

Proposed Action Plan for the University

Objects of the University:

To provide a non-formal channel complementary to the formal system for improvement in the educational system

To encourage transfer of credits & exchange of teaching staff

To provide education & training in various arts, crafts, skills and vocational courses

To provide teachers training required for other institutions

To provide PG courses and promote research

To provide counselling and guidance to its students

To promote national integration & integrated growth of human resources through policies and programmes

Special Features of the University:

Other Universities in the State offering programmes through ODL mode shall dispense with the franchise system and adopt similar methods prescribed in the Act or guidelines prescribed by DEB within stipulated period.

Universities having headquarters outside Odisha but offering Programmes through ODL mode in the State shall obtain approval of the State Government within one year for undertaking such activities in accordance with the guidelines of the DEB.

This will not be applicable to Universities established under any law made by Parliament.

Schools of Studies:

School of Social Sciences and Humanities

School of Sciences and Technology

School of Education (Continuing & Extension)

School of Teacher Education

School of Business and Management Studies

School of Health Care Studies

School of Computer and Information Sciences

School of Agriculture

Any other Schools as the University may deem fit

Programmes to be offered:

Subject to general rules & regulations framed by Center/State Govts., UGC, AICTE,DEB, NCTE and other similar statutory bodies, University shall offer the following:

Certificate in Engineering Science, Paramedical, Foreign Language, Mason & Carpentry;

Diploma in Laboratory technician and computer hardware

Business Management courses;

Computer Application courses;

Graduate & PG level courses;

Teacher Education courses like CT/B.Ed. & M. Ed.

Other Skill Development & vocational Courses

Add-on Courses

Skill Development Education:

The University shall strive to promote Skill Development Education through taking measures for diligent supervision and superintendence aimed at:

Standardization of all skill related education in the State.

Authorities of the University:

The Board of Management

The Academic Council

The Skill Development Education Council

The Planning Board

The Board of Recognition

The Finance Committee

The School of Studies

Officers of the University:

The Vice- Chancellor

The Directors of Schools

The Director, Skill Development Education Council

The Registrar

The Comptroller of Finance

The Controller of Examination

Temporary Office of the University:

Temporary office of the Odisha State Open University is located at Gangadhar Meher University Campus, Sambalpur- 768004 (ODISHA).

Action Plan for the University:

Action Plan is fundamental to strategic planning in the core areas of establishment of different School of Studies, offer of academic programmes, appointment of full-time faculty and support staff, design and development of course material and audio/video inputs, empanelment of part-time faculty and other functionaries, student enrolment, establishment of Regional Centres and Study Centres, training/orientation of faculty/staff in ODL, financial planning, budgeting, formulation of Statutes and Ordinances, infrastructure development in the main campus and purchase of equipments and furniture for the headquarters, regional centres and study centres.

The action plan stated above needs to be aligned with the vision, mission and objects of the University enshrined in the Act, Statutes, Ordinances and Rules of the University. Following goals are to be achieved:

1. Making positive contribution to increase the Gross Enrolment Ratio (GER) in higher education in the State.
2. Increasing access, equity and ensuring excellence
3. Improving employability
4. Ensuring University- Industry interface in Skill-based education
5. Reaching to the unreached in rural and remote areas of the State
6. Promoting inclusiveness in higher education by targeting women, SC, ST, Physically challenged and other disadvantaged social groups.
7. Providing an alternative mode of education to people of the State desirous of seeking knowledge and enhancing qualification.

Establishment of Schools of Studies:

As per the Act, the University is mandated to establish eight Schools of Studies to offer Certificate, Diploma, Under-graduate and post-graduate degrees. Add-on programmes are to be offered to students enrolled in higher education system to increase employability. The broad area identified are social science & humanities, science & technology, continuing & extension education including teachers education, business & management studies, health care studies, computer & information sciences and agriculture. The mandate of the University is to offer certificate courses in engineering science, paramedical, agriculture, foreign language, mason, carpentry and on various arts, crafts, skills and vocation fields. Diploma programmes in laboratory technicians and computer hardware. Teachers training courses like CT/B.Ed./M.Ed. Under-graduate and Post-graduate courses in social science, computer application and business management. Besides designing and developing curriculum and study materials the School of Studies will also be involved in imparting training and pursuing research. The core faculty shall be involved in organizing and conducting refresher courses, workshops, seminars and other programmes for teachers, course writers, academic counselors and evaluators engaged in continuous evaluation as well as end-semester examination.

