

REPORT

**Thapar University
(Deemed University)
Patiala 147004, Punjab
Date of Visit: 2nd June 2009**



**Distance Education Council
IGNOU, Maidan Garhi, New Delhi-110068**

I. Institutional Contact Information:

Name of the Applicant University / institution	Thapar University, Patiala
DE Institution	Department of Distance Education, Thapar University, Patiala
Head of the Institution	Dr. Abhijit Mukherjee
Designation	Director
Address	Thapar University Thapar Technology Campus Bhadson Road PATIALA – 147004 (PUNJAB)
Telephone	0175-2393001 0175- 2363007
Email	director@thapar.edu
Year of Establishment of DEI	2006
Year of starting DE programmes	2007
Recognition status as per UGC Act, 1956 under Section	a. 12 (B) b. 2 (f) c. 3 ✓ d. Any other
Jurisdiction of the University/ Institution as per Act/ MoA	Patiala, Punjab

II. Members of the Visiting Expert Committee

- 1. Prof O P Mishra** **Chairperson**
Pro- Vice Chancellor,
Indira Gandhi National Open University
Maidan Garhi, New Delhi-110068.
- 2. Prof M S Turan** **Member & UGC nominee**
School of Business Studies
Guru Jambheshwar University of Science and Technology
Hisar-125 001, Haryana
- 3. Prof K K Uppal** **Member & AICTE nominee**
Retd Professor
Punjab University
Chandigarh - 160 014
- 4. Prof Ajit Kumar,** **Member**
Director, SOET,
Indira Gandhi National Open University
Maidan Garhi, New Delhi-110068
- 5. Dr Dev Kant Rao** **Member Coordinator**
Deputy Director
Distance Education Council
IGNOU, Maidan Garhi, New Delhi-110068

Important for Committee Members:

All the findings reported by the Committee need to be supported by evidence such as documents, photographs etc. The members of the Committee are liable for the authenticity of these evidences.

EXPERT COMMITTEE REPORT

Date: 02/06/2009

Name of the Institution & Address:

**Thapar University
Thapar Technology Campus
Bhadson Road
PATIALA – 147004 (PUNJAB)**

I. Institutional Information:

I. Institutional Information:

Type of Institution:	Deemed to be University declared by the MHRD, Govt of India and notified under Section 3 of UGC Act, 1956
Year of Establishment:	1956
Recognition Status:	Under section 3 of UGC Act 1956 vide notification No. F.9-12/84-U.3 dated 30 th December 1985
Jurisdiction:	Patiala, Punjab

II. Academic Programmes & Faculty Position:

Number of programmes on offer: 5

Specify programmes as:

	Awareness programs	Certificate	Diploma	UG	PG	PG Dip	Research degrees	Total
General	-	-	-	-	-	-	-	-
Professional	-	-	-	6	2	-	-	8
Technical	-	-	-	-	-	-	-	-
Vocational	-	-	-	-	-	-	-	-
Total	-	-	-	6	2	-	-	8

How many programmes are offered in:

