

केन्द्रीय-संस्कृत-विश्वविद्यालयः

Central Sanskrit University

मुक्तस्वाध्यायपीठम्

Mukta Swadhyaya Peetham

(Institute of Open and Distance Education)

सिषाधयिषा

मुक्तस्वाध्यायपीठस्य पञ्चवार्षिक-विकासकार्ययोजना

अभिकल्पसमित्या अनुमता

(Five year Development Plan for Mukta Swadhyaya Peetham)

Approved by Abhikalpa-Samiti

2022 तः 2027

कुलपतिसन्देशः



1970 तमे वर्षे राष्ट्रियसंस्कृतसंस्थान-नाम्ना समारब्धा अस्मदीयसंस्था स्वकर्ममहिम्ना कालक्रमेण प्रगतिसोपानमारुह्य 2002तमे वर्षे मानितविश्वविद्यालयत्वं, तदुत्तरं 2020तमे वर्षे केन्द्रीयविश्वविद्यालयत्वं च समवाप्य सम्प्रति 'केन्द्रीयसंस्कृतविश्वविद्यालयः' इति नाम्ना शोभते। लोकहिताय संस्कृतभाषायाः तदाश्रितशास्त्राणां च प्रयोगः भवेत्, तदर्थं संस्कृतभाषायाः संरक्षणं संवर्धनं चेति परमं लक्ष्यं पुरस्कृत्य प्रवर्तते अयं विश्वविद्यालयः। लक्ष्यमेतद् अधिगन्तुम् अध्ययनाध्यापन-प्रशिक्षण-अनुसन्धान-प्रकाशनादीनि नानाविधकार्याणि प्रवर्तयति। संस्कृतस्य अध्ययनाध्यापननिमित्तम् अस्मद्विश्वविद्यालयेन प्रधानतया धाराद्वयम् अनुस्रियते – नियमितप्रणाली, मुक्त-दूरस्थशिक्षाप्रणाली चेति । तत्र संस्कृतशिक्षायाः विश्वव्यापित्वसम्पादनदृष्ट्या मुक्त-दूरस्थशिक्षाप्रणाली विशिष्यते। संस्कृतशिक्षणं समाजोन्मुखं कर्तुम् इयं प्रणाली नितान्तमुपकरोति । अतः अस्मद्विश्वविद्यालयस्य प्रतिष्ठापनस्य उद्देश्यं पूरयितुं प्रमुखम् अनितरसाधारणं च साधनं वर्तते मुक्त-दूरस्थशिक्षाप्रणाली इत्यत्र नास्ति संशीतिः। संस्कृते दूरस्थशिक्षाप्रणाल्याः विकासाय समारब्धानां करणीयानां च प्रयासानां सुचारुसञ्चालनाय व्यवस्थासम्पादनाय 2010तमे वर्षे प्रतिष्ठापितं मुक्तस्वाध्यायपीठम् । अद्य यावद् अनेन पीठेन अनेकेषां विदुषां सहयोगेन व्याकरण-साहित्य-ज्यौतिषविषयेषु प्राक्शास्त्रि-शास्त्रि-आचार्यपाठ्यक्रमाः, प्राक्शास्त्रिसेतु-शास्त्रिसेतु-आचार्यसेतु-पाठ्यक्रमाः, प्रमाणपत्रीयपाठ्यक्रमाः, दक्षतापाठ्यक्रमाः चेति आहत्य 17 अध्ययनक्रमाः यशस्वितया सञ्चालिताः । एतदध्ययनक्रमाङ्गतया शताधिकविषयेषु स्वाध्यायसामग्र्यः प्रकाशिताः यत्र आहत्य चत्वारिंशत्सहस्राधिकमुद्रितपृष्ठानि वर्तन्ते । उपसहस्रं श्रव्यपाठाः निर्मिताः । एषा शैक्षिकसम्पत्तिः, अध्येतृभिः प्रदर्शिता आसक्तिः, जिज्ञासूनाम् आदरः, सामाजिकी अपेक्षा, अभिनवशिक्षानीतिः च इतोऽप्यतिशयेन मुक्तस्वाध्यायपीठस्य संवर्धनाय प्रेरणां ददाति।

कृतकार्याणां सिंहावलोकनपुरस्सरं भविष्ययोजना चिन्तनीया । अद्य यावत् सञ्चालनावसरे घटितगुणदोषाः भविष्ययोजनायाः भूमिकां निर्वहन्ति। अनुभूतानां समस्यानां परिहारोपायाः योजनायाम् अन्विताः स्युः।

संस्कृतम् समेषाम् इति नीतिमाश्रित्य मुक्तस्वाध्यायपीठेन विभिन्नेषु वृत्तिक्षेत्रेषु प्रवृत्तानां संस्कृताध्ययनम् अनुकूलयितुं विविधाः पाठ्यक्रमाः रचनीयाः। आबालवृद्धं विविधस्तरीयाणाम् अध्येतृणां कृते उपयुक्तानां पठ्यानां निर्माणं भवेत्।

जीवनस्य विभिन्नासु अवस्थासु प्रवेशानन्तरमपि यावज्जीवमध्येयम् (Lifelong-learning) इति कल्पनां प्राप्य जिज्ञासवः अध्ययनस्य अनुवर्तनं कुर्युः इत्येतदर्थम् अनुवर्तनशिक्षणम् अनुकूलयितुम् आकर्षकाध्ययनयोजनाः अपेक्षिताः; तन्निमित्तं प्रवेशनीतौ परिष्कारः कार्यः।(यथा- विवाहमुपलक्ष्य अध्ययनं

त्यक्तवत्तां/त्यक्तवतीनां कृते योजनाः, जीविकां प्राप्तवतां/सेवानिवृत्तानां कृते आकर्षकपाठ्यक्रमाः इत्यादयः), लोको भिन्नरुचिः इति तथ्यं परिगणय्य 'संस्कृतविश्वविद्यालयानां नियमितपाठ्यक्रमसरण्याम् अद्य यावत् अस्पृष्टविषयेष्वपि' पाठ्यक्रमनिर्माणं भवेत्। वैकल्पिकाध्येयविषयबाहुल्यम् उपकल्पनीयम् । वैश्विकस्तरे संस्कृतज्ञानां/शास्त्रज्ञानां विशेषज्ञतायाः उपलब्धिं कारयितुं तन्त्रज्ञानसहकृतस्य आधुनिकगुरुकुलकल्पस्य प्रतिमानम् उपस्थापनीयम्। विश्वविद्यालय-अनुदान-आयोगस्य नियमानुसारेण तन्त्रज्ञानाधारिता चतुरायामात्मिका अनुदेशनप्रणाली (ICT enabled four quadrant instruction system) विकासनीया। पाठ्यक्रमेषु काले काले समुचितः परिष्कारः भवेत् । अभिनवपाठ्यक्रमाः चिन्तनीयाः । पाठ्यक्रमाणां, बोधनप्रणाल्याः, सञ्चालनविधेः गुणवत्तासंरक्षणाय संवर्धनाय च नियतरूपेण परिचिन्तनं परिष्कारचिन्तनं च भवेत्। सर्वमेतत् साधयितुं – मानवसंसाधनम्, भौतिकसंसाधनम्, चिकीर्षितकार्याणि, अभीप्सितप्रगतेर्घट्टाः, अर्थव्यवस्था – इत्यादिचिन्तनैः परिपुष्टा लक्ष्यानुसारिणी योजना सज्जीकृता या मुक्तस्वाध्यायपीठस्य अभिकल्पसमितौ परामृष्टा च । सैषा पञ्चवार्षिकी सिसाधयिषा-नाम्नी योजना कार्यकर्तृणां कार्यानुष्ठानमार्गदर्शिनी भवेदिति विश्वसिमि।

स्वाध्यायोध्येतव्यः, स्वाध्यायप्रवचनाभ्यां न प्रमदितव्यम् – इत्यादिवैदिकवचनानि एव दूरस्थशिक्षायाः प्रेरकतत्त्वानि । स्वाध्यायान्मा प्रमदः इति तैत्तिरीयोपनिषदः वाक्यं ध्येयवाक्यत्वेन स्वीकृत्य प्रवृत्तं मुक्तस्वाध्यायपीठम् उत्तरोत्तरम् अभिवृद्धिं प्राप्य केन्द्रीयसंस्कृतविश्वविद्यालयस्य यशः कीर्तिं च वर्धयेदिति आशासे ।

(आचार्यः श्रीनिवासवरखेडी)

कुलपतिः, केन्द्रीयसंस्कृतविश्वविद्यालयः

सिषाधयिषितम्

- संस्कृतशिक्षणाय उत्कृष्टस्तरस्य दूरस्थशिक्षाप्रणाल्याः विकासः ।
- तन्त्रज्ञानमाध्यमेन व्यापकरूपेण जिज्ञासूनां कृते शास्त्रज्ञानां विशेषज्ञतायाः उपलब्धिः । एवं च, तन्त्रज्ञानसहकृतस्य आधुनिक-गुरुकुल-कल्पस्य प्रतिमानस्य उपस्थापनम् ।
- संस्कृतविश्वविद्यालयानां नियमितपाठ्यक्रमसरण्याम् अद्य यावत् अस्पृष्टविषयेष्वपि पाठ्यक्रमनिर्माणम् ।
- विविध-शिक्षणसंस्थासु अधीयानानां कृते वैकल्पिक-विषयत्वेन पाठ्यविषयत्वेन विपुलतया बहुप्रकारकाणां संस्कृतपाठ्यानाम् उपकल्पनम् ।
- पूरकगणनिर्माणम् (एतेन न केवलं दूरस्थशिक्षायाम् अपि तु नियतपाठ्यक्रमेष्वपि छात्रोपलब्धिः वर्धेत)
- संस्कृतच्छात्रसंख्यायां वृद्धिः ।
- विपुलतया संस्कृतभाषाशिक्षकनिर्माणोद्देशेन सञ्चालयितुमभिलषित-प्रशिक्षणवर्गेषु प्रविविक्षूणां (प्रशिक्षणार्थिनां) स्तरवर्धनाय समुचितपाठ्यक्रमस्य विकासः ।

विषयसूची

क्र.सं.	विषयः	पृ.सं.
	कुलपतिसन्देशः	
	सिसाधयिषितम्	
1.	शैक्षिकसत्रीयाणि नित्य-नैमित्तिक-कार्याणि (Routine management & administrative works, Academic-session related works etc.)	
1.1	2021-2022 तम-शैक्षिकसत्रस्य अवशिष्टकार्याणि (Works related to previous batches)	
1.2	शैक्षिकसत्रसम्बद्धानि प्रवेशादारभ्य परीक्षापर्यन्तानि निर्वहणकार्याणि [Management of whole academic-session - Admission process to Examination]	
1.3	इतराणि शैक्षिक-प्राशासनिकानि कार्याणि (Other Academic-Administrative works)	
2.	विकासकार्याणि (Development Activities)	
2.1	पाठ्यक्रमाणां स्वरूपपरिष्कारः (Re-designing/restructuring of existing programmes/syllabus)	
2.1. a	2022-23 तमे शैक्षिकसत्रे प्रयोगाय पाठ्यक्रमस्य क्षिप्रपरिष्कारः (Quick Revising existing SLM for re-structuring Programmes for the academic-year 2022-23)	
2.1. b	2023-24तमे शैक्षिकसत्रे प्रयोगाय प्राक्शास्त्रि-शास्त्रि-आचार्यपाठ्यक्रमाणां नियमितपाठ्यक्रमतुल्यतां साधयितुं पुनःसम्पादनम् (Re-structuring & Revising existing SLM of Prak-Shastri, Shastri & Acharya according to regular syllabus as per NEP structure for the academic year 2023-24)	
2.2	अभिनवपाठ्यक्रमाणां स्वरूपनिर्धारणम् (Frame work for new / innovative programmes)	
2.2. 1	सङ्कल्पितानाम् अभिनवपाठ्यक्रमाणां सूची	

2.2. 2	नूतनपाठ्यक्रमाणां स्वरूपनिर्धारणाय प्रक्रिया	
2.3	स्वाध्यायसामग्रीविकासः (Development of SLM (including e-content development in four quadrant style)	
2.3. 1	पूर्व सज्जीकृतानां टाइपेडपाठानां unicode-लिप्यन्तरणम् Converting all existing typed SLMs in to Unicode	
2.3. 2	विद्यमान-स्वाध्यायसामग्रीणाम् आधारेण अपेक्षितपरिष्कारपुरस्सरं विविधपाठ्यक्रमाणां निमित्तं चतुरायामात्मकानाम् ई-पाठानां निर्माणम् (Developing four quadrant E-content, based on existing SLMs for various courses)	
2.3. 3	नूतनपठ्यांशनिमित्तं पाठसंरचनायाः सज्जीकरणम् (preparing unit-structure for each new courses)	
2.3. 4	नूतनपठ्यांशानां चतुरायामात्मक-ई-पाठनिर्माणम् (Developing four quadrant E-content for each new course according to the unit-structure)	
2.3. 5	केषाञ्चिदभिनव-पाठ्यक्रमाणां निर्माणे संस्थान्तराणां सहयोगस्वीकरणाय वि.वि.अनु.आयोगस्य नियमानुसारेण नीतिनिर्माणम् (Policy making for collaboration with other Institutions) i. सहयोगस्य प्रकारः ii. व्ययस्य प्रतिपूर्तिव्यवस्था / अनुदानम्/सहयोगराशिः/पारिश्रमिकम्	
2.4	निर्वहणव्यवस्थायाः विकासः (Development of managing System)	
2.4. 1	शैक्षिकविकासकेन्द्रस्य, आन्तरिकगुणवताश्वासनकेन्द्रस्य च आरम्भः (Establishing Development Centre & CIQA of MSP)	
2.4. 2	स्वाध्यायप्रबन्धनाय संयुक्त-तन्त्रांशविकासः (Developing integrated Programme Management System such as AMS, LMS, SLMMS, EMS, ALMS)	
2.4. 3	मुक्तस्वाध्यायपीठस्य जालपुटपरिष्कारः (Developing/updating website of MSP)	
2.5	वृत्तिकौशलविकासः (Professional Development)	

2.5.1	शिक्षकप्रशिक्षणकार्यशाला (Teachers' Training workshop)	
2.5.2	स्वाध्यायकेन्द्रसमन्वयकानां पुनश्चेतनवर्गः / (Orientation Programme for SK Coordinators)	
2.5.3	कर्मचारिप्रशिक्षणम् (MSP staff training workshop)	
3.	मानवसंसाधनम् (Man power)	
3.1	अपेक्षित-मानवसंसाधनस्य प्रकारः (Category of required Man power) A. शैक्षिकाः/अध्यापकाः (Teachers) B. तन्त्रज्ञानां गणः (Technical support Team) C. कार्यालयीयाः / सहायककर्मचारिणः (Office/supporting staff)	
3.2	अध्येयविषयाणां संख्याधारेण अध्यापकसंख्यायाः आवश्यकतायाः गणना (Calculation of 'number of teachers required' based on Subject-wise No. of courses (Justification for the number of teachers in demand)	
3.3	दूरस्थशिक्षायाम् अध्यापककार्यस्वरूपम् [Nature of duty of a teacher in MSP (D.E.)]	
3.4	अध्यापकानां कार्यभारविवेचनम् (Duty & work-load assessment of teachers in DE)	
3.5	स्वाध्यायकेन्द्रे अध्यापकानां/शैक्षिकाणां कार्यम् (Responsibility of Faculty deployed at SK)	
3.6	तन्त्रज्ञानां उत्तरदायित्वम् (Responsibility of Technical support team)	
3.7	वरिष्ठपरामर्शदाः/व्यावसायिकाचार्याः [Sr. Consultant / Professor of practice (ICT-Expert)]	
3.8	स्वाध्यायकेन्द्रसमन्वयकानां कार्यम् (Responsibility of Coordinator of S.K.)	
3.9	स्वाध्यायकेन्द्रे कार्यसहयोगिनां कर्मचारिणां कार्यम् (Nature of duty of Work-Executives/Work-assistants/UDC/LDC cum D.E.O at SK)	
3.10	इतरेषां कार्यकर्तृणां कार्यस्वरूपम् (Nature of duty of other positions)	
3.11	अध्यापकानां / तन्त्रज्ञानां कर्मचारिणां नियोजनम् (Engaging Teachers & other staff on contract basis)	
	अध्यापकानां/कर्मचारिणां नियोजनम् (Engaging Teachers & other staff on contract basis)	
4.	भौतिकसाधनसौकर्याणि (Infrastructure)	

4.1	i. नियमानुसारम् अपेक्षितस्थानादिव्यवस्थायाः विश्लेषणसूची ii. इतरव्यवस्थाः	
5.	व्यय-प्राक्कलनम् (Estimation of Expenditure)	
5.1	मानवसंसाधननिमित्तं प्राक्कलितव्ययः (Estimation for Man Power) 5.1.1 अध्यापकाः / शैक्षिकाः (Teachers/Academic staff) 6.1.2 तन्त्रज्ञाः (Technical Support team) - For Development of e-Content as Self-Learning e- Modules - For Delivery of Online Programmes - For Admission and Examination 6.1.3 इतरसहकर्मिणः (DEO)/MTS)	
5.2	प्रशिक्षणम्/कार्यशाला/सङ्गोष्ठी (Training / workshops /Conference / Seminar)- निमित्तकः व्ययः (a) Workshops for revision/reviewing SLM (10 days/subject) (b) OER workshop (c) Workshop for structure-designing for new/innovative subject (d) Training / Orientation (Teachers) (e) Training / Orientation (Office staff of MSP) (f) Conference / Seminar (g) Doubt clearing / Counseling/Mentoring sessions	
5.3	दैनन्दिनव्यवहारनिमित्तक-व्ययः (Expenses for important meetings & other routine works including stationery etc.)	
5.4	भौतिकसाधनसंरचना-निमित्तक- व्ययः (Estimation for Infrastructural Development)	
5.5	मुद्रणादि निमित्तक- व्ययः (Estimation for Printing)	
5.6	प्रत्येकं पठ्यांशस्य सिद्धतादिपुरस्सरं सज्जीकरणाय अपेक्षित-धनराशेः आकलनम् (Aprx. expenditure per course for the preparation of SLM excluding printing)	
5.7	व्ययप्राक्कलनानां योगः / वार्षिक-व्ययप्राक्कलनम्/सारांशः (Summary / consolidation of item-wise-estimation)	
5.8	वर्षानुक्रमेण क्रमशः अपेक्षित-धनराशेः स्थूलविभागः (Year-wise requirement of fund flow [Approx.])	
6.	वर्षानुक्रमेण सम्भावित छात्रसंख्यावृद्धिः, सम्भावित-शुल्कसङ्ग्रहणं च (Expected progress in No. of Learners & fee collection)	

7.	संलग्नकानि (Annexure)	
I	स्वाध्यायनिर्वहणपटले अपेक्षित-सौकर्याणि (Features required in Learning & Programme Managing Platform)	
II	शैक्षणिकविकासकेन्द्रम्/पाठ्यक्रमविकासकेन्द्रम्(Planning & Programme Development Centre/ Academic Development Centre)	
III	आन्तरिकगुणवत्ताश्वासनकेन्द्रम् [Centre for Internal Quality Assurance (CIQA)]	
IV	विज्ञापनप्रारूपम् – 1 (अध्यापकानां नियुक्तये) [Advertizement Draft -1 (For Faculty/academic members)]	
V	विज्ञापनप्रारूपम् – 2 (तन्त्रज्ञानां नियुक्तये) [Advertizement Draft -1 (For Technical staff)]	

1. शैक्षिकसत्रीयाणि नित्य-नैमित्तिक-कार्याणि

(Routine management & administrative works, Academic-session related works etc.)