Social Sciences and Humanities:

Under the broad umbrella of Social Sciences the disciplines of History, Political Science, Sociology, Economics, Anthropology, Public Administration, Tourism Studies, Psychology, Rural Development, Tribal Studies, women & Gender Studies, Library & information Sciences, Population Studies etc. are to be introduced both at under-graduate as well as post-graduate levels. Certificates and diplomas will be offered in areas of Human Rights, Consumer Protection, Right to Information, Disaster Management, Library Automation, Panchayati Raj, Anti- Human Trafficking, Public Policy, Conflict Resolution, Urban Planning etc. Short-tem add-on programmes in allied areas such as Right to Information Act, Consumer Protection Act, Child Labour (Prohibition & Regulation) Act, Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act etc.

Similarly within the area of Humanities the disciplines of Odiya, English, Foreign Languages, Translation Studies, Creative Writing, Feature Writing, Functional English, English Teaching at Primary, Secondary and Senior Secondary Schools will be covered. Bachelor's and Master's Degree programmes in Odiya and English will be offered. Diploma and Certificate level programmes will be designed in other fields.

The above Programmes will be offered in phased manner. In the very first year (2015-16 Session) only Bachelor's and Master's in Arts (few disciplines) will be offered in collaboration with IGNOU/State Open Universities. Students enrolled in these programmes will be provided course material in English but programme delivery, counseling, assignment writing and end-semester examination will be both in English and Odiya (bi-lingual) leaving the choice to students.

Simultaneously, expert committee meeting and course writers meetings will be convened to design and develop programmes in all disciplines both in odiya and English language.

School of Science and Technology:

In the field of Science and Technology, Odisha State Open University proposes to offer Bachelor's and Master's Degrees in Science and Diploma and Certificates in applied science subjects like Geophysics, Analytical Chemistry, Environmental Science, Biodiversity, Climate change, Teaching of Mathematics at Primary Schools, Teaching of

Science, Pollution Control, Sustainable Development and Geo-informatics, Remote Sensing.

In the area of Technology the University will offer Certificate level courses in collaboration of the Industry in sectors like Construction Management, Power Distribution, Automobiles, Industrial Safety, Manufacturing, Entrepreneurship, Water Resources Management, Solar Energy Conservation and Distribution, and Industrial Management.

Programme design and delivery in the field of Science and Technology through open and distance learning methods is a challenging task. Besides course material, hands-on practice is to be provided to students in well equipped laboratories for science subjects like Physics, Chemistry, Botany, Zoology, Geology, Geography. For delivery of programmes in science disciplines the laboratories of the colleges and universities will be used by students of the Open University on holidays, summer and winter vacations when laboratories in these institutions of higher learning remains unutilized. Open University will bear the operational cost for utilizing such facilities. Services of teachers and lab assistants will be utilized on payment of honorarium.

In the field of technology, the target group will be untrained employees of the industries and those having the potential and qualification for employment in the industrial sector. Industry-University interface is essential. University can help the Industry in bridging the demand-supply gap. Support from the Industry is required in design, development and delivery of academic programmes. Industry will bear the financial cost and University will support in evaluation and certification.

Admission in programmes related to Science and Technology will be offered from the academic session starting from July 2016 with Bachelor's Degree in Science and Certificate programmes in Technology in selected sectors.

School of Education (Continuing and Extension):

School of Continuing & Extension Education will mainly focus on the areas of Nutrition, Child Care, Food Security, Self-Help Groups, Special Education, Value Education, Educational Technology, Open & Distance Education, School Leadership & Management, Youth in Development, Women in Development, Higher Education Management, Counselling & Guidance, Participatory Development, HIV & AIDS, and Journalism & Mass Communication etc.

