

**Annual Quality Assurance Report
(AQAR)
2016 -2017**

submitted by



**Assam Don Bosco University
Guwahati**

The Annual Quality Assurance Report (AQAR)

Part – A

AQAR for the year

2016-2017

1. Details of the Institution

1.1 Name of the Institution

Assam Don Bosco University

1.2 Address Line 1

Airport Road

Address Line 2

Azara

City/Town

Guwahati

State

Assam

Pin Code

781017

Institution e-mail address

www.dbuniversity.ac.in

Contact Nos.

0361 213 9291

Name of the Head of the Institution:

Dr. Stephen Mavelly

Tel. No. with STD Code:

0361 213 9291

Mobile:

9435544994

Name of the IQAC Co-ordinator:

Dr. Monmoyuri Baruah

Mobile:

943511797

IQAC e-mail address:

iqac@dbuniversity.ac.in

1.3 NAAC Track ID

ASUNGN11211

OR

1.4 NAAC Executive Committee No. & Date:

EC(SC)/04/A&A/52 dated December 10, 2014

1.5 Website address:

www.dbuniversity.ac.in

Web-link of the AQAR:

http://dbuniversity.ac.in/IQAC.php

1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.20	2014	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

04/06/2011

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

AQAR 2015-16 has been submitted.

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution (e.g. AICTE, BCI, MCI, PCI, NCI) Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid +Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phy Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University
(for the Colleges)

1.12 Special status conferred by
Central/ State Government—
UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text" value="No"/>	UGC-CPE	<input type="text" value="No"/>
DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>
UGC-Special Assistance Programme	<input type="text" value="No"/>	DST-FIST	<input type="text" value="No"/>
UGC-Innovative PG programmes	<input type="text" value="None"/>	Any other (<i>Specify</i>)	<input type="text" value="No"/>
UGC-COP Programmes	<input type="text" value="None"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="6"/>	
2.2 No. of Administrative/Technical staff	<input type="text" value="4 (Administrative) / 2 (Technical)"/>	
2.3 No. of students	<input type="text" value="2"/>	
2.4 No. of Management representatives	<input type="text" value="3"/>	
2.5 No. of Alumni	<input type="text" value="1"/>	
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="1 (Stakeholder) and 1 (Community)"/>	
2.7 No. of Employers/ Industrialists	<input type="text" value="3"/>	
2.8 No. of other External Experts	<input type="text" value="1"/>	
2.9 Total No. of members	<input type="text" value="24"/>	
2.10 No. of IQAC meetings held	<input type="text" value="2"/>	
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="12"/>	Faculty <input checked="checked" type="checkbox"/>
Non-Teaching Staff Students <input checked="checked" type="checkbox"/>	Alumni <input type="checkbox"/>	Others <input checked="checked" type="checkbox"/>

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

Rs. 1, 00,000/-

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

The following were the broad thematic areas that emphasized on enhancing the quality of education through IQAC:

Better utilization of ICT on Campus

- Quiz & Data Collection for student engagement with a dynamic teaching-learning environment
- Quality Enhancement in Engineering Education (QEEE)
- “Android Developers Fundamentals” in collaboration with Google
- Enrollment of Students into NPTEL Online certification Course

Ensuring a dynamic ‘Academic Climate’ throughout the academic year

- Organise Summer workshops, Conferences, internships
- Organise Course-specific skill building workshops
- On-line courses on parallel lines with campus programmes, to be opted for enhancing knowledge and learning for both faculty and students
- Integrated learning environment in inter-disciplines through programs that integrate knowledge building with practicum based learning

Research and Publication

- Encourage and chalk out plan to increase publications in research journals and magazines
- Conduct assessment of the quality of Conferences and Workshops organised by the University
- Identify focus areas of research for each departments of the University
- Set up research collaborations with external organisations to carry out research across wide spectrum of social issues, cutting edge technologies in electronics and nanotechnology and basic research through organic research lab

Institution Building

- Enhancing Leadership skills, Personal and Professional effectiveness for Faculty members
- Enhancing Research Skills for Faculty members
- Establishment of Centre of Research in Nanotechnology which has been set up to serve as a regional, national and international hub for addressing local and global environmental concerns.