	विषयः / कार्याणि	अनुष्ठानकालः/टिपणी
1.1	2021-22 शैक्षिकसत्रस्य अवशिष्टकार्याणि a. परीक्षासम्बद्ध-समन्वयनकार्याणि i. परीक्षार्थिनाम् आवेदनकार्यसंयोजनम् ii. आवेदनपत्रपरीक्षणम् iii. आवेदनसुनिश्चितीः/प्रवेशपत्रवितरणम्/समयसारिणीविचारः iv. स्वाध्यायकेन्द्रेभ्यः प्रदत्तकार्याणाम् अङ्कसूचीप्राप्तिः, तन्निमित्तं प्रारूपप्रेषणम् v. प्रश्नसङ्ग्रहविषयकसूचना vi. छात्रेभ्यः परीक्षाप्रारूपविषयकसूचना vii. शास्त्रि-आचार्यकक्षयोः परीक्षाकेन्द्रविचारः (बेङ्गलूरु, हैदराबाद्, चेन्नै नगरेष्वपि) viii. परीक्षायोजनदिवसेषु सान्दर्भिकसमस्यानां परिहाराय समन्वयनकार्यम् ix. उत्तरपुस्तिकानां सङ्ग्रहणम्, मूल्याङ्कनम्, स्वाध्यायकेन्द्रेभ्यः सूचीप्राप्तिः, परीक्षाविभागे समर्पणम् x. परीक्षाविभागतः प्राप्तानाम् अङ्कपत्राणां/प्रमाणपत्राणां वितरणम्/स्वाध्यायकेन्द्रमाध्यमेन प्रेषणम् xi. परीक्षापरिणामस्य आधारेण/परीक्षायाम् उपस्थितेः आधारेण अग्रिमसत्रे समानपाठ्यक्रमे / प्रगतपाठ्यक्रमे अध्ययनम् अनुवर्तयितुम् अर्हणां सूचीपरिशीलनम्, तदनुसारेण सम्बद्धेभ्यः छात्रेभ्यः सूचना ।	Sept- Oct 2022
1.2	2022-23 एवं तदनन्तर-शैक्षिकसत्रसम्बद्धानि प्रवेशादारभ्य परीक्षापर्यन्तानि निर्वहणकार्याणि [Management of whole academic-session – (Admission process to Examination for the sessions 2022-23 & further)]	
1.2. a	समर्थपटलजनैः सह प्रवेशप्रक्रियायाः विषये विस्तरेण पुनश्चिन्तनम् i. प्रवेशार्हतायाः आधारेण अपेक्षितानि अनिवार्यप्रमाणपत्राण्येव समर्थपटले प्रष्टव्यानि । ii. ऊढः/अनूढः, place of birth, Blood group, इत्यादयः प्रश्नाः प्रवेशप्रक्रियापटले अनावश्यकः ।	Sept./Oct द्वित्राणि उपवेशनानि जातानि । सूचना दत्ता

	iii. एकः जनः समकालमेव एकाधिकपाठ्यक्रमे प्रवेष्टुमर्हति इत्येतदर्थं प्रावधानं स्यात् । iv. वैकल्पिकविषयसूची प्रवेशप्रक्रियापटले भवेत् । v. अध्ययनाधिगमः (Learning outcome) प्रवेशप्रक्रियापटले उल्लिख्येत vi. शुल्कसङ्ग्रहाय मुक्तस्वाध्यायपीठस्य वित्तकोषविवरणं देयम् । vii. शुल्कसमर्पणाय UPI/Phonepe/QR Scan/internet banking व्यवस्था । viii. तत्तद्दिने समर्पितानाम् आवेदनपत्राणां परीक्षणाय अधिकृतानां कृते प्रवेशप्रक्रियापटलं द्रष्टुं व्यवस्था । (प्रवेशस्य अन्तिमदिनाङ्कस्य प्रतीक्षां विनैव तत्तद्दिने एव परिशीलनाय व्यवस्था स्यात् येन अभ्यर्थिभिः आवेदनपत्रसमर्पणस्य परेद्यवि एव प्रवेशसुनिश्चितेः सूचना (Admission conformation) अपि लभ्येत । ix. प्रपूरितावेदनपत्रेषु दोषः लक्षितः चेत् परिष्कर्तुं व्यवस्था । x. वैकल्पिकविषयाणां परिवर्तनाय व्यवस्था । xi. अनौपचारिकपाठ्यक्रमप्रवेशाय समर्थपटले व्यवस्था ।	
1.2. b	प्रवेशसूचनायाः सज्जीकरणाय निर्णेतव्याः अंशाः I. प्रवेशाय उद्घोषणीयानां पाठ्यक्रमाणां निश्चयः/सूची II. प्रवेशार्हताविवरणस्य परिष्कारः III. तत्तत्पाठ्यक्रमानुसारेण अनिवार्यतया अभ्यर्थिभिः प्रस्तोतव्यानां प्रमाणपत्राणां सूची [किपुचिद्विषयेषु केवलं 'स्वयं घोषणा' (self-declaration by tick-mark) अपि पर्याप्तं स्यात्] IV. तत्तत्पाठ्यक्रमानुसारेण अध्ययनाधिगमः (Learning outcome) V. अध्ययनाङ्कस्य (credit) उल्लेखः VI. शुल्कविवरणम् VII. शुल्कप्रत्यर्पणनीतिः VIII. प्रवेशारम्भदिनाङ्कः, अवधिः IX. सत्रारम्भदिनाङ्कः X. तत्तत्पाठ्यक्रमस्य पठ्यांशसूची - XI. तत्तत्पाठ्यक्रमस्य पठ्यांशानाम् अध्ययन-परामर्शदानां सूची, समयसारिणी च XII. सत्रीय-परीक्षायाः दिनाङ्कः - जुलै/अगस्ट 2023 XIII. परीक्षापरिणामघोषणासमयः - परीक्षातः 15 दिनाभ्यन्तरे	Sept./Oct 2022
1.2.	विज्ञापनम् / प्रचारः	अक्टोबर्/नवम्बर् -

c	i. विज्ञापनपत्रम् (सचित्रम्, संक्षिप्तम्, आकर्षकम्) ii. Whatsapp, Facebook, Twitter, Sri Shankara TV, स्थानीयपत्रिका: - इत्यादिमाध्यमेन प्रचारः iii. प्रवेशपरामर्शाय सहायवाणी (दूरवाणी), Whatskiapp/Email-chatting. साहायवाणीसूच्यां प्रदेशानुसारेण प्रतिनिधयः भवेयुः सहायवाणीनिर्वाहकानां उन्मुखीकरणम्/प्रशिक्षणम् आयोजनीयम् iv. विस्तृतविवरणिका – जालपुटे v. प्रचारकार्ये स्वाध्यायकेन्द्राणां स्वाध्यायसहयोगकेन्द्राणां च भूमिका vi. प्रचाराय भूतपूर्वच्छात्राणां गणनिर्माणम्	विज्ञापनम्, नवम्बर्-उत्तरार्धं यावत् प्रवेशः प्रवर्तते
1.2. d	प्रवेशसुनिश्चिते: समनन्तरं छात्राणां कृते प्रेषणीयाः विषयाः i. प्रवेशसुनिश्चिते: समनन्तरं दिनद्वयाभ्यन्तरे एव छात्राणां कृते प्रेषणीयः पुस्तकबन्धः सिद्धः स्यात् ii. स्वाध्यायमार्गदर्शिका iii. पाठ्यक्रमान्तर्गत-पठ्य-पठ्यांश-स्वाध्यायसामग्रीखण्डादीनां विवरणिका यत्र प्रथमपर्याये प्रेषितसामग्रीणां, तदनन्तरपर्याये प्रेषितसामग्रीणां विषये च अवधानचिह्नम् अङ्कयितुं व्यवस्था स्यात् iv. स्वाध्यायसमयसारिणी v. बोधनप्रणालीविषयिणी सूचना vi. अध्ययनपरामर्शदानां सूची vii. परीक्षाप्रणाल्यादिविषये स्पष्टनिर्देशः	प्रवेशसुनिश्चिते: समनन्तरं समारभ्य दिसम्बरमासस्य उत्तरार्धं यावत् ।
1.2. e	अध्ययनपरामर्श/बोधन-सत्राणाम् आयोजनम् i. अध्ययनपरामर्श/बोधनसत्राणाम् निर्वाहकानाम् अध्यापकानाम् उन्मुखीकरणाय गोष्ठी आयोजनीया ii. पूर्वं सूचितसमयसारिण्यनुसारेण अन्तर्जालमाध्यमेन अध्ययनपरामर्श / बोधनसत्राणाम् आयोजनं स्यात् iii. प्रतिविषयम् एकैकं साप्ताहिकं परामर्शसत्रम्/ बोधनसत्रं/ सन्देहपरिहारसत्रं स्यात् एतदायोजनावसरे अवधेयं यत् - प्राक्तनसत्रेषु प्रविश्य ये अध्ययनं न पूरितवन्तः /अनुत्तीर्णाः तादृशाः सम्प्रत्यध्ययनानुवर्तनाय अर्हाः अपि अध्येतृगणे योजनीयाः iv. चतुरायामात्मकस्य स्वाध्यायप्रबन्धनतन्त्रांशस्य सदुपयोगविषये छात्रेभ्यः परामर्शः/मार्गदर्शनम् v. अध्ययनपरामर्श/बोधनसत्राणाम् निर्वहणविषयकं प्रतिवेदनं सङ्ग्रहणीयम्	दिसम्बरमासस्य अन्तिमसप्ताहात्/ जनवरी- प्रथमसप्ताहात् आरभ्य शैक्षिकसत्रान्तं यावत् स्वाध्यायसहयोग- क्रियाः प्रवर्तेरन् । स्वाध्याय- समयसारिणी छात्रेभ्यः प्रेषयिष्यते ।

	vi. प्रत्येक पाठस्य अध्ययनस्य अन्ते छात्रैः पूरणीयप्रदत्तकार्याणां विषये व्यवस्था vii. प्रदत्तकार्यमूल्याङ्कनस्य आधारेण छात्रेभ्यः बोधटिप्पणी(teaching comments)-प्रदानम् viii. प्रत्येक विषयखण्डस्य अध्ययनस्य अन्ते छात्राणां कृते अन्तर्जालमाध्यमेन विषयप्रस्तुते: (online discussion forum/seminar) व्यवस्था ix. स्वाध्यायप्रक्रियायां/प्रदत्तकार्येषु छात्रप्रतिभागितायाः मूल्याङ्कनम् x. प्रदत्तकार्यादीनाम् आधारेण अङ्कसूचीसज्जीकरणम्	
1.2.f	परीक्षार्थम् अर्हणां निर्धारणम् i. परीक्षार्थम् अर्हतानिर्धारणाय मानदण्डः इत्थं स्यात् - प्रत्येक पठ्यस्य 75% स्वाध्यायप्रक्रियासु (प्रदत्तकार्यसमर्पणम् इत्यादिषु) भागग्रहणम् (Attempt) , 35% अङ्कैः प्रदत्तकार्येषु उत्तीर्णता च । ii. उपर्युक्तरीत्या सत्रीयपरीक्षार्थम् अर्हणां सूची सिद्धा स्यात् । iii. परीक्षार्हणां सूची परीक्षाविभागाय अग्रे सारणीया । iv. परीक्षानिर्वहणपटले दर्शनीयायां छात्रविवरणिकायां परीक्षार्हतायाः उल्लेखः दृश्येत ।	- मुख्यपरीक्षार्थं अर्हणां सूची जुलैमासान्तं यावत् सिद्धा स्यात् । - परीक्षाविभागाय सूचना - - अगस्त-प्रथमसप्ताहे । परीक्षानिर्वहणपटले सूचना - अगस्त-प्रथमसप्ताहे ।
1.2.g	परीक्षार्थम् आवेदनप्रक्रिया i. परीक्षार्थम् आवेदयितुम् अन्तिमदिनाङ्कघोषणा ii. परीक्षार्थमर्हाः एव आवेदयितुं समर्थाः भवेयुः इति नियन्त्रण-व्यवस्था iii. आवेदनप्रक्रियायां सारल्यं भवेत् । येषां पठ्यानां परीक्षालेखनार्हता लब्धा तेषु पठ्येषु यस्य यस्य पठ्यस्य परीक्षालेखनमिच्छति तद्विषये एव अभ्यर्थी स्वातन्त्र्येण 'केवलं चिह्नितं कृत्वा' आवेदयेत् । iv. परीक्षावेदनस्य निश्चितिसूचना छात्रैः प्राप्येत ।	अगस्त-द्वितीयसप्ताहं यावत् ।
1.2.h	परीक्षासम्बद्धानि अन्यानि समन्वयकार्याणि (अस्यां तालिकायां 1.1. इत्यत्र निर्दिष्टानि परीक्षासम्बद्ध-समन्वयनकार्यसोपानानि अत्रापि भवेयुः)	जून-तः सप्तम्बरं यावत्
1.2.i	2023-24तमे शैक्षिकसत्रे सञ्चालनीयानाम् उपाधिपाठ्यक्रमाणां सञ्चालनाय विश्वविद्यालय-अनुदान-आयोगात् अनुमति/मान्यता-निमित्तम् आवेदयितुं पूर्वसिद्धताः - i. नियमावल्यानुसारेण जालपुटे प्रदर्शनीयविषयाणां निवेशनाय प्रक्रिया ii. मान्यतानिमित्तकस्य आवेदनपत्रस्य पूरणम् iii. राष्ट्रियमूल्याङ्कनप्रत्यायनपरिषदा अस्मद्विश्वविद्यालयस्य निरीक्षणानन्तरम् अपेक्षितविवरणैः सह आवेदनपत्रसमर्पणम् ।	मार्च-मासं यावत्

1.3	इतराणि शैक्षिक-प्राशासनिकानि कार्याणि i. 2022-23तमे शैक्षिकसत्रे अपेक्षित-स्वाध्यायसामग्रीणां (क्षिप्रं परिष्कृतस्य संस्करणस्य) मुद्रणप्रक्रिया • GeM मुद्रकनिर्णयाय प्रवर्तितकार्याणाम् अनुवर्तनम् ii. मुक्तस्वाध्यायपीठस्य NIC-mail-id-प्राप्तिः, GeM Buyer/Consignee योजनम् iii. अध्यापक-कर्मचारिवृन्दनियोजनकार्यस्य क्रियान्वयनम्/समन्वयनम् iv. विकासकेन्द्र/आन्तरिक-गुणवत्ताश्वासन-केन्द्रस्य आरम्भविषयकप्रस्तावस्य क्रियान्वयनम् v. दैनिक-कार्यालयीयव्यवहारस्य प्रबन्धनम् vi. नूतन-जालपुटनिर्माणपर्यन्तं साम्प्रतिकजालपुटस्य सामयिकतासम्पादनाय प्रक्रिया vii. मु.स्वा.पीठस्य नियमावल्याः आधारेण नित्यनैमित्तिककार्याणां प्रवर्तनम् viii. अभिकल्पसमितेः उपवेशनानाम् आयोजनम्, तत्र स्वीकृतानां निर्णयानां क्रियान्वयनाय प्रक्रिया च ix. अनौपचारिक-संस्कृतशिक्षण-सम्बद्धानि कार्याणि	सप्तम्बर्/अक्टोबर्/ नवम्बर्
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2. विकासकार्याणि (Development Activities)

	विषयः / कार्याणि	अनुष्ठानकालः/ टिपणी																									
2.1	पाठ्यक्रमाणां स्वरूपपरिष्कारः (Re-designing/restructuring of existing programmes/syllabus)																										
2.1.a.	2022-23 तमे शैक्षिकसत्रे प्रयोगाय पाठ्यक्रमस्य क्षिप्रपरिष्कारः Quick Revising existing SLM for re-structuring Programmes for the academic-year 2022-23 i. स्वाध्यायसामग्र्याः बाह्यकलेवरपरिवर्तनम् ii. पत्रपरिचयः इत्यत्र परिष्कारः iii. कक्ष्यायाः उल्लेखं विना - स्तरस्य, अध्ययनाङ्कस्य, विषयवर्गस्य उल्लेखं कृत्वा स्वाध्यायसामग्रीणां मुद्रणम् iv. प्रथमदीक्षायाः आधारेण संस्कृतभाषाप्रमाणपत्रपाठ्यक्रमः v. द्वितीयदीक्षायाः आधारेण संस्कृतभाषादक्षतापाठ्यक्रमः vi. पत्राचारपाठ्यक्रमस्य नवीनपाठान् उपर्युक्तदीक्षाग्रन्थैः सह अतिरिक्त-सहायकसामग्रीरूपेण छात्रेभ्यः प्रेषणम् एवं च पत्राचारपाठ्यक्रमस्य उपर्युक्त-संस्कृतभाषाशिक्षणपाठ्यक्रमे एव समावेशः/परिवर्धनम् vii. 'अन्वयप्रबोधः' - संक्षेपरामायणस्य आधारेण सन्धिसमासयोः परिचयेन सह काव्यशिक्षणस्य प्रथमसोपानरूपः प्रमाणपत्रपाठ्यक्रमः viii. शास्त्रीयग्रन्थशः पृथक् पृथक् प्रमाणपत्रपाठ्यक्रमाः ix. शास्त्रीयग्रन्थशः पृथक् पृथक् दक्षतापाठ्यक्रमाः x. प्रकृतं विद्यमानस्वाध्यायसामग्रीणां विषयवर्गविभागः स्तरविभागश्च यथा – <table><tr><th></th><th>विषयवर्गः</th><th>प्रथमस्तरः</th><th>मध्यमस्तरः</th><th>उच्चस्तरः</th></tr><tr><td>1.</td><td>भाषाशिक्षणवर्गः</td><td>प्रथमदीक्षा</td><td>द्वितीयदीक्षा</td><td>सन्धि-समास-कारकादीनि</td></tr><tr><td>2.</td><td>काव्यवर्गः</td><td>संक्षेप-रामायणम्</td><td>नीतिसाहित्यम्, (भर्तृहरि-नीतिशतकम्, विदुरनीतिः)</td><td>मेघदूतम्, किरातार्जुनीयम्,</td></tr><tr><td>3.</td><td>नाटकवर्गः</td><td>स्वप्नवासवदत्तम्</td><td>अभिज्ञान-शाकुन्तलम्</td><td>उत्तररामचरितम्</td></tr><tr><td>4.</td><td>वाङ्मयपरिचय-</td><td>लौकिक-संस्कृतवाङ्मय-</td><td>वैदिकवाङ्मयः,</td><td>कादम्बरी</td></tr></table>		विषयवर्गः	प्रथमस्तरः	मध्यमस्तरः	उच्चस्तरः	1.	भाषाशिक्षणवर्गः	प्रथमदीक्षा	द्वितीयदीक्षा	सन्धि-समास-कारकादीनि	2.	काव्यवर्गः	संक्षेप-रामायणम्	नीतिसाहित्यम्, (भर्तृहरि-नीतिशतकम्, विदुरनीतिः)	मेघदूतम्, किरातार्जुनीयम्,	3.	नाटकवर्गः	स्वप्नवासवदत्तम्	अभिज्ञान-शाकुन्तलम्	उत्तररामचरितम्	4.	वाङ्मयपरिचय-	लौकिक-संस्कृतवाङ्मय-	वैदिकवाङ्मयः,	कादम्बरी	सप्तम्बर्/अक्टोबर्/नवम्बर्
	विषयवर्गः	प्रथमस्तरः	मध्यमस्तरः	उच्चस्तरः																							
1.	भाषाशिक्षणवर्गः	प्रथमदीक्षा	द्वितीयदीक्षा	सन्धि-समास-कारकादीनि																							
2.	काव्यवर्गः	संक्षेप-रामायणम्	नीतिसाहित्यम्, (भर्तृहरि-नीतिशतकम्, विदुरनीतिः)	मेघदूतम्, किरातार्जुनीयम्,																							
3.	नाटकवर्गः	स्वप्नवासवदत्तम्	अभिज्ञान-शाकुन्तलम्	उत्तररामचरितम्																							
4.	वाङ्मयपरिचय-	लौकिक-संस्कृतवाङ्मय-	वैदिकवाङ्मयः,	कादम्बरी																							

	वर्गः	परिचयः	भारतीयसंस्कृति- परिचयः	कथावाङ्मयम्, गद्यसाहित्यम् चम्पूवाङ्मयम्
5.	व्याकरणशास्त्र- वर्गः	व्याकरणशास्त्र-परिचयः लघुसिद्धान्तकौमुदी	सिद्धान्तकौमुदी	महाभाष्यम् (विविध- व्याकरणशास्त्र- ग्रन्थाः
6.	ज्यौतिषशास्त्र- वर्गः	ज्यौतिषशास्त्र-परिचयः भारतीयकुण्डलीविज्ञानम्	मुहूर्तचिन्तामणिः	सूर्यसिद्धान्तः इत्यादयः
7.	साहित्यशास्त्र- वर्गः	साहित्यशास्त्र-परिचयः काव्यदीपिका	साहित्यदर्पणः	काव्यप्रकाशः इत्यादयः
8.	दर्शनवर्गः	दर्शनपरिचयः	तर्कभाषा	सर्वदर्शनसङ्ग्रहस्थ- न्यायवैशेषिक- मीमांसादर्शनानि
एषा विषयवर्गतालिका उदाहरणरूपा यथोचितम् यथासमयम् अत्र संवर्धनं भवितुमर्हति				
xi. तत्तत्स्तरानुसारेण विद्यमानस्वाध्यायसामग्रीणां विभागः अध्ययनाङ्कनिश्चयश्च				
xii. निर्दिष्टविषयवर्गेभ्यः पठ्यान् चित्वा निर्धारितान् अध्ययनाङ्कान् प्राप्स्यति चेत् तत्तदुचितरीत्या प्रमाणपत्र-दक्षता-प्रगतदक्षतादि-पाठ्यक्रमार्हता भवेदिति व्यवस्था				
xiii. संस्कृतपत्रकारिताप्रमाणपत्रपाठ्यक्रमे लेखनशैली/भाषापरिष्कारः इत्यादिविषयेषु पाठाः भवेयुः				
xiv. पालि-परिचयपाठ्यक्रमः, पालि-प्रमाणपत्रपाठ्यक्रमः, प्राकृत- परिचयपाठ्यक्रमः, प्राकृत-प्रमाणपत्रपाठ्यक्रमः च पूर्ववत् भवेयुः				
2.1.b.	2023-24तमे शैक्षिकसत्रे प्रयोगाय प्राक्शास्त्रि-शास्त्रि-आचार्यपाठ्यक्रमानां नियमितपाठ्यक्रमतुल्यताम् साधयितुं स्वाध्यायसामग्रीणां पुनःसम्पादनम् Re-structuring & Revising existing SLM of Prak-Shastri, Shastri & Acharya according to regular syllabus as per NEP structure for the academic year 2023- 24			2022- दिसम्बर्-तः 2023जून-मासं यावत्
i. राष्ट्रियशिक्षानीत्याधारेण सङ्कल्पितानां नियतपाठ्यानां सूचीमादाय सिद्धस्वाध्यायसामग्रीभिः सह तुलना [[प्रायेण आहत्य 165 पठ्यानि (3,300 पाठाः) भवेयुः]] अपेक्षितविषयाणां यथोचितं संयोजनम् / परिष्करणम् / पुनर्लेखनम् / नवीनपाठयोजना / प्रस्तुतिशैलीपरिष्कारः / सम्पादनम्				