Diploma and Certificate level programmes will be offered to specific target groups. Short-term add-on Programmes in the above areas will be provided to students already enrolled in Colleges and Universities to enhance their employability. Help of various governmental and non-governmental agencies/organization will be sought in design and development of self-instructional materials. Course writers, instructors and counselors will be drawn from diverse fields.

School of Teacher Education:

In the School of Teacher Education the focus will be on training of un-trained teachers teaching at Elementary, Primary, Secondary and Senior Secondary Schools in the State. Since National Council for Teacher Education (NCTE) is the principal statutory body, the Regulations framed by it for imparting teachers training through distance education mode shall be strictly followed by the Open University.

In the State of Odisha teachers training is provided by Government Institutions only and private players have so far not been allowed any role in imparting training to school teachers. Hence, Government Teachers Training Institutes, Autonomous Colleges and DIETS will be associated with the University in design and delivery of programmes like D.El.Ed/CT/B.Ed. Both human resources and infrastructure available in these institutions will be utilized for offering teachers training programmes. Curriculum, eligibility for admission, intake capacity of each centre, programme delivery and evaluation will be as per NCTE Regulations. The Department of School and Mass Education and State Council for Education Research and Training (SCERT) will be co-partners with the Open University in the entire gamut of activities. Both serving and retired teachers with requisite qualification and experience will be associated in practical based activities like Workshops, School Based Activities and Practice Teaching.

The Teachers Training Programmes will be offered from the academic session 2016-17 after obtaining due approval from NCTE.

School of Business and Management Studies:

This School will be involved in offering programmes in Business Management and Commerce. Bachelor's and Master's Degree Programmes will be offered in the fields of Business Administration/Management, Hospitality Management, Retailing and Commerce. In MBA there will be specialization in Human Resource Management, Marketing Management, Financial Management, Supply Chain Management and

Operation Management. MBA will be offered in a modular form with multiple exit points after completion of Diploma, PG Diploma and Specialised Diploma. B.Com and M. Com will be three years and two years duration respectively. For offering Programmes in hospitality sector institutions already offering such programmes on full time basis with due approval from statutory bodies will be identified as Study Centres for programme delivery. Industrial Training and Project Writing will be made part of the curriculum both at the bachelor's and master's levels.

Diploma and Certificates will be offered in Hotel Management, NGO Management, Risk Management, Change Management, Tourism Management, Accountancy, Finance & Taxation, International Business Operations and allied areas.

The School will start offering programmes from the academic session 2016-17.

School of Health Care Sciences:

The Open University will offer programmes on Public Health, Health Insurance, Public Health Policy, Maternal & Child Health, Hospital Administration, Infant Care, Nursing Care, Geriatric Care, Nursing Administration, Hospital Waste Management, Community Health Care and Post-Natal Care.

In the beginning University will offer Certificate and Diploma Programmes with active support from the Directorate of Medical Education, Government of Odisha. Medical Colleges and College of Nursing located in the State will be identified as Study Centres. District and Sub-Divisional Hospitals will be designated as Skill Development Centres (SDCs). Wherever required approval from the State Nursing Council and Nursing Council of India will be obtained. Practical training will be imparted in different spells to accommodate in-service learners. Attendance in practical sessions will be made mandatory.

National Skill Development Council (NSDC) has identified the following skill areas in the Health Sector:

Anaesthesia Technician, Blood Bank Technician, Cardiac Care Technician, Dialysis Technician, Emergency Medical Technician (EMT), Medical Laboratory Technician, Radiology Technician, Vision Technician.

Open University will offer all health related programmes starting from academic session 2016-17 to supplement the conventional system to strengthen Health Care Studies in Odisha.

School of Computer and Information Sciences:

The School will offer Master in Computer Application (MCA) and Bachelor in Computer Application (BCA). Diploma and Certificates will be provided in areas like Information Security, Cyber law & Security, Computer Hardware, website Designing, E-commerce etc.

