



Introduction

The Evaluative Report of the Departments, Centers and Administrative sections of the University has been compiled school-wise and in an alphabetical order. There are seven Schools of Studies, twenty-three Departments, eight Centers, seven Colleges of Teacher Education, three Polytechnics, three Industrial Training Institutes and three Model Schools. In 2013, the University initiated several new departments and programs in the School of Sciences and School of Arts & Social Sciences. One new School, School of Computer Science and Information Technology has been established. The University has started the Under-Graduate (leading to Post Graduate) programs in languages, social sciences and sciences with a view to moving on to the CBCS system in the near future in a holistic manner. There is a strong orientation towards integrated programs. MANUU offers a truly learner centric approach to higher learning for its chosen learning groups.

The new programs introduced in 2014 are at a nascent stage, and therefore, their separate Evaluative Reports (ERs) have not been included and hence brief notes on these units have been presented. In the same spirit, write-ups are being included on some Centers/Sections of the University since it was felt that the functioning of these units is of a different nature. A note on Directorate of Distance Education (DDE) was also felt necessary though formal detailed evaluation of DDE is not required as per the guidelines of NAAC manual.

New initiatives in School of Sciences:

The School of Sciences was established in the year 2006 with initiation of one Post Graduate Diploma Program in Information Technology in the Department of Computer Science & Information Technology. In the year 2010, MCA and M.Sc Mathematics were introduced by creating a new department. Recently, the Department of Computer Sciences & Information Technology has been shifted to the newly established School i.e., School of Computer Science & Information Technology from the academic session 2014-15.

Now with the introduction of four new departments in the academic session 2014-15, the School of Sciences has five departments, three Polytechnics and four Paramedical courses. The newly created departments are: Physics, Chemistry, Botany and Zoology. With the exception of the Department of Mathematics, the evaluation reports of the new departments have not been included in the SSR document for re-accreditation, since these departments are new.

The new departments started undergraduate programs from 2014-15, and are planning to start post-graduate and research programs from 2015-16. The faculty has been appointed, and the vacant positions are notified. After filling up the positions, each department will have four faculty members viz., one Professor, one Associate Professor and two Assistant Professors. The proposals of creating separate buildings/labs for the School are under consideration. Suitable laboratories for conducting practicals and research programs are being created.



New initiatives in School of Arts & Social Sciences:

There are eight departments in the School of Arts & Social Sciences, and one specialized center called Center for Women's Studies. These departments are: Economics, History, Islamic Studies, Political Science, Public Administration, Social Work, Sociology, and Women Education.

Four of these departments are newly established viz., Economics, History, Political Science and Sociology; and hence their Evaluative Reports have not been included. However, a brief description of the academic progress in these departments is being given. These departments have started undergraduate programs and are planning to start post-graduate and/or research programs from the next academic session. The faculty has been appointed, and notification has been reissued for the vacant positions. In the Department of Economics, one Professor and two Assistant Professors are appointed while in the Department of History the provision has been made for one Professor, one Associate Professor and two Assistant Professors. In the Department of Sociology, three Assistant Professors have been appointed. Two Assistant Professors have been appointed in the Department of Political Science which has been carved out of the Department of Public Administration & Political Science. Hence, there is a combined evaluative report of the Department of Public Administration and Political Science. It is encouraging to state that 95% of the faculty appointed in these new departments are from established universities with diverse experience and rich publication base which has added momentum to the teaching-learning environment in the university.

Thus, there are only five Evaluative Reports on behalf of the School of Arts & Social Sciences. These are – Departments of Islamic Studies, Public Administration & Political Science, Social Work and Women Education.

Directorates/Centers:

1. Directorate of Distance Education (DDE):

The Directorate of Distance Education was established in 1998 to enhance access to education and training programs to Urdu speaking population to reach the unreached.

The courses offered are:

1. Post Graduate programs in Urdu, History, English and Islamic Studies
2. Under-graduate programs in Arts, Science, Commerce and Education
3. Post Graduate Diploma in Museology,
4. Post Graduate Diploma in Tourism Management,
5. Diploma in Teach English,
6. Diploma in Journalism and Mass Communication
7. Certificate in proficiency in Urdu through English
8. Certificate in proficiency in Urdu through Hindi
9. Certificate in Food and Nutrition
10. Certificate in Functional English for Urdu speakers



The network of nine Regional Centers (RC) and five Sub-Regional Centers (SRC) at the following places to look after the work of the distance learning programs. RC: Delhi, Patna, Bengaluru, Bhopal, Mumbai, Darbhanga, Ranchi, Kolkata, Srinagar; SRC: Jammu, Amaravathi, Sambhal, Nuh and Hyderabad; and 154 Study centers.