2.2	नूतनपाठ्यक्रमाणां स्वरूपनिर्धारणम् (Frame work for New / Innovative programmes)	
	अधोनिर्दिष्टानां पाठ्यक्रमाणां स्वरूपनिर्धारणाय प्रक्रिया कार्या	
2.2.1	सम्भावितानाम् अभिनवपाठ्यक्रमाणां सूची	प्रक्रियाकालः/टिपणी
2.2.1 a	i. दर्शनानि (परिचयपाठ्यक्रमः) ii. दर्शनानि (प्रमाणपत्रपाठ्यक्रमः) iii. दर्शनानि (दक्षतापाठ्यक्रमः) iv. दर्शनानि (शास्त्री) v. दर्शनानि (आचार्यः)	• स्वरूपनिर्धारणम् - नवम्बर् 2022 तः जनवरी 2023
2.2.1 b	vi. सङ्गणकीय-भाषाविज्ञानम् संस्कृतम् भाषानुसारकं च (Computational Linguistics, Sanskrit & NLP) vii. पाणिनीयपरिप्रेक्ष्ये भाषाविज्ञानम् (Linguistics in Paniniyan perspective) viii. भारतीयं मनोविज्ञानम् ix. शास्त्री (संस्कृतवाङ्मयम्) //(BA with specialization in General Sanskrit) x. आचार्यः(संस्कृतवाङ्मयम्) //(MA with specialization in General Sanskrit) xi. विद्यालयस्तरस्य बालानां कृते क्रमिकः पाठ्यक्रमः (सोपानक्रमेण online-पाठ्यक्रमः)	• स्वरूपनिर्धारणम् – जनवरी/फेब्रवरी 2023
2.2.c	वैकल्पिकविषयत्वेन स्वतन्त्रविषयत्वेन वा अध्येतुं योग्यानि स्वतन्त्रपठ्यानि i. संस्कृते नैतिकमूल्यानि ii. पुराणपरिचयः iii. भगवद्गीता-प्रमाणपत्रपाठ्यक्रमः iv. सांस्कृतिकयात्रा-परिचायिका v. जीवनप्रबन्धनाय भगवद्गीता vi. संस्कृतस्य इतरभाषाणां च सम्बन्धः vii. मनुष्यालयचन्द्रिका viii. देवालयचन्द्रिका ix. भारतीयसङ्गीतशास्त्रम् x. संस्कृतस्तोत्रसाहित्यम्	• स्वरूपनिर्धारणम् – 2023 फेब्रवरी/मार्च्

	xi. नाट्यशास्त्रम् xii. स्वस्थसमाजाय संस्कृताधारितं कर्तव्यशिक्षणम् • मातृ-पितृ-कर्तव्यम् • सन्ततिकर्तव्यम् • शिक्षककर्तव्यम् • प्रजानां सामाजिकम् उत्तरदायित्वम् • शासककर्तव्यम् • वृत्तिधर्मविचारः इत्यादयः	
2.2.2	उपरिनिर्दिष्ट-पाठ्यक्रमाणां स्वरूपनिर्धारणाय प्रक्रिया (सिद्धताबिन्दवः/सोपानानि) - विदुषां सूची - कार्यशालाः - अध्याग्न्याः - पाठ्यक्रमसंरचना (Programme structure) - पठ्यांशनिर्धारणम् - पाठलेखकनिश्चयः	

2.3	स्वाध्यायसामग्रीविकासः (Development of SLM including e-content development in four quadrant style)	
	विषयः / कार्याणि	प्रवृत्तिकालः/टिपणी
2.3.1	पूर्व सज्जीकृतानां टङ्कितपाठानां unicode-लिप्यन्तरणम् (सिद्धताबिन्दवः/सोपानानि) i. स्वाध्यायकेन्द्रेषु नियुक्तानां सहयोगः स्वीकार्यः ii. कार्यविभागः, समयसारिणी च सज्जीकार्या iii. कार्यकर्तृणां गोष्ठी, कार्यनिर्देशः, पत्रप्रेषणम् iv. परिवर्तकतन्त्रांशस्य उपयोगानन्तरमपि अवशिष्टदोषाणां संशोधनाय व्यवस्थाचिन्तनम् v. परिष्कृतसामग्रीणां सङ्कलनम्	दिसम्बर् 2022/जनवरी-2023 तः
2.3.2	विद्यमान-स्वाध्यायसामग्रीणाम् आधारेण अपेक्षितपरिष्कारपुरस्सरं विविधपाठ्यक्रमाणां निमित्तं चतुरायामात्मकानाम् ई-पाठानां निर्माणम् (Developing four quadrant E-content, based on existing SLMs for various courses) (सिद्धताबिन्दवः/सोपानानि) i. नियोजयिष्यमाणानां तत्तद्विषयाध्यापकानां सहयोगेन कार्यमिदं साध्यम् ii. कार्यदृष्ट्या पठ्यानाम् आद्यतासूची iii. कार्यविभागः, समयसारिणी iv. पाठयोजना, चिन्तनम्, टङ्कणम्, परिष्कारः v. ध्वनिपाठनिर्माणम्, दृश्यश्रव्यसामग्रीपरिकल्पनम् vi. संवादात्मक/मूल्याङ्कनात्मक-दृश्यपाठाः (Interactive Videos) vii. तन्त्रज्ञानविशेषज्ञैः सह समालोचना/परामर्शः viii. प्रयोगः, परिष्कारः ix. स्वाध्यायनिर्वहणपटले पाठानां निवेशनम्	जनवरी तः सिद्धतारम्भः। प्रक्रियाकालः – 2023-24, 2024-25,.....
2.3.3	नूतनपठ्यांशनिमित्तं पाठसंरचनायाः सज्जीकरणम्, पाठलेखनं च (preparing unit-structure for each new courses) i. पाठलेखकगोष्ठी / कार्यशाला	फेब्रवरीतः सिद्धतारम्भः। प्रक्रियाकालः – एप्रिल्/मई/जून यावत्

	ii. सहायकग्रन्थाः iii. पाठसंरचना (Lesson-structure) iv. पाठलेखनम् / टङ्कणम्, संशोधनम्	
2.3.4	नूतनपठ्यांशानां चतुरायामात्मक-ई-पाठनिर्माणम् (Developing four quadrant E-content for each new course according to the unit-structure) i. उपरि 2.3.2 इत्यत्र निर्दिष्टसोपानानि अत्रापि	प्रक्रियाकालः – 2023-24, 2024-25,.....
2.3.5	केषाञ्चिदभिनव-पाठ्यक्रमाणां निर्माणे संस्थान्तराणां सहयोगस्वीकरणाय वि.वि.अनु.आयोगस्य नियमानुसारेण नीतिनिर्माणम् i. सहयोगस्य प्रकारः (विद्वत्सहयोगः / निर्माणसहयोगः) • मानदेयम्/पारिश्रमिकं देयं स्यात् । • पाठ्यक्रमस्य स्वामित्वं मु.स्वा.पीठस्य/के.सं.विश्वविद्यालयस्य भवेत् । ii. अन्यसंस्थया निर्मितपठ्यांशस्य (व्ययप्रदानं कृत्वा) उपयोगः – तादृशः उपयोगः प्रत्येकं पाठ्यक्रमे 40% नातिरिच्येत । iii. अन्यसंस्थया निर्मितस्य स्वामित्वमुक्त-पठ्यस्य (OER) उपयोगः अपि प्रत्येकं पाठ्यक्रमे 40% नातिरिच्येत । iv. पाठ्यक्रमसञ्चालनं विश्वविद्यालयेन स्वयं कार्यम्, विश्वविद्यालयस्य परतया अन्यसंस्था न चालयेत् । पाठ्यक्रमशुल्कं साक्षात् विश्वविद्यालयस्य कोषे आगच्छेत् । परीक्षासञ्चालनं/प्रमाणपत्रदानं च विश्वविद्यालयः कुर्यात् । v. व्ययप्रदानव्यवस्था • प्रत्येकं पठ्यस्य स्वाध्यायसामग्रीनिर्माणव्ययस्य निर्धारणम् • प्रत्येकं पाठस्य निर्माणव्ययस्य निर्धारणम् vi. संस्थाभिः सह अनुबन्धः	दिसम्बर्-तः फेब्रवरी

2.3.5.A	अन्यसंस्थानां (अन्यसंस्थाविदुषां वा) सहयोगेन सज्जीकर्तुं शक्यानां पाठ्यक्रमाणां/पठ्यानां सूची (उदाहरणमात्रम्)
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	पाठ्यक्रमः/पठ्यम्	स्तरः	संस्था / विद्वांसः	टिप्पणी
1.	आयुर्वेदस्य भाषा संस्कृतम्		संस्कृतसंवर्धनप्रतिष्ठानम्	
2.	आयुर्वेदसाहित्यम्		संस्कृतसंवर्धनप्रतिष्ठानम्	
3.	योगस्य भाषा संस्कृतम्		संस्कृतसंवर्धनप्रतिष्ठानम्	
4.	अष्टाध्यायीप्रक्रिया		संस्कृतसंवर्धनप्रतिष्ठानम्	
5.	पातञ्जलयोगसूत्रम्		संस्कृतसंवर्धनप्रतिष्ठानम्	
6.	सङ्गणकीय-भाषाविज्ञानम् संस्कृतम् भाषानुसारकं च (Linguistics, Sanskrit & NLP)		शिवानी, बेङ्गलूरु	
7.	पाणिनीयपरिप्रेक्ष्ये भाषाविज्ञानम् (Linguistics in Paninian perspective)		कपिलकपूरः/ केन्द्रीयविश्वविद्यालयः हैदराबाद् अम्बाकुलकर्णी, ललितकुमारत्रिपाठी, कें. सं. वि.	
8.	भारतीयं मनोविज्ञानम्			
9.	शास्त्री (संस्कृतवाङ्मयम्) / (BA with specialization in General Sanskrit)		केन्द्रीयविश्वविद्यालयः हैदराबाद् अम्बाकुलकर्णी, ललितकुमारत्रिपाठी, कें. सं. वि.	
10.	आचार्यः(संस्कृतवाङ्मयम्) /(MA with specialization in General Sanskrit)		केन्द्रीयविश्वविद्यालयः हैदराबाद् अम्बाकुलकर्णी, ललितकुमारत्रिपाठी, कें. सं. वि.	
11	मनुष्यालयचन्द्रिका		वास्तुविद्याप्रतिष्ठानम्	
12	देवालयचन्द्रिका			
13	भारतीयं सङ्गीतशास्त्रम्			
14	देवालयप्रबन्धनम् (Temple management)			

2.4	निर्वहणव्यवस्थायाः विकासः (Development of managing System)	
	विषयः / कार्याणि	प्रवृत्तिकालः/टिपणी
2.4.1	शैक्षिकविकासकेन्द्रस्य, आन्तरिकगुणवताश्वासनकेन्द्रस्य च आरम्भः (Establishing Development Centre & CIQA of MSP) i. कार्यदिशप्रक्रिया / उत्तरदायित्वघोषणा – अक्टोबर्/नवम्बर् ii. कार्यारम्भः – नवम्बर्मासं यावत् iii. नियुक्तयः - अक्टोबर्/नवम्बर् iv. वि.वि.अनु.आयोगस्य अन्तर्जालीय/दूरस्थशिक्षा-सम्बद्धनियमावल्यानुसारेण - - मुक्तस्वाध्यायपीठस्य विकासार्थं योजनानां चिन्तनम् (काश्चन योजनाः अस्यां तालिकायाम् उपरि पूर्वतनबिन्दुषु उल्लिखिताः) - आन्तरिकगुणवत्तायाः रक्षण-संवर्धनयोजनानां चिन्तनम् (कर्तव्यसूची संलग्ना) - पाठ्यक्रमविकासकार्याणाम् अनुष्ठानम् (सम्भावितकार्याणां सूची क्रियान्वयनसोपानानि च अस्यां तालिकायाम् उपरि पूर्वतनबिन्दुषु निर्दिष्टानि)	अक्टोबर्/नवम्बर्
2.4.2	स्वाध्यायप्रबन्धनाय संयुक्त-तन्त्रांशविकासः (Developing integrated Programme Management System such as AMS, LMS, SLMMS, EMS, ALMS) तन्त्रांशे अपेक्षितसुविधानां विवरणम् अस्याः तालिकायाः अनन्तरम् उल्लिखितं वर्तते । संलग्नकम् -	सिद्धतारम्भः कृतः । मुख्यप्रक्रियाकालः - दिसम्बरमासतः
2.4.3	मुक्तस्वाध्यायपीठस्य जालपुटपरिष्कारः (Developing/updating website of MSP) i. प्रथमघट्टे साम्प्रतिके जालपटले अपेक्षिताः अनिवार्याः क्षिप्रपरिष्काराः कार्याः । व्यवस्थितस्य जालपुटस्य निर्माणपर्यन्तम् एषा व्यवस्था अनुवर्तेत । ii. मुक्तस्वाध्यायपीठस्य विविधकार्यप्रबन्धनतन्त्रांशनिर्माणावसरे तदनुकूलतया व्यवस्थितजालपुटस्य अपि निर्माणं भवेत् ।	सिद्धतारम्भः कृतः । मुख्यप्रक्रियाकालः - दिसम्बरमासतः

2.5	वृत्तिकौशलविकासः (Professional Development)	
	विषयः / कार्याणि	प्रवृत्तिकालः/टिपणी
2.5.1	शिक्षकप्रशिक्षणकार्यशाला (Teachers' Training workshop) (सिद्धताबिन्दवः/सोपानानि) i. भागग्राहिणां निश्चयः ii. प्रशिक्षकनिश्चयः iii. प्रशिक्षणविषयः iv. कार्यक्रमस्य अवधिः v. आयोजनस्थानम् vi. आयोजनव्यवस्था vii. व्ययस्य प्राक्कलनम् viii. कार्यक्रमेण सिसाधयिषितम् ix. कार्यक्रमस्वरूपम्, समयसारिणी	• प्रथमपर्याये - दिसम्बर्/जनवरी • पश्चात् कार्यप्रगतिं परिशील्य यथापेक्षं यथावसरम् आयोजनं चिन्तयिष्यते ।
2.5.2	स्वाध्यायकेन्द्रसमन्वयकानां पुनश्चेतनवर्गः (Orientation Programme for SK Coordinators) (सिद्धताबिन्दवः/सोपानानि) i. भागग्राहिणां निश्चयः ii. प्रशिक्षकनिश्चयः iii. प्रशिक्षणविषयः iv. कार्यक्रमस्य अवधिः v. आयोजनस्थानम् vi. आयोजनव्यवस्था vii. व्ययस्य प्राक्कलनम् viii. कार्यक्रमेण सिसाधयिषितम् ix. कार्यक्रमस्वरूपम्, समयसारिणी	नवम्बरमासे अन्तर्जालमाध्यमेन उपवेशनम् । प्रवेशप्रक्रियायाः गतिम् अवलम्ब्य अग्रिमकार्यं निर्धारणीयम् ।
2.5.3	कर्मचारिप्रशिक्षणम् (MSP staff training workshop) (सिद्धताबिन्दवः/सोपानानि) i. भागग्राहिणां निश्चयः ii. प्रशिक्षकनिश्चयः iii. प्रशिक्षणविषयः iv. कार्यक्रमस्य अवधिः v. आयोजनस्थानम्	नवम्बरमासे अन्तर्जालमाध्यमेन उपवेशनम् । प्रवेशप्रक्रियायाः गतिम् अवलम्ब्य अग्रिमकार्यं निर्धारणीयम् ।

	vi. आयोजनव्यवस्था vii. व्ययस्य प्राक्कलनम् viii. कार्यक्रमेण सिसाधयिषितम् ix. कार्यक्रमस्वरूपम्, समयसारिणी	
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3. मानवसंसाधनम् (Man power)

3.1	अपेक्षित-मानवसंसाधनविवरणम् (Details of Man-power required)	
	विषयः / कार्याणि	प्रवृत्तिकालः/टिपणी
3.1	अपेक्षित-मानवसंसाधनस्य प्रकाराः (Category of Required Man power) A. शैक्षिकाः/अध्यापकाः (Teachers) B. तन्त्रज्ञानां गणः (Technical support Team) C. कार्यालयीयाः / सहायककर्मचारिणः (Office/supporting staff) विवरणम् अस्याः तालिकायाः अनन्तरं उल्लिखितं वर्तते ।	• सिद्धता - अक्टोबर्-2022 (सूची सिद्धा/प्रस्तुता)

3.1.A	अपेक्षित- शैक्षिकाः/अध्यापकाः/शैक्षिकप्राशासनिकाः (Required positions for Academic-works/Teaching & Academic-Administration)		
Sl. No.	Positions	Required No. of positions (Minimum)	Comments
1.	निदेशकः [Director (MSP)]	1	Engaged
2.	उपनिदेशकः (Dy. Director)	1	This responsibility may be given to able faculty member/scholar having ability in academic administration & having interest & idea of promoting Online learning for Sanskrit.
3.	सहायकनिदेशकः (Asst. Director)	1	This responsibility may be given to given to able faculty member. /selected faculty members mentioned in row no. 5
4.	प्राध्यापकाः (Faculty - full time dedicated basis, for performing academic functions including teaching in ODL / OL mode) सहायकाचार्याः/सहाचार्याः/आचार्याः (Asst. Professor / Asso. Professor / Professor)	One per Programme for programme-coordination	Programme-coordinatorship may be given to selected faculty members mentioned in row no. 5
5.	प्राध्यापकाः (Faculty [full time	One per course	No. of subject teachers (full

	dedicated basis, for performing academic functions including teaching in ODL / OL mode) सहायकाचार्याः/सहाचार्याः/आचार्याः (Asst. Professor / Asso. Professor / Professor)	for course coordination	time) required (on contractual arrangement till the creation of posts)- Vya. – 6 Sah. – 5 Jyo. – 5 Darshana – 5 (V-3, N-1, S/Y-1, M-1) Skt. Lng. – 2 SJ-1 Guest faculty/services required (till the creation of posts) Eng. – 1 Hindi – 1 Pol. Sc.- 1 Hist.- 1 Eco.- 1 Pli/BD -1 Prkt./JD -1
6.	प्राध्यापकाः (Faculty (full time dedicated basis, for performing academic functions including teaching/mentoring in ODL/OL mode)	One per batch of 250 learners for Mentoring per course	May be appointed when the number of the learners grow up. Till then alternative arrangement may be done by assigning additional responsibility to other faculty members.
7.	प्राध्यापकाः/शैक्षिकपरामर्शदातारः (Academic Counselor in a Learner Support Centre)	One per batch of 100 learners per theory course	(In case of ODL mode) May be engaged hrly basis at S.K. as per requirement.
8.	ग्रन्थालयाध्यक्षः/सहायकाध्यक्षः (Librarian/ Assistant Librarian)	1	Assistant Librarian Main library of H.Q. of the HQ may be HQ HQ

9.	स्वाध्यायकेन्द्र-समन्वयक: (Coordinator of Swadhyaya Kendra)	1 per SK	Already engaged.
10.	निदेशक:, शैक्षणिकविकासकेन्द्रम् Director (ADC)	1	At initial stage both responsibilities may be managed by one Director. Centre is to be established & Directorship may be given to a faculty member.
11.	निदेशक:, आन्तरिकगुणवताश्वासनकेन्द्रम् Director (CIQA)	1	
12.	शैक्षिकसहयोगिन: [Academic Associate (प्रबन्ध:, पाठ्यक्रमविकास: च)]	(for HQ/ADC/CIQA) as per requirement	To be engaged.
3.1.B	Administration / Supporting staff		
Sl. No.	Positions	Required No. of positions (Minimum)	Comments
1.	Deputy Registrar (Coordinator Admission , Exam & Finance)	1	
2.	Asst. Registrar (Office-coordinator)	1	
3.	S.O (Section in-charge and I/c SLM stock & Delivery)	1	Engaged
4.	Assistants	2	एक Assistant एवं एक UDC सम्प्रति कार्यरत है।
5.	DEO / Computer operators	2 at HQ & 1 at each SK/ Center	Engaged
6.	MTS	2 at HQ & 1 at each SK/ Center	Engaged
7.	Note - In case of the enrolment higher than 5,000 the number of positions in the Centre for Distance and Online Learning may be increased by the HEI appropriately.		
3.1.C	तन्त्रज्ञानां गण: (Technical support Team)		