Computer Centres in Government/ Aided Colleges with computer laboratories funded by Government (Centre/State) will be functioning as Study Centres of the State Open University provided teachers having required qualification and experience are also available for delivery of Computer Application Programmes. For Design and Development of curriculum the teachers from the best institutes in the country will be engaged.

Continuous evaluation and End- Semester Examination will be done by external/internal examiners. Attendance will be made compulsory as per guidelines provided by the Open University. Hands-on practice will be monitored by qualified teachers. Vive- Voice will be made part of the evaluation by external evaluators. All software provided by the Study Centres should be original.

School of Agriculture:

In the field of agriculture the School will offer Certificate and Diploma programmes in the initial stages. Agriculture Policy & Planning, Dairy Technology, Organic Farming, Bee Keeping, Sericulture, Food Processing & Preservation, Water Harvesting & Management, Food Services & Quality Management, Poultry Farming, Marketing of Agriculture Products etc.

Study Centres will be established in Agriculture Universities, Institutes engaged in agriculture activities and Krishi Vigyan Kendras (KVK) in the State. Teachers and Administrators will expertise in the field will be empanelled as course writes, counselors

and evaluators. Practical activities will be given adequate weightage in the curriculum design and delivery.

The School of Agriculture will offer academic programmes from 2016-17 session.

Faculty Recruitment:

Open University will have a provision for two types of faculty: Permanent and Part-Time. Permanent faculty will be engaged in Programme design and delivery. They will be responsible for conducting expert committee meeting, course writes meeting, orienting the academic counselor, preparation of assignments and evaluation of performance of the students. Permanent teaching staff will provide online and face-to-face academic support to the learners and monitor their academic progress. Participation of teachers in preparing audio/video lectures and involvement in web-conferencing, telecasting and radio- counseling will be ensured. Permanent faculties will be located at University headquarters and Regional Centres.

Part- time faculties are known as academic counselors. They are assigned a major role in delivery of the programme at the Study Centres. Counselling (both theory & Practical) and assignment evaluation will be done by these part-time staffs. They will be paid honorarium, fixed by the University, for the service rendered. These part-time staffs will be drawn mainly from the existing faculty of the institutions where the Study Centres will be located.

Each discipline will have a provision for one Professor, two Associate Professors and three Assistant Professors. Regional Centres will have provision for one Associate Professor and two Assistant Professors. There will be a large pool of part-time Academic Counsellors attached to Study Centres.

Establishment of Regional Centres:

Regional Centres will be established in each district in Odisha. However, in the initial state (2015-17) six Regional Centres will be established at Sambalpur, Bhubaneswar, Ganjam, Jaypore, Balasore and Rourkela. Regional Centres will be responsible for coordinating and monitoring the activities at the Study Centres. There will be three teachers and six non-academic staffs engaged in each Regional Centre. Academic, administrative and financial activities of the Study Centres will be coordinated by the Regional Centres. Rent free accommodation will be provided by the Government/

University/ Colleges. Space requirement for establishment of Regional Centre is 3/4 rooms with approximately 1200 to 1500 Sq. ft. carpet area.

Establishment of Study Centres:

Study Centres will be established by the University for the purpose of advising, counselling and rendering other assistance to the students. Each districts will have at least one Study Centre in the beginning stage (2015-17). In subsequent stage one Study Centre will be established in each Block of the State. Space and other infrastructure will be provided by the host institutions free of cost. These host institutions will be normally the Government/Aided Colleges. Teachers and non-academic staff of the college will work on part-time basis on Sundays/Holidays and in the evening hours on payment of honorarium fixed by the University. Space requirement for Study Centres is 3/4 rooms will approximately 800 to 1200 Sq. ft. carpet area.

In skill- based programmes and other programmes related to fields like health care, paramedical, management studies computer application, agriculture and teacher training programmes Study Centres will be established in institutions having laboratories, equipments, academic expertise for hands-on training.

