

CRITERION VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1. State the Vision and Mission of the institution

The Vikram University, Ujjain is one of the oldest University of Madhya Pradesh has created a special niche for itself in the past almost 55 years. The vision behind the establishment of the Vikram University was very noble. The founders of this historical University wished the people of this Malwa Region to have an open access to learning, irrespective of caste, color or creed.

Vision of University: The vision of Vikram University is to establish this university as a seat of learning by way of creating, advancing and disseminating knowledge and provide education for developing peaceful human society.

Mission : The mission of the university is to provide quality education along with developing skills & moral values. The university aims to provide knowledge of modern subjects with strong background of traditional subjects.

Objectives of the University:

1. To reinstate the historical prestigious position of Ujjain as centre of excellence in multidimensional scholarship
2. To promote and patronize traditional Indian Culture, Arts, Science and Literature
3. To emerge as a unique seat of learning by promulgating the importance of both traditional and modern knowledge by establishing coordination between them.

Crest of University

The Lions and rising sun (which together formed the Crest of The Great Vikramaditya) represent indomitable courage and the rising light of wisdom. The book poised lightly on the petals of the lotus signifies the numerous branches of learning. The silhouette of the temple Mahakaleshwar symbolizes the sacred culture of the ancient city of Ujjain, the seat of university. The motto is *ज्ञानं मृतमश्नुते* i.e. Knowledge leads to immortality.

6.1.2. Does the mission statement define the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, the institution's tradition and value orientations, its vision for the future, etc.?

Yes, mission statement of Vikram University defines the distinctive characteristics in terms of addressing needs of the society. A University, with its inherent futuristic vision is expected to be the think tank of the society, the mentor of industry and pathfinder for overall development and effective utilization of manpower and natural resources. The First Prime Minister of India, Pandit Jawahar Lal Nehru wrote "Ujjain seems to me the ideal place for a great University and culture center to grow up, where

our young men and women can pursue learning and develop themselves as good citizens of India". The idea was translated into action and the Vikram University came into existence on March 1, 1957 with its dictum as विद्ययामृतमश्नुते (knowledge is the foundation of immortality) and well defined crystal clear objectives.

Vikram University inherits its name from the Great King "Samrat Vikramaditya", a personality after whom the "Vikram Samvat" is named; a king who is exemplary in judgement and, a great scholar who conceived the concept of "Navratna" (later adopted by the Mughal emperor "Akbar the Great"). Vikram University has a glorious history, creditable present and visionary future. It has been proving its merit in innovation, implementation and management in various educational disciplines. It has an objective to promote traditional as well as modern educational streams. In this university teaching and research move together, language and literature find a respectable seat; academy and industry interaction is promoted; student-faculty-staff interaction is nurtured and supported; regional and societal issues are deliberated and discussed; eco-friendly activities are pursued vigorously and above all quality is never compromised with quantity.

At present the university offers education in 11 faculties and 28 schools of studies and institutes, NSS Training and Orientation Center and 171 affiliated colleges spread across Ujjain, Dewas, Shajapur, Ratlam, Agar, Mandsaur and Neemuch districts of Western Madhya Pradesh.

6.1.3. How is the leadership involved in ensuring the organization's management system development, implementation and continuous improvement?

The University's overall management and activities are broadly divided into two levels viz. at administrative and academic levels. The Vice Chancellor of the University is the principal administrative and academic officer of the University. The Registrar of the University is the custodian of the records and other property of the University. The hierarchy of the office staff assists the Registrar in the management of the University at administrative level. In the management of academic functioning, the Vice Chancellor interacts with Heads/Coordinators/Directors of the University Teaching Departments and Deans of different faculties. The various statutory bodies of the University such as Executive Council, Academic Council, Standing Committee, Finance Committee, Academic Planning and Evaluation Board function as the policy and decision making bodies in the University. The Deputy Registrars and Assistant Registrars along with their office staff assist the Vice Chancellor and the Registrar in the management of the University at both the levels.

The Faculties, IQAC, Board of Studies, Departmental Staff Councils etc recommend innovative methods of teaching, restructuring and introducing new courses in the emerging areas of knowledge.

The decisions and deliberations of various committees facilitate the overall development and continuous improvement of the University management system.

- ***In interacting with its stakeholders?***

The personal interaction of Management and the Principal with various stakeholders, the faculty, the non teaching staff, the students and the parents play an important role in functional operation of academic plan.

Vikram University, Ujjain has created several platforms for interacting with its stakeholders. The executive council of the University meets at a regular interval to discuss problems & their solutions for the benefits of its stakeholders. Parents' meet for keeping them updated regarding performance of their wards and the Parents feedback are considered for taking necessary corrective actions. Student counseling is conducted under a programme "Jan Sunwai" to identify their problems and resolve them. Training and Placement Cell and respective Departments communicate with the employers and collect feedback from them. The Institute maintains links with Alumni for getting necessary information on current issues and challenges in the industries.

Heads of the Departments interact continuously with students and other stake holders-parents, industry, alumni and civil society. There are Parents-Faculty meets and Alumni meets in the departments during which interactions take place.

- ***In reinforcing a culture of excellence?***

As the world changes, leaders reinforce the culture of excellence with people of the University that makes changes to increase the quality of the University over the next coming years. Various bodies of University regularly reinforce a culture of excellence. For example, The Academic council assesses progress and suggests changes in direction on a regular basis. University's mission is fine tuned by the Executive Council (EC) of the University. The EC members are drawn from academicians, Government organizations and industrialists. Internal activities of the University inspires people and create culture of involvement, ownership, empowerment, entrepreneurship, improvement and accountability at all levels. University always promote a culture which supports the generation and development of new ideas and new ways of thinking to encourage innovation and organizational development. It ensures that their people can contribute to their own, and the organizations ongoing success by realizing their full potential in a sprit of true partnership Support people throughout the organization to achieve their plans, objectives and targets., recognizing efforts in a timely and appropriate manner. It helps in promoting and encourage equal opportunities and diversities

We believe in striving for excellence. For this, we offer ourselves and our faculty to scrutiny by forwarding our applications for awards, given by authentic authorities and academic bodies. This way we ensure that we are on the right track towards achieving academic excellence.