Sl. No.	Positions	Required No. of positions (Minimum)	Comments
3.1.C.I	For Development of e-Content as Self-Learning e-Modules		
1.	Technical Manager (E-content-Production)	1	
2.	Technical Associate (Audio-Video recording and editing)	1	
3.	Technical Assistant (Digitization & A/V Recording)	1	
4.	Technical Assistant (e-content creation & Audio-Video Editing)	1	
3.1.C.II	For Delivery of Online Programmes		
5.	Technical Manager (LMS and Data Management)	1	
6.	Technical Assistant (LMS)	1	
7.	Technical Assistant (Data management & delivery-tracking system)	1	
3.1.C.III	For Publicity Admission and Evaluation		
8.	Technical Manager (Website, publicity, Admission, Evaluation, feedback, and Alumni Management)	1	
9.	Technical Assistant (Publicity, Admission, Evaluation/Examination and	1	

	Result)		
10.	Technical Assistant (Website Management, Grievance-redressal system, Alumni Management System, Stock Management system)	1	
11.	Consultant (Academic & official-works)	1	
12.	Sr. Consultant / Professor of practice (ICT-Expert)	1	

3.2	Calculation of 'number of teachers required' based on Subject-wise No. of courses (Justification for the number of teachers in demand)						
3.2.A	Shastra/Sanskrit-subjects -						
Sl. no	Programme / Class	No. of courses व्याकरणम्	No. of courses ज्यौतिषम्	No. of courses साहित्यम्	No. of courses दर्शनम्	No. of courses भा.शि.	No. of courses सं. पत्र.
1.	PS I	3	1	2		1	
2.	PS II	3	1	2			
3.	S I	3	3	3	3	1	2
4.	S II	3	3	3	3		2
5.	S III	3	3	3	3		2
6.	A I	5	5	5	5		
7.	A II	5	5	5	5		
8.	PSB					2	
9.	SB	2	1	1		2	
10.	AB	6	6	6	6 +6		
11.	SLT					4	

12.	SJ						2	
	Total No of Courses*	33	28	30	25 + 6	10	8	
	Min. No. of teachers required**	6	5	5	6	2	1	
	*Total No. of courses may increase time to time. ** Mentors may be required additionally.							
3.2.B	Other subjects							
	Programme / Class	No. of courses English	No. of courses हिन्दी	No. of courses Eco.	No. of courses Pol.Sc.	No. of courses Hist.	No. of course s Pli.	No. of course s Prkrt.
1.	PS I	1	1	1	1	1		
2.	PS II	1	1	1	1	1		
3.	S I	1	1	1	1	1		
4.	S II	1	1	1	1	1		
5.	S III	1	1	1	1	1		
6.	Intro./CC & Pli	-	-	-	-	-	1	1
7.	Intro./CC & Prkt.	-	-	-	-	-	2	2
	Total	5	5	5	5	5	3	3
	Min. No. of teachers required	1	1	1	1	1	1	1

3.3	दूरस्थशिक्षायाम् अध्यापककार्यस्वरूपम् [Nature of duty of a teacher in MSP (D.E.)]
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	a. Nature of duty of a teacher in MSP (D.E.) is teaching in terms of D.E/ ODL/OLE system. This may involve one or more of the following activities – • Course designing and curriculum development, preparing SLMs (print-media, electronic-media & online-media) of one particular assigned subject/programme/discipline. • Teaching through ODL/OL techniques (teaching in contact/virtual/online-live classes), counseling / study-guidance / self-learning support activities, imparting subject-knowledge, developing knowledge-transmission-techniques/methods. • Preparing teaching comments/giving learning tips to the learners (either on paper/via email / direct oral/ telephonically/electronically through LMS). • Evaluation of self-learning process, preparing assignments, monitoring progress of self-learning of the learners of concerned course/subject. • Editing/modifying/improving/revising (including convening these works) of SLMs on concerned/assigned subject. Thus he/she will be in-charge-teacher/coordinator of particular subject/course/paper or Programme (as the case may be). b. Asst. Professors / Asso. Professors / Professors in MSP will have the responsibility of programme-coordination / Course-coordination of particular subject. As per the UGC guidelines, there shall be one programme-coordinator per programme and one course-coordinator per course. c. Teachers should be engaged in developing ODL/OL methodologies & learning materials relevant to Sanskrit-education & will have to associate in developing new, innovative and interdisciplinary courses for various target groups. d. Teachers may also have to undertake research/project/exam-related works, institutional support-activities, extracurricular activities, Social/ethical- responsibilities etc. or any suitable works assigned by the higher authorities time to time.
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3.4 अध्यापकानां कार्यभारविवेचनम् (Duty & work-load assessment of teachers in DE) UGC Norms for Delivery of Courses in Online Mode								
S. No.	Credit value of the course	No. of Weeks	No. of Interactive Sessions		Hours of Study Material		Self-Study hours including Assessment etc.	Total Hours of Study (based on 30 hours per credit)
			Synchronous Online Counselling/ Webinars/ Interactive Live Lectures (1 hour per week per course)	Discussion Forum/ asynchronous Mentoring (2 hours per week per course)	e-Tutorial in hours	e-Content hours		
1.	2 credits	6 weeks	6 hours	12 hours	10	10	22	60
2.	4 credits	12 weeks	12 hours	24 hours	20	20	44	120
3.	6 credits	14 weeks	14 hours	28 hours	30	30	66	180
4.	8 Credits	16 weeks	16 hours	32 hours	40	40	88	240

3.4.A दैनन्दिनकार्यविश्लेषणम् (Work-load of teacher per day according to the nature of duty)			
Duration per day	Activities related to the allotted subject/course to be undertaken by the teacher	Nature of work	Allotted Courses (to be mentioned for each teacher)
2 hrs.	Developing/contributing to Quadrant-I e-Tutorial	e-Tutorial shall contain: Video and Audio Content in an organized form, interactive videos, Animation, Simulations, video demonstrations, Virtual Labs, etc., along with the transcription of the video.	

1 hr.	Synchronous Online-Counseling/ Webinars/ Interactive Live Lectures	Online Counseling/ Interactive Live Lectures	
2 hrs.	Developing/contributing to Quadrant-II e-Content	e-Content shall include self-instructional material (digital Self Learning Material), e-Books , illustrations / hyper-linked texts, case studies, presentations etc., and also contain Web Resources such as further references, Related Links, Open source Content on Internet, Video, Case Studies, books including e-books, research papers and journals, Anecdotal information, Historical development of the subject, Articles, etc.	
1 hr.	Activities related to Quadrant-III Discussion Forum/ asynchronous Mentoring	Quadrant-III is the Discussion forum for raising of doubts and clarifying the same on real time and/or asynchronous -basis by the Course Coordinator and/or his team. Teachers/mentors should announce topics related to concerned learning content, guide & moderate discussions, give training for शास्त्रार्थविचार/संवाद/व्याख्यानम् on related topics.	
1 hr.	Activities related to Quadrant-IV Assessment	Assessment shall contain - Problems and Solutions, which could be in the form of Multiple Choice Questions, Fill in the blanks, Matching Questions, Short Answer Questions, Long Answer Questions, Quizzes, Assignments and solutions, Discussion forum topics and setting up the FAQs, Clarifications on general misconceptions.	
1hr.	Other Academic & institutional support works	Research/Project/Exam-related works, institutional support-activities, extracurricular activities, Social/ethical- responsibilities etc.	

3.5	स्वाध्यायकेन्द्रे अध्यापकानां /शैक्षिकाणां कार्यम् (Responsibility of Faculty deployed at SK)
	a. Teaching concerned subject in contact classes &/or online-classes as per the requirement based on the mode of delivery decided for programmes. b. Preparing & posting e-tutorials. c. Course-related-support activities like guiding/ counseling/clearing doubts, facilitating & monitoring teaching-learning process utilizing the LMS effectively. d. Improvement of learners' writing skill, reading skill, pronunciation skill, presentational skill etc. e. Correction of general mistakes & eradicating general misconception related to course topics. f. Learners-support-activities such as admission related activities, guiding & facilitating & monitoring teaching-learning process g. Preparation of assignments, Evaluation of assignments and giving teaching comments to each & every student. h. Preparation of question-banks in the concerned subjects. i. course design and curriculum development, SLMs of one particular assigned subject/programme/discipline j. Editing/modifying/improving/revising existing printed SLMs of concerned course/assigned subject. k. Credit-wise division of available e-content. l. Modifying the existing printed SLMs according to the revised syllabus pattern of CSU. m. Transforming the existing / modified printed SLMs to e-SLMs as per the four-quadrant pattern. n. Writing new lessons to add to existing courses (if required) o. Preparation of new courses in the concerned subject in four quadrant style.

	p. Utilization of available OER for improving SLM of concerned course. q. Contribution to OER by preparing new e-learning-components. r. Thus the dedicated/full-time faculty deployed in MSP/Swadhyaya-Kendra will be course-coordinator i.e. in-charge-teacher of particular course. He shall undertake course-developmental activities as per the guidelines of course/programme development center of MSP. s. Examination-related works as per the directions of authorities
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3.6	तन्त्रज्ञानां उत्तरदायित्वम् (Responsibility of Technical support team)
	The team shall- a. Facilitate/assist the core faculty by developing computer programs to improve teaching-learning process. b. Facilitate the core faculty by developing e-Content as Self-Learning e-Modules with Audio-Video recording and editing works. c. Coordinate with outside agencies (wherever required) for producing audio/video, study materials. d. Assist the MSP arranging proper solution for online delivery of programmes. e. Assist the core faculty for planning, developping and managing e-learning. f. Customize, maintain & update technology-based L.M.S. (Learning Management System in consultation with Faculty members/ coordinators. g. Maintain data/ update programme /software related to M.S.P. h. Maintain/update /develop website of M.S.P. i. Develop network for ODL/OL. j. Provide technological support for online admission & exams.
3.7	वरिष्ठपरामर्शदाः/व्यावसायिकाचार्याः [Sr. Consultant / Professor of practice (ICT-Expert)]
	This service of the expert is required - • To lead/guide/monitor the technical-teams.

	• To undertake the responsibility of developing AMS, LMS, EMS etc. for MSP in consultation with the concerned reporting officer. • To utilize the ICT expertise for academic development and propagation of programmes of MSP. • To involve in the development and designing of courses and curriculum. • To encourage for taking innovation and entrepreneurship projects & provide necessary technical guidance for these activities. • To focus on enhanced industry-academia collaborations. • Conduct jointly in collaboration with regular faculty member of the institution, workshops, seminars, deliver special lectures and training programmes, Carryout joint research project or consultancy services in collaboration with the regular faculty member of the concerned HEI. • This service will be availed on full time contract for direct-sessions/ online-guiding cum monitoring/training-sessions/ consultancy/workshop as per the need and nature of tasks. • The engagement may be based on any one of the following – Sponsorship by any Company/ Honorary / Remuneration based may be decided after interview & negotiation.
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3.8	स्वाध्यायकेन्द्रसमन्वयकानां कार्यम् (Responsibility of Coordinator of S.K.)
	a. Coordinating activities & Academic-Administration related to Swadhyaya Kendra. b. Propagation of programmes of MSP. c. Pre-admission counseling/guiding/facilitating aspirants of admission. d. Providing S.L.M.s (which are received from H.Q.) to the learners as per the programmes/courses. (Coordinator may prepare/provide additional or supplementary study material also using available / accessible resources.)

	e. Suggesting useful additional-learning-resources to the learners. f. Arranging/coordinating contact cum counseling-sessions/contact-classes and/or virtual classes (Online/offline/tele/blended mode may be used for teaching-learning process) g. Facilitating/guiding the self learning activities of learners. h. Addressing various issues related to the learners. i. Handling assignments including evaluation process. j. Various procedures related to examinations at S.K. k. Guidance for the learners for further learning based on the result of exams etc. l. Supervising/monitoring teaching-learning process and other activities related to S.K. m. In case of online-programmes, Learners' support services shall be through ICT as per UGC regulation and as per the instructions of MSP/CSU. n. The functionary at Swadhyaya-Kendras may be required to be engaged in developmental activities also as per the directions by MSP/CSU.
3.9	स्वाध्यायकेन्द्रे कार्यसहयोगिनां कर्मचारिणां कार्यम् (Nature of duty of Work-Executives/Work-assistants/UDC/LDC cum D.E.O at SK)
	The supporting staff of Swadhyaya Kendra [i.e.Work-Executives/Work-assistant/UDC/LDC cum D.E.O)] shall perform of the following duties under the supervision/guidance of Coordinator - a. Managing of all data (including collecting/sorting, entry, updating & maintenance of data) related to S.K. b. Typing /DTP works related to SLM (Sanskrit, Hindi & English) c. Processing/executing office works related to admission process. d. Preparing notes/ drafts/ letters/ emails, SMS for official communication with students. e. Arrangement for sending lessons (printed/ audio/ video lessons programme. wise) to the learners as per the schedule prepared by Coordinator.

	f. Resizing/editing/uploading multimedia contents as required by S.K. g. File-works & other assistance for arranging contact classes/tele-teaching/audio lessons etc. h. Follow up works related to admitted learners- i.e. assisting the coordinator in creating and maintaining the study groups (class wise) in social media, intimation & issue of assignments, collecting assignments & presenting them for valuation, communicating/forwarding the teaching comments made by the teachers to the concerned learners. i. Entry of assignment-marks. j. Examination related processing works like- intimation to the eligible students of current year & dropped/left out students of previous years, collecting application forms/data for examination, checking them and presenting them to the coordinator in order to forwarding to examination Dept., Distribution of hall tickets, assistance for arrangements for examinations, maintenance of result records, distribution of mark lists & certificates with record. k. Updating/maintaining 'students communication network'/web page/LMS (if any) of S.K. l. Responding to queries for information and accessing relevant files & reporting the same to the coordinator of S.K. & communicating required information to the concerned learners under the supervision of Coordinator. m. Preparing various types of reports related to the activities of S.K., based on data. n. Maintaining stock details of Self Learning Materials & movable property of S.K. o. Maintaining S.K. Library. p. Account related works of S.K. like – general account of S.K., checking & putting up bills related to contact class, valuation works, purchases, workshops/seminars etc. q. Equipment Maintenance r. Any other allied works assigned by coordinator of Swadhyaya Kendra/ Concerned Campus of the University. s. He shall be expert in using computer applications (MS Word, Excel, PPT, LMS
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	etc.) & social media to support the activities of S.K. (Till the regular posts of supporting staff are created to carry out the above-mentioned responsibilities, temporary engagement shall be done either through walk in interview or contractual engagement through outsourcing with suitable remuneration/wage according to the nature of duty & level of responsibility.)
3.10	इतरेषां कार्यकर्तृणां कार्यस्वरूपम् (Nature of duty of other positions)
	The nature of duty/workload are mentioned in the above rows to justify the demand of No. of posts/positions. Nature of duty & responsibilities of other positions (which are not specified here will be as per MSP Regulations and as per the instructions by the authority time to time.

3.11	अध्यापकानां / तन्त्रज्ञानां कर्मचारिणां नियोजनम् (Engaging Teachers & other staff on contract basis)	
	नियुक्तिविज्ञापनस्य प्रारूपाणि संलग्नानि (Annex. IV, V)	- प्रथमपर्याये अपेक्षितमानवसंसाधन- निमित्तं नियुक्तये विज्ञापनप्रारूपं प्रस्तुतम् । - नियुक्तिप्रक्रिया – अक्टोबर्/नवम्बर्

4. भौतिक-साधनसौकर्याणि (Infrastructure)

	विषयः / कार्याणि	प्रवृत्तिकालः/टिपणी
4.1	i. नियमानुसारम् अपेक्षित-स्थानादिव्यवस्थायाः सूची ii. साम्प्रतिकी न्यूनता, सम्भावितपरिहाराः च (प्रत्येकं स्वाध्यायकेन्द्रे उपलब्धस्थानादिविवरणं संयोज्य सूची सज्जीकार्या)	अक्टोबर्/नवम्बर्
4.2	भौतिकसाधनसौकर्याणां निमित्तं धनराशेः आबण्टनम्, वस्तुक्रयणादिकम्	अक्टोबर्/नवम्बर्

4.3		Space requirement Minimum space requirement as per UGC Regulations - 15000 sq. ft.(carpet area)														
		Total Built-up area for Open and Distance Learning activity														
नियमानुसारम् अपेक्षित-स्थानादिव्यवस्था Required space for physical Infrastructure for MSP		मुक्तस्वाध्यायपीठस्य कृते उपलब्ध-स्थानादिव्यवस्था Available space for physical Infrastructure for MSP														
S. No.	Built-up Area Type	Percentage (%)	Built-up Area (Carpet Area, in	HQ	At S.K.s											Total available space (Sq.ft.)
					शू.	पु.	जय.	ज.	हि.	गु.	मु.	भो.	ल.	प्र.	दे.	अग.
1.	Academic	50 %	7500	625	1800											
2.	Administrati	10 %	1500	125	180											
3.	Academic-support such as Library, Reading room, Computer	30 %	4500	375	540											

	Centre, Information al and Communica tion technology Labs, Video and Audio Labs etc.																
4.	Amenities or other support facilities	10 %	1500	125	125												
Total			15,000 s.ft														
Note - Built up area for toilets shall be separate. Minimum requirement of Physical Infrastructure will be as per University Grants Commission (Fitness of Open Universities for Grants) Rules, 1988 and as amended from time to time, except for the existing Open Universities for the purpose of these regulations.																	

4.4	इतरव्यवस्था: (Other facilities)	
	विषयः	प्रक्रियाकालः
1.	Tables, chairs, Almirah, Book-racks, Conf.tables, Display boards/ Notice boards, Curtains	नवम्बर्/दिसम्बर् -2022
2.	Computers, UPS, Printers/MFD., Lecture Capturing System, Required softwares, CC Camera, Projectors, Screens,	नवम्बर्/दिसम्बर् -2022
3.	Sound proof Audio-video Recording & Editing units with required components including Camera, light & sound systems, AC etc.	नवम्बर्/दिसम्बर् -2022

	एतद्विषये अधिकविवरणम् अग्रे व्ययप्राक्कलनप्रसङ्गे उल्लिखितमस्ति ।
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पञ्चवार्षिकयोजनायाः

व्यय-प्राक्कलनम्

(Budget/Estimation)

2022 तः 2027

5. व्ययप्राक्कलनम् (Budget / Estimation)

विषयानुसारेण व्ययविवरणम् (Item-wise Detailed Budget / Estimation)

5.1	Man Power			
5.1.1	Teachers/Academic staff			
	Designation/ Positions	Calculation of Remuneration (Tentative)	Sub total / year	Total / year
	Asst. Professor (Contract)	Rs. 68,000 x 24 x 12 months	1,95,84,000	2,33,04,000
	Asst. Professor (Guest)	Rs. 50,000 x 3 x 12 months	18,00,000	
	Academic Associate	Rs. 40,000 x 4 x 12 months	19,20,000	
5.1.2	Technical Support team for Online Programmes			
a.	For Development of e-Content as Self-Learning e- Modules			
	Designation/Position	No. of positions	Remuneration (Tentative)	Total / year
	Technical Manager (Production)	1	60,000 x 1 x 12 months = 7,20,000	22,80,000
	Technical Associate (Audio-Video recording and editing)	1	50,000 x 1 x 12 months =6,00,000	
	Technical Assistant (Audio-Video recording)	1	40,000 x 1 x 12 months = 4,80,000	
	Technical Assistant (Audio-Video editing)	1	40,000 x 1 x 12 months	

			=4,80,000	
b.	For Delivery of Online Programmes			
	Designation/Position	No. of positions	Remuneration (Tentative)	Total / year
	Technical Manager (LMS and Data Management)	1	60,000 x 1 x 12 months = 7,20,000	16,80.000
	Technical Assistant (LMS and Data Management & delivery-tracking system)	2	40,000 x 2 x 12 months = 9,60,000	
c.	For Admission and Examination for Online mode			
	Designation/Position	No. of positions	Remuneration (Tentative)	Total / year
	Technical Manager (Website, publicity, Admission, Examination, feedback, and Alumni Management)	1	60,000 x 1 x 12 months = 7,20,000	16,80.000
	Technical Assistant (Admission, Examination and Result & grievance-redressal system, Alumni Management System, Stock Management system)	2	40,000 x 2 x 12 months = 9,60,000	
d.	Sr./Consultant/Prof. of practice			
	Designation/Position	No. of positions	Remuneration (Tentative)	Total / year
	Sr.Consultant/Prof. of practice	1	1,00,000 x 1 x 12 months = 12,00,000	12,00,000
Total of 3.1.2 (a) to (d) - 22,80,000 + 16,80.000 + 16,80.000 + 12,00,000 = 68,40,000				
5.1.3	Other Supporting staff			
	DEO/Jr. work-executive, MTS etc.		25,000+5,000 + 20,000 + 5,000) x	85,80,000