Social Commitment: Special emphasis on the promotion of democratic values and peaceful living in a multi-cultural, multi-linguistic, and multi-religious society (http://www.dbuniversity.ac.in/social_commitment.php)

- The initiatives of “Swastyayan” – a commitment to eradicate inequalities in society and “Swabalamban” – self employment have been selected by the International Association of Universities (IAU), Paris as “**Best Practises**”.
- “Swastyayan” focuses on conducting free tutorial classes for underprivileged children by the engineering students of our university.
- “Swabalamban” is a free “skilling” programme undertaken by the faculty of our university to impart skills to the literate but unemployed youth in the neighbourhood to enable them to earn their livelihood.
- Assam Don Bosco University (ADBU), India and University College Volunteers Overseas (UCDVO) implemented the third International Student Volunteers Exchange Programme, 2016 after a successful experiences of 2014 and 2015 pilot projects implemented in Azara, and Borghat Gaon Panchayats respectively near the city of Guwahati of Assam. The third programme was participated by ten Irish volunteers from UCDVO including a Team Leader and 13 Indian volunteers from ADBU accompanied by a faculty from the department of Social Work, ADBU. The programme was organised in Ural and Kachari Bastis of Borghat Panchayati, and Tepesia of Kamarkuchi Panchayat of Kamrup (East).

2.14 Significant Activities and contributions made by IQAC

The IQAC is integral to the mechanism of functioning in Assam Don Bosco University in establishing whether there are appropriate and effective procedures and processes for quality assurance in place, and that these are working, to ensure that the intended features of the work of the faculty/department/school/university are being achieved, to serve accountability, and to identify good practice within the faculty/department/school/university. This academic year, IQAC focussed on excellence and diversity in research and promoting the development of rigorous, critical and socially engaged research, emphasizing on guidance and counselling by faculty members as a key component in ensuring holistic development of students and adoption and popularization of online courses from the SWAYAM platform.

Research Audit

Assam Don Bosco University is committed to establishing centres of excellence with a thriving and innovative research culture which connects our academics to industry, business, government and the third sector nationally and internationally; equipping our students with the required entrepreneurial capacity so that they can contribute to the growth of the knowledge economy and exploring collaborations with high quality research Universities in the country and internationally. IQAC constituted a Research Audit Committee to establish the performance standard, identify the processes and capabilities required to achieve the objectives of supporting and delivering research excellence and carrying out research in critical grass root and global issues which required cross disciplinary cooperation.

National Workshop on Academic Audit

IQAC conducted a NAAC sponsored National Workshop on Academic Audit to bring together experts from various parts of the country to address and deliberate on the principles and practices of Academic Audit to ensure adherence of academic processes to quality standard thereby bringing in the required rigor in educational systems for quality enhancement. The 2 days’ national workshop was attended by 65 faculty members from various higher educational institutions.

Popularization of online courses

Aligned with the concept of “SWAYAM” by the Ministry of Human Resource Development, IQAC has focused on ensuring blended learning within the class room environment to maximize learning opportunities for students from the best of faculty expertise. At the same time, IQAC has impressed upon faculty members that with the implementation of blended learning incorporating “SWAYAM”, there is a shift from the traditional role of transferring knowledge to a more proactive role of guiding and mentoring students in enhancement of their learning experience through practical application of the knowledge.

Social Commitment

The IQAC in collaboration with Department of Social Work initiated the Centre of Development Initiatives to implement participatory community development measures in the villages in the vicinity of the University campus. The Centre would provide a participatory forum for representatives from villages and local communities to discuss and deliberate on issues impacting development with students and faculty members from the University. The forum would also invite views, talks and suggestions from leading national and international experts on community development.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. To conduct audit on Research in the University: Environment and Quality– Constitute a committee and assign task to audit research activities of the University.	<ul style="list-style-type: none"> • Committee was constituted on 15 December 2016 vide Annexure I • Audit report submitted on 15 June 2017 vide Annexure II
2. To adopt and popularize online courses on the SWAYAM platform in the various programs offered by the University.	<ul style="list-style-type: none"> • Task force constituted on 3rd January 2017. For notification vide Annexure III • A detailed report is submitted by the task force on 21st April 2017 vide Annexure IV. • Proposals approved by the B.O.M on 29th April 2017 for the implementation in the academic year 2017-18. • Notification on introduction of courses offered online on the SWAYAM platform in two programs of the University on 9th June 2017 vide Annexure V.
3. To conduct a workshop on Academic Audit: Principles and Practices with sponsorship from NAAC.	<ul style="list-style-type: none"> • Successfully organized the NAAC sponsored workshop “Academic Audit: Principles and Practices” during 14th to 15th October 2016. Report on the workshop vide Annexure VI.