The efforts taken by the leadership of the institution to reinforce a culture of excellence is unique and outstanding. The present leadership, through various programmes and facilities aim at student centric learning and promoting research environment by framing of research monitoring cell, thus enhancing that honorable status. The IQAC and Academic Sub Committee also play an important role in this endeavor.

- ***In identifying organizational needs and striving to fulfilling them?***

Leadership identifies the organizational needs and strives to fulfill them. Present leadership identified organizational needs and has thus set up cells and task groups for fulfilling these. The focus is on value based education, environment friendly practices, research & innovation and quality higher education.

Leadership is always vigilant in observing the changes in the global academic scenario, and updating the programmes and facilities accordingly. The commencement of effective professional courses, modernizing education and administration through use of computer and internet facilities, Wi-Fi Campus, ICT enabled class room teaching, remedial coaching for backward classes, classes for public service examination preparations, Smart Classrooms, use of solar energy etc., are some examples where the University has shown considerable leadership among similar category of institutions.

6.1.4, Were any of the top leadership positions of the University vacant for more than a year? If so, state the reasons.

No, All top leadership positions of the University are filled.

6.1.5. Does the University ensure that all positions in its various statutory bodies are filled and meetings conducted regularly?

University ensures that all positions in its various statutory bodies are filled and meetings conducted regularly. Executive Council and Academic Council are two prime statutory bodies apart from others. Academic Council meetings are held once a year. Academic Council Standing Committee meetings are held regularly. Board of Studies meetings are held regularly.

6.1.6. Does the University promote a culture of participative management? If yes, indicate the levels of participative management.

Yes, University promotes a culture of participative management. The University administration is always open to discuss with the teaching and non-teaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process. Not only the department meetings are conducted but also intra departmental meetings are arranged for common issues. The Registrar with the Heads of the Departments discusses the needs, problems and suggestions to improve the educational quality and infra structure improvements and then further move the proposal to the Executive Council for further action. There

are various committees constituted viz. Academic Committee, Research Committee, Anti Ragging Committee, Grievance Redressal Committee, Examination Committee, Disciplinary Committee, Sports & Cultural Committee, Library Committee, Internal Quality Assurance Cell and many more...to manage different institutional activities collectively ensure participative management. The teaching and non teaching staffs are represented in the these committees of the University. Each department in the University has a Departmental Committee (DC) comprising Heads, Professor, Readers and Lecturers. DC meetings are held regularly, which are chaired by HOD. All departmental activities are discussed in the departmental committee and major decisions are moved upwards for approval at higher levels. In case of syllabus designing, modification or initiating new courses the inputs from all faculty members are recorded and accordingly recommendations are moved towards Board of studies for approval after discussions with other members of the committee suitable changes if needed are incorporated. Other statutory bodies like academic council, standing committee, Executive council and if needed coordination council's approval is taken. All these committees scrutinize the cases thoroughly and are empowered to revise, modify, change or accept the decision through participation.

The University administration gives sufficient freedom to the Principal, who is the academic head of the college to function in order to fulfil the vision and mission of the college. The University delegates authority and provides operational autonomy to the affiliated colleges to work towards decentralized governance system. The policies largely aim at reducing central management size, reorganizing delivery, expanding private initiatives, and creating new partnerships. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year.

The participative decision-making ensures total participation of all the people concerned.

6.1.7. Give details of the academic and administrative leadership provided by the University to its affiliated colleges and the support and encouragement given to them to become autonomous.

Academic and administrative leadership is provided by the University to its affiliated colleges and support and encouragement given to them to have academic autonomy through well defined process stated in the act, statutes and ordinance are explained as under:

Academic

- To promote research and academic activities University grants permission to start research centre in affiliated colleges,
- Providing best possible futuristic employment oriented new courses and curricula

- Extending access to information resources and services from the University Central Library to the students and teachers of the affiliated colleges.
- Giving representation to the teachers of affiliated colleges in various university bodies such as BoS, Academic Council, to mention a few for better exposure and experience.
- Extending training to the Principals and administrative staff about academic administration and current developments in education
- To provide education to the wider section of the society University grants permission to run programs related to emerging area such as Computer Science, Biotechnology, Information Technology. etc.
- University conducts regular meeting of the affiliate College Principals, usually before the commencement of Examinations for smooth running of examinations.
- University nominates experts from the affiliated colleges for selection of faculty and Principal under the provisions of statute,
- Monitoring of Teaching Learning processes: Syllabi and Examinations,

Administrative

- Grant of Affiliation after proper inspection as per Statute 27 and UGC regulations,
- University nominees in College Managements,
- College Students Proctor Board,
- Anti Ragging Committees,
- Examinations and Evaluation,
- Directing College Development Council activities,
- Principals and Teachers of the colleges and their problems are solved by MP ONLINE officials and University officers of exam section and computer centre.

Support and encouragement given for achieving autonomous status

- Organisation of training programmes and Expert lectures enrich the college faculty members, and enables them to achieve academic excellence.
- Inspections as per Statute 27 and UGC Regulations for autonomous status.
- Students Welfare Activities,
- Youth Cultural Festivals,
- Colleges Sports Meets,
- Coordinating the NSS activities,
- Coaching programmes for ST/ST/OBCs and Minorities,

6.1.8. Have any provisions been incorporated/ introduced in the University Act and Statutes to provide for conferment of degrees by autonomous colleges?