National Language - **NIL**

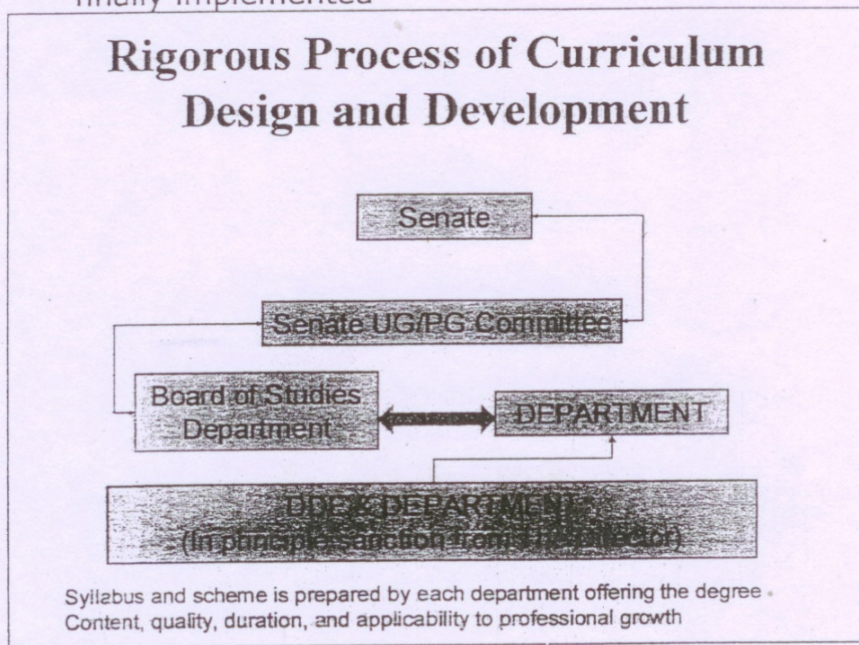
Regional Language/s - **NIL**

English Language - **08**

- **Comments on the course design and development process followed by the institution.**

1. Department proposes the course in Planning and Monitoring Board (PMB) - a statutory body of University, with detailed need analysis
2. After approval from PMB the department designs the course scheme and syllabi in consultation with DDE
3. The scheme is presented to Board of Studies of the Department, which includes experts from industry and academia
4. After necessary inputs from BOS the scheme is forwarded to SUGC/SPGC

5. After approval from SUGC/SPGC the scheme is discussed in Senate, where outside expert members also give their valuable suggestions
6. After approval from Senate the scheme and syllabi is finally implemented



- **Comment on the linkage of the institution with industry/government/NGOs etc. in development and delivery of programmes.**

The University has strong linkages with industries, Government offices/Boards/Organizations like Punjab State Electricity Board, Mandi Board, B&R, Tata consultancy Services, Punjabi University etc.

The key features of Curriculum development at the Thapar University include:

- Involvement of persons from industry and academia
 - Content almost same as that for regular course
 - A compulsory Lab course in first five semesters
 - Industrial Project work in sixth semester
 - Electives in sixth semester
 - Teaching Aids (A/V tools, e-resources etc.)
- **Academic flexibility**
 - Normal Course duration is Six semesters

- Maximum duration is Twelve Semester
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- **Feedback on curriculum**
 - Continuous feedback from students is obtained regarding courses
- **Curriculum update**
 - First batch graduating in 2010
 - Curriculum shall be updated after the first batch graduates
- **Comment on the faculty strength, discipline wise:**

The University has following faculty, discipline wise.

Civil Engineering	:	12
Computer Engineering	:	16
Electrical Engineering	:	15
Mechanical Engineering	:	11
Master of Computer Applications:		07
Total	:	61

The faculty members of Thapar University are involved in the delivery of programmes through distance education mode in the following manner:

- Experienced faculty members of university are teaching the students of DDE during PCP, Online lectures and lab classes
- Assignment/Exam/Quiz preparation and checking by regular faculty
- Faculty can be contacted personally/email/telephone to give information, guidance and advice at various stages of study.

III. Staffing:

Total Staff strength at HQs:

Academic	:	61
Administrative	:	6
Technical/ Professional	:	4
Any Other	:	Nil

Ratio of Teaching Vs Non-Teaching Staff at HQs : **1: 0.79**

Comment on faculty development during the last 3 years

The faculty of Thapar University, Patiala has been actively engaged in Research and development in addition to teaching. The University has produced many research papers, patents and articles during last three years. In addition the faculty has also been trained on Writing Self Instructional material and Use of iLinc software for delivery of programmes through distance education mode.

Comment on the participation of faculty improvement programmes in the area of distance education.

- Faculty members have attended a workshop on "Writing a SIM"
- Faculty members trained on attended workshop on the use of iLinc software

Training and development programme organized

- DDE organized a workshop on "**Writing Self Instruction Material**" at Thapar University.
- Resource person were from IGNOU
- 30 Faculty members attended the workshop
- Special Lecture on "New Learning Design" delivered by **Dr. Madhu Prahar**, Reader, IGNOU, Delhi
- Special Lectures "Engineering Programmes (An Overview)" delivered by **Dr. Manoj Kulshreshta**, Reader, IGNOU, Delhi
- 1 week training program on **iLinc software** on "How to deliver online lectures" given to around 45 faculty members in December, 2008.

