	80.00	100.00
	B.Com.(Computer Applications)	65	27	19	70.37	94.73
	B.Sc.(Information Technology)	22	13	9	69.23	88.88
	B.Sc.(Computer Science)	120	66	58	87.88	86.20
	B.A. (Economics)	357	230	210	91.30	98.57
	B.A., (Tamil	765	413	355	85.96	89.57
	Certificate Course in Library and Information Science	152	116	100	86.21	21
	Certificate Course in Gender Studies	3	1	0	0.00	0.00
	Certificate Course in Web Designing	6	4	3	75.00	66.66
	Certificate Course in GST	11	9	6	66.67	100.00
	Certificate Course in Astrology	23	10	3	30.00	0.00
	Certificate Course in Office Automation	8	7	6	85.71	66.66
M.A., (Personnel Management and Industrial Relation)	7	3	3	100.00	100.00	
M.A., (Mass Communication and Journalism)	35	24	12	50.00	83.33	
M.Com. (Master of Commerce)	239	168	145	86.31	92.41	

July 2023	M.Sc., Industrial Mathematics	241	171	105	61.40	97.14
	M.A., Child Care and Education	8	7	5	71.43	100.00
	M.Sc., (Information Technology)	24	16	16	100.00	87.5
	M.C.A (Master of Computer Applications)	171	8	0	0.00	0.00
	M.B.A (Non-Sem) – Master of Business Administration	130	85	56	65.88	98.21
	M.A.(Tamil)	184	115	97	84.35	89.69
	M.A.(English)	339	228	191	83.77	98.42
	M.A. (History)	134	91	76	83.52	60.52
	M.B.A. (International Business)	61	40	31	77.50	93.54
	M.B.A. (Banking And Finance)	204	144	120	83.33	90.83
	M.B.A.(Corporate Secretaryship)	11	6	4	66.67	100.00
	M.B.A. (Project Management)	112	72	62	86.11	90.32
	M.B.A. (Hospital Management)	156	96	82	85.42	90.24
	M.Com. (F & C) – Master of Commerce in Finance and Control	13	4	2	50.00	100.00
	M.B.A. (Tourism)	19	13	11	84.62	90.90
	M.B.A. (Education Management)	30	14	10	71.43	80
	M.Sc. (Computer Science)	76	55	34	61.82	61.76
	M.B.A. (Human Resource Management)	676	483	397	82.19	95.21
	M.B.A. (Five Year Integrated)	15	6	0	0.00	0.00
	M.A. (Education)	16	10	1	10.00	0.00
	M.S.W – Master of Social Work	81	52	32	61.54	93.75
	M.A. (Sociology)	29	18	17	94.44	88.23
	M.B.A. (Retail Management)	11	9	8	88.89	100.00
	M.B.A. (Technology Management)	19	14	13	92.86	69.23
	M.B.A. (Logistics Management)	83	53	45	84.91	97.77
M.B.A. (Corporate Management)	13	9	5	55.56	100.00	

July 2023	M.B.A. (Financial Management)	164	119	104	87.39	100.00
	M.B.A. (System Management)	57	35	28	80.00	89.28
	M.B.A. (Production and Operations Management)	66	53	49	92.45	91.83
	M.B.A.(Marketing Management)	116	83	68	81.93	94.11
	M.B.A. (Co-Operative Management)	5	3	1	33.33	100.00
	M.A. (Economics)	83	47	41	87.23	97.56
	M.Sc., Psychology	226	140	114	81.43	57.01

Part – V: Programme Project Report (PPR) and Self-Learning Material (SLM)

5.1 Compliance status of ‘Guidelines on Programme Project Report’ – As per Annexure - V of UGC (ODL Programmes and Online Programmes) Regulations, 2020

The Programme Project Report for ODL Programmes offered by the Centre for Distance and Online Education of Alagappa University are approved by the Standing Committee of Academic Affairs of Alagappa University/ CIQA/Governing Council as per guidelines mentioned in the UGC regulation 2020.