No. At present the degrees are conferred by the University only.

6.1.9. How does the University groom leadership at various levels? Give details.

University grooms leadership at various levels by many a ways among which the most common way is to involve the faculty and staff in most of the activities of the University. Thus, University involves faculty members member and staff in various committees, boards, councils etc. Normally, the senior staff members are appointed as convenors of various committees which are directly involved in the efficient functioning of the University (like IQAC, academic council, purchase committee, canteen committee, students forums, Library committee, finance committee, anti ragging committee etc.). University identifies the potential of the faculty member and appoints them as Heads of the Departments with the idea of developing future leaders for the department/Institute. Junior level faculty members are encouraged to take up the challenging responsibilities and appointed as hostel warden, members of proctorial board, examinations flying squad, discipline committee during various programs and also guides them to acquire research projects as principal investigator with the support of seniors.

Thus, University groom leadership at various levels i.e. at the level of University itself, School/ Institute level and at the level of students and provides opportunity at all these levels to share the various responsibilities and prepare them as future leaders.

Teachers are usually offered consultative status in making decisions related to curriculum, teaching-learning and assessment processes. Teachers have representation in all executive committees operating in the college, including committees for admission and recruitment of staffs. The non-teaching staff takes care of the smooth running of the administrative system, in collaboration with the teaching staff. The section officer, superintendent, Assistant Registrars, Deputy Registrars, Finance Officer etc. are integral part of all decision making bodies.

Teachers are given following responsibilities at University Level:

- Dean, Student Welfare
- Dean various faculties
- Proctor for University Teaching Departments and Colleges
- Chairman, Board of Studies
- In-Charge Deputy Registrars and Assistant Registrar
- Coordinator, University Examinations
- Coordinator and Assistant Coordinators, University Confidential Section
- Superintendent, University Examinations
- In-charge, Women Grievance and Sexual Harassment Cell
- NSS Program Officers/Coordinators for units of Affiliated Colleges
- Director, Sports
- Chief Warden, Hostel Warden

- In-charge, University Cultural Centre and Cultural Activities
- Coordinator, University Alumni Cell
- Coordinator, Career Counselling and Opportunities Cell and
- Coordinator, Chairman of various committees

Teachers are given following responsibilities at SoS / Institute Level:

- Course Coordinator
- Coordinator for Time Table, Course Plans, Remedial Classes, Projects
- Mentors for a group of 10 to 25 Students
- In-charges of Anti Ragging committees
- Coordinators of Departmental IQAC, Alumni and Research cells
- Coordinators of Institutes NSS units
- Coordinator of Student and Alumni departmental Association
- Coordinators of Placement Cell

The Student Union, with the co-operation of class representatives, gives leadership to all the activities like NSS, NCC, Sports and Games, Cultural Activities Intracollege activities etc at the bottom level, under the guidance of supervising teachers. Tutorial and mentoring system see to the personal development and participation of each and every student in the campus.

Student Level: Students are given following responsibilities:

- Class facilitators/representative for each class.
- Class facilitators/volunteers for Institutional events.
- Representatives in Student and Alumni department Cell.
- Student bodies office bearers.

The teachers are also empowered to take up following unassigned responsibilities:

- Development and implementation of teaching and learning strategies, policies and processes
- Development of student experience and engagement activities
- Ensure that program design, monitoring and review is informed by best pedagogical practice
- Promote innovation in learning and teaching, including the oversight of e-education initiatives
- Identify staff training needs and co-ordinate staff development activities in teaching and learning

Various co-curricular and extra-curricular activities are conducted through student committees with office-bearers. In this way the College grooms leaders at higher levels, teaching staff, non-teaching staff and students.

6.1.10. Has the University evolved a knowledge management strategy? If yes, give details.

Yes, Universities are in its true sense a Universe of knowledge entrusted with the prime task of disbursement of this knowledge without exclusion and bias. The University has a clear cut knowledge management strategy since its inception. Vikram University, Ujjain owes its origin to a vision held by our first Prime Minister, Pt. Jawaharlal Nehru, who wrote "Ujjain seems to me the ideal place for a great University and culture center to grow up, where our young men and women can pursue learning and develop themselves as good citizens of India." The idea was translated into action and Vikram University came into existence on March 1, 1957 with its dictum as "vidyayamritamashnute" (Knowledge is the foundation of immortality).

The motto of the University led to conceive the vision document directing the future path of the University in a global society and hence **The vision** is an essay to infuse renewed spirit and enthusiasm for better performance in an era of knowledge-societies that demand quality-input and output vis-à-vis tapping the human potential. We, the academia of the University, commit ourselves to uphold truth and integrity in the Endeavour of tapping human resources towards new dimensions of excellence. Our strategy will be to develop innovative programmes through learning across disciplines in a phased manner and to review and revise them periodically so as to keep ourselves on track and on time. Our commitment is to involve the faculty and the student community in interacting learning processes both within and outside the University.

The prime mediating structure in this regard is the University Central Library. The University library named Maharaja Jiwaji Rao (MJR) Library was established in year 1967 to provide library facilities to the college/ university students, teachers, research scholars, public members etc. At present, more than 1,82,535 books are available in the library. The library also has a good collection of national and international e-journals. About 25,600 online journals are available.

Earnet E-journals consortium, an initiative taken by the UGC provides facilities for free access to scholarly journals and databases in all the areas of learning to the research and academic community across the country. More than 4000 scholarly journals and databases are already made accessible to one hundred universities, and Vikram university is one of them and the first in our state. This effort has started making a very good impact on the research and academic community of our University and a very encouraging result is noticed.

Information and library network center (INFLIBNET) is also situated at Maharaja Jiwaji Rao library. The basic objective of the Inflibnet center is to provide information about the availability of research journals at different libraries of India to the users and research scholars of the university. The center also supports the administrative work of the university.