		13 x 12 months = <u>85,80,000</u>	

5.2	Training / workshops /Conference / Seminar		
5.2.1	Workshops for revision/reviewing SLM (10 days/subject) (5 outside-scholars + 10 local-scholars on each subject as participants + 5 organizing supporters/volunteers = total 20 members) Workshops may be conducted subject-wise at different times. Duration of the workshops may be split as per the need.		
Sl.No	Item	Estimation (Rs.)	Total
a.	TA/DA	20,000 x 5 persons = 1,00,000	8,40,000 x 6 subjects/ Shastras 50,40,000 (Expense may increase according to No. of subjects)
b.	Accommodation	3,000 x 5 x 10 days = 1,50,000	
c.	Food, snacks etc.	500 x 20 x 10 days = 1,00,000	
d.	Remuneration	3,000 x 15 x 10 days = 4,50,000	
e.	Org. expenses	10,000	
f.	Stationary	15,000	
g.	Misc.	15,000	
	Total (for each subject/ Shastra)	8,40,000	

5.2.2	OER workshop (5 days) • (5 outside-experts + 25 local-scholars/participants + 5 organizing supporters/volunteers = total 35 members) Number of participants may be split as per the need to make two or more groups & may be conducted at different times for the convenience.		
Sl.No	Item	Estimation (Rs.)	Total
a.	TA/DA	20,000 x 5 experts = 1,00,000	4,22,500 (Expense may increase according to No. of participants)
b.	Accommodation	3,000 x 5 x 5 days = 75,000	
c.	Food	500 x 35 participants x 5 days = 87,500	
d.	Remuneration	5,000 x 5 x 5 experts = 1,25,000	
e.	Org. expenses	10,000	
f.	Stationary	5,000	
g.	Misc.	20,000	
5.2.3	Workshop for structure-designing for new/innovative subject (5 days) (8 outside-experts + 8 local-scholars/participants + 5 organizing-supporters/ volunteers = total 21 members) Number of participants may be split as per the need to make two or more groups & may be conducted at different times for the convenience.		
Sl.No	Item	Estimation (Rs.)	Total
a.	TA/DA	20,000 x 8 = 1,60,000	For 5 Subjects - 5,12,500 x 5 = 25,60,000 (Expense may increase according to No. of subjects No. of participants)
b.	Accommodation	3,000 x 8 x 5 = 1,20,000	
c.	Food, snacks etc.	500 x 21 x 5 days = 52,500	
d.	Remuneration	3,000 x 10 x 5 = 1,50,000	
e.	Org. expenses	10,000	
f.	Stationary	5,000	
g.	Misc.	15,000	

	Total per subject	Rs. 5,12,500	
5.2.4	Training / Orientation (Teachers) [1 week]		
Sl.No	Item	Estimation (Rs.)	Total / year
a.	TA/DA for scholars	20,000 x 15 scholars = 3,00,000	9,30,000 (Expense may increase according to No. of participants)
b.	Accommodation	3,000 x 15 x 7 days = 3,15,000	
c.	Food	500 x 40 x 7 days = 1,40,000	
d.	Remuneration	5,000 x 5 x 5 = 1,25,000	
e.	Org. expenses	15,000	
f.	Stationary	15,000	
g.	Misc.	20,000	
5.2.5	Training / Orientation (Office staff of MSP) [1 week] (5 outside-experts + 25 participants + 5 organizing supporters/volunteers = total 35 members) Number of participants may be split as per the need to make two or more groups & may be conducted at different times for the convenience.		
Sl.No	Item	Estimation (Rs.)	Total / year
a.	TA/DA	15,000 x 15 = 2,25,000	9,95,000 (Expense may increase according to No. of participants)
b.	Accommodation	3,000 x 15 x 7 days = 3,15,000	
c.	Food	500 x 30 x 7 = 1,05,000	
d.	Remuneration	3,000 x 15 x 7 = 3,15,000	
e.	Org. expenses	10,000	
f.	Stationary	5,000	
g.	Misc.	20,000	

5.2.6	Conference / Seminar [3 days] (15 invited scholars + 50 selected paper presenters + 35 general participants + 15 organizing team members + 20 supporters/volunteers = total 135 members)		
Sl.No	Item	Estimation (Rs.)	Total
a.	TA/DA	20,000 x 15 = 3,00,000 + 5,000 x 50 = <u>5,00,000</u> <u>8,00,000</u>	18,80,500 (Expense may increase according to No. of participants)
b.	Accommodation	3,000 x 15 rooms x 3 days = 1,35,000 + 2500 x 40 rooms x 3 days = <u>3,00,000</u> <u>4,35,000</u>	
c.	Food	500 x 135 x 3 = 2,02,500	
d.	Remuneration	3,000 x 25 x 3 = 2,25,000	
e.	Org. expenses (Light, sound, stage, photography, felicitation & other arrangements)	50,000	
f.	Stationary/conference kits	800 x 135 = 1,08,000	
g.	Publishing/printing articles	35,000	
h.	Misc.	25,000	
5.2.7	Expenditure for conducting Doubt clearing / Counseling/Mentoring sessions (पारिश्रमिकधारेण अंशकालिकानां नियोजनेन परामर्शद/सम्पर्ककक्ष्याः निर्वोढव्याः इति पक्षे व्ययविचारः । अंशकालिकानाम् उपयोगेन निर्दिष्टकालांशे परिमितं निर्दिष्टकार्यमात्रं सम्पादयितुं शक्नुयाम परन्तु पूर्णकालिकानां नियोजनेन आदिनं तेषाम् उपस्थितिः सहयोगः च भवतीत्यतः अधिकानि कार्याणि सम्पादयितुं शक्नुयाम । पूर्णकालिकाध्यापकाः अपेक्षिताः इति वि.वि.अनु.आयोगस्य नियमः अपि वर्तते व्ययस्य तुलनायां पूर्णकालिकानां		

नियोजनमेव लाभप्रदमिति निरूपयितुम् एषा तालिका आधुनिकविषयेषु/यत्र परिमितः एव अध्येयांशः वर्तते तत्र केवलम् आंशकालिकानां नियोजनं भवितुमर्हति पूर्णकालिकानाम् अध्यापकानां नियोजनपर्यन्तं तत्तद्विषयेषु आंशकालिकानां व्यवस्था अपरिहार्या एव)			
क्र.सं.	विषयः	पठ्यांशसंख्या	व्ययविचारः
a.	व्याकरणम्	33	a. No. of D.Cl./C. sessions (Synchronous Online Counseling sessions) – 165 courses x 48 sessions = 7,920 sessions x Rs. 500 = Rs. 39,60,000 b. No. of Ment. Sessions – 165 courses x 96 sessions = 15,840 sessions x Rs.500 = Rs.79,20,000 <u>a + b = 1,18,80,000</u>
b.	ज्यौतिषम्	28	
c.	साहित्यम्	30	
d.	दर्शनम्	25	
e.	सं. भा. शि.	10	
f.	सं. पत्र.	8	
g.	Eng.	5	
h.	हिन्दी	5	
i.	Eco.	5	
j.	Pol. Sc.	5	
k.	Hist.	5	
l.	Pali.	3	
m.	Prakrit	3	
	Total	165 Courses	

5.3	दैनन्दिनव्यवहारनिमित्तक-व्ययः Expenses for important meetings & other routine works including stationery)		
	Item	Estimation (Rs.)	Total/year
a.	Meetings of Abhikalpa Samiti, CIQA/other imp. Committees etc. 3 meetings x 2 committees x Aprx. 2,00,000 per meeting (including TA/DA, accommodation, Rem. & other expenses) =	12,00,000	

	12,00,000		48,00,000
b.	Other official travel expenses/contingencies (if any)	2,00,000	
c.	Repair/ Maintenance/updating existing-systems/ equipment, adding SSDs/rams etc.	6,00,000	
d.	Counseling sessions 100 courses x 48 sessions x 500	24,00,000	
e.	Routine expenditure (internet / telephone/web domain / cloud hosting packages etc.)	2,00,000	
f.	Stationary (Paper, pen, registers, files, tags, staples, packing materials, note books etc.	2,00,000	

5.4	भौतिकसाधनसंरचना (Infrastructure)		
5.4.1	For ADC & CIQA		
Sl.No	Items	Estimation	Total
a.	Tables	12,000 x 40 = 4,80,000	
b.	Chairs	6,500 x 40 = 2,60,000	
c.	Meeting table, chairs	2,50,000	
d.	Computers	50,000 x 40 = 20,00,000	
e.	Printers/MFD/UPS etc.	5,00,000	
f.	Other ICT Tools/Software etc.	10,00,000	
g.	Sound proof Recording studio & Editing	25,00,000	

	Units, AC etc.		73,25,000
h.	Book racks/Almirah	12,000 x 25 = 3,00,000	
i.	Installation/wiring etc.	10,000	
j.	Misc.	25,000	
5.4.2	For other SK	10,00,000	10,00,000

5.5	प्रत्येकं पठ्यस्य सज्जीकरण-निमित्तकः व्ययः (प्रशिक्षण-कार्यशाला-मुद्रणव्यययान् विहाय) Aprx. cost of SLM preparation (per course) (including page setting but excluding Training/workshop & printing-expenditure)		
Sl.No	Description/ Estimation	Items	Comments
a.	No. of Lessons in a course	15 to 20	If editing is done by other than the concerned course teacher or external expert, editing remuneration is to be calculated separately.
b.	No. of pages in a lessons	20	
c.	Aprx. total No. of pages in a course	400	
d.	Remuneration for SLM writing	Rs. 5,000 per lesson x 20 lessons = 1,00,000	
e.	Remuneration for reviewing SLM by expert	15,000 per course	
f.	E-SLMs/Audio video/Interactive Video etc.	Rs. 6,000 per lesson x 20 lessons = 1,20,000	(Expense may increase according to No. of courses)
	Aprx. Cost per course	2,35,000	

5.6	मुद्रणम् (Printing)		
Sl.No	Items	Description/ Estimation	Comments

a.	Aprx. total No. of pages in a course	400	(Expense may increase according to No. of courses & No. of copies)
b.	Printing cost per course	1 x 400 pages per course x 100 copies = 40,000	
c.	Total	40,000 x 65 courses = 26,00,000	

5.7	व्ययप्राक्कलनानां योगः / वार्षिक-व्ययप्राक्कलनम्/सारांशः (Summary / consolidation of item-wise-estimation)		
	विषयः	वार्षिकव्ययः	Sub total
1.	Man power (Academic & tech. team) Rs. 68,000 (Contract) x 24 x 12 months = 1,95,84,000 + Rs. 50,000(Guest) x 3 x 12 months = 18,00,000 Rs. 40,000 (AA) x 4 x 12 months = 19,20,000 Tech. teams for 12 months = 56,40,000 Sr.Consultant/Prof. of practice for 12 months = 12,00,000 Other Supporting staff (DEO, MTS etc.) <u>85,80,000</u> Total - <u>3,87,24,000 / year</u> (i.e per month = 32,27,000/=)	3,87,24,000	3,87,24,000
2.	SLM revision workshop Rs. 8,40,000 x 6 subjects = 50,40,000	50,40,000	
3.	OER workshop	4,22,500	
4.	Workshop for structure-designing for any	25,60,000	

	new/innovative subject (5 days-duration) Rs. 5,12,500 x 5 Subjects =25,60,000		99,47,500** (Workshop, Training, Orientation etc.)
5.	Training / Orientation (Teachers) [1 week-duration]	9,30,000	
6.	Training / Orientation (Office staff of MSP) [1 week-duration]	9,95,000	
7.	Conference / Seminar	18,80,500	18,80,500
8.	Meetings of Abhikalpa Samiti, CIQA/other imp. Committees etc. 3 meetings x 2 committees x Aprx. 2,00,000 per meeting (including TA/DA, accommodation, Rem. & other expenses) = 12,00,000	12,00,000	48,00,000 (Expenses for routine works)
9.	Other official travel expenses/contingencies (if any)	2,00,000	
10.	Repair/ Maintenance/updating existing- systems/ equipment, adding SSDs/rams etc.	6,00,000	
11.	Counseling sessions 100 x 48 x 500	24,00,000	
12.	Routine expenditure (internet / telephone/web domain / cloud hosting packages etc.)	2,00,000	
13.	Stationary	2,00,000	
14.	SLM production/Printing	26,00,000	26,00,000
15.	Reference Books / Library	1,00,000	74,20,000
16.	Infrastructure	73,25,000	
	Total estimation of yearly expenditure		6,53,72,000*
	*Note- 1. Yearwise increase can be expected according to inflation/unforeseen conditions. 2. Under the category of Workshop, Training, Orientation & infrastructure., expenditure may vary year by year based on the selection of programmes / items during those particular years. 3. Expenditure for NFSE-activities will be estimated separately.		

5.8 वर्षानुक्रमेण अपेक्षितधनराशे: स्थूलविभाग: (रूप्यकेषु)

(Year-wise requirement of fund flow [approx.])

	वर्षाणि Years	नित्य- नैमित्तिकानि सत्रीयकार्याणि Routine expenses	मानव- संसाधनानि Man-power	भौतिक- संसाधनानि Infrastructure	कार्यशाला/ प्रशिक्षणम् / सङ्गोष्ठी इत्यादि: Training/ workshop/ conference/ seminars etc.	पाठ्यक्रम- निर्माणम् SLM production/ printing	अपेक्षित-धनराशे: योग: (रू.) Fund required in each year (Rs.)*
1.	2022- 23 (Nov. – Feb.)	34,00,000	1,29,08,000 (up to Feb.)	73,25,000	30,00,000	25,00,000	2,91,33,000
2.	2023- 24	48,00,000	3,87,24,000	30,00,000	73,68,000	26,00,000	5,64,92,000
3.	2024- 25	50,00,000	3,87,24,000	26,00,000	73,68,000	28,00,000	5,64,92,000
4.	2025- 26	55,00,000	4,25,94,000 *	25,00,000	80,68,000	40,00,000	6,26,62,000
5.	2026- 27	60,50,000	4,25,94,000 *	23,00,000	99,28,000	45,00,000	6,53,72,000
	योग:	2,47,50,00 0	17,55,44,00 0	1,77,25,00 0	3,57,32,000	1,64,00,00 0	27,01,51,000 *
पञ्चानां वर्षाणां व्ययस्य प्राक्कलनम् (Total estimation for five years) - 27,01,51,000 * Yearwise increase/difference in expenditure may be there based on the following – Inflation, unforeseen conditions, selection of programmes/items to be undertaken during those particular years etc.							

6.	वर्षानुक्रमेण सम्भाविता छात्रसंख्यावृद्धिः, सम्भावित-शुल्कसङ्ग्रहणं च (Expected progress in No. of Learners & fee collection)		
क्र.सं.	वर्षाणि	सम्भाविता छात्रसंख्या	शुल्कम् (मध्यमानेन प्रतिच्छात्रम् रू.)

			800)
1.	2022-23	2000	16,00,000
2.	2023-24	10,000	80,00,000
3.	2024-25	20,000	1,60,00,000
4.	2025-26	50,000	4,00,00,000
5.	2026-27	1,00,000	8,00,00,000
6.	2027-28	1,00,000	8,00,00,000
7.	2028-29	1,00,000	8,00,00,000
	योग:	3,82,000	<u>30,56,00,000</u>

A decorative scroll graphic with a light gray background and a dark gray border. The scroll is unrolled, showing the text in the center. The top and bottom edges of the scroll are curved, and the left edge has a small circular detail.

संलग्नकानि

Annexure

	Features required in Learning & Programme Managing Platform
	MSP shall have an integrated / ICT supported Learning & Programme managing platform having the following systems – I. Admission Management System (AMS) II. Learning Management System (LMS) III. Exam Management System (EMS) IV. SLM and Document-dispatch-delivery tracking system & SLM stock Management System (DSMS) V. Complaint Handling Mechanism & Grievance Redress System (CHM/GRS) VI. Alumni Management System (ALMS) The above systems shall have the features for effective management of ODL/OL-programmes-related-activities of MSP. Learning platform shall be duly approved by the Commission on the recommendation of the Technical Expert Committee broadly complying to the features mentioned at Annexure-IX of UGC (ODL & OL Programmes) Regulations 2020. The platform shall have security features & privacy controls, protected logins, and should utilize secured server locations to keep users' data safe.
I.	Admission Management System should have the following features - 1. Provision to display admission procedure, prospectus, eligibility criteria, outcome of the programme, syllabus including Credit information, course-wise faculty details, information on delivery of the programme, academic calendar for each programme, details on mode of exam etc. 2. Provision for pre-admission-counseling /guidance to admission-

	seekers. 3. Online registration for various programmes of MSP (Online/ ODL/NFSE programmes, Workshops, Seminars, Short-term learning programmes, Training-programmes etc. 4. Learner authentication - integrated with Aadhaar or other government recognised identity for Indian learners and Passport for foreign learners. 5. Learner registration - through a web application with supporting documents. 6. Payment gateway – using Digital Payment system. 7. User login, Password (Super-admin, Programme-coordinators, Course-coordinators, Teachers, Mentors, Counselors, Office representatives, Students, Controller of Examinations, Members of technology support team, Exam-dept-staff etc. All these shall have customizable defined-permissions in the portal.) 8. Generation of acknowledgement for application-submission. 9. Generation of admission-conformation. 10. Learner-profile management (change/forget password, Correction/updating application form within the permissible period, Change contact details, change /update contact address, change/add elective courses, change medium of instruction for modern subjects etc.) 11. Other user-profile management shall be as per the need. 12. Fee refund solution shall be there in case a learner withdraws his registration for a programme from such Higher Educational Institutions before or after conformation of admission. 13. Integration of helpline for technical assistance throughout the semester/course of study. 14. Generation of various reports (such as report of admitted students -
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	Programme-wise, Course-wise, elective subject-wise, Medium for modern-subject-wise, Gender-wise, Category-wise, State-wise, Country-wise, Profession-wise, Admission-year-wise, Expiry year of registration-validity-wise, Programme-wise report of collected fees etc.) 15. The AMS should be linked with website of MSP & CSU. 16. The AMS should be integrated with Learning Management System 17. The AMS should be integrated with Exam Management System 18. The AMS should be integrated with Alumni Management System 19. The AMS should be integrated with SLM stock-management-system 20. The AMS should be integrated with Complaint Handling Mechanism
II.	Learning Management System Learning Management System means a system to keep track of delivery of e- Learning Programmes, learners' engagement, assessment, results, reporting and other related details in one centralised location. It should have the following features – 1. LMS shall be integrated with Admission Management System & Exam Management System. 2. LMS shall be integrated with Printed SLM dispatch-delivery tracking system. 3. LMS shall be integrated with Complaint Handling Mechanism. 4. Provision to provide the following Four-quadrant-learning-components – Quadrant-I is e-Tutorial; which shall contain: Video and Audio Content in an organized form including Video Lectures, Audio-Visual interactive material, Virtual Classroom sessions, Audio Pod casts, Animation, Simulations/ Virtual Simulation, video demonstrations, Virtual Labs,

	etc, along with the transcription of the video. Quadrant-II is e-Content; which shall contain; self-instructional material (digital Self Learning Material / e-Text Materials), e-Books, illustrations, case studies, presentations etc., and also contain Web Resources such as further references, Related Links, Open source Content on Internet, Video, Case Studies, books including e-books, research papers and journals, Anecdotal information, Historical development of the subject, Articles, etc. Quadrant-III is the Discussion forum for raising of doubts and clarifying the same on real time basis by the Course Coordinator and/or his team. Facility of online interaction with learners providing hyperlink support for Open and Distance Learning Programmes and Online Programmes shall be there. Quadrant-IV is Assessment, which shall contain; Problems and Solutions, which could be in the form of Multiple Choice Questions, Fill in the blanks, Matching Questions, Short Answer Questions, Long Answer Questions, Quizzes, Assignments and solutions, Discussion forum topics and setting up the FAQs, Clarifications on general misconceptions. This quadrant shall have a precise assessment mechanism for the identified learning outcomes at each level. LMS must support all types of files (PDFs, docs, MP3s, MP4s etc.) and e-Learning formats, and data collection capabilities. LMS shall allow its learners to access courses on different devices, i.e. Personal Computers, Laptop, tab or smart phones. There shall be provision for Role Based authentication, User Registration, User Profiling along with personalised dashboard, Users' activities analytics. Learning Management System should have
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	Application Programming Interface Integration facility to integrate with external Application/tools. LMS should have with all required security & privacy features. LMS shall be able to foster communication and peer-to-peer interaction among learners with features such as online chats, discussion forums, user groups, built-in messenger etc. LMS shall have content storage mechanism. There shall be provision for other learners' support activities as specified in part IV of UGC (ODL & OL) regulations. Feedback mechanism on design, development, delivery and continuous evaluation of learner-performance. Architecture of LMS shall permit the online teacher or instructor to add multi-media enriched and interactive content, activities and assessments to extend learning opportunities and shall be easy to navigate; and shall meet accessibility standards for interoperability and access for learners with special needs. 30% of marks of Continuous assessment (Assignments) shall be automatically reflected in the concerned place of EMS. Those who completed study of 75 % of particular course shall be marked as eligible for exam of that particular course. Generation of various reports related to teaching-learning process (such as attendance in live classes, progress percentage of completion of each course, assignment mark-sheets etc.) Exam notification to the learners Alarming system for expiry of registration validity. Progress bar showing completed components, completed courses and remaining courses. List of suggested courses/programme for further study. Provision to give suggestion for unsuccessful learner.
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III.	Exam Management System (EMS) - 1. It shall be integrated with Admission Management System & Learning Management System. 2. Those who complete study of 75 % of particular course shall be marked as eligible for exam of that particular course. This will be done in LMS. The data of such students shall appear in the portal of EMS along-with their marks of continuous assessment (assignments). 3. Online submission system for registering for exams just by clicking course-code. 4. Payment gateway for submission of exam-fees. 5. Acknowledgement generation regarding applying for exams. 6. Admit card generation for exam purpose. 7. Linkage between Continuous assessment (Assignments) marks & Summative assessment marks. 8. Mark sheet-generation 9. Academic-Credits earned by each learner are to be added to the Academic-Credit Bank. 10. There shall be provision to add credits earned from other university/Swayam etc. as per rules. 11. Certificate generation 12. Prize/Rank-related information (if any) 13. Convocation related information 14. Generation of various reports related to exam (such as reports of students applied for exam, appeared for exam, passed candidates etc. - Programme-wise, Course-wise, elective subject-wise, Medium for modern-subject-wise, Gender-wise, Category-wise, Admission-year-wise, Expiry year of registration-validity-wise etc.)
IV.	SLM and Document-dispatch-delivery tracking system & SLM stock

	Management System SLM or any document dispatched in favor of a learner is to be registered in the system & the tracking ID shall be notified to the concerned learner through message. The dairy-dispatch of SLM shall be linked with SLM stock so that the stock status gets automatically updated.
V.	Complaint Handling Mechanism & Grievance Redress System Most of the problems related to teaching-learning process can be solved through LMS. The problems which can't be solved there may be reported by the learners in Complaint Handling Mechanism/Grievance Redress System. This system (interactive portal) shall facilitate learners to submit online complaints and track their resolution status. This system shall be linked with the registration No. of the learner and integrated with other components of management portal so that the authorized persons at each level can see the actual activities held / actual facilities given to that particular learner and do the needful to solve the problem quickly and easily. The architecture of this system is to be worked out based on the broad guidelines of the Regulations.
VI.	Alumni management System After completion of their programme, learners are to be automatically added to the Alumni with essential data. Provision for Login ID/password shall be there to this system so that the alumni-members can update their contact details, working /professional status/ social status, achievements, interests/hobbies etc. time to time.