5.2 Compliance status of ‘Quality Assurance Guidelines of Learning Material In Multiple Media And Curriculum And Pedagogy’ – As per Annexure – VI of UGC (ODL Programmes and Online Programmes) Regulations, 2020

- The Learning material in multiple media, Curriculum and Pedagogy were prepared in accordance with Annexure VI of UGC (ODL) Regulations 2020. The Subject experts pertaining to different disciplines were utilized to ensure the quality of learning material (Print media, audio – video material, online material, computer based material).
- The Board of Studies maintained the quality standards in curriculum and pedagogy as per the regulations. The University has the adequate teaching and technical staff at Head-Quarters and the Learning Support Centres for maintaining quality standards in different types of learning materials pertaining to the programmes offered in ODL mode as per UGC norms

5.3 Compliance status in respect of Self-Learning Material – As per Annexure – VII of UGC (ODL Programmes and Online Programmes) Regulations, 2020

The University has adopted the guidelines for the preparation of Self Learning Materials (SLM) as prescribed by the Annexure VII of UGC (ODL) Regulations 2020. The SLMs were approved by the Syndicate of Alagappa University/ CIQA/ Governing Council for ODL Programmes of University.

Part – VI: Programme Delivery through Learner Support Centre (LSC)**6.1 Details of personal contact programmes implemented:**

Please provide information in respect of programmes at UG, PG and PGD Programmes for the academic year 2023-2024

S. No.	Programmes Name	Centre Name	No. of Centres conducted PCP	No. of PCP held every year		Total no. of students registered in the programme	No. of Students Attended on an average basis
				FROM	TO		
1.	Certificate Course in Library and Information Science	100-Alagappa University	1	21.11.2023	26.11.2023	12	10
2.	Certificate Programme in Gender Studies	100-Alagappa University	1	27.11.2023	30.11.2023	2	2
3.	Certificate Programme in Web Designing	100-Alagappa University	1	22.11.2023	17.12.2023	3	3
4.	Certificate Programme in GST	100-Alagappa University	1	25.11.2023	26.11.2023	6	5
5.	Certificate Programme in Astrology	100-Alagappa University	1	09.11.2023	15.11.2023	7	5
6.	Certificate Course in office Automation	100-Alagappa University	1	27.11.2023	17.12.2023	3	3
7.	M.Com.	100-Alagappa University	1	22.11.2023	28.11.2023	45	43
8.	M.Sc., (Mathematics)	100-Alagappa University	1	27.11.2023	08.12.2023	41	39
9.	M.Sc., (Information Technology)	100-Alagappa University	1	15.11.2023	04.12.2023	13	12
10.	Master of Computer Applications (MCA)	100-Alagappa University	1	15.11.2023	04.12.2023	45	43
11.	M.B.A. (General)	100-Alagappa University	1	22.11.2023	28.11.2023	263	240
12.	M.A. (Tamil)	100-Alagappa University	1	15.11.2023	22.11.2023	33	30
13.	M.A. (English)	100-Alagappa University	1	18.11.2023	30.11.2023	70	65
14.	M.A. (History)	100-Alagappa University	1	25.11.2023	30.11.2023	18	15
15.	Master of Library and Information Science (M.Lib.I.Sc.)	100-Alagappa University	1	21.11.2023	26.11.2023	13	12
16.	M.Sc.,(Computer Science)	100-Alagappa University	1	14.11.2023	21.11.2023	16	14
17.	M.Sc, (Chemistry)	100-Alagappa University	1	27.11.2023	14.12.2023	70	68
18.	M.Sc.(Physics)	100-Alagappa University	1	27.11.2023	15.12.2023	53	50
19.	M.Sc. (Botany)	100-Alagappa University	1	8.11.2023	29.11.2023	10	9
20.	Master of Social Work	100-Alagappa University	1	13.11.2023	30.11.2023	22	18
21.	M.Sc.(Zoology)	100-Alagappa University	1	01.11.2023	19.11.2023	43	42
22.	M.A.(Economics)	100-Alagappa University	1	15.12.2023	23.12.2023	16	11
23.	M.Sc. (Microbiology)	100-Alagappa University	1	04.11.2023	26.11.2023	79	78
24.	Diploma in Montessori Education	100-Alagappa University	1	14.11.2023	17.11.2023	4	2
25.	Diploma in Computer Applications	100-Alagappa University	1	21.11.2023	05.12.2023	5	5
26.	Diploma in Artificial Intelligent and Machine Learning	100-Alagappa University	1	27.11.2023	05.12.2023	9	8