A well equipped UGC info-net center started working in 2009. The UGC infonet E-journals consortium (J-GATE) is one of the best facilities made available to the teachers, research scholars, and students of the university. UGC info net: E journal, consortium enables its user to access large number of scholarly journals from reputed

publications.

Scindia Oriental Research Institute was established at Ujjain by the Regency Council of the erstwhile Gwalior state as a Manuscript library in 1931. Government of M.P. transferred the management of the Institute to the Vikram University in 1961. The Institute has a collection of more than 23,000 manuscripts including BHOJ PATRA, and PALM-LEAF manuscripts. A number of rare manuscripts in the collection have illustrations painted in bright colors and gold. The library of printed books consists of more than 16,000 volumes. The institute has some prestigious publications to its credit. The Vikram commemoration volume printed separately in Hindi, Marathi, and English is known as an important academic contribution of the Institute. There are old maps of Mahabharata battle formations and landscape, and copies of Srimadbhagvata on leaves and special rolls. The Indira Gandhi National Centre for Arts (IGNCA, New Delhi) has selected and microfilmed more than 4000 manuscripts of the Institute. The Institute has its own micro- film unit as well as a microfilm reader facility. **Scindia Oriental** Research Institute has been selected as a manuscript Resource and Conservation Center for the state of Madhya Pradesh by the National Mission for Manuscripts, Department of Culture, Ministry of Tourism and Culture, Government of India. This Institute has many rare manuscripts of historical importance from 9th Century A.D. to modern times which are used for research purposes. Many important printed books are available for research work, especially subjects like Itihasa, Purana, Mahatmya, Katha, Kavya, Nataka, Campu, Neeti, Subhashita, Almakara, Dharamshastra, Tantra- Mantra, Stotra, Vaisheshika, Sankhya, Yoga, Mimansa, Shaiva, Buddhism, Jainism, Vedanta, Veda, Upanisad, Karmkanda, Ayurveda, Kamshastra, Sahitya, Vastushastra, etc.

6.1.11. How the following values are reflected the functioning of the University?

- Contributing to national development

Vikram University inherits its name from the Great King “Samrat Vikramaditya”, a glorious figure engraved in the popular psyche for his immaculate sense of judgment, sparkling wisdom and towering scholarship whose Royal Court was studded with nine precious gems popularly known as the navaratna. Vikram University also fondly cherishes the pride of being the seat of learning that has come up against the locale, then known as Ujjayini, where Lord Krishna himself received his education in the Gurukul of Acharya Sandipani. Thus, with a glorious history and a legendary status, Vikram University has been working with great impetus to actualize the vision of Pt. Nehru with which it commenced its academic expedition. Celebrating its Golden Jubilee Year in 2007, Vikram University is all set to scale novel heights against the backdrop of spectacular achievements made in the recent past. With its rich heritage and bright future, the University has developed its own Vision Document that is rooted in the academic aspirations of the country as envisioned in the National Educational Policy and focused on a synthesis between the regional and the global needs and objectives. With its guts to woo the ultramodern with a strong foothold in the tradition, the University has been enticing a studentship that is a microcosm of the Indian Youth at large. With a clarity of vision and a sense of determination, the University has been making efforts to make the national aspirations in higher education a concrete reality. Be it teaching or research, academic administration or examination, promoting its

culture and heritage or innovation e-education, the University has set new trends in higher education. Many of its accomplishments have probably no parallels in the recent history of higher education system in India. The construction of Vikram Sarovar and the plantation of Sanjeevani Vrind can be put in this category.

With its twelve faculties (Arts, Social Sciences, Physical Sciences, Life Sciences, Education, Management, Information Technology, Commerce, Law, Medicine, Engineering and Ayurveda), twenty one Schools of Studies (Hindi, English, Sanskrit, Library and Information Science, Russian Language, Jyotirvigyan, Ved, Political Science & Public Administration, Economics, Ancient Indian History, Culture & Archeology, Commerce, Sociology, Philosophy, Physics, Chemistry, Mathematics, Statistics, Geology, Zoology and Biotechnology & Continuing Education), seven Institutes and centres (Institute of Pharmacy, Institute of Environmental Management and Plant Sciences, Institute of Computer Sciences, Pt. Jawaharlal Nehru Institute of Business Management and **Scindia Oriental** Research Institute, Institute of Engineering and Technology and Ambedker Peeth), NSS Training and Orientation Centre and 154 affiliated colleges spread across six districts of the Western Madhya Pradesh and with a large number of private studentship, Vikram University makes a qualitative difference in the lives of millions of learners. With facilities like central as well as departmental libraries, hostels for boys and girls, sports centre, health centre, canteen, coaching centres for SC, ST, OBC and Minority Sections, Research promotion cells, scientific and instrumentation centre and other allied facilities the University has attained greater heights in quality and excellence. By starting new courses and providing new and state of the art facilities in e-education, it has also cast its network for attaining the objectives of greater access and inclusiveness in higher education. The University is all set to scale new heights in promoting value based traditional and professional education realized through its curriculum and learner support systems.

The University contributes in national development through knowledge creation, knowledge sharing, knowledge dissemination, research and innovation in diversified fields and developing professionally competent productive citizens.

- ***Fostering global competencies among students***

University's BoS have freedom to design course curriculum as per the current requirements of the industries or organizations. University fosters global competencies among students by providing them most modern, industry ready and competent course content in the academic programs. Most of the PG programmes are such that they foster ability in students to get admissions in further higher programs like Ph.D. and M.S. programmes in foreign countries. Through the latest up-to date syllabus students are also able to understand and imbibe global competencies. Many of the students are placed in top companies due to globally competent curriculums of the University.