IV. Infrastructure:

Infrastructure available at HQs

- Earmarked sufficient building space for housing administrative and academic activity
- material storage and dispatch
- library

Built up area: Total Built-up area: 29288 sq m

Other details

- Administrative block: 1738 sq m
- Academic block: 17926 sq m

- Library:	2180 sq m
- Information centre etc:	NA
- Ware House:	200 sq m
- Studio:	NA
- Counselling rooms:	20 sq m

Comment on adoption of technology by the institution:

The institute is making full use of ICT in the delivery of programmes. The main technological interventions that has been adopted/innovated by the Thapar University, Patiala include:

- iLinc software for delivery of online lectures through internet
- Interactive classroom where lecture can be recorded in .avi format
- Full use of ICT for students assignment/ marks/ grade/ registration details/ SIM dispatch/receipt details
- Digital library
- Moodle software as Learning management system

INFRASTRUCTURE

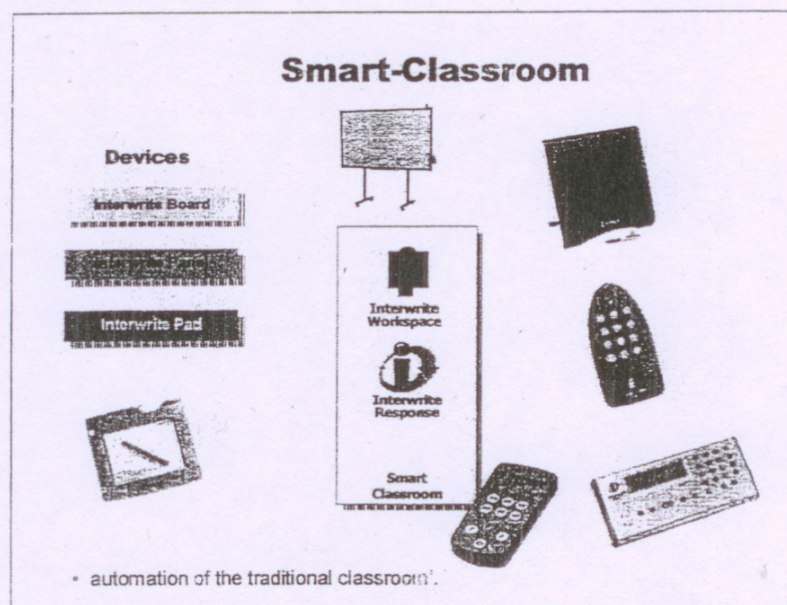
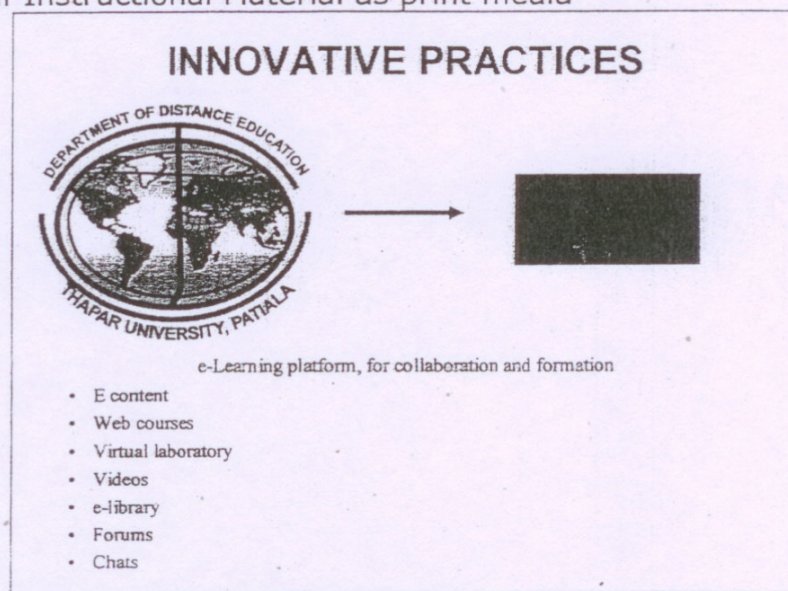
• Server	1 No.
• iLinc Software	10 User
• LCD projector	1 No.
• Video Recording Camera	1 No.
• Laptops	5 No.
• Personal Computers	7 No.
• Photocopy Machines	2 No.
• Printers	2 No.
• Inter-write boards	4 No
• On line Digital Library	10 User
• NPTEL Material	
• Labs in each department	