Admission is through merit and eligibility test. For B.Ed program, an all India Entrance Test conducted by the University at its different campuses and Centers.

A student support unit was started in 2011 and a centralised data maintenance cell helps in tracking the programs. The Directorate has 29, 364 students in the UG program, 13, 450 in PG and 596 in others.

The new courses that have been introduced at DDE in the last five years are:

- M.A. in Islamic Studies
- PG Diploma in Museology and
- PG Diploma in Tourism Management
- The seats in B.Ed program have been enhanced due to demand for the program

DDE Exam centers are situated at the regional centers and also at Jeddah and Riyadh (KSA). DDE updates its programs and teaching-learning materials periodically in view of the dynamic knowledge expansion.

Through its distance education programs MANUU fulfills a major agenda of dissemination of knowledge to those people whose access to education has not been up to the mark. DDE strives to bring multitudes of Urdu speakers into the mainstream by providing education through Urdu medium.

The DDE makes the best use of educational material available and makes it accessible to learners by entering into MoUs, by obtaining copyrights and permissions. The best material is edited, vetted and translated into Urdu. To date DDE is in collaborative partnerships with BRAOU and IGNOU for material sharing. Another mode of providing access to education to the learners is the use of broadcast media. The impact of audio visual medium on the learning process is unquestionable. MANUU is in a contractual partnership with AIR, Doordarshan and private Urdu channels like E-TV Urdu. Apart from lessons on the air and TV, learners also get exposure to extension programs like documentaries, discussions etc through these programs. All regional Centers of DDE operate in close liaison with the main campus. The ICT enablement has been extended to all regional centers, and the learners have access to these facilities.

The DDE on the main campus at Hyderabad has a library with a holding of 3427 text books, 2804 reference books and also subscribes to journals. These are growing facilities which are replenished at the recommendation of the faculty as per need. The faculty is on equal footing with the teachers on the regular programs in terms of opportunity, access and empowerment. The DDE has held conferences at the headquarters as well as the regional centers. The faculty from the off-campus are constantly called for orientation and upgradation programs, and for discussing the continuation/discontinuation or altering of instructional programs, educational material etc. Faculty takes up research projects and capacity building activities.



The biggest challenge for the DDE is to conduct the program on schedule. Because of the vastness of its catchment area, the timely reaching of learning material and conduct of examinations are often ridden with difficulties of management. This may affect the timely announcement of results and the progression of students may get affected. MANUU is ever striving to overcome these hurdles. The administration takes interest in providing all possible facilities required for the distance education programs.

In 2013, the university appointed a senior academician as consultant at DDE to oversee the running of all the educational programs and to advise the Directorate on the strategies of good governance of this enormous enterprise.

The team work of the academic support structure, and a well planned and well executed administrative policy spell out the success of the Distance education program at MANUU.

With a sensitivity towards the backgrounds and the handicaps of the larger percentage of its distance learners, MANUU provides essential facilities like a toll free number whereby learners can call up with their queries and problems. All necessary course-related or exam related information is sent via emails and sms. The regional centers act as student contact and counseling centers and have been set up at strategic points in the country where the Urdu speaking population is large, so as to create easy access to the prospective learners.

The University is now in the process of setting up a network of ICT facility to connect all regional centers so that learners under distance education may benefit from all programs and events along with the campus students.

2. Instructional Media Center:

The Instructional Media Center (IMC), established in the year 2007, is an initiative taken up by MANUU to enrich its Distance and Conventional Education Programs with media components based on audio, video, Radio, TV and multimedia. The IMC provides all the necessary facilities and infrastructure under one roof for the multimedia needs of the Directorate of Distance Education and conventional mode of MANUU. It also serves as a resource center for the students of MCJ to enable them to gain hands-on experience in video and audio programs production. IMC has been producing curriculum based programs, educational documentaries addressing wide Urdu audience, and programs for special occasions. It has covered seminars/workshops/conferences etc in MANUU campus.

Infrastructural facilities:

The IMC is housed in a separate building in the University campus. One video studio with three studio cameras, one audio studio with Netia Radio Assist 7.51 software, along with associated Production Control Room (PCR), two audio edit suites with Netia Radio Assist 7.51 software and three video editing facilities with Avid Media Composer, computer graphics with Adobe Production Premier, one e-class room, one



50-seater preview theatre and a media library. The technical areas are powered by the centralized UPS system.