Inculcating a sound value system among students :

The University has NSS centre which is involved in community based services which includes activities like literacy drive, health care and immunization, environmental improvements projects, tree plantation etc.. The Gandhian studies, yoga Centre,

women cell, skill development by foreign language department, sport activities revolves around the notion of overall personality development of students and imbuing within them the sound value system. Regular workshops, seminars, lectures of eminent speakers are hosted by these centres and other departments which together promotes sound value system in students and others. The value system inculcated by the students is also reflected in their activities in the public domain through: blood donation camps, campus cleanliness drive, tree plantation drive etc.

Promotion of Technology:

Almost all of the School of Studies and Institutes of the University using computers and using ICT in teaching–learning process. Most of the important activities like admission, enrollment generation, filling of examination forms, revaluation forms, fee depositing related activities are made online. In near future University planning to online more activities. The University also using MIS for payroll and accounting.

Quest for Excellence:

The quest for excellence in the University is reflected in the following ways:

- (i) Large number of high quality research publications by faculty and students as evidenced by the high impact factor, h-index and other such values.
- (ii) State-of-the-art laboratories which function in a vibrant manner with a highly motivated faculty and enthusiastic students.
- (iii) Some of the University Departments are at par at the National/International level; with internationally recognized faculty most of whom have been abroad on prestigious fellowship/exchange programmes.

6.2. Strategy Development and Deployment

6.2.1. Does the University have a perspective plan for development? If yes, what aspects are considered in the development of policies and strategies?

• ***Vision and mission***

With its rich heritage and bright future, the University has developed its own Vision Document that is rooted in the academic aspirations of the country as envisioned in the National Educational Policy and focused on a synthesis between the regional and the global needs and objectives. With its guts to woo the ultramodern with a strong foothold in the tradition, the University has been enticing a studentship that is a microcosm of the Indian Youth at large. With a clarity of vision and a sense of determination, the University has been making efforts to make the national aspirations in higher education a concrete reality. Be it teaching or research, academic administration or examination, promoting its culture and heritage or innovation e-education, the University has set new trends in higher education. Many of its accomplishments have probably no parallels in the recent history of higher education system in India. The construction of Vikram Sarovar and the plantation of Sanjeevani Vrind can be put in this category.

• ***Teaching and Learning***

University, with its twelve faculties (Arts, Social Sciences, Physical Sciences, Life Sciences, Education, Management, Information Technology, Commerce, Law, Medicine, Engineering and Ayurveda), twenty one Schools of Studies (Hindi, English, Sanskrit, Library and Information Science, Russian Language, Jyotirvigyan, Ved, Political Science & Public Administration, Economics, Ancient Indian History, Culture & Archeology, Commerce, Sociology, Philosophy, Physics, Chemistry, Mathematics, Statistics, Geology, Zoology and Biotechnology & Continuing Education), seven Institutes and centres (Institute of Pharmacy, Institute of Environmental Management and Plant Sciences, Institute of Computer Sciences, Pt. Jawaharlal Nehru Institute of Business Management and **Scindia Oriental** Research Institute, Institute of Engineering and Technology and Ambedker Peeth), NSS Training and Orientation Centre and 154 affiliated colleges spread across six districts of the Western Madhya Pradesh and with a large number of private studentship, Vikram University makes a qualitative difference in the lives of millions of learners. With facilities like central as well as departmental libraries, hostels for boys and girls, sports centre, health centre, canteen, coaching centres for SC, ST, OBC and Minority Sections, Research promotion cells, scientific and instrumentation centre and other allied facilities the University has attained greater heights in quality and excellence. By starting new courses and providing new and state of the art facilities in e-education, it has also cast its network for attaining the objectives of greater access and inclusiveness in higher education. The University is all set to scale new heights in promoting value based traditional and professional education realized through its curriculum and learner support systems.

- ***Research and Development***

University has earned a well reputed image in the field of Research and development. Many research projects are undertaken by the teachers of the University. The University is committed to take significant steps for initiating research oriented courses in future. University provided guidelines to the chairman of BoS to include research oriented subjects which will provide a solid base for doctoral degree programme. The University shall focus on regional issues in research in specific and on other fundamental and challenging issues in science, social sciences and humanities in general. Ph.D. programmes will be made highly interdisciplinary in nature.

- ***Community Engagement***

The University actively participates in NSS and NCC. Frequently, NSS camps are arranged for promoting community service. Teachers and students of the University regularly organizes socially relevant outreach activities on number of issues such as energy, environment conservation, female feticide, green earth awareness, health and sanitation, rural up-liftment etc.

- ***Human resource planning and development***

The University has perspective plan for development. The University takes care of its human resources. Employees are given utmost importance and their needs are

recognized well. The service rules are made transparent and they are benefited with PF, Gratuity, Pension etc. are provided. The faculty and staff are entitled with other benefits like CL, EL, ML, adequate vacation, accommodation in quarters for faculty inside the campus, in-house dispensary etc. Pay slips are put up online every month and the salary is credited to the salary account of the employees on the last working day of every month. The University frequently arranges for training programmes in-house and also deputed to other organization for acquiring balanced skills (technical skills, teaching skills, soft skills etc.) from all dimensions. To promote quality University encourages quality improvement programmes and deputed faculty on leave for higher education. Their progress is monitored and based on their achievements incentives are paid, accounted during their appraisal based on which promotions are implemented. The University has adopted a mandatory Self-Appraisal Method to evaluate the performance of the faculty in teaching, research and extension programmes. At the end of the academic year every teacher is given an Academic Performance Indicator (API) form on the basis of the UGC regulations and use it for Career Advancement Scheme.

- ***Industry interaction***

The University has developed several ways for its direct interaction with various industries i.e., by inviting experts from the industries and organizing lectures, conferences and workshops, motivating students for their internships in industry, motivating students and faculty members for research and consultancy projects etc. Both UG and PG students are motivated to undertake their end semester project in the relevant industries of their domain, thus exposing and preparing them to meet the real time requirement in the industry.