27.	Diploma in Cyber Security	100-Alagappa University	1	30.11.2023	17.12.2023	1	1
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Please provide information in respect of programmes at UG, PG and PGD Programmes CY2024

S. No.	Programmes Name	Centre Name	No. of Centres conducted PCP	No. of PCP held every year		Total No. of students registered in the programme	No. of Students Attended on an average basis
				FROM	TO		
1.	Certificate Course in Library and Information Science	100- Alagappa University	1	02.05.2024	05.05.2024	9	8
2.	Certificate Programme in Web Designing	100- Alagappa University	1	25.04.2024	07.05.2024	2	2
3.	Certificate Programme in GST	100- Alagappa University	1	08.05.2024	08.05.2024	1	1
4.	Certificate Programme in Astrology	100- Alagappa University	1	24.04.2024	26.04.2024	5	3
5.	M.Com.	100- Alagappa University	1	06.05.2024	07.05.2024	6	5
6.	M.Sc., (Mathematics)	100- Alagappa University	1	02.05.2024	12.05.2024	8	6
7.	M.Sc., (Information Technology)	100- Alagappa University	1	22.04.2024	10.05.2024	1	1
8.	Master of Computer Applications (MCA)	100- Alagappa University	1	22.04.2024	10.05.2024	16	14
9.	M.B.A. (General)	100- Alagappa University	1	02.05.2024	08.05.2024	72	65
10.	M.A. (Tamil)	100- Alagappa University	1	22.04.2024	25.04.2024	1	1
11.	M.A. (English)	100- Alagappa University	1	26.04.2024	05.05.2024	17	14
12.	Master of Library and Information Science (M.Lib.I.Sc.)	100- Alagappa University	1	04.05.2024	05.05.2024	1	1
13.	M.Sc.,(Computer Science)	100- Alagappa University	1	25.04.2024	03.05.2024	1	1
14.	Master of Social Work	100- Alagappa University	1	02.05.2024	12.05.2024	11	8
15.	Diploma in Montessori Education	100- Alagappa University	1	25.04.2024	30.04.2024	6	5
16.	Diploma in Computer Applications	100- Alagappa University	1	22.04.2024	30.04.2024	2	2
17.	Diploma in Artificial Intelligent and Machine Learning	100- Alagappa University	1	22.04.2024	30.04.2024	9	9
18.	Diploma in Cyber Security	100- Alagappa University	1	25.04.2024	07.05.2024	4	3
19.	B.Ed.	100- Alagappa University	1	02.05.2024	1.05.2024	93	93

6.2 Compliance status of 'Learner Support Centre' – As per Annexure – VIII of UGC (ODL Programmes and Online Programmes) Regulations, 2020

All the Learner Support Centres are approved by the Syndicate of Alagappa University/Centre for Internal Quality Assurance (CIQA).