शैक्षणिकविकासकेन्द्रम्/पाठ्यक्रमविकासकेन्द्रम्

Academic Development Centre/ Planning & Programme Development Centre

शैक्षणिकविकासकेन्द्रं मुक्तस्वाध्यायपीठस्य विकासयोजनानां कल्पनं कुर्यात् । अस्यां मार्गदर्शिकायाम् उल्लिखितशैक्षिकविकासकार्येषु विशेषावधानपुरस्सरं पाठ्यक्रमविकासं साधयेत् । प्रारम्भिकदशायाम् आन्तरिकगुणवताश्वासनकेन्द्रस्य भूमिकामपि निर्वहेत् । मुक्तस्वाध्यायपीठस्य मुख्यालयस्तु नित्यनैमित्तिककार्याणां प्राशासनिकानां प्रबन्धनकार्याणां च निर्वहणं, विकासयोजनानां क्रियान्वयनं कुर्यात् । शैक्षणिक/योजना/पाठ्यक्रमविकासकेन्द्राय अपेक्षितं सर्वविधं सौविध्यं कल्पयेत् ।

Centre for Internal Quality Assurance (CIQA)

I. Establishment of Centre for Internal Quality Assurance:

The Centre for Internal Quality Assurance shall be established by MSP/CSU. It shall be headed by a full-time Director, being an experienced academician, preferably from the field of Open and Distance Learning and/or online education, who shall be supported by adequate number of academic and other staff. It shall function as per the guidelines given in the Regulations.

II. Objective:

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the MSP are of acceptable quality and further improved on continuous basis.

III. Functions:

The functions of Centre for Internal Quality Assurance would, *inter alia*, include the following, namely:-

- (i) To maintain quality in the services provided to the learners.
- (ii) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of MSP.
- (iii) To contribute in the identification of the key areas in which MSP should maintain quality.
- (iv) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.

- (v) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- (vi) To suggest measures to the authorities of MSP for qualitative-improvement.
- (vii) To facilitate the implementation of its recommendations through periodic reviews.
- (viii) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- (ix) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- (x) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- (xi) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the UGC and wherever necessary by the appropriate regulatory authority having control over the programme;
- (xii) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- (xiii) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- (xiv) To provide inputs to the MSP for restructuring of programmes in order to make them relevant to the job market.
- (xv) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- (xvi) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- (xvii) To adopt measures to ensure internalization and institutionalization of

quality enhancement practices through periodic accreditation and audit.

(xviii) To coordinate between MSP and the regulating authority for various quality related initiatives or guidelines.

(xix) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.

(xx) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.

(xxi) The Centre for Internal Quality Assurance will submit Annual Reports to the Director Authorities or Bodies of the MSP CSU about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

IV. Centre for Internal Quality Assurance Committee:

(1) Centre for Internal Quality Assurance Committee shall have the following composition, namely:-

- | | | |
|---|---|---------|
| (a) Vice Chancellor of the University | - | |
| Chairperson | | |
| (b) Three senior teachers of MSP | - | Members |
| (c) Head of three Departments or School of Studies of CSU | - | |
| Members | | |
| (d) Two external experts of Open and Distance Learning and/or
Online education | - | |
| Members | | |
| (e) Officials from the Administration and Finance
departments of CSU | - | Members |
| (f) Director, Centre for Internal Quality Assurance
Secretary | - | Member |

(2) The members at clauses (b) to (e) shall be nominated by the Vice-Chancellor

of the Higher Educational Institution.

- (3) The membership of such nominated members shall be for a period of two years. The Committee of Centre for Internal Quality Assurance shall meet at least once in a semester. The quorum for the meeting shall be two-third of the total number of members with mandatory presence of one external expert. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.
- (4) Centre for Internal Quality Assurance Committee shall perform the following functions, namely:-
 - (i) To oversee the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes.
 - (ii) To facilitate adoption of instructional design requirements as per the philosophy of the Open and Distance Learning and/or Online learning decided by the statutory bodies of the HEI for its different academic programmes.
 - (iii) To promote automation of learner support services of the Higher Educational Institution.
 - (iv) To coordinate with external subject experts or agencies or organisations, the activities pertaining to validation and annual review of its in-house processes.
 - (v) To coordinate with third party auditing bodies for quality audit of programme(s).
 - (vi) To oversee the preparation of Self-Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution.
 - (vii) To promote collaboration and association for quality enhancement of Open and Distance Learning and Online modes of education and research therein.
 - (viii) To facilitate industry-institution linkage for providing exposure to the learners and enhancing their employability.

V. Quality Monitoring Mechanism

(1) The guidelines on quality monitoring mechanism shall be adopted by the Centre for Internal Quality Assurance for conducting institutional quality audits, to promote quality assurance and enhance as well as spread best-in-class practices of quality assurance.

(2) Quality monitoring shall be addressed under the following broad areas, namely:-

(i) Governance, Leadership and Management:

This relates to the policies and practices of MSP/CSU in the matter of planning, human resources, recruitment, training, performance appraisal, financial management and the overall role of leadership, with a focus on the following key aspects:

(a) Organization Structure and Governance:

The MSP/CSU shall fill all sanctioned/required positions of MSP as prescribed by the UGC and establish a credible governance system.

(b) Management:

The leadership and management of the Institution shall strive to assess and review the organisational culture to achieve its vision, mission and goals.

(c) Strategic Planning:

The MSP shall undertake strategic planning of its activities and implement the same by aligning those with academic and administrative aspects to improve the overall quality.

(d) Operational Plan, Goals and Policies:

The MSP shall have well defined goals which are realistic and measurable, well defined policies that are in sync with its strategic plan and are realistic and achievable, clearly stated guidelines for the implementation of its policies and plans, and transparent and accountable system for its policies and planning that are well communicated to its stakeholders.

(ii) Articulation of Higher Educational Institution Objectives:

The Higher Educational Institution shall articulate a clear vision, mission, ethos and broad strategy consistent with the goals for offering programmes in Open and Distance Learning and Online mode.

(iii) Programme Development and Approval Processes:

This area of concern relates to programme development and approval mechanism for the programme(s) to be launched, covering the following key aspects, namely:-

(a) Curriculum Planning, Design and Development:

The curriculum planning, design and development of academic programmes is a major academic activity of the Higher Educational Institution. Therefore, it shall have processes, systems and structures in place to carry out these responsibilities.

(b) Curriculum Implementation:

The MSP shall have specific implementation plans for identifying the time to be spent on specific components of the implementation phase. It is the basis for the effectiveness of the programme(s) and their usefulness as a whole.

(c) Academic Flexibility:

The MSP/CSU shall adopt proper strategies for imparting academic flexibility, which refers to freedom in the use of the time-frame of courses, vertical mobility, and inter-disciplinary options facilitated by curricular transactions for learners.

(d) Learning Resource:

The MSP shall ensure quality learning resources in the form of Self Learning Materials (SLMs) for Open and Distance Learning mode and e-learning material for Online mode of education as defined in these regulations. While deciding on the instructional packages, the Higher Educational Institution shall take into consideration various factors – the media and technology utilized matches the course content in order to enhance and expand learning, and to match to the learners' needs; that these are accessible, practical and

equitable, and cost effective to the learners.

(e) Feedback System:

The process of revision and re-design of curricula shall be based on feedback from all stakeholders in terms of its relevance and appropriateness in catering to the needs of the society, economy and environment.

(iv) Programme Monitoring and Review:

The MSP shall plan and execute programme monitoring and review system to conduct periodic internal reviews and maintain the quality of academic programmes. For such reviews, the Institution shall also consider the attainments of learning outcomes that are assessed through the various tools for direct and indirect assessment.

(v) Infrastructure Resources:

The MSP shall have a system to elicit data on the adequacy and optimal use of the facilities - physical facilities, library (or e-library), Information and Communication Technology infrastructure, etc. - available in MSP to maintain the quality of academic programmes and ensure qualitative support to each of the stakeholders.

(vi) Learning Environment and Learner Support:

The learner support services including academic counselling and library services shall be a major pre-occupation of a Higher Educational Institution for its Open and Distance Learning mode and Online mode learners. Additionally, Higher Educational Institution (i.e. MSP) shall establish Information and Communication Technology facilities as component of the learning environment which is focused around the pedagogical use of modern educational practices to support blended learning. Learner Support Services shall be provided through the campus-wide portal and e-Learning platform. The MSP shall take a more sophisticated approach to the use of Information and Communication Technology and expertise in e-learning. The approach shall provide a seamless learner-centred environment.

(vii) Assessment and Evaluation:

All the stated Learning Outcomes of a Programme must be part of its evaluation protocol. The MSP/CSU shall execute the evaluation through varied assessment tools including multiple choice questions, projects, reports, case-studies, presentations, and term-end examinations, to suit the different learning outcomes expected of the course elements. The MSP shall have proper assessment and moderation system for assessing the Learning outcomes of learners.

(viii) Teaching Quality and Staff Development: The MSP shall have a well established structure for promoting quality counselling, capacity building workshops, programmes, interactive teaching-learning and provide staff development programmes and activities to encourage academic staff to improve teaching and learning on continuous basis.

(3) Process of Quality Audit

(i) Academic Planning:

The MSP shall have robust and appropriate academic planning procedures to ensure that the programmes offered by it are relevant to national economy, reflects the Institution's strategic direction and offers a high quality value-added learner experience. The Institution shall have adequate and appropriate teaching and other support staff along with infrastructure and technology support to ensure that the curriculum remains up to date and the institutional goals are achieved.

(ii) Validation:

The MSP shall have a mechanism in place for validation to ensure that its programmes are academically viable, that academic standards have been appropriately defined and that these offer learners the best opportunity to learn.

(iii) Monitoring, Evaluation and Enhancement Plans: Quality deliverance of the Open and Distance Learning programmes and Online programmes and the outcomes attainment and continual quality improvements shall be ensured by

the MSP, shall be broadly as follows, namely:-

(a) Reports from Learner Support Centres (for Open and Distance Learning programmes):

Report of academic activities and other related activities containing details of all the activities related to academic planning, counselling, learner support, etc. shall be collected periodically from Learner Support Centres. The MSP shall adopt the technological solutions for easy receipt of these reports.

(b) Reports from Examination Centres:

Report of conduct of examinations in both Open and Distance Learning Mode and Online mode, alongwith report of observers/proctors for all examinations shall be collected periodically from Examination Centres. The MSP shall adopt the technological solutions for easy receipt of these reports.

(c) External Auditor or other External Agencies report:

The MSP may consider the comments made by External auditors, experts and third party of quality audit and implement as appropriate.

(d) Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels:

For effective evaluation and audit, the Higher Educational Institution shall ensure easy access to performance monitoring information such as course pass rates, learner entry profiles and progression and achievement reports, which should be available through web-based application and be used for report making by the Higher Educational institution.

(e) Reporting and Analytics by the Higher Educational Institution:

The MSP shall generate the required reports out of such web-based applications and analyze learner and academic analytics for deciding the improvements to be executed for better performance.

(f) Periodic Review:

The MSP needs to have an effective system for collecting feedback from the stakeholders regularly to improve its programmes. The MSP needs to conduct

self-assessments regularly and use the results to improve its systems, processes etc. and finally quality of programmes.

विज्ञापनप्रारूपम् – 1 (अध्यापकानां नियुक्तये)



केन्द्रीय-संस्कृत-विश्वविद्यालयः/Central Sanskrit University

मुक्तस्वाध्यायपीठम् / Mukta Swadhyaya Peetham

(Institute of Open and Distance Education)

56-57, Institutional Area, Janakpuri, New Delhi-110058 Website:

www.sanskrit.nic.in

Advertisement No.....

Date:

..... 2022

साक्षात्कारः / INTERVIEW for engaging Contract / Guest-Faculty/Academic Associates for MSP

केन्द्रीय-संस्कृत-विश्वविद्यालयेन मुक्तस्वाध्यायपीठनिमित्तं संविदाधारित-समेकित-वैतनिकानां सहायकाचार्याणाम्/ अतिथि-सहायकाचार्याणां/भाषाशिक्षकाणां/शैक्षिकसहयोगिनां च नियोजनाय online-साक्षात्कारः आयोजयिष्यते। आसक्ताः अर्हाः अभ्यर्थिनः आवेदयेयुः। विवरणम् अधोनिर्दिष्टमस्ति -

Central Sanskrit University, Delhi (CSU) will hold **ONLINE-INTERVIEW** for engagement of **Assistant-Professors on Contract / Guest Faculties (subject-wise)/Language teachers/Academic Associates/Mentors** for undertaking academic/teaching activities related to ODL & Online programmes offered by Mukta Swadhyaya Peetham. Interested eligible candidates may apply online. Details are given below -

क्र.सं. S.No.	विषयः /Subject	अपेक्षितानां संख्या /No. of required positions			
		सहायकाचार्यः (संविदा.) Asst. Professor (Contract)	सहायकाचार्यः (अतिथि.) Asst. Professor (Guest)	भाषा-शिक्षकः (संविदा.) Language Teacher (Contract)	शैक्षिक-सहयोगी Academic Associate
1.	व्याकरणम् (प्रक्रिया)	1			

2.	व्याकरणम् (अर्थः) (सूत्र-भाष्य-व्याख्यान- टीकादिपरम्परा)	1			
3.	व्याकरणम् (शाब्द-दर्शनम्)		1		
4.	व्याकरणम् (शाब्दबोधाध्ययनम्)	1			
5.	व्याकरणम् (भाषाप्रयोगविज्ञानम्) (प्रयोगशुद्धिविवेकः, भाषाप्रयोगवैशद्यम्, भाषासौष्ठवम्, आशयसंक्षेपविस्तारौ, शैलीपरिष्कारः, अनुवादः)	1			
6.	व्याकरणम् (भाषाविज्ञानम्/Linguistics)		1		
7.	ज्यौतिषम् - (गणितम्)	1			
8.	ज्यौतिषम् (वास्तुशास्त्रम्)	1			
9.	ज्यौतिषम् (खगोलविज्ञानम्)	1			
10.	ज्यौतिषम् (पञ्चाङ्गनिर्माणम्, मुहूर्तविज्ञानम्)	1			
11.	ज्यौतिषम् (फलविमर्शः)		1		
12.	साहित्यम् (काव्यम्)	1			
13.	साहित्यम् (नाटकम्)	1			
14.	साहित्यम् (लक्षणग्रन्थाः)	1			
15.	साहित्यम् (अभिनवसाहित्यम्/सङ्गीतम्)		1		
16.	साहित्यम् (नीतिवाङ्मयम्)		1		
17.	वेदान्तः (श्रुतिप्रस्थानम्)	1			
18.	वेदान्तः (स्मृतिप्रस्थानम्)		1		
19.	वेदान्तः (सूत्रप्रस्थानम्)	1			
20.	मीमांसा		1		
21.	न्यायः (न्याय-वैशेषिकदर्शने)	1			
22.	साङ्ख्यम्/योगः/ सर्वदर्शनम्	1			1
23.	संस्कृतपत्रकारिता (मुद्रणमाध्यमः/दृश्य-श्रव्यमाध्यमः)	1			1
24.	संस्कृतभाषाशिक्षणम् (सरलमानकम्)			1	

25.	संस्कृतभाषाशिक्षणम् (प्रगतस्तरः)	1			
26.	शैक्षिकसहयोगी (प्रबन्धः)				1
27.	शैक्षिकसहयोगी (पाठ्यक्रमः)				1
		17	7	1	4
		17x 68,000 =11,56,00 0	7x 50,000 =3,50,000	1x 50,000 =50,000	4x40,000 =1,60,000
		17,16,000 x 12 =			

- आवेदयितुम् जालपटलसूत्रम् (Link to apply online) -.....
- आवेदयितुम् अन्तिमदिनाङ्कः (Last date to apply) -
- अर्हता-कार्यस्वरूपादिविषयकं विवरणम् अधोनिर्दिष्टमस्ति -

Detailed information regarding eligibility criteria, Nature of duty etc. are given below -

**संविदाधारेण समेकितवैतनिकानां सहायकाचार्याणां / अतिथिप्राध्यापकानां/
भाषाशिक्षकाणां/शैक्षिकसहयोगिनां नियोजनसम्बद्धनियमाः**

I.	पारिश्रमिकम्/वेतनम्
	a. सहायकाचार्यः (संविदा.) – रु. 57,700/= + HRA + 10% special DA for hard station प्रतिमासम् + यथानियमं वार्षिकमनुदानम् (सकृद् गृहयात्रायाः रेल-यात्राचीटिकाव्ययः+5000 रूप्यकात्मक-स्वास्थ्यबीमासहयोगराशिः) । b. सहायकाचार्यः (अतिथिः) – रु. 50,000/= (मुक्तस्वाध्यायपीठस्य/दूरस्थशिक्षाप्रणाल्याः कार्यस्वरूपानुसारेण अन्यूनं 50 बोधनसम्बद्धकालांशानां, निर्दिष्टानां सम्बद्धशैक्षिककार्याणां च निर्वहणम् उपलक्ष्य प्रतिमासं समेकितराशिः) साप्ताहिक-पारिश्रमिकव्यवस्थायाः पक्षे / आंशिक/प्रतिकालांश/दैनिक-कार्यपक्षे यथानियमं विभक्त्यराशिः प्रदीयेत । c. प्रशिक्षित-भाषाशिक्षकः- सरलमानकसंस्कृतम् (संविदा.) - 50,000/= समेकितं प्रतिमासम् । d. शैक्षिकसहयोगी - 40,000/= समेकितं प्रतिमासम् ।
II.	अर्हता
	A. शास्त्रेषु सहायकाचार्य-पदनिमित्तम् ➤ अनिवार्यार्हता - विश्वविद्यालय-अनुदान-आयोगेन सहायकाचार्यपदाय निर्दिष्टा अर्हता यथा – • सम्बद्धशास्त्रे (सम्बद्धविषये वा) आचार्य/ एम्.ए. (संस्कृतम्) / तत्समकक्ष-परीक्षायाम् अन्यूनं 55% अङ्कैः (तत्सम-स्तरस्य श्रेण्याम् वा) उत्तीर्णता ।