- ***Internationalization***

Most of the faculty members in the university are exposed to foreign universities and have developed informal collaborative linkages with scholars working in their research areas. Many teachers are contributing to many international research journals and conferences as editor, reviewer or member.

6.2.2. Describe the University's internal organizational structure and decision making processes and their effectiveness.

The University's internal organizational structure and decision making processes has been centralized. The decentralization starts from the various authorities of the University itself. While the apex body of the University, Executive Council (EC) primarily is responsible to administer the funds and properties of the University, the Academic Council is rest with the responsibility of maintenance of standards of instruction, education, and examination of the University.

The Vice Chancellor is Principal Administrative and Academic Officer of the University. Vice Chancellor is also Chairperson of Executive Council, Academic

Council, Standing Committee, Academic Planning and Evaluation Board and Finance Committee. The Executive Council of the University includes two Professors on seniority basis for three years, four Deans of the Faculty and four College Principals (on seniority basis). Other bodies of the University have also the predominance of Academic members. Head of the Departments chair the Departmental Committee meetings where departmental matters are discussed and decisions are taken. Then after, the decisions are communicated to the University for implementation. The University has a well established democratic and transparent functional organizational structure as per UGC guidelines and the governance system for planning, implementing, monitoring and evaluating the administrative and academic functions of the Departments.

The various officers of the University responsible for administration are:

- Vice Chancellor
- Rector
- Registrar
- Finance Officer
- Controller of Examination
- University Librarian
- Dean Students Welfare
- Proctor
- Deans of Faculties
- Heads of Departments

6.2.3. Does the University have a formal policy to ensure quality? How is it designed, driven, deployed and reviewed?

The University's commitment of quality improvement strategies is to ensure transparent and equity based admission, value based and value added quality teaching & learning, sufficient focus on students' career building. The different quality improvement strategies in different vital areas are focused on the vision and mission of the University.

Formal Policy to Ensure Quality

University Act empowers Academic Council the authority to fix qualifications and experience of Faculty, and permits no deviation from it. University has a formal policy to ensure quality. All Faculty members are appointed according to qualifications and experience prescribed by UGC regulations. All faculty and staff follow Code of Ethics prescribed in UGC Regulations.

Design and Deployment of Formal Policy to Ensure Quality

Performa based assessment has been deployed in place since 2010 after decision of Standing Committee of the Academic Council. Annual Quality Assurance Reports are filed by each School/Institute. It is submitted to University. All Quality assuring policy, selections on merit and as per UGC/AICTE guidelines, the feedbacks of

Students and Comprehensive Viva Voce Board and suggestions from stakeholders are followed and deployed in the Schools/Institutes.

Review of Formal Policy to Ensure Quality

Department and University IQACs review the quality each academic year. Departments submit Annual Quality Assurance Reports as per UGC guidelines to IQAC Cell. Quality policy is designed, driven and deployed in such a way that students are served in the best possible way by the Faculty and Staff.

6.2.4. Does the University encourage its academic departments to function independently and autonomously and how does it ensure accountability?

Yes, the University encourage its academic departments to function independently and autonomously and also ensures accountability. University encourages its academic departments and has empowered under Ordinance 31 each School/Institute to function independently and autonomously in curriculum development, course plans, examination and evaluation and most academic and many administrative aspects.

Academic independence and autonomy is under the overall control of Board of Studies and Academic Council. This as well as Ordinance clauses ensure accountability. Examination and evaluation independence and autonomy is under the overall control of Vice Chancellor. Almost all decisions of the Schools/ Institutes are taken at that level only through Departmental Committee.

Annual progress report and Annual Quality Assurance Report (AQAR) prepared as per UGC guidelines by the School/ Institute are submitted to the University and IQAC. Submission of PBAS to administration and IQAC by each Faculty ensures accountability.

6.2.5. During the last four years, have there been any instances of court cases filed by and against the Institute? What were the critical issues and verdicts of the courts on these issues?

Around 109 court cases are registered during this period. Most of the cases are of routine nature related with age of retirement, examination, evaluation related. University has developed fair practice to implement the decision/order of the Honourable High Court within the framework of time and rules.

6.2.6. How does the University ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

In our University each School/ Institutes have Departmental Committee to attend to grievances/ complaints. Grievances/ complaints are promptly attended to and resolved effectively due to efforts at the Departmental level itself. University level GRC also exists. In some cases of grievance/complains university authorities generally constitute committees so as to address the issue in effective manner. As and when the committee receives complaint, they meet immediately, review and resolve the problems. They also ensure that necessary actions are taken. Suggestions/ complaints box is also placed in the main administrative building to serve the purpose. University also organizes “Jan Sunwai” on second Monday of every month. University official’s

invites grievances/complaints from the students and most of the time complaints are solved at that time only or necessary instructions are issued to the concerned person for immediate necessary action.

6.2.7. Does the University have a mechanism for analyzing student feedback on institutional performance? If yes, what was the institutional response?

Yes, the University entertains feedback from the students on the continuous basis. students evaluate their subject teachers using the specified questionnaire. The University has also a complaint redressal cell where the grievances from the students end are received heard seriously and redressed as and when required.

6.2.8. Does the University conduct performance audit of the various departments?

At the University level IQAC conduct academic performance audit of each Department. Academic performance audit by external experts also planned.

6.2.9. What mechanisms have been evolved by the University to identify the developmental needs of its affiliated institutions?

A statutory College Development Council (CDC) as per Ordinance 20 has been constituted by the University. CDC identifies the development needs of affiliated institutions. DCDC monitors the functions of CDC under the overall control of Academic Council.