V. Teaching Learning Methodology:

Comment on the use of media in the delivery of course content/instruction

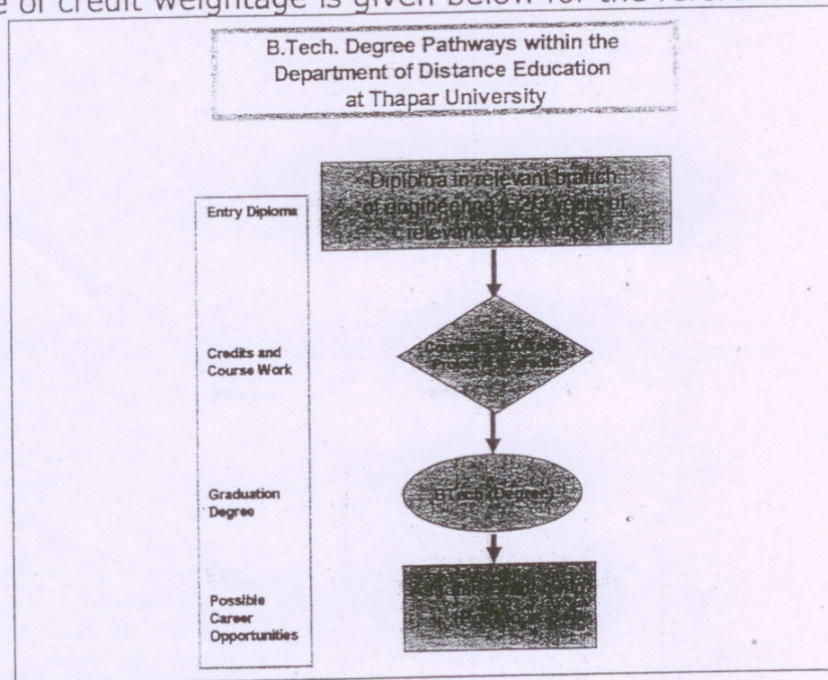
Thapar University uses a blended mix of Self Instructional material and technology for delivery of programmes through distance education mode. The University is using:

- iLinc software for lecture delivery as online medium
- Digital library for students as online medium
- Self Instructional Material as print media



Is the credit system being followed? Then how it is applied?

Yes, the University is using Credit system in course delivery. A typical example of credit weightage is given below for the reference:



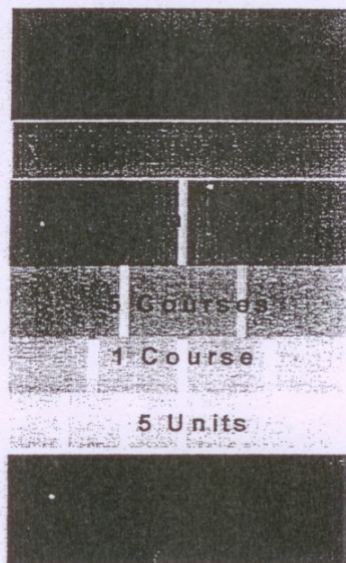
Comment on the learning package. How many programmes offered by the institution are in self learning format? Name them.

The university is offering BTech, MCA and MBA programmes in self learning format combined with digitized media of instructions. The key features of the Learning material developed by the University is as under:

- Authored by faculty of Thapar University
- Guidelines for writing SIM
- Clear description of content
- Clearly identified and measurable learner outcomes/objectives
- Self-explanatory, Self-contained, Self-directed
- Self-motivating, Self-evaluating, Self-learning
- Reviewed by faculty of IITs

SELF INSTRUCTION MATERIAL

- Each course is divided into five units
- Objectives at the beginning of each unit
- Solved examples in respective sections
- Unsolved problems with answers
- Short answer type problems
- Easy to understand language
- TU is spending around 1 Lakh on development of a SIM



Any suggestions for improvement of the learning package

The learning package developed by Thapar University, Patiala is excellent in nature. The University has taken lot of importance to maintaining the quality in development of SLM. The SLM has regularly been reviewed by the faculty of IITs.

VI. Evaluation System:

Does the institution follow continuous evaluation system? If yes explain the methods and percentage of continuous evaluation in the overall assessment.