6.3 LSC wise enrolment details

Sr. No.	Name & Address of College / institute where LSC is established (with Pincode)	This LSC is LSC of how many HEIs? (No. and Names)	If yes, All the HEIs in same State as that of the LSC?	Name of HEI to which College/institute is affiliated (where LSC is established)	Whether the college / institute is private or Govt. (where LSC is established)	Name of and Contact Details of Coordinator and Counselor	Qualification of Coordinator and Counselor	No. of Counsellors		Total Enrolled Students (Ay + Cy)
								Programmes offered		
1.	Centre for Distance and Online Education, Alagappa University, Alagappapuram, Karaikudi- 630003, Sivagangai District	1		Karaikudi	Government	Dr.E.Kannapiran 04565 – 223401	Ph.D.	20	29	875
2.	Alagappa University College of Arts and Science, Thondi – 623 409, Ramanathapuram District	1		Alagappa University	Government	Dr.S.Ravikumar 04561 – 243320	Ph.D.	15	29	13626
3.	Vickram Teacher Training College, Enathi – 630 561, Ramanathapuram District	1		Alagappa University	Self-Finance	Mr. J. Deivendra Kannan 9842635214, 04574 – 264442	M.Phil.	10	29	427
4.	Sri Vinayaga College of Education, Aranmanisiruvayal Post, Kallal Via, Sivagangai District, PIN – 630555	1		Alagappa University	Self-Finance	Dr.P.M. Chitra 8300335121, 9442378138 04575 – 239222	Ph.D.	12	29	302
5.	S.Preethi B.Ed., College for Women, Sivagangai – 630561, Sivagangai District	1		Alagappa University	Self-Finance	Dr.V.Marivenkatachalam 9842193104, 04575 – 240698	Ph.D.	8	29	156
6.	Ananda College, Devakottai – 630 303 Sivagangai District	1		Alagappa University	Self - Finance	Mrs.R.Mehala 9486040007	M.B.A. M.Phil.	65	29	60
7.	Singai Sithar Ayya College of Arts and Science, A.Thekkur – 630 201, Thiruppattur Taluk, Sivagangai District	1		Alagappa University	Self - Finance	Mr.K.Ramesh 8524976696	M.Phil.	12	29	37
8.	Annai Scholastica Arts and Science College, Pamban, Ramanathapuram District – 623 521	1		Alagappa University	Self - Finance	Ms.P. Sumathi 9842653579	M.A.	18	29	157
9.	Thiyagi Dharmakkan Amirtham College of Arts and Science, Kannirajapuram, Ramanathapuram District – 623703	1		Alagappa University	Self - Finance	Mr.R. Kanaga Sapapathi 9443703686, 04576 – 223686	M.A., M.Ed.,	10	29	66
10.	Velumanoharan Arts & Science College for Women, Marapalam, Devipattinam Road, Ramanathapuram District – 638001	1		Alagappa University	Self - Finance	Dr.A.Gurusamy 9486212479	Ph.D.	48	29	247

Note: In case of Science Programmes, programmes shall be offered from the Head Quarters and/or only from such Learner Support Centres which are offering same programme under conventional mode at least for seven years.

Whether LSC is offering same programme under conventional mode	If Yes, then years since when being taught in conventional mode	No. of years	7 years condition complied Yes/No
YES	More than 10 years	More than 10 years	Yes

6.4 Off Campus Details (For Deemed University)

Sr. No.	Name & Address of Off campus (Pin Code)	Approval of Govt. of India through notification published in the Official Gazette	Name and Contact Details of Coordinator and Counselor	Qualification of Coordinator and Counselor	No. of Counsellors	Programmes offered	Total Enrolled student
1.	NOT APPLICABLE						
N.							

Off campus details: Nil

6.5 Delivery of Self-Learning Material

Type	Date of Admission (for July and January)	Date of delivery SLM	Whether SLM delivered to learners within a fortnight from the date of admission
Printing Material	January – March July – September		As and when the Book Indent is received by the Book Section (from Admission Section), the Self Learning Material were dispatched immediately to the stakeholders.
Audio-Video Material		After PCP	Available in ALUOP (University Platform)
Online Material			Available in ALUOP (University Platform)
Compute based Material		Soft Copies of SLM available at University Website	Soft Copies of SLM available at University Website

6.6 Whether any course in a particular programme was allowed through OER/Massive Open Online Courses:

No

Part – VII: Self Regulation through disclosures, declarations and reports

7.1 Compliance status of Regulations 9 of UGC (ODL Programmes and Online Programmes) Regulations, 2020 – Self-regulation through disclosures, declarations and reports