The Director, College Development Council shall hold meetings of the College Principals with a view to apprising them of the way in which the College Development Council can function effectively for the development of the College. To fulfil this objective, the college Development Council consults with the other Bodies of the University concerned. All such steps may fit in for the promotion, co-ordination and raising the standard of education in colleges and for the purpose of performing its functions.

6.2.10. Does the University have a vibrant College Development Council (CDC) / Board of College and University Development (BCUD)? If yes, detail its structure, functions and achievements.

Yes, there is a well defined structure of the College Development Council with Vice-Chancellor as its chairperson. The major function of the CDC includes development and upliftment of the quality of education in the colleges, co-ordination between the affiliating University and the colleges, overall supervision of the functioning of colleges to ensure that it is being run according to the prescribed rules and regulations. It acts as policy-making body with regard to proper planning and integrated development of colleges, conducts surveys of all affiliated colleges, district – wise, with a view to preparing and maintaining an up to date profile of each college under the University, revising the existing facilities and identifying the needs and gaps that need to be filled for the development of colleges and make such information available to the UGC and other concerned Bodies, ensuring regular appointment of principals and teaching staff in affiliated colleges.

6.3. Faculty Empowerment Strategies

6.3.1. What efforts have been made to enhance the professional development of teaching and non-teaching staff?

The University has been showing continuous interest in catering to the necessities of professional development of its teaching and non-teaching staff.

Teaching Staff:

The University promotes professional development of the faculty to the greatest possible extent through following efforts:

- (i). Sponsoring/allowing faculty members to participate in National/International Conferences, Seminars, Workshops and lectures.
- (ii). Eminent scholars and top scientists are invited for lectures/lecture series to the University for the professional enrichment of faculty and students.
- (iii) Various facilities are provided to those going abroad/national for professional development e.g. study leave, travel grant, sabbatical, duty leave.
- (iv). The faculty members from different Departments are motivated to attend the orientation and refresher courses regularly.
- (v). The faculty members from different departments are also encouraged to engage in research activities, associating with professional bodies, presenting their research outcome in the conferences and seminars at national and international levels, participation in workshop and also conducting workshops and conferences and seminars.

Professional Development of Non-Teaching Staff:

Institute of Computer Science of the University conducted many Computer Literacy, Education and Training Programmes for non-teaching staff. It gives the staff a general awareness of the user and benefits of computers in University operations.

6.3.2. What is the outcome of the review of various appraisal methods used by the University? List the important decisions.

University uses two types of appraisal methods. One is yearly submission of Self Appraisal Proforma (SAP) and other is UGC prescribed Performa Based Assessment (PBAS) Performa for assessment performance indicator (API). Each Faculty fills the SAP and (PBAS-API). Head of School/ Institute writes the confidential report for teaching Faculty based on SAP at the end of the academic session. Professors submit SAP and PBAS Performa directly to Vice Chancellor. Vice Chancellor comments on the report. If it is found that a faculty performance for research or in classes is not up to the mark, then a note is issued by University and reasons for it are sought. Outcomes of analyses of PBAS-API and SAP have led to increase in research performance, interest in seminar participations, and self initiatives and motivations for undertaking the University activities.

For non-teaching staff, the annual confidential reports (ACRs) are normally used for promotions and also to identify quality work among the staff and give promotions up to the Superintendent level based on merit.

6.3.3. *What are the welfare schemes available for teaching and nonteaching staff? What percentage of staff have benefitted from these schemes in the last four years? Give details.*

A large number of welfare schemes have been designed by the University for the benefit of teaching and non-teaching staff, Residencies for teaching and non teaching staff, group insurance scheme, Health Center, sports facilities, relaxation on admission fee for the wards of teaching and non teaching staff on different courses etc. Housing loan, grain advance loan etc are available for teaching and non-teaching staff of the University.

6.3.4. *What are the measures taken by the University for attracting and retaining eminent faculty?*

The University is being a reputed and well sought after one both by the students and the teaching community. The employment here is considered as a recognition of their talent and honour to them. They also have very good respectability in the other academic circles. All the above has made the attraction of well talented and eminent faculty a simple affair for the University.

University provides good service conditions that include academic autonomy, hardly any hierarchy in academic matters, easy access to highest authority for discussing of the problems and suggestions. Provision of all faculties to conduct research and teaching in the area of their interest. University provides an atmosphere of discipline among students and administrative staff to promote a sense of dignity and worth amongst teachers.

The University is also encouraging in their research by providing:

- Full academic autonomy
- Duty leave for research pursuit
- Sabbatical leave to the faculty for pursuing their research
- Encouragement for pursuing research in foreign institutions and laboratories
- Additional increments at the time of recruitment

6.3.5. *Has the University conducted a gender audit during the last four years? If yes, mention a few salient findings.*

Although there is no formal Gender Audit, however, gender data both for students and teachers are collected annually from each department and shown in departmental evaluation report.

6.3.6 *Does the University conduct any gender sensitization programmes for its faculty?*

Yes

6.3.7. What is the impact of the University's Academic Staff College Programmes in enhancing the competencies of the University faculty?

Not applicable.

6.4. Financial Management and Resource Mobilization

6.4.1. What is the institutional mechanism available to monitor the effective and efficient use of financial resources?

The University has a mechanism to monitor the effective and efficient use of financial resources. Financial Code of State University for the management of its financial resources. All purchases are made strictly as per the procedures specified in the regulations. All purchases above Rs. 1 lakh are through open tender. University Purchase Committee recommends all purchases above Rs. 5,000/-. The Financial sanction of Executive Council is required for all purchases above Rs. 5 lakhs. A full fledged Account Section headed by a Full time Finance Controller, deputed by the State Government, takes care of all financial matters and various requirements of the Department. The University is subject to pre-audit by Resident Auditors deputed by Government of Madhya Pradesh and post audit by the Office of the Accountant General of Madhya Pradesh for the audit of its activities and transactions for effective and efficient utilization of resources. The Stock registers, cash books and ledger for all purchase are maintained by the University and Departments.