Yes, the University follows continuous evaluation system on the basis of Assignments, PCP and End Semester Examination as per following weightage.

Component	Assignments	Quiz	End Semester Examination	Laboratory Evaluation
Theory Course	25%	10%	65%	--

Lab Course	--	--	--	100%
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- Two assignments for each course
- Applied/field based problems
- Case studies wherever applicable
- Thorough checking and comments on assignments
- Comments to be discussed during PCP/Online lectures

Comment on the method adopted for conduct of term end examination and all related activities

- All term end examinations are conducted by Thapar University
- A separate committee is constituted by Director for conduct of examinations
- End semester examination conduct committee along with Dean of Academic affairs (DOAA) prepare the centre wise/subject wise/ Date wise sealed packets of question papers.
- Director appoints observers at all centres where exams are conducted
- Observer is responsible for carrying of question papers from TU to exam centre, opening and sealing of question papers/answer sheets, handing over the sealed answer sheets to Exam conduct committee at TU
- Observer is also authorized to forward any UMC case to DOAA through DEI.

Credit based result System

- Six letter relative grading system:

Letter Grade	Performance	Grade Point
A	Excellent	10
B	Good	8
C	Average	6
D	Marginal	4
E	Exposed	2
F	Poor	0

- A, B, C & D grade : These grades are the pass grades. A student is eligible to earn these grades only if he/she has secured minimum of 20% marks in the End Semester Exam.
- 'E' grade: This grade is fail grade. E grade will be awarded to a student if he/she has completed his/her assignments and attended the PCP successfully but could not pass the course. For this course(s) the student will be required to appear in the End Semester Examination only i.e. marks secured in assignments and PCP will be carried over.
- 'F' grade is a fail grade and is awarded as a result of a dropped course(s) or on the basis of penalty for Unfair Means. The student cannot retain the awards earned in assignments and quiz.

Any suggestions, if any, for improvement of the evaluation system.

The University has taken due care in maintaining the standards of examination for its distance education learners in the similar manner as for its regular course learners.

VII. Admission:

What are the trends of student enrolment?

- The University offer B.Tech programmes to only working professionals who have already acquired diploma in respective fields. It conducts entrance examination for the distance education courses also.
 - There is a great demand of Thapar University B.Tech programme amongst working professionals from Private sector/Semi government sector/ Government sector
 - Students from all over India are joining Thapar University B.Tech Program
 - Males are more in number as compared to females
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How do they admit students? Is there any flexibility with regard to entry and exit?

Admission to B.Tech (Distance Education) Programme is conducted twice in a year (February / March and August / September) through

Entrance Test

Counseling / Admission (based on entrance test merit)

For which programmes does the institution conduct entrance examination? Who conducts the entrance examinations?

For all B.Tech, MCA and MBA program the entrance test is conducted. Thapar University itself conducts the Entrance Examination

Comment on the publicity measures adopted by the institution.

The publicity is done through
Thapar University Website
News papers

In case the institution admits overseas students, then what is their percentage to the total enrolment and their geographical spread?

Yes, University offers program to overseas students as well but no student has been admitted so far in distance education programmes

VIII. Learner Support Services:

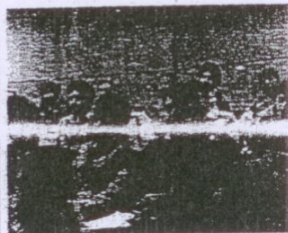
What kind of learner support system the institution has adopted (2 tier, 3 tier, direct to home etc.) ?

1. On Line system
2. SLM

What media and technology are being used for providing learner support service?

Web technology
Print technology

PERSONAL CONTACT PROGRAMME



- One week duration (10 hours a day)
- Flexible schedule for discussions
- Live interaction with faculty
- Laboratory exercises
- Discussions
- Seminars
- Lab exam on last day

ONLINE CLASSROOM SESSIONS

- Around 250 hrs of online live class room sessions per semester are conducted regularly throughout the program to facilitate the learning process.
- These online live class room sessions are conducted over iLinc a web collaborative tool.
- Students are invited to join the session through emails.
- Students can join the online live class room session over internet from their home, office or any cyber cafe.
- Flexible discussions with the faculty
- Live interaction with faculty

In case, they have regional centres and study centres, what kind of infrastructure is available at these centres?