S. No.	Provision	Complied Yes/No with explicit link address	If no Reasons, thereof
1.	Joint declaration by authorised signatories, Registrar and Director of Centre for Internal Quality Assurance has been displayed on HEI website authenticating that the documents from Sr. No. '2' to '17' have been uploaded on the HEI website?	Declaration obtained from Registrar	
Uploading of the following on HEI website (Mention link)			
2.	The establishing Act and Statutes there under or the Memorandum of Association, as the case may be or both, of the Higher Educational Institution, empowering it to offer programmes in Open and Distance Learning mode	https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC_view.php?id=p_1_7	
3.	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC_view.php?id=p_1_8	
4.	Programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure	https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC_view.php?id=p_2_2	
5.	Programme-wise information on syllabus, suggested readings, contact points for counselling/ mentoring, programme structure with credit points, programme-wise faculty details, list of supporting staff, list of Learner Support Centres with addresses and contact details (for Open and Distance Learning mode), their working hours and counselling (for Open and Distance Learning mode) Schedule;	Syllabus : https://alagappauniversity.ac.in/modules/CDOE/syllabi.php PPR : https://alagappauniversity.ac.in/modules/CDOE/ppr.php Faculties & Supporting Staff: https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC_view.php?id=p_2_4 LSC working hours details : https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC_view.php?id=p_5_8	
6.	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	https://alagappauniversity.ac.in/modules/CDOE/Academic_calendar.php	
7.	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	https://alagappauniversity.ac.in/modules/CDOE/feed_back.php	
8.	Information regarding all the programmes recognised by the Commission	https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC_view.php?id=p_1_8	
9.	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC.php (Part 4 – Question No. 5)	
10.	Complete information about 'Self Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Open and Distance Learning Programmes;	https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC_view.php?id=p_3_5	
11.	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Open and Distance Learning Programmes	https://alagappauniversity.ac.in/modules/CDOE/faq.php	
12.	List of the 'Learner Support Centres' along with the number of learners who shall appear at any examination centre and details of the Information and	https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC_view.php?id=p_5_9	

HEI ID: HEI-U-0435		Name of HEI: Alagappa University		Type of HEI: Category-1	
	Communication Technology facilities available for conduct of examination in a fair and transparent manner, for Open and Distance Learning programmes				
13.	List of the 'Examination Centres' along with the number of learners in each centre, for Open and Distance Learning programmes	https://alagappauniversity.ac.in/modules/CDOE/relevant_clauses_UGC.php (Part 5 Question No . 11)			
14.	Details of proctored examination in case of end semester examination or term end examination of Open and Distance Learning programmes	---			
15.	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term end examinations, etc	https://alagappauniversity.ac.in/modules/CDOE/Academic_calendar.php			
16.	Reports of the third party academic audit to be undertaken every five years and internal academic audit every year by Centre for Internal Quality Assurance	---			

Part – VIII: Admission and Fees**8.1 Compliance status of ‘Admissions and Fees’ – As per Regulations 14 of UGC (ODL Programmes and Online Programmes) Regulations, 2020**

S. No.	Provision	Whether being complied Yes/No
1.	The intake capacity under Open and Distance Learning mode for a programme under science discipline to be offered by a Dual Mode University shall be three times of the approved in take in conventional mode and incase of Open University, it shall be commensurate with the capacity of the Learner Support Centres (for Open and Distance Learning only) to provide lab facilities to the admitted learners:	YES
2.	Enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in Open and Distance Learning mode, shall render the enrolment invalid	YES
3.	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- (a) as may be fixed by it and declared by it in the prospectus for admission, and on the website of the Higher Educational Institutions; (b) with a proper receipt in writing issued for such payment to the concerned learner admitted in such Higher Educational Institutions; (c) only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.	YES
4.	It shall be mandatory for the Higher Educational Institution to upload the details of all kind of payment or fee paid by the learners on the website of the Higher Educational Institution.	YES
5.	The fee waiver and/or scholarship schemes for Scheduled Caste, Scheduled Tribe, Persons with Disabilities category of learners and students from deprived section of society shall be in accordance with the instructions or orders issued by Central Government or State Government: Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, and shall provide for equity and access to all deserving learners	YES (Fee Concession)
6.	Admission of learners to a Higher Educational Institution for a programme in Open and Distance Learning mode shall be offered in a transparent manner and made directly by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners: Provided that a Learner Support Centre shall not admit a learner to any programme in Open and Distance Learning for or on behalf of the Higher Educational Institution	YES
7	Every Higher Educational Institution shall– (a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner; (b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years; (c) exhibit such records as permissible under law on its website; and (d) be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.	YES
8.	Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Open and Distance Learning mode, a prospectus (print and in e-form) 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. ‘8(a)’ to ‘8(k)’ below	
8.(a)	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 mode, and the other terms and conditions of such payment	YES