	- UGC/CSIR-संस्थया आयोजियायां राष्ट्रिय-पात्रतापरीक्षायाम् (NET) उत्तीर्णता अथवा वि.वि.अनु.आयोगेन तत्तत्काले प्रकाशितनियमानुसारेण संस्कृते/सम्बद्धशास्त्रे प्राप्त-शोधोपाधिः (यदुपलक्ष्य वि.अनु.आयोगेन राष्ट्रिय-पात्रता-परीक्षायाः अनिवार्यता परिहृता) । (येषां शोधकार्यं सम्पन्नप्रायम्/शोधप्रबन्धः समर्पितः, परीक्षणमवशिष्टं - ते अपि साक्षात्काराय आवेदयितुम् अर्हन्ति विशेषकौशलं/सामर्थ्यं परिलक्ष्य तादृशानां चयनं करिष्यते चेत् शोधोपाधिप्रमाणपत्रप्रस्तुतये कञ्चन कालावकाशं दातुं विश्वविद्यालयः चिन्तयितुम् अर्हति किन्तु विषयेऽस्मिन् विश्वविद्यालयस्य निर्णयः एव अन्तिमः) - संस्कृतमाध्यमेन सरलशैल्या शास्त्रीयविषयाणां बोधनस्य/लेखनस्य/विषयप्रस्तुतेः च क्षमता अनिवार्या । ➤ अभीप्सिता अतिरिक्ताहता (Desirable) – सङ्गणकस्य उपयोगे व्यावहारिकज्ञानम् । सङ्गणकमुपयुज्य ई-स्वाध्यायसामग्रीनिर्माणकुशलेभ्यः आद्यता दीयेत ।
B.	संस्कृतपत्रकारिता/ माध्यमविषयकस्य अध्यापकपद-निमित्तम् ➤ अनिवार्याहता - - संस्कृते स्नातकोत्तरपदवी / - उच्चारणसौष्ठवम्, विषयाभिव्यक्तिकौशलम्, सङ्गणकमुपयुज्य भाषाध्ययनस्य स्वाध्यायसामग्रीनिर्माणस्य, संस्कृतमाध्यमेन बोधनस्य/लेखनस्य/विषयप्रस्तुतेः च क्षमता अनिवार्या (साक्षात्कारावसरे क्षमता प्रतिपादनीया) । - UGC/CSIR-संस्थया आयोजियायां राष्ट्रिय-पात्रतापरीक्षायाम् (NET)/SLET-परीक्षायां वा उत्तीर्णता अथवा वि.वि.अनु.आयोगेन तत्तत्काले प्रकाशितनियमानुसारेण संस्कृते/सम्बद्धशास्त्रे प्राप्त-शोधोपाधिः (यदुपलक्ष्य वि.अनु.आयोगेन राष्ट्रिय-पात्रता-परीक्षायाः अनिवार्यता परिहृता) । (येषां शोधकार्यं सम्पन्नप्रायम्/शोधप्रबन्धः समर्पितः, परीक्षणमवशिष्टं - ते अपि साक्षात्काराय आवेदयितुम् अर्हन्ति विशेषकौशलं/सामर्थ्यं परिलक्ष्य तादृशानां चयनं करिष्यते चेत् शोधोपाधिप्रमाणपत्रप्रस्तुतये कञ्चन कालावकाशं दातुं विश्वविद्यालयः चिन्तयितुम् अर्हति किन्तु विषयेऽस्मिन् विश्वविद्यालयस्य निर्णयः एव अन्तिमः) ➤ अभीप्सिता अतिरिक्ताहता (Desirable)– सङ्गणके दृश्य/श्रव्य-प्रस्तुतीनां सम्पादनस्य प्राथमिकं ज्ञानम्, स्वाध्यायप्रबन्धनतंत्रांशविषये परिकल्पना, पत्रकारितायाम्/पत्रिकासु/विविधवृत्तमाध्यमेषु विषयप्रस्तुतेः वार्ताप्रतिवेदनादीनां वा अनुभवः ।
C.	प्रशिक्षित-भाषाशिक्षकः (प्रगतशिक्षणम्) इति पदनिमित्तम्

	➤ अनिवार्यार्हता – - संस्कृते स्नातकोत्तरपदवी / तत्समकक्ष-परीक्षायाम् अन्यूनं 55% अङ्कैः (तत्सम-स्तरस्य श्रेण्याम् वा) उत्तीर्णता । - शिक्षाशास्त्री-इत्युपाधिः/के.सं.विश्वविद्यालयस्य अनौपचारिकसंस्कृतशिक्षणविभागेन अन्य-प्रतिष्ठितसंस्थया वा अयोजित-शिक्षकप्रशिक्षणवर्गे प्रशिक्षणम् - सङ्गणकमुपयुज्य भाषाध्ययननिमित्तक-स्वाध्यायसामग्रीनिर्माणस्य क्षमता, संस्कृतमाध्यमेन सरलशैल्या भाषाबोधनस्य क्षमता / संस्कृतभाषाशिक्षणस्य / संस्कृतसम्भाषणशिविरचालनस्य/ अनौपचारिकसंस्कृतशिक्षणकेन्द्रे अध्यापनस्य अनुभवः (साक्षात्कारावसरे क्षमता प्रतिपादनीया) । ➤ अभीप्सिता अतिरिक्तार्हता (Desirable)– स्वाध्यायप्रबन्धनतंत्रांशविषये परिकल्पना, सङ्गणके दृश्य/श्रव्य-प्रस्तुतीनां सम्पादनस्य प्राथमिकं ज्ञानम् ।
D.	प्रशिक्षित-भाषाशिक्षकः (सरलमानकसंस्कृतम्) इति पदनिमित्तम् ➤ अनिवार्यार्हता – - संस्कृते स्नातकपदवी / तत्समकक्ष-परीक्षायाम् अन्यूनं 55% अङ्कैः (तत्सम-स्तरस्य श्रेण्याम् वा) उत्तीर्णता । - शिक्षाशास्त्री-इत्युपाधिः/के.सं.विश्वविद्यालयस्य अनौपचारिकसंस्कृतशिक्षणविभागेन अन्य-प्रतिष्ठितसंस्थया वा अयोजित-शिक्षकप्रशिक्षणवर्गे प्रशिक्षणम् । - सङ्गणकमुपयुज्य भाषाध्ययननिमित्तक-स्वाध्यायसामग्रीनिर्माणस्य क्षमता, प्रस्तुतिकौशलम्, संस्कृतमाध्यमेन सरलशैल्या भाषाबोधनस्य क्षमता / संस्कृतभाषाशिक्षणस्य / संस्कृतसम्भाषणशिविरचालनस्य/ अनौपचारिकसंस्कृतशिक्षणकेन्द्रे अध्यापनस्य अनुभवः (साक्षात्कारावसरे क्षमता प्रतिपादनीया) । ➤ अभीप्सिता अतिरिक्तार्हता (Desirable)– स्वाध्यायप्रबन्धनतंत्रांशविषये परिकल्पना, सङ्गणके दृश्य/श्रव्य-प्रस्तुतीनां सम्पादनस्य प्राथमिकं ज्ञानम् ।
E.	शैक्षिकसहयोगि-पदनिमित्तम् ➤ अनिवार्यार्हता - संस्कृते स्नातकोत्तरपदवी, सङ्गणकमुपयुज्य भाषाध्ययनाय स्वाध्यायसामग्रीनिर्माणस्य, संस्कृतमाध्यमेन बोधनस्य च क्षमता (साक्षात्कारावसरे क्षमता प्रतिपादनीया) । ➤ अभीप्सिता अतिरिक्तार्हता (Desirable)–

	- सङ्गणकस्य उपयोगे व्यावहारिकज्ञानम्, शास्त्रीयविषयान् सरलशैल्या बोधयितुं/लेखितुं/प्रस्तोतुं क्षमता । - स्वाध्यायप्रबन्धनतंत्रांशविषये परिकल्पना, सङ्गणके दृश्य/श्रव्य-प्रस्तुतीनां सम्पादनस्य प्राथमिकं ज्ञानम् ।
III.	नियोजनस्य अवधि: - प्राथमिकरूपेण एकादश-मासान् यावत् । कार्यक्षमतायाः आवश्यकतायाः च आधारेण अनन्तरवर्षेषु अनुवर्तनं, प्रक्रियानुसारेण पुनर्नियुक्तिः वा भवितुम् अर्हति ।
IV.	कार्यस्वरूपम् - मुक्तस्वाध्यायपीठे नियुक्तानां अध्यापकानां/शैक्षिकसदस्यानां मुख्यं कर्तव्यं भवति - दूरस्थशिक्षाप्रणाल्या अध्यापनम् / सम्बद्धशैक्षिककार्याणि/सांस्थिककार्याणि च । तत्र अधोनिर्दिष्टकार्याणि अन्तर्भवन्ति - • निर्दिष्टविषयस्य/शास्त्रस्य सम्बद्धपठ्यस्य स्वरूपनिर्धारणम्, पाठ्यक्रमविकासः, पाठसंरचना (Unit-structure)-परिकल्पनम्, पठ्यांशविस्तारपूर्वकं स्वाध्यायसामग्रीनिर्माणम् । • सम्बद्धविषयक-नूतनपाठलेखनम्, पूर्वतः विद्यमानस्वाध्यायसामग्रीणां संशोधनम्/ सम्पादनम्/ परिवर्धनम्/ परिष्करणम्/ परिवर्तनम् । • ध्यायसहयोगक्रियाकलापाः, स्वाध्यायपरामर्शः/पर्यायकक्ष्याः/आन्तर्जालिक-साक्षात्-कक्ष्याः, दूरस्थशिक्षा-बोधनप्रणालीविकासः, बोधनपद्धतिपरिष्कारः/सम्बद्धम् अनुसन्धानम्/शोधकार्यम् । • धटिप्पणीनिर्माणम्, स्वाध्यायसम्प्रेरणम्, विषयाधिग्रहणाय युक्तिबोधनम्, स्वाध्यायनिर्वहणतन्त्रांशस्य, सदुपयोगपुरस्सरं बोधनम् । पाठानां चतुरायामात्मिका प्रस्तुतिः । • ध्यायमूल्याङ्कनम्, प्रदत्तकार्यनिर्माणम्, निर्दिष्टाध्येतृगणानाम् अध्ययनपर्यवेक्षणं, तदनु मार्गदर्शनम् । • अधिकृतैः काले काले प्रदीयमानानि सम्बद्धानि, अतिरिक्तानि वा शैक्षिककार्याणि/सांस्थिककार्याणि । - वं च नियुक्तः जनः निर्दिष्टशास्त्रस्य / निर्दिष्टविषयस्य/ निर्दिष्टपठ्यानाम् अधिकृतः अध्यापकः/संयोजकः/शैक्षिकसदस्यः भवति । ➤ क्तस्वाध्यायपीठे नियुक्ताः अध्यापकाः/शैक्षिकसदस्याः/सहयोगिनः संस्कृतशिक्षणोपयोगिन्याः

	दूरस्थशिक्षाप्रणाल्याः विकासाय, विद्यमानपाठ्यक्रमसंवर्धनाय, अभिनवपाठ्यक्रमनिर्माणाय, अध्येतृगणसंवर्धनाय प्रयासरताः अनुसन्धानतत्पराश्च भवेयुः ।
V.	सामान्यनिर्देशाः – a. आवेदनाय अन्तर्जालसङ्केतः (Link)- b. आवेदनाय अन्तिमदिनाङ्कः - c. साक्षात्कारस्य सोपानद्वयं भविष्यति । प्रथमसोपानस्य साक्षात्कारः अन्तर्जालमाध्यमेन (online) भविष्यति । आवेदनपत्रपरिशीलनपुरस्सरं चिताः अभ्यर्थिनः प्रथमसोपानस्य साक्षात्काराय आहूयन्ते । ततः चिताः द्वितीयसोपानस्य साक्षात्कारार्थम् आहूयन्ते । द्वितीयसोपानस्य साक्षात्कारे प्रत्यक्षम् उपस्थितिः आवश्यकी । d. आवेदनस्य स्थितिष्वपि सूचना, प्रथमसोपानस्य साक्षात्कारे भागग्रहणाय आहूतानां सूची, आन्तर्जालिक-साक्षात्कारस्य सूत्रं (Link for online interview) सम्बद्धसूचनादिकं च विश्वविद्यालयस्य जालपुटे http://www.sanskrit.nic.in..... इत्यत्र यथाकालं (.....दिनाङ्कं यावत्) प्रकाशयिष्यते । अभ्यर्थिनः एतद्विषये सावधानाः भवेयुः । e. द्वितीयसोपानस्य साक्षात्काराय स्थानं समयश्च सम्बद्धेभ्यः यथासमयं सूचयिष्यते । f. विज्ञापितानां पदानां पूरणे अपूरणे च विश्वविद्यालयस्य अधिकारः अस्ति । g. साक्षात्कारे समुपस्थितानां कौशलानि विश्वविद्यालयस्य आवश्यकतां च उपलक्ष्य विज्ञापने उल्लिखितपदानां संख्यां न्यूनीकर्तुं वर्धयितुं च विश्वविद्यालयः अधिकृतोऽस्ति । h. साक्षात्कारे समुपस्थितानां विशिष्टकौशलानि अभिलक्ष्य विश्वविद्यालयस्य आवश्यकतां च उपलक्ष्य अपेक्षानुसारेण अभ्यर्थिना आवेदितपदमतिरिच्य पदान्तरनिमित्तम् अभ्यर्थिनामुपस्थापनं /चयनं कर्तुं विश्वविद्यालयः चिन्तयितुमर्हति । i. प्रौद्योगिक्याः/तन्त्रांशस्य लोपकारणतः, विलम्बेनोपस्थितेः कारणतः, अन्तर्जालसम्पर्कस्य शैथिल्यकारणेन आकस्मिक-कारणान्तरेण वा अभ्यर्थी साक्षात्कारे भागं ग्रहीतुं न प्रभवति चेत् तदर्थं विश्वविद्यालयः उत्तरदायी न भविष्यति । j. नियोजनप्रक्रियायां विवादे सति केन्द्रीयसंस्कृतविश्वविद्यालयस्य कुलपतेः निर्णयः अन्तिमः मान्यश्च भविष्यति । k. नियुक्तेन जनेन प्राधान्येन मुक्तस्वाध्यायपीठस्य शैक्षिकविकासकेन्द्रे (के.सं. विश्वविद्यालयस्य राजीवगान्धीपरिसरे शृङ्गेर्या) कार्यं कर्तव्यं भविष्यति । विश्वविद्यालयस्य अपेक्षानुसारेण यदा कदापि यथानिर्देशं विश्वविद्यालयस्य/मुक्तस्वाध्यायपीठस्य अन्यस्मिन् कस्मिंश्चित् केन्द्रे अपि कर्तव्यं निर्वोढव्यं भवितुमर्हति । l. नियुक्त्यवधेः परिसमाप्तौ/ शैक्षिकसत्रस्य समाप्तौ स्वतः नियुक्तिः निरस्येत । कार्यक्षमतायाः आधारेण, मुक्तस्वाध्यायपीठस्य आवश्यकताधारेण, अधिकृतनिर्णयाधारेण च नियुक्तेः अनुवर्तनस्य, पुनर्नियुक्तेः वा सम्भावना वर्तते । विषयेऽस्मिन् विश्वविद्यालयस्य निर्णयः एव अन्तिमः । m. निर्धारितावधौ पूर्णसमयस्य कार्यनिमित्तं कृता अनुबन्धाधारिता (संविदाधारिता)-नियुक्तिरियम् अस्थायिनी भवति । एतदाधारेण स्थिरतायै, वरीयतासूच्यां स्थानाय वा आग्रहः न कर्तव्यः । विशेषपरिस्थितौ, कारणमदत्त्वा अपि नियुक्तेरनुबन्धम् कदाचिदपि निरस्तीकर्तुं विश्वविद्यालयस्य अधिकारोऽस्ति । n. विरामः/अवकाशः – विश्वविद्यालयस्य/ मुक्तस्वाध्यायपीठस्य नियमानुसारेण आकस्मिकावकाशस्य प्रावधानं भविष्यति ।



केन्द्रीय-संस्कृत-विश्वविद्यालयः/Central Sanskrit University

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I.	Remuneration - - Assistant Professor (Contract) – 57,700/= + HRA + 10% special DA for hard station p.m. + one time train travel in a year to native place plus medical claim upto Rs. 5000/- per annum) - Assistant Professor (Guest) Rs. 50,000/- fixed per month. (Minimum of 50 lectures/lessons/teaching-sessions in terms of ODL/OL per month and other duties assigned by the Director). - Bhasha-shikshak- <i>Saralamaanak</i> (contract) - Rs.50,000/- - Academic Associate (Contract) - Rs.40,000/- p.m.
II.	Prescribed qualification - For Assistant Professors for <i>Shastri</i>-subjects for MSP in CSU ➤ Essential - Minimum criteria as per UGC Regulations for the appointment for the post of Assistant Professors such as – - Acharya/M.A.(Sanskrit) or equivalent degree in the concerned/allied/relevant discipline, with atleast 55% marks (or an equivalent grade in point scale wherever the grading system is followed) from recognized University. - Pass in National Eligibility Test (NET) in the concerned/allied/relevant discipline, conducted by the UGC or the CSIR, or who are or have been

	awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET. (Those who are about to complete/just submitted thesis/waiting for viva or PhD certificate may also apply for interview. If such candidates are selected based on required skills & knowledge/special abilities, will be given limited period to submit the PhD certificate. But decision of CSU in this regard will be final.) • Ability of teaching, writing, presenting/elaborating/summarizing Shastric topics in free & lucid style through Sanskrit medium. ➤ Desirable – Working knowledge of Computer. Preference will be given to those who are able to prepare Self learning Materials using electronic media.
	B. For Assistant Professor in Sanskrit Journalism & Media for MSP in CSU ➤ Essential - • Post-graduation in Sanskrit or equivalent degree with atleast 55% marks (or an equivalent grade in point scale wherever the grading system is followed) from recognized University. • Pass in National Eligibility Test (NET) in the concerned/allied/relevant discipline, conducted by the UGC or the CSIR, or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET. (Those who are about to complete/just submitted thesis/waiting for viva or PhD certificate may also apply for interview. If such candidates are selected based on required skills & knowledge/special abilities, will be given limited period to submit the PhD certificate. But decision of CSU in this regard will

	be final.) Pronunciation-clarity, good communication-skills in Sanskrit with sound base of practical-grammar, skills in writing, presenting/elaborating/summarizing various kinds of topics in free & lucid style through Sanskrit medium, ability to teach in Sanskrit medium (These abilities are to be proved during the interview). ➤ Desirable – Working knowledge of Computer. Basic knowledge/idea of editing audio/video-presentations, ability to prepare Self Learning Materials using electronic media, experience of reporting news in print/multi-media.
	C. For Sanskrit Language teacher (Pragata-shikshanam) ➤ Essential - - Post-graduation in Sanskrit or equivalent degree with at least 55% marks (or an equivalent grade in point scale wherever the grading system is followed) from recognized University. - Shiksha-shastri/NFSE-Teachers' Training conducted by Central Sanskrit University or similar training/<i>shikshaka-prashikshana-varga</i> conducted by reputed Sanskrit organization. - Ability to prepare Self Learning Materials using electronic media, presentation skills, ability to teach Sanskrit language in Sanskrit medium / experience of teaching Sanskrit in Sambhashana-shibiras/NFSE Centres of CSU (These abilities are to be proved during the interview). ➤ Desirable – Experience/basic idea of utilizing LMS for teaching, Basic knowledge/idea of editing audio/video-presentations, experience of reporting news in print/multi- media.
	D. For Sanskrit Language teacher (Sarala Manaka Samskrutam) ➤ Essential -