The University does not offer programmes through study centres. All the programmes are offered through its Campus. Thus it has no regional centre of Study centre.

Do they have any mechanism for monitoring of regional centres and study centres etc.? If yes, explain.

Not applicable since all its programmes are offered through headquarters only

Does the institution have any collaboration with industry for supporting the leaning endeavour of their distance learners?

No formal collaboration however the learners get very good placements in the industry on being graduated from the University.

IX. Finance:

Comment on the sources of funding and state whether the institution is: (put tick mark)

- Self financing ✓
- Publicly funded
- Privately funded

Comment on the pattern of expenditure of the institution during the past three years. Analyze their expenditure under the following heads:

ACADEMIC ACTIVITIES				
	Budget Head As given by University	2007-08	2008-09	2009-10

PCP	RF(5)	1.25	15.00	40.00
End Semester Exam. Exp.	RF(8)	2.50	10.00	12.00
SIM Publication	RF(3)	22.00	20.00	35.00
Books and journals	RF(7)	1.00	1.00	1.5
TOTAL		26.75	46.00	88.50
ADMINISTRATION				
	Budget Head As given by University	2007-08	2008-09	2009-10
Advertisement & Publicity	RF(9)	14.00	30.00	25.00
SIM reviewing	RF(4)	28.00	35.00	20.00
Entrance & Admission	RF(6)	3.00	4.50	5.00
Salary		15.00	11.50	16.00
Contingency Expenses	RF(1)	2.50	2.40	4.00
Traveling Expenses	RF(2)	3.00	4.50	7.50
TOTAL		65.50	87.90	77.50
LEARNER SUPPORT				
	Budget Head As given by University	2007-08	2008-09	2009-10
Learner support	CF(2)	5.00	25.00	25.00

All Figures are in Rs. Lacs

X. Any Other Information:

Institutional Commitment:

- The Thapar University, Patiala
 - provides Instructional and technical support.
 - Assure compliance with copyright law.
 - Assure that electronically offered programs and courses meet institution-wide standards.
 - Maintain appropriate academic oversight
 - Assure the integrity of student work and faculty instruction
- Resources are made available by management as and when required for carrying out academic and other student support related activities

3. Free boarding and lodging is provided to students during PCP
4. iLinc software for online lectures
5. Access to faculty by email/Phone
6. University uses E-learning material: Both web based and video courses from NPTEL are made available to the students free of cost
7. University conducts online Entrance examinations for admission to B.Tech programmes
8. The University proposes to offer following programmes through distance education mode:

B.TECH (DISTANCE EDUCATION) PROGRAMME

Note: The B.Tech (Distance Education) programme is open to working professionals only

S.No	Name of Programme	Eligibility
1	B.Tech in Civil Engineering	<p>(I) Qualification Minimum 3 years Diploma in relevant area of engineering or equivalent.</p> <p>Experience Minimum two years of technical experience in any Industry/ Organization.</p> <p style="text-align: center;">OR</p> <p>Qualification Minimum 3 years Diploma in any discipline of Engineering or equivalent.</p> <p>Experience Minimum three years of relevant experience in Industry/ Organization</p> <p style="text-align: center;">and</p> <p>(II) Candidate has to qualify entrance test to be conducted by Thapar University</p>
2.	B.Tech in Computer Science & Engineering	<p>(I) Qualification Minimum 3 years Diploma in relevant area of engineering or equivalent / B.Sc. (Computer Science/Information Technology)/BCA or equivalent.</p> <p>Experience Minimum two years of technical experience in any Industry/ Organization.</p> <p style="text-align: center;">OR</p> <p>Qualification Minimum 3 years Diploma in any discipline of Engineering or equivalent.</p> <p>Experience Minimum three years of relevant experience in</p>