Appointment of Officers & non-teaching staff:

For smooth functioning of the University Registrar, Comptroller of Finance, Controller of Examination and Director, Skill Development Education Council are to be appointed on deputation basis in the beginning and subsequently these posts are to be filled-up on regular basis. Other non-teaching posts are required to be filled –up initially on deputation/deployment/attachment. These posts are to be filled-up by following recruitment rules as applicable for other Universities in the State.

Till the time both teaching and non-teaching posts are filled up either on deputation or recruitment, consultants are to be engaged on full-time/part-time basis on payment of monthly honorarium.

Constitution of Statutory Bodies:

As per Section 50 (1) b & c the first Statutory Bodies such as Board of Management and Finance Committee are to be nominated by the Government. Other Statutory Authorities like Academic Council, Skill Development Education Council ,Planning Board,

Finance Committee, Board of Recognition and Schools of Studies are to be constituted after making appropriate Statutes.

Statutes, Ordinances and Regulations:

As prescribed by the Odisha State open University Act Statutes are to be framed on such matters related to the powers, functions and duties of the Vice- Chancellor, procedure for appointment, powers, duties and functions to be performed by other officers, procedure for constitution of different authorities and term of office of each member, appointment and code of conduct of teachers and other staff, conferment of honorary degree, holding of convocation for award of degrees to students, creation of departments and centres for post-graduation, research and specialized studies and procedure for meeting of different authorities.

The first Statutes shall be framed by the Government. Subsequently, the Board of Management shall frame new Statutes or amend and repeal existing Statutes with the approval of the Chancellor.

Subject to the provisions of the Act and Statutes, the Ordinances will be formulated on admission of students, eligibility criteria, courses of studies, fee to be charged, condition for grant of fellowship and awards, conduct of examination, appointment of examiners, discipline among students, management of departments or schools, inspection of Regional Centres and Study Centres, holding of convocation, collaboration with other Universities, statutory authorities and Government departments of the State, principle governing seniority of service of the employees, settlement and dispute between the University and the students and provision for reservation of posts for teachers, officers and other staff of the University

The first Ordinances shall be made by the Vice- Chancellor which are to be approved by the Board of Management and the Chancellor.

The authorities of the University may make Regulations for conduct of their own business and that of the committees appointed by them in the manner prescribed by Statutes.

Construction of University Campus:

Permanent campus of the University will be constructed at Sambalpur. Government is exploring the possibility of providing land in close proximity to the Sambalpur town for

easy access of the campus by the students visiting from different parts of the State. The University will have two campuses in case sufficient land is not available in the vicinity of the Sambalpur town. 5 to 10 acres of land is needed near the city for office of the University and 20 to 25 acres of land is required for residential purpose.

The office complex will have the following:

- i. Administrative Blocks
- ii. Academic Blocks
- iii. Library Block
- iv. Computer Centre
- v. Media Production Centre
- vi. Auditorium & Convention Centre
- vii. Seminar, Meeting & Conference Halls
- viii. Skill Development Centre
- ix. Canteen for Faculty & Students
- x. Warehouse for Course Material
- xi. Student Service Centre
- xii. Parking Area for Staff & Students

Residential Complex will have the following:

- i. Faculty Housing
- ii. Senior Admin. Housing
- iii. Admin. Staff Housing
- iv. Health Centre
- v. Guest House
- vi. Transit Accommodation for Guest Faculty
- vii. Community Centre
- viii. Shopping Centre

Camp Office at Bhubaneswar:

The twin cities of Bhubaneswar and Cuttack are the educational hub of the State. National institutes, Universities, Government offices and many other institutions of higher education and vocational courses are located in Bhubaneswar. Communication links like airport, rail and road transport to the capital city makes life easier. Subject experts and course writers from both within the state and outside can easily be

available at Bhubaneswar. Liaison with different Government departments and agencies is required in the initial five years. Conduct of meetings of the expert committees, course writers and even holding meetings of the Statutory Bodies like Board of Management and Finance Committee, printing of course material etc can be easily done in the capital city.