	• Graduation in Sanskrit or equivalent degree with at least 55% marks (or an equivalent grade in point scale wherever the grading system is followed) from recognized University. • Shiksha-shastri/NFSE-Teachers' Training conducted by Central Sanskrit University or similar training/<i>shikshaka-prashikshana-varga</i> conducted by reputed Sanskrit organization. • Ability to prepare Self Learning Materials using electronic media, ability to teach Sanskrit language in Sanskrit medium / experience of teaching Sanskrit in Sambhashana-shibiras/NFSE Centres of CSU (These abilities are to be proved during the interview). ➤ Desirable – Experience/basic idea of utilizing LMS for teaching, Basic knowledge/idea of editing audio/video-presentations, experience of reporting news in print/multi-media.
	E. For engaging Academic Associates ➤ Essential - • Post-graduation in Sanskrit or equivalent degree with at least 55% marks (or an equivalent grade in point scale wherever the grading system is followed) from recognized University. • Ability to prepare Self Learning Materials using electronic media, presentation skills, ability to teach Shastra/concerned subject in Sanskrit medium (These abilities are to be proved during the interview). ➤ Desirable – Experience/basic idea of utilizing LMS for teaching, Basic knowledge/idea of editing audio/video-presentations.
III.	Period of engagement – Initially, the engagement under this offer will be for a period of 11 months from the

	date of appointment in Central Sanskrit University. The appointment may likely to be continued further on the appraisal/performance of the candidate subject to the requirement of CSU.
IV.	Nature of duty of a teacher in MSP (D.E.) a. Nature of duty of a teacher in MSP (D.E.) is teaching in terms of D.E/ ODL/OLE system. This may involve one or more of the following activities – • Online teaching, course design and curriculum development, preparing SLMs (print-media, electronic-media & online-media) of one particular assigned subject/programme/discipline. • Self-learning-support-activities, counseling / study-guidance / teaching through ODL/OL techniques, teaching in contact/virtual/online classes, imparting subject-knowledge, developing knowledge-transmission-techniques/methods. • Preparing teaching comments/giving learning tips to the learners (either on paper/via email / direct oral/ telephonically/electronically through LMS). • Evaluation of self-learning-process, preparing assignments, monitoring progress of self-learning of the learners of concerned course/subject. • Writing lessons, editing/modifying/improving/revising (including convening these works) of SLMs on concerned/assigned subject. • Any other relevant academic/institutional works assigned by the concerned authority. Thus he/she will be in-charge-teacher/coordinator of particular subject/course/paper or Programme (as the case may be). b. Teachers/Academic associates in MSP should be engaged in developing ODL/OL methodologies & learning materials relevant to Sanskrit-education & will have to associate in developing new, innovative and interdisciplinary courses for various target groups.
V.	General Instructions - a. Link to apply online - b. Last date to apply online -

	c. There will be two steps of interview. First step will be online-interview. Scrutinized candidates will be called for the first step online-interview. Selected candidates through online interview only will be called for second step of interview for which physical attendance is necessary. d. Candidates are advised to visit CSU website regularly regarding interview and other updates. List of scrutinized candidates & date-Schedule for online-interview will be notified in the CSU's website www..... under the head ' Notification' by the date Link for online interview will be shared with the eligible candidates at appropriate time. e. Details of 2nd step interview will be notified to the candidates selected for 2nd step interview at appropriate time. f. The University reserves the right whether to fill the positions as per advertisement or not. g. No. of required positions may be increased or decreased by the university (CSU) based on the need of the CSU, available expertise/skills of the candidates, and/or as per the decision of the CSU. h. If considerable special qualities of candidates are observed during the interview, CSU may consider for offering other suitable task subject to the requirement of CSU. i. In case any candidate fails to appear for interview due to any technical reason/internet problems/late arrival or any incidental cause, the University shall not be responsible for that. j. In case of any controversy in selection process, the decision of Hon'ble Vice Chancellor, CSU shall be final. k. The selected persons will be deployed at Academic Development Centre of Muktasvadyaya Peetham situated at CSU, R.G. Campus, Sringeri, Karnataka. However, the engaged persons may have to go for work in any Centre of the MSP/CSU if such directions given by the authorities of MSP/CSU any time as per the requirement. l. Engagement of the selected Contract/Guest Faculty shall automatically expire at the end of the period of engagement / end of academic session as it would be mentioned in the appointment letter. The appointment may likely to be continued or re-engagement
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	may be done following due process based on the appraisal/performance of the candidate subject to the requirement of the University. The decision of the University (CSU) will be final in this regarding. m. This engagement is made purely on temporary and fulltime-contract basis for fixed period. No claim can be done for regularization/confirmation/seniority on the basis of this engagement. Under special circumstances, University (CSU) may terminate the engagement any time even before the stipulated time, without assigning any reason. n. Leave – Provision for casual leave will be there as per the norms of University/MSP.
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Registrar

विज्ञापनप्रारूपम् – 2 (तन्त्रज्ञानां नियुक्तये)



केन्द्रीय-संस्कृत-विश्वविद्यालयः/Central Sanskrit University

मुक्तस्वाध्यायपीठम् / Mukta Swadhyaya Peetham

(Institute of Open and Distance Education)

56-57, Institutional Area, Janakpuri, New Delhi-110058 Website:

www.sanskrit.nic.in

Advertisement No.....

Date:

2022

साक्षात्कारः / INTERVIEW for engaging ICT/Technical staff for MSP

केन्द्रीय-संस्कृत-विश्वविद्यालयेन मुक्तस्वाध्यायपीठनिमित्तं संविदाधारित-समेकित-वैतनिकानां तन्त्रज्ञानां / सङ्गणकीयकार्य-निपुणानां सहयोगिनां च नियोजनाय online-साक्षात्कारः आयोजयिष्यते । विवरणम् अधोनिर्दिष्टमस्ति -

Central Sanskrit University, Delhi (CSU) will hold **ONLINE-INTERVIEW** for selecting suitable candidates for the positions of **Technical-Managers / Technical-Associates / Technical-Assistants/Consultant on contract basis** for undertaking various ICT tasks / technical & management support activities related to ODL & Online programmes of Mukta Swadhyaya Peetham. Interested eligible candidates may apply online. Details are given below –

क्र.सं. S.No.	Name of the Post/Position	Required No. of positions
	I. For Development of e-Content as Self-Learning e- Modules	
13.	Technical Manager (E-content-Production)	1
14.	Technical Associate (Audio-Video recording and editing)	1
15.	Technical Assistant (Digitization & A/V Recording)	1

16.	Technical Assistant (e-content creation & Audio-Video Editing)	1
	II. For Delivery of Online Programmes	
17.	Technical Manager (LMS and Data Management)	1
18.	Technical Assistant (LMS)	1
19.	Technical Assistant (Data management & delivery-tracking system)	1
	III. For Publicity Admission and Evaluation	
20.	Technical Manager (Website, publicity, Admission, Evaluation, feedback, and Alumni Management)	1
21.	Technical Assistant (Publicity, Admission, Evaluation/Examination and Result)	1
22.	Technical Assistant (Website Management, Grievance-redressal system, Alumni Management System, Stock Management system)	1
23.	Consultant (Academic & official-works)	1
24.	Sr. Consultant / Professor of practice (ICT-Expert)	1

Salary/Remuneration – Technical-Manager – Rs. 60,000/- p.m., Technical-Associate – 45,000/- p.m., Technical-Assistant - 35,000/- p.m., Consultant Rs.60,000/- p.m., For Senior-Consultant / Professor of practice –Remuneration will be decided after interview & negotiation (as agreed mutually between the institution & expert).

Period of engagement - 11 months (from the date of appointment) on fixed emoluments. The appointment may likely to be continued on the appraisal/performance of the candidate.

- For applying online go to - <https://csu.co.in/>.....?.
- Last date to apply - ?2022
- The Schedule of conducting online-interview will be displayed in CSU website under the head “NOTIFICATION” by?.....2022.
- Place of posting (for positions mentioned against Sl. No. 1 to 11) - Academic Development Centre of MSP, CSU, R.G.Campus, Sringeri. **Reg. Sl. No. 12** - This service will be availed on contract through online-guiding cum monitoring-sessions /direct-sessions/workshop-method as per the need and nature of tasks.
- Detailed information regarding eligibility, nature of duty etc. are given below -

Detailed information regarding the required technical positions/posts

I. For Development of e-Content as Self-Learning e- Modules			
	Name of the Post/Position	Eligibility	Nature of Duty
1.	Technical Manager (Production) Remuneration - Rs.60,000/- p.m. fixed	Essential - MCA / B.E. / B.Tech/ in Computer Science / Information Technology from AICTE approved / UGC recognized institute / university OR Shastri / Graduation and having 6 years' experience in managing audio/video recording & editing unit. Desirable - Working knowledge of Sanskrit, experience in preparing online learning material, software skills/accounting abilities.	• Leading the technical support team related to e-content development. • Preparing/maintaining recording schedule in consultation with Programme-coordinators. • Facilitating the production of e-Books/ Audio/video contents in consultation with Director, ADC/ Programme-coordinators/ course-coordinators / teachers. • Assist the core faculty for planning, developing and managing e-learning. • Arrange set-up for recording facilities/class-room recordings/studio recordings. • Coordination between technical teams of e-content & LMS. • Coordination with external

			technical experts/agencies (wherever required) in connection with production of audio/video, study materials as per the decision of MSP. • Official works related to e-content development under the supervision of concerned reporting officer. • Any other related assignment given by the authority from time to time. • Assist the MSP by arranging the digital content in presentable manner for online learning programmes.
2.	Technical Associate (Audio-Video recording and editing) Remuneration : Rs.45,000/- p.m. fixed.	Essential - MCA / B.E. / B.Tech/ in Computer Science / Information Technology from AICTE approved / UGC recognized institute / university / OR Shastri / Graduation with experience in managing audio/video-recording & editing unit. Desirable - Working knowledge of Sanskrit, software/hardware-skills,	• Coordinating Audio-Video recording and editing works, • Related DTP works, technological support for developing/ presenting learning-concepts in print/digital/audio/video media. • Technical facilitation for scanning, font-conversion, format-editing digitization etc. • Other works related to SLM (print & multi-media) • Any other related assignment given by MSP from time to time.

		experience in preparing online learning material.	
3.	Technical Assistant (Digitization & A/V recording) Remuneration Rs. 35,000/ p.m. fixed.	Essential - MCA / BCA/ B.E. / B.Tech/ in Computer Science / Information Technology from AICTE approved / UGC recognized institute / university / OR Shastri / Graduation with ability/technical knowledge of utilizing digital recording equipment, audio/video recording & editing. Desirable - Working knowledge of Sanskrit, software & hardware skills, experience in preparing online-learning material, audio/video editing skills.	- Indoor/out-door Audio-Video recording. - Arrange set-up for recording facilities/class-room-recordings/studio recordings. - Supporting activities related to live telecast/online live-sessions/ Seminars/ Conferences etc. - Maintenance of recording equipment/system. - Maintenance of recording-studio. - Typing/DTP/art-works related to SLM (Sanskrit, Hindi & English) whenever required. - Any other related assignment given by the authority from time to time.
4.	Technical Assistant (e-content creation & Audio-Video editing) Remuneration - Rs. 35,000/- p.m. fixed	Essential - MCA / BCA/ B.E. / B.Tech/ in Computer Science / Information Technology from AICTE approved / UGC recognized institute / university / OR Shastri /	- Technical-support for creation of e-book / e-learning-components. - Prepare animation, interactive-videos, add suitable special-effects to the content as per the requirement. - Scanning, font-conversion, format-editing digitization,

		Graduation with ability of audio/video recording & editing. Desirable - Working knowledge of Sanskrit, software skills, experience in preparing online learning material, audio/video editing, abilities in animation, 2D/ 3D Graphic Designing etc.	hypertext linking for SLM etc. - Multi-media-editing works, adding titles/sub-titles/Signature-tunes/music/ acknowledgements etc. as applicable. - Typing /DTP works related to SLM (Sanskrit, Hindi & English) whenever required. - Photoshop/ Corel-draw / Graphic works. - Any other related assignment given by the authority from time to time.
	II. For Delivery of Online Programmes		
	Name of the Post/Position	Eligibility	Nature of Duty
5.	Technical Manager (LMS and Data Management) Remuneration : Rs.60,000/- p.m. fixed	Essential - - MCA/ B.Tech/ B.E(CS/IT) / M.Sc./BSc. (Computer Science/IT) / P.G. Diploma in Software-Technology from reputed institution OR Shastri/Graduation & having software skills / with software-skills. Experience in Industries/ PSU/GOI-Projects or Pvt. Sector Company of repute or ODL of a University system in Networking Cloud	Supervising / leading the technical support team meant for developing 'Integrated Programme-Delivery & Management System' as required by MSP. Technical Manager assisted by his team will work for - - Creating/Developing / arranging proper solution for online delivery of programmes. - Assisting the core faculty by

		Services, or Software Application development Deployment or Database Management (Data Extraction, Transformation and Loading, Specialized Data Handling, Database backup and Recovery, Security/ Authentication, capacity planning, Performance monitoring and Tuning, experience in managing/ leading software-team. Desirable Working knowledge of Sanskrit, experience in preparing online learning material, Idea of developing software solution for online delivery of online/e-learning programmes & end to end programme management system. Preferable working-experience/ ability in open-source technology viz. Java,PHP, PostgreSQL, MySQL, MariaDB, MongoDB, Agile Model Development Life Cycle. For networking and Cloud Management: Palo Alto, F5 and	developing computer programs to improve teaching-learning process. • Creating/developing customized/ user-friendly Learning platform LMS / programme-Management Platform. • The Programme Managing System should be integrated with AMS, EMS, SLM delivery & tracking system, AL.M.S., Stock M.S. etc. • Maintain data/ update the software related to M.S.P. • Create/ develop / update / website of M.S.P. • Develop network for ODL/OL. • Any other related assignment given by the authority from time to time.
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		HCI Infrastructure.	
6.	• Technical Assistant (LMS) – 01 Remuneration : Rs.35,000/- p.m. fixed	Essential - MCA/ B.Tech/ B.E(CS/IT) / M.Sc./BSc.(Computer Science/ IT) from reputed institution OR Shastri & having computer-programming-skills / Graduation with software-skills / Diploma in software-technology / Graduation with experience in developing/ customizing LMS. Desirable - Working knowledge of Sanskrit, experience in - developing software / LMS/ Data management. Preferable - working experience/ability in open-source technology viz. Java, PHP, PostgreSQL, MySQL, MariaDB, MongoDB, Agile Model Development Life Cycle. For networking and Cloud Management: Palo Alto, F5 and HCI Infrastructure. Strong working and deployment knowledge on LINUX environment.	• Creating/developing/ Customizing/ maintaining/ updating technology-based L.M.S. (Learning Management System) under the supervision of Technical Manager and in consultation with Faculty members/ coordinators. • Maintain & manage data / update the software related to M.S.P. • Assist the MSP by developing proper solution for online delivery of programmes. • Assist the core faculty for planning, developing and managing e-learning. • Maintain/update /develop website of M.S.P. • Resizing/editing/uploading multimedia contents as required by MSP. • Preparing various types of reports related to the activities of S.K., based on data. • Any other allied works assigned by concerned
7.	• Technical Assistant (Data management & delivery-tracking system)- 01 Remuneration : Rs.35,000/- p.m. fixed •		

			reporting officer/coordinator from time to time.
	III. For Publicity, Admission and Evaluation		
	Name of the Post/Position	Eligibility	Nature of Duty
8.	Technical Manager (Website, publicity, Admission, Examination, feedback, and Alumni Management) Remuneration : Rs.60,000/- p.m. fixed	Essential - • MCA / BCA / B.Tech / B.E (CS/IT) / M.Sc./ BSc. (Computer Science/IT) / P.G. Diploma in Software-Technology from reputed institution OR Shastri & having software skills / Graduation with software-skills. • Experience in Industries/ PSU/GOI Projects or Pvt. Sector Company of repute OR ODL of a University system in Networking Cloud Services, OR Software Application development Deployment OR Database Management (Data-Extraction, Transformation and Loading, Specialized Data Handling, Database backup and Recovery,	• Technical Manager assisted by his team will work for - • Development/maintenance of Website, technology-based integrated management system for publicity, admission, examination, feedback, and alumni of MSP. • Any other related assignment given by the authority from time to time.

		Security/ Authentication, capacity planning, Performance monitoring and Tuning, experience in managing/ leading software-team. Desirable Working knowledge of Sanskrit, experience in preparing online learning material, Idea & interest in developing software solution for online delivery of online/e-learning programmes & end to end programme management system.	
9.	• Technical Assistant (Publicity, Admission, Examination and Result) – 01 Remuneration : Rs.35,000/- p.m. fixed	Essential - MCA/ B.Tech/ B.E(CS/IT) / M.Sc./BSc.(Computer Science/ IT) from reputed institution OR Shastri & having computer-programming-skills / Graduation with software-skills / Diploma in software-technology / Graduation with experience in developing/ customizing LMS. Desirable -	• Creating/developing/Cu stomizing/ maintaining/updating technology-based PMS (Publicity Management System), A.M.S. (Admission Management System), E.M.S. (Examination Management System) of MSP under the

10.	• Technical Assistant (Website Management, grievance-redressal system, Alumni Management System, Stock Management system) – 01 Remuneration : Rs.35,000/- p.m. fixed	Working knowledge of Sanskrit, experience in - developing software / LMS/AMS/EMS/ Data management. Preferable - working experience/ability in open-source technology viz. Java,PHP, PostgreSQL, MySQL, MariaDB, MongoDB, Agile Model Development Life Cycle/ Networking and Cloud Management (Palo Alto, F5 and HCI Infrastructure) Desirable for Web Designing: Working and deployment knowledge on LINUX environment. HTML, CSS, JSP, Javascript, HTML5, JQuery, UI and Visual Design, UX, Responsive Design, Colour Theory.	supervision of Technical Manager and in consultation with Faculty members/ coordinators. • Web Designing, Website Management, Creating/developing/Cu stomizing/ maintaining/updating technology-based feedback-system, grievance-redressal-system & Alumni-Management-System, Stock Management system of MSP. • Data-entry & analysis, Generating/preparing reports, execution of follow-up actions & remedial actions etc. as per the directions by the concerned officer. • Any other related assignment given by the authority from time to time.
11.	Consultant (Academic &	Essential - • Master's degree and having experience in simple	• Support for preparing PPR.

	official-works) Remuneration : Rs.60,000/- p.m. fixed	programming/preparing self-learning materials/ online-teaching/Project-management/ ability of office management Or Bachelor's Degree in Finance/ Accounting/ Economics/ Commerce/Management/ Sanskrit and having experience of official/semi academic works in institution/Govt./private-sector. • Working knowledge of Computers with experience of effective usage of MS Office. • Working knowledge in Sanskrit, Hindi & English languages (ability of speaking, writing, presenting/reporting skills). • Typing ability using Unicode. Desirable: • Excellent analytical skills, along with the ability to create detailed reports. • Experience in Assistant Managerial level in any office /company.	• Analyzing Data & presenting them to the concerned reporting officers for planning remedial actions. • Support for preparing Reports time to time. • Academic/semi-academic/ official/file-works (processing/ executing office-works) related to academic-development/ internal-quality/ MSP. • Follow-up actions related to as directed by concerned reporting officer.
12.	Sr. Consultant / Professor of practice (ICT-Expert)	Essential - • MCA/ B.Tech/ B.E (CS/IT) / M.Sc./BSc. (Computer Science/IT) / P.G. Diploma in Software-Technology from reputed institution	• This service of the expert is required to lead/guide/monitor the technical-teams mentioned under Sl. No. 1 to 10 of this table.

		• At least 10 yrs. experience in Industries/ PSU/GOI-Projects or Pvt. Sector Company of repute or ODL of a University system in Networking Cloud Services, or Software Application development Deployment or Database Management (Data Extraction, Transformation and Loading, Specialized Data Handling, Database backup and Recovery, Security/ Authentication, capacity planning, Performance monitoring and Tuning, experience in managing/ leading software-team. Desirable Working knowledge of Sanskrit, experience in preparing online learning material, Idea of developing software solution for online delivery of online/e-learning programmes & end to end programme management system. Preferable working-experience/ ability in open-source technology viz. Java,PHP, PostgreSQL, MySQL, MariaDB, MongoDB, Agile Model Development Life Cycle. For networking and Cloud Management: Palo Alto, F5 and HCI	• To undertake the responsibility of developing AMS, LMS, EMS etc. for MSP in consultation with the concerned reporting officer. • To utilize the ICT expertize for academic development and propagation of programmes of MSP. • To involve in the development and designing of courses and curriculum. • To encourage for taking innovation and entrepreneurship projects & provide necessary technical guidance for these activities. • To focus on enhanced industry-academia collaborations. • Conduct jointly in collaboration with regular faculty member of the institution, workshops, seminars, deliver special lectures and training
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		Infrastructure.	programmes, Carryout joint research project or consultancy services in collaboration with the regular faculty member of the concerned HEI. • This service will be availed on contract through online-guiding cum monitoring-sessions /direct-sessions/ workshop-method as per the need and nature of tasks. • The engagement may be based on any one of the following – Sponsorship by any Company/ Honorary / Remuneration based. • Remuneration will be decided after interview & negotiation/ as agreed mutually between the institution and expert.
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- Online proforma to fill application for the engagement is available at - <https://csu.co.in/.....> The candidates are required to submit the prescribed application form and upload necessary attachments latest by2022.
- The Schedule of conducting online interview will be displayed in CSU website under head “NOTIFICATION” by2022. Candidates are advised to

visit CSU website regularly regarding interview and other updates. Information through any other mode of communication will not be given. The link for interview will be shared on the day of ONLINE Interview and the candidates will be accordingly informed. Candidates selected through online-interview will be called for direct interview for final selection.

General information for the candidates -

- The University reserves the right whether to make engagement as per advertisement or not.
- The number of requirement of positions/posts in various technical teams may increase or decrease as per requirement/decision of the Competent Authority. The eligibility criteria may be relaxed by the Vice Chancellor if the candidates found having extraordinary skills and found suitable for undertaking the tasks.
- In case any candidate fails to appear for interview due to any technical reason/internet problems or any incidental cause, the University shall not be responsible for that.
- If case of any controversy in selection process, the decision of Hon'ble Vice Chancellor, CSU shall be final.
- Engagement of the selected positions shall automatically expire at the end of the period of engagement / end of academic session as it would be mentioned in the appointment letter.

REGISTRAR