		Industry/ Organization AND (II) Candidate has to qualify entrance test to be conducted by Thapar University
3.	B.Tech in Electrical Engineering	(I) Qualification Minimum 3 years Diploma in relevant area of engineering or equivalent. Experience Minimum two years of technical experience in any Industry/ Organization. OR Qualification Minimum 3 years Diploma in any discipline of Engineering or equivalent. Experience Minimum three years of relevant experience in Industry/ Organization AND (II) Candidate has to qualify entrance test to be conducted by Thapar University
4.	B.Tech in Mechanical Engineering	(I) Qualification Minimum 3 years Diploma in relevant area of engineering or equivalent. Experience Minimum two years of technical experience in any Industry/ Organization. OR Qualification Minimum 3 years Diploma in any discipline of Engineering or equivalent. Experience Minimum three years of relevant experience in Industry/ Organization AND (II) Candidate has to qualify entrance test to be conducted by Thapar University
5.	B.Tech in Electronics & Communication Engineering	(I) Qualification Minimum 3 years Diploma in relevant area of engineering or equivalent. Experience Minimum two years of technical experience in any Industry/ Organization. OR Qualification Minimum 3 years Diploma in any discipline of Engineering or equivalent. Experience

		<p>Minimum three years of relevant experience in Industry/ Organization</p> <p style="text-align: center;">AND</p> <p>(II) Candidate has to qualify entrance test to be conducted by Thapar University</p>
6.	B.Tech in Chemical Engineering	<p>(I) Qualification Minimum 3 years Diploma in relevant area of engineering or equivalent.</p> <p>Experience Minimum two years of technical experience in any Industry/ Organization.</p> <p style="text-align: center;">OR</p> <p>Qualification Minimum 3 years Diploma in any discipline of Engineering or equivalent.</p> <p>Experience Minimum three years of relevant experience in Industry/ Organization</p> <p style="text-align: center;">AND</p> <p>(II) Candidate has to qualify entrance test to be conducted by Thapar University</p>

M.C.A. (DISTANCE EDUCATION) PROGRAMME

1.	M.C.A.	<p>ELIGIBILITY</p> <p>(I) Recognized Bachelors degree of minimum 3 years duration in any discipline with Mathematics at least at 10+2 school level</p> <p style="text-align: center;">OR</p> <p>Recognized Bachelor's Degree of minimum 3 years duration in any discipline with Mathematics as one of the subjects</p> <p style="text-align: center;">and</p> <p>(II) Candidate has to qualify entrance test to be conducted by Thapar University</p>
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M.B.A. (DISTANCE EDUCATION) PROGRAMME

1.	M.B.A.	<p>(I) Recognized Bachelors degree of minimum 3 years duration in any discipline after completing (10+2) or equivalent</p> <p style="text-align: center;">and</p> <p>(II) Candidate has to qualify entrance test to be conducted by Thapar University</p>
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XI. Summary:

Overall comments about the institution:

- The Thapar University, Patiala has adequate infrastructural facility and manpower at its campus. It is committed to run the programmes through the distance education in different areas.
- The University is a quality conscious University offering programmes through distance education mode. It has huge infrastructure in terms of Physical and intellectual resources are concerned.
- The university has sufficient faculty, administrative and supporting staff for the programmes.
- The University has adopted new technological interventions for academic and administrative support to the learners.
- The University has excellent Self Instructional material coupled with use of technology for delivery of programmes. The programmes are delivered through a pre-announced academic calendar. All PCPs and lab support is organized from its campus at headquarters.
- The University has sound Evaluation and examination systems.
- The University seems to have no financial difficulty for sustenance.

Recommendations of the Committee:

The Committee recommends that Directorate of Distance Education, Thapar University, Patiala, Punjab be recognized for a period of five years as per the provisions of the DEC for offering the following programmes through distance education mode:

S. No.	Name of Programme
1.	B.Tech in Civil Engineering
2.	B.Tech in Computer Science & Engineering

3.	B.Tech in Electrical Engineering
4.	B.Tech in Mechanical Engineering
5.	B.Tech in Electronics & Communication Engineering
6.	B.Tech in Chemical Engineering
7.	Master of Computer Applications (MCA)

Put tick mark: Recommended / Not Recommended

Signatures of the members:

OP Mishra

**Prof O P Mishra, PVC, IGNOU
(Chairperson)**

M S Turan
**Prof M S Turan
(Member & UGC nominee)**

K K Uppal
**Prof K K Uppal
(Member & AICTE nominee)**

अजित कुमार
**Prof Ajit Kumar, IGNOU
(Member)**

Dev Kant Rao
**Dr. Dev Kant Rao, DEC
(Member Coordinator)**

Place & Date: Patiala, 2nd June, 2009