6.4.2. Does the University have a mechanism for internal and external audit? Give details.

Yes, the University has a system of both internal pre-audit and external post-audit mechanisms. The internal pre-audit is conducted by the Resident Auditors deputed for the University by State Government. The external post-audit is carried out by the office of Accountant General, Gwalior.

6.4.3. Are the institution's accounts audited regularly? Have there been any major audit objections, if so, how were they addressed?

The accounts of the University are regularly audited by Resident Auditors of Local Fund Department, Government of Madhya Pradesh at the end of every financial year. The account of the University is also seen by the Office of Accountant General of Madhya Pradesh. The audit observations are complied with after detailed scrutiny to the satisfaction of the audit team. There is, no major audit objections during the recent past.

6.4.4. Provide the audited income and expenditure statement of academic and administrative activities of the last four years.

Rs in lacs

	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Income	1999.35	2740.48	3326.47	3814.42	4413.74	3495.75
Expenditure	2191.86	2747.47	3050.74	3535.52	3787.15	4203.46

6.4.5. Narrate the efforts taken by the University for Resource Mobilization.

Resource mobilization efforts taken by the University includes such as a number of self – financed courses have been initiated and are being successfully conducted in the University. The affiliation fees and projects funded by the government assist substantially in consolidating financial position of the university. Furthermore, a marginal increase in fee structure of various courses which includes laboratory and library is made.

6.4.6. Is there any provision for the University to create a corpus fund? If yes,give details.

Yes

6.5. Internal Quality Assurance System

6.5.1. Does the University conduct an academic audit of its departments? If yes,

After the first NAAC accreditation in the year 2002, after that IQAC has been reconstituted in the year 2009. IQAC has been reconstituted time to time for effective functioning. University IQAC find the strengths and weaknesses and perform the Academic Audit of each School/Institute each year and recommend the actions for next year. University IQAC review the quality of research, library resources and student teaching learning processes annually using academic audit reports. Apart from University IQAC, each department has active functional Departmental Committee (DC).

6.5.2. Based on the recommendations of the academic audit, what specific measures have been taken by the University to improve teaching, learning and evaluation?

Specific measures are taken by the Schools/Institute to improve (i) teaching learning processes in the subjects identified for improvement, (ii) library by purchase of books and enhancing e-resources (iii) on-line processes and (iv) research activities.

6.5.3. Is there a central body within the University to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome.

Yes, there is a central body in the University to continuously review the teaching learning process called the Internal Quality Assurance Cell (IQAC). The primary objective of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the Institution.

Structure: The IQAC was reconstituted in December, 2009. Following is the present constitution:

❧	Prof. S. S. Pandey	:	Chairman (V.C.)
❧	Prof. S.K. Ghosh	:	Member
❧	Prof. Achla Sharma	:	Member
❧	Prof. B.S. Chouhan	:	Member
❧	Prof. H.P. Singh	:	Member
❧	Prof. D.M. Kumavat	:	Member
❧	Prof. Alka Vyas	:	Member
❧	Dr. Rameshwar Soni	:	Member
❧	Dr. Kamlesh Dashora	:	Member
❧	Dr. S.C. Arya	:	Member(Registrar)
❧	Prof. Tapan Choure	:	Member/Secretary
❧	Shri Babulal Jain	:	Member
❧	Shri Ramesh Saboo	:	Member
❧	Shri Sanjay Sharma	:	Member

Strategies: the IQAC has evolved concrete strategies for fulfilling the objectives outlined above. These strategies pertain to the evolution of mechanism and procedures for:

- (i) Ensuring timely efficient and progressive performance regarding all academic, administrative and financial tasks.
- (ii) Ensuring relevance and quality in all academic and research programmes.
- (iii) Ensuring equitable access with affordability to all academic programmes of the University especially the socio-economically weaker sections of society.
- (iv) Optimization and integration of modern/contemporary methodologies in the teaching learning continuum.
- (v) Ensuring transparency and credibility in the process of evaluation.
- (vi) Ensuring that all support services and structures are well maintained and function efficiently.
- (vii) Evolve newer mechanisms for research sharing and networking with other institutions nationally as well as internationally.

6.5.4. How has IQAC contributed to institutionalizing quality assurance strategies and processes?

IQAC has institutionalized the School/Institute students' feedback, hostel students' feedback, stakeholder interactions and academic audit processes. The preparation of departmental academic calendar, course plans, remedial classes, and induction and orientation activities, mentoring processes, academic audit and career counselling activities have institutionalized the quality assurance strategies and processes.

6.5.5. How many decisions of the IQAC have been placed before the statutory authorities of the University for Implementation?

Many recommendations of the IQAC have been placed before the statutory authorities of the University time to time for implementations.

6.5.6. *Does the IQAC have external members on its committees? If so, mention any significant contribution made by such members.*

Yes, there are two external members in the University IQAC.

6.5.7. *Has the IQAC conducted any study on the incremental academic growth of students from disadvantaged sections of society?*

No, The IQAC has not yet conducted such a study.

6.5.8. *What policies are in place for the periodic review of administrative and academic departments, subject areas, research centers, etc.?*

There are four such policies that are instrumental in making periodic review of various University bodies:

- (i) Periodic collection of feedback from various stakeholders.
- (ii) Periodic review so as to ensure timely completion of prescribed targets.
- (iii) Review of research standards on the basics of internationally accepted indicators e.g. citation index, impact factor, h-index.
- (iv) To motivate Board of Studies in all subjects to review and modify different syllabi in the UTD and affiliated colleges.

These and other such policies have led to sea change in the quality of teaching learning and delivery of goods and services of the University.