8.(b)	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 programme of study and the time within, and the manner in, which such refund shall be made to the learner	YES
8.(c)	The number of seats approved in respect of each programme of Open and Distance Learning mode, Which shall be in consonance with the resources.	YES
8.(d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution	YES
8.(e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	YES
8.(f)	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 programme of study and the amount of fee to be paid for the admission test	YES
8.(g)	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 contractual basis or any other	YES
8.(h)	Pay and other emoluments payable for each category of teachers and other employees	YES
8.(i)	Information in regard to physical and academic infrastructure and other facilities, including that of each of the learner support centres (for ODL programmes) and in particular the facilities accessible by learners on being admitted to the Higher Educational Institution	YES
8.(j)	Broad outline of the syllabus specified by the appropriate statutory body or by higher educational institution, as the case may be, for every programme of study	YES
8.(k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	YES
9.	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission prospectus and the admission process shall necessarily be over within the time period mentioned in the Commission Order	YES
10.	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	YES
11.	No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a programme in Open and Distance Learning mode offered by a Higher Education Institution	YES
12.	No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution	YES
13.	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in Open and Distance Learning mode subsequently withdraws from such Higher Educational Institution, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as notified by the Commission and mentioned in the prospectus of such Higher Educational Institution	YES
14.	No Higher Educational Institution shall, issue or publish- (a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory	YES

	authority or by the Commission where it is not so recognised; (b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Higher Educational Institution, or person authorised to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or to be misleading	
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Part – IX: Grievance Redressal Mechanism

9.1 Compliance status of ‘Grievance Redressal Mechanism’ – As per Annexure – X of UGC (ODL Programmes and Online Programmes) Regulations, 2020

The grievances from the learners, learner support centres and other stakeholders are received through email/ post as well as telephonic communications. The received grievances are treated as most important and redressed immediately. The details regarding the grievance redressal mechanism was clearly displayed in the Prospectus and University website. The staff of University at least at the level of Assistant Professor were nominated as Nodal Officers to receive the grievances from the Learner Support Centres and redress the same with utmost importance and a time limit. The University maintains exclusive grievance redressal register for Distance Education to record the action taken against every grievance.

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
1450	1450

9.3 Complaint Handling Mechanism

HEI shall mention the mechanism adopted for Complaint Handling Mechanism as per Regulations. Also, mention details of Nodal Officers.

Complaints Handling Mechanism Prescribed By UGC-DEB

First tier - HEI Level: Complaints were handled through an online complaint handling mechanism at the HEI level. DEB portal shall automatically forward the complaints received to respective HEI and have a tracking mechanism enabled in portal, for monitoring the disposal status of the complaints.

Second tier Regional Office Level: If HEIS fails to address the complaint in stipulated period (two months), then the complainant shall approach the concerned Regional Office of UGC. The complaint from the HEI portal will also be automatically transferred to the concerned regional office of the UGC.

Third tier-DEB, UGC Level: In case of complaint not disposed/resolved in first and second tiers, DEB, UGC took necessary action as per provisions of the UGC (ODL) and Online Regulations and its amendments.

HEI Level - STUDENTS GRIEVANCE & REDRESSAL COMMITTEE

No.	Committee	Designation	Section
1	Dr. E.Kannapiran	Professor & Director	CDOE
2	Dr. P. Sivakumar	Professor & Head	Department of Education, CDOE
3	Dr. M.Jothibas	Associate Professor & COE	Department of Botany, CDOE
4	Dr. S. Leo Stanly	Professor	Department of Education, CDOE
5	Dr. M. Vasimalairaja	Professor	Department of Education, CDOE
6	Mr. Pari Raman Palani	Deputy Director (U)	CDOE
7	Mrs.V.Jayamangalam	Assistant Registrar	CDOE

9.4. Details of Complaints received from UGC (DEB)

Numbers of Complaint Received	Numbers of Complaint Resolved	Whether Complaint was resolved within stipulated time i.e. 60 days? (yes/No)
6	6	yes

Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

- ✓ Admission process including receipt of applications, scrutiny of applications by the appropriate authorities and approval of admissions was done through online automated interface.
- ✓ Paperless and eco-friendly student identity card was introduced and student can download ID card through online.
- ✓ Payment of fees including application fee, tuition fee and certificate fee was done through online.
- ✓ All Personal Contact Programmes (PCP) (Theory & Practical) are centrally conducted under one roof for Science Programmes at Head Quarters only.
- ✓ ALUOP was introduced during 2020 to share E-notes on subject matters in the form of Video, Audio, Multimedia, PDF and Document files available for registered learners at their convenience.