Positions sanctioned by UGC

Sl.	Name of the Post	sanctioned	Filled	Actual status
1.	Director	1	1	-
2.	Producer-I	3	1	1- vacant, 1- on leave
3.	Engineer Gr-I	1	1	-
4.	Jr. Research Officer	1	1	-
5.	Camera person	2	2	-
6.	Professional Assistant	1	1	-
7.	Graphics Assistant	1	1	-
8.	Production Assistant	3	3	-
9.	Technical Assistant	1	1	-
10.	Technician	3	3	-
11.	Section Officers (Admn)	1	-	Vacant
12.	Assistant (Accounts)	1	-	Vacant
13.	Upper division Clerk	1	-	Vacant
14.	Lower Division Clerk	1	-	Vacant
15.	Personal Assistant	1	-	Vacant
16.	Driver	1	-	Vacant
17.	Attendant	2	1 filled	1- Vacant

Program Production:

So far, IMC has produced 182 curriculum-based programs, 58 educational documentaries for Urdu audiences, 15 programs for special occasions, and 314 seminars/workshops/conferences etc., have been covered.

Video programs produced till September-2014

Sl.No	Types of programs	Total
01	Curriculum based programs	182
02	Educational Documentaries	58
03	Programs for Special Occasions	15
04	Electronic Class Room Lessons	07
05	University Round up	29
06	Total	291

Special Coverage in the university till September-2014

S.No	Types of coverage	Total
01	Seminar/Conferences/ workshops/special lectures	314

The video programs are being produced in different formats such as documentary, simple demo, interview, discussion, lecture etc., to suit the pedagogic objectives of different areas in the best possible manner. The production values and technical



quality of these programs is on par with the best practices obtaining in the ODL and conventional systems in our country as well as the world over. To further enhance the quality of Video Programs, IMC has organized a TV Presentation Techniques workshop for teachers. The IMC is planning to organize capacity building training programs to make resource persons familiar with the educational production techniques.

The e-classroom set up can also be linked through an uplink for interactive communication with students located at distant places, which further enhances the value and usefulness of the e-classroom based academic activity.

MANUU Programs Telecast on DD Urdu:

The University had entered into an MoU with DD Urdu channel for broadcasting the University's video programs on a regular basis. The MoU was effective from 2008 to 2013. During this period DD Urdu offered free broadcast slots to MANUU everyday at 8 o'clock in the morning and 5 o'clock in the evening to enable the University to telecast curriculum based video lessons, educational documentaries and enrichment programs on Urdu language and literature and cultural heritage.

Other telecast and distribution Mechanism:

Delivery of the audio/video programs to the widely dispersed students is important a matter as their production. For this, the IMC plans four-pronged approach:

- Video Programs telecast through DD Urdu channel
- Telecast of Educational documentaries will start on ETV Urdu shortly.
- Interactive delivery through satellite or through EDUSAT- proposed.
- Non-broadcast distribution of VCDs/DVDs/Audio CDs to Study Centers.

The University plans to diversify into other means of delivery. IMC plans to introduce interactive live programs from the studio, with the student groups participating from the various Study Centers across the country. This networking is under discussion with ISRO authorities.

Arrangement at Study Centers:

At present Study Centers are being equipped with TV sets and DVD players. The DVD distribution of curriculum based programs has already been done at 50 Study Centers. The facility will be extended to remaining Study Centers during the plan period.

Videos on MANUU home page and YouTube:

To make programs more viewer-friendly, the Video programs are regularly uploaded at MANUU home page with an appropriate server. IMC also has created its own YouTube Channel and will be given a link at MANUU home page.



3. Maulana Abul Kalam Azad Chair (MAKAC)

The Maulana Azad Chair was set up at MANUU in 2009, as part of the sanction of six such Chairs across the universities in the country. The Chair has been established by the Ministry of Human Resource Development through UGC in honour of the great nationalist, freedom fighter and a visionary of modern India, Maulana Abul Kalam Azad. The Chair has a central significance for MANUU because of a furthering of the eponymous relationship of MANUU with the Maulana. The university has honoured this Chair by keeping it separate as an independent unit, under central governance.