A camp office at Bhubaneswar is essential for the smooth conduct of all activities of the University. Government of Odisha shall be approached to provide sufficient space for establishment of a camp office.

Funding of the University:

Funds of the University shall be generated through the following sources:

- i. Contribution or grant from the State Government, Central Government, Distance Education Bureau, Industrial Undertakings, Corporations, Companies, Associations or local authorities;
- ii. Any income from all courses including income from fees, sale proceeds and other charges
- iii. Donations, endowments and other grants;
- iv. Miscellaneous receipts

In the first few years the University will depend on funds received from State Government in the form of Grants. Distance Education Bureau under UGC has been approached to release Developmental Grants. Once academic programmes are offered, fee from students and sale proceeds of Prospectus will be generated.

Some of the flag-ship programmes of Central/State Governments in the fields of rural development, health services; skill development, IT training, women empowerment etc. can be entrusted to the Open University along with financial support to achieve the desired targets.

Industrial and Corporate houses will be approached to collaborate with the Open University to meet the in-service training requirement of their employees. As part of Corporate Social Responsibility (CSR) industrial houses will be asked to make financial contribution for educational well-being of the weaker sections of the society.

Executive Summary:

The Odisha State Open University has the mandate to introduce and promote open and distance education system and to coordinate and determine standards in such system in the State. The University has been given additional responsibility to promote skill development education and to standardize all skill related education in Odisha.

Mission of the University:

1. Making positive contribution to increase the Gross Enrolment Ratio (GER) in higher education in the State.
2. Increasing access, equity and excellence
3. Improving employability
4. Ensuring University- Industry interface in Skill-based education
5. Reaching to the unreached in rural and remote areas of the State
6. Promoting inclusiveness in higher education by targeting women, SC, ST, Physically challenged and other disadvantaged social groups.
7. Providing an alternative mode of education to people of the State desirous of seeking knowledge and enhancing qualification.

Offer of Academic Programmes:

Few degree level programmes will be offered in the current academic session. Course material prepared by IGNOU and other open universities will be used. Add-on programmes for students of Colleges will be offered. Schools of Studies will be established with recruitment of two teachers in each discipline. Few consultants will be appointed. Meetings will be arranged for expert committees and course writers for design and development of programmes for various schools and disciplines.

Establishment of Regional Centres and Study Centres:

In the current academic session six Regional Centres will be established at Sambalpur, Bhubaneswar, Berhampur, Jaypore, Balasore and Rourkela by using infrastructure of Government/Aided Colleges. One Study Centre will be established in each district in the State.

Appointment of Officers of the University:

Acting Registrar, Comptroller of Finance and Controller of Examination of the G. M. University, Sambalpur may be given additional charge of the Open University. Government will initiate the process for filling-up these posts at the earliest. Director of Skill Development Education shall also be appointed at the earliest. After the appointment of faculty, positions of Directors of Schools of Studies will be filled-up.

Constitution of Statutory Bodies:

The Board of Management, Planning Board, Finance Committee, Skill Development Education Council and Academic Council shall be constituted in the current session. Government shall nominate eleven members for the first Board of Management and seven members for the first Finance Committee.

Land & Campus Development:

District Administration in Sambalpur has been informed by the Higher Education Department to identify suitable piece of land in Sambalpur town for easy access of the students visiting the University from different parts of the State. Another piece of land is required for construction of residential complex for the officers, teachers and other staff members of the Open University.

Camp Office at Bhubaneswar:

General Administration Department of Government of Odisha has been informed to provide accommodation for establishment of camp office at Bhubaneswar for smooth liaison with Government departments and other State Universities.

Website of the University:

Website registration with ERNET for domain name www.osou.ac.in has already been done. Website content has been developed. Work for website design is assigned to All India online (Pvt.) Ltd.

Funds for the University:

Higher Education Department has initiated the process of providing Rs. One crore towards establishment cost of the University. For Development Plan, both State Government and UGC shall provide funds in the current Financial Year.