10.2 Best Practices of the HEI

1. Centralised online payment of all fees related to ODL Programmes.
2. Spot admission process done through online automated interface.
3. Paperless and eco-friendly grievance redressal for CDOE students
4. Internal annual academic and administrative audits for monitoring quality attributes of CDOE.
5. Internal Annual Academic and Administrative audits for monitoring quality attributes.
6. On-screen Evaluation was introduced.
7. 24 x 7 WiFi enabled Campus,
8. Health Care Centre & RO Water supply.
9. RFID Library facility for Learners of CDOE.
10. Clean and Green Campus (Swachthta Ranking)
11. Provision for Concession in tuition fee to various categories of learners; No tuition fee to the differently able candidates; 25% Tuition fee concession to those who have completed their UG/PG programmes in Alagappa University either Distance mode or Regular mode; Current Students of Affiliated colleges, Constituent colleges and University; Departments of Alagappa University may avail 25% course fee concession to study certificate/Diploma/PG Diploma Programmes; The Course fee concession is permitted to the special category Personnel (Prisoners, Police personnel, Transgender and Military)

10.3 Details of Job Fairs conducted by the HEI

Necessary steps are being taken to conduct job fairs exclusively for ODL students

10.4 Success Stories of students of ODL mode of the HEI

The Students share their experience about their successful career in person and through Phone and whatsapp.

10.5 Initiatives taken towards conversion of SLM into Regional Languages

SLM for certain programmes are available in the regional language (Tamil).

10.6 Number of students placed through Campus Placements

Necessary steps are being taken to get Placements exclusively for ODL students through campus interview

10.7 Details of Alumni Cell and its activity:

Necessary steps are being taken to establish Alumni Cell

10.8 Any other Information

- ❖ UGC–DEB norms are followed for admission, personal contact programmes, examination, and evaluation, publication of results and issuance of certificates.
- ❖ The SLMs were written by Subject Experts and reviewed by in-house reviewers.
- ❖ The students of CDOE are encouraged to avail competitive exam coaching conducted by Study Circle of the University



ALAGAPPA UNIVERSITY

Established by an Act of the Govt. of Tamil Nadu and recognised by UGC

Accredited with A+ Grade by NAAC (CGPA : 3.64) in the Third Cycle



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 Programmes and Online Programmes) Regulations, 2020 and its amendments.

Signature of the Director
Name: Dr.E.Kannapiran
Seal:

Director
Centre for Distance and Online Education
Alagappa University
Karaikudi - 630 004.

Date: 28.08.2024



Signature of the Registrar
Name: Dr.A.Senthilrajan
Seal:

REGISTRAR
ALAGAPPA UNIVERSITY
KARAIKUDI

Date: 28.08.2024

Alagappapuram
Karaikudi - 630 003.
Sivagangai District
Tamilnadu, India.

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email : registraralagappauniv@gmail.com


HEI ID: HEI-U-0435	Name of HEI: Alagappa University	Type of HEI: Category-1
	ALAGAPPA UNIVERSITY (A State University Established by the Government of Tamil Nadu in 1985, Accredited with 'A+' Grade by NAAC (CGPA 3.64) in the Third Cycle, Graded as Category-1 University and Granted Autonomy by MHRD-UGC, MHRD-NIRF 2020 Rank : 36, QS 2020 India Rank : 24) KARAIKUDI – 630 003, Tamil Nadu, India	 Vallabhi D.R.M. Alagappa Chettiar
Phone: (+91) 4565 223 110, (+91) 4565 223 115		E-Mail: registrar@alagappauniversity.ac.in

Date: 25.06.2024

Prof.A.Senthilrajan
Registrar

DECLARATION

I hereby declare that the documents of Sl. No.2 to 17 as per the Centre for Internal Quality Assurance (CIQA) - Part 7.1 Compliance status of UGC (ODL) Regulations, 2020 have been uploaded in the website of Alagappa University (www.alagappauniversity.ac.in)


Registrar

REGISTRAR
ALAGAPPA UNIVERSITY
KARAIKUDI