The Chair has been sanctioned the following posts:

Sl.No	Position	Number
1	Director/Professor	1
2	Research Associate	1
3	Research Scholars	3
4	Lower Division Clerk	1
5	Office Assistant	1

The thrust areas of the Chair are – Maulanas' contribution to:

- Journalism/Education
- Urdu, Arabic and Persian literature
- Freedom movement
- Political, social and historical events
- Comparative religious studies
- Ideas of secularism
- Values and morality

In 2012, an eminent professor, Prof. Suleman Siddiqui, was appointed as Chair, Maulana Azad Studies. He initiated activities of research on the life and works of the great Maulana.

The activity of the Chair includes the following areas:

- Collection of literature about Maulana Abul Kalam Azad
- Organization of a three day Conference on "Maulana Azad- A Multi -faceted Thinker"
- Setting up of a gallery of memorabilia on Maulana Azad (collection of photographs, fascimiles of personal correspondence, copies of old journals etc.)
- Two books were commissioned to be written on different aspects of Maulana Azad's personality and his contribution to nation building

In early 2014 the activities have started on an intense scale with the appointment of the present Professor as Chair, Prof. Amina Kishore. She was invited to join as Professor on Maulana Azad Chair. MANUU has appointed Mr. Mir Ayoob Ali Khan, Senior Editor with the Times of India as Senior Consultant to MAKAC.

The programs of the Chair are facilitated by an Advisory Committee which comprises

of the following members:

Sl.	Names	Membership
1	Prof. Mohammad Miyan	Chairman
2	Dr. Khwaja Md. Shahid	Member
3	Mr. Salman Haider	Member
4	Prof. Mushirul Hasan	Member
5	Prof. Ishtiaq Ahmad Zilli	Member
6	Dr. Ismat Mehdi	Member
7	Dr. Abdul Kalam	Member
8	Dr. Faheem Akhtar	Member
9	Mr. Mir Ayoob Ali Khan	Member
10	Prof. Amina Kishore	Member Convener

The plan of Action of Maulana Abul Kalam Azad Chair is as follows:

Preparation of Coffee Table Book:

- Themes (options):
- Azad: Architect of Modern India
 - Maulana Abul Kalam Azad : A Profile

It is planned to make it a beautiful presentation piece with good write-ups and rare pictures conveying the versatile aspects of Maulana's life and works

Special Lectures: The chair envisages holding 3 lectures per year on: Secularism, Leadership, Indian National Movement, and Education, all with reference to Maulana Azad.

Short Term Courses: It is proposed to formulate the Syllabus and Course Design for Short Term/Foundation Courses for PG students (on campus program) on the following areas: Peace and Harmony; Comparative Religions; Women and Education; Leadership.

Awareness programs for students: a. Films/Videos-Screening; b. All India Quiz/ Essay/Script-writing competitions.

Collaborations: It is proposed to initiate programs/projects of mutual interest with the Chairs in other Universities and parallel Governmental/Non-Governmental Institutions working on Research & Development projects in the area of Azad studies.

Publication / Translation work: Some notable work has been done on Azad, as is evident from bibliographic lists prepared by various bodies. However, there is scope for much more work in this direction. The Chair proposes to take up re-print/revision of archival works on Azad.

Translation of Azad's works are not available in regional languages. Projects: (i) like transcription of Urdu texts into Hindi and (ii) Translation of Azad's works into Bengali, Telugu, Marathi etc., can be taken up after identifying scholars and bi-lingual translators.



Website: Content in three languages is being prepared to be posted on the MANUU website in a special module Goshae-e-Azad.

The vision of the Chair is to act as a center to promote the excellence of the young people who choose to study at MANUU. These stakeholders deserve the best of training in personality development and skill improvement. A Forum for students of MANUU has been set up at the Maulana Azad Chair. Significantly it has been named as "Azad Forum for Creative Thinking". At present only MANUU students are given membership. The various activities of the students of MANUU which were so far run as non-formal activities are now planned to be given a platform at the Forum. With this vision, Maulana Azad Chair has invited the inclusion of the Students Wall Magazine group to continue its activities under the Forum. The Chair has brought out a Brochure on Azad.

The university has approved the proposal to invite scholars from outside the country to be appointed as visiting scholars at MANUU to work on short term research projects on Maulana Azad. The Chair plans to organize lecture series by eminent Azad scholars in the country and abroad.

4. New Initiatives on the Anvil:

On the anvil are two significant proposals:

- (a) Center for Religion Studies; and
- (b) Center for Central Asian studies