<p>4. To organize Personal Effectiveness and Institution Building Programmes for Faculty Members</p>	<p>The following programmes were conducted:</p> <ul style="list-style-type: none"> • Collaborating and Building Trust for effective Results by Mr. Neville Lobo, Management Consultant on 22nd-23rd July, 2016: to understand the basics of team formation, developing lasting and purposeful trust agreements through participative decision making and strengthening creativity and innovation in the team • Mentoring and Counselling ...key to holistic education by Dr. George Palamattathil on 17th-18th February, 2017: to understand the concepts of mentoring and counselling and how to apply these processes, strategies and intervention across the board with students and stakeholders, and within systems
<p>5. To enhance learning through ICT</p>	<p>For Students</p> <ul style="list-style-type: none"> • Quiz & Data Collection using Plickers and Moodle allowing teacher to design and build quizzes consisting of a large variety of Question types and collect real-time formative assessment data without the need for student devices • Quality Enhancement in Engineering Education (QEEE) Courses for B.Tech as per syllabi requirements: Live classes complemented by tutorials and labs provide comprehensive learning experience, E-books involving videos supplemented with text and problems and organized in the form of chapters is part of the courses. • 124 students enrolled into NPTEL Online courses <p>For Faculty</p> <ul style="list-style-type: none"> • Faculty Development Programme on “<i>Android Developers Fundamentals</i>”, ADBU, 17-21 May 2017: by Google for faculty members of the Department of Computer Science & Engineering and IT <p>Spoken Tutorial Project of NMEICT: The Spoken Tutorial Project of NMEICT has selected Assam Don Bosco University as Resource Centre working as the Knowledge Partner of IIT Bombay (IITB) for the state of Assam: 504 students certified</p>

6. Research

The following Journals published by our University are listed in the UGC Approved List of Journals

1. JOURNAL OF NORTHEAST INDIAN CULTURE (ISSN 23220988)
2. ADBU Journal of Engineering Technology (ISSN 23487305)
3. ADBU Journal of Development Practice (ISSN 2394-0476)

The following Memorandum of Understanding were signed:

- 23rd March, 2017: Friedrich Schiller University, Jena, Germany and Assam Don Bosco University to promote scientific and cultural exchange activities and focus on academic exchange in the fields of integrated land and water resources modelling, Geographical Information Systems and remote sensing.

The following innovations were an outcome of ongoing research and development:

1. Low cost laminar flow hood for microbial work: A custom designed laminar hood fitted with Hepa filter and UV light for conducting experiments using bacteria and fungus
2. Setup for testing the performance of photodetectors: A laboratory set up using discrete components and virtual platforms for real time testing of photodetectors
3. Design and Fabrication of a trike: A three wheel vehicle with performances superior to a standard bicycle. The developed trike gives a comfortable and relaxing ride.
4. Setup for fabricating anodized alumina templates: A laboratory setup to grown membranes with nanometric pores that can be used for filtration as well as templates for growing nanorods.
5. Solar powered water purification plant for use during floods: A water purification system that works totally on solar energy which can purify water on site. Targeted for use during floods.
6. Design And Fabrication of a Rowing Mechanism For Small Boat Using Flapping Mechanism: A novel mechanism of rowing for use in low cost boats and rafts to be helpful in flood affected areas, as life boats in river
7. and also can be used for tourism and fishing

	<ol style="list-style-type: none"> 8. Low cost rotary shaker: A self-developed rotary shaker with electronic speed control for use in bacterial studies 9. Automatic Dam Gate Opening and Closing Control System: A novel mechanism to automatically control Dam gates to avoid untoward incidents during high water levels due to excessive rainfall 10. Fish quality sensor: A colorimetric sensor to assess the quality of packaged fish. The color of the sensor changes from green to blue when fish gets stale 11. Colorimetric sensor for monitoring quality of packaged fruits: A colorimetric sensor to assess the quality of packaged fruits. The color of the sensor changes when fruits start rotting. <ul style="list-style-type: none"> • The International Conference on Advances in Nanotechnology (ICAN) 9th-13th January 2017 in collaboration with Sustainable Nanotechnology Organization (SNO), United States is an outcome of the endeavours of the Centre of Research in Nanotechnology to develop local penetration of international research base. • Symposium on Research Development by Research Cell, Assam Don Bosco University on 7th April 2017: to give relevant information to faculty members on writing Research Proposal for funding, selecting right journal for publication and impact factor, indexing and plagiarism.
<p>7. Collaboration</p>	<p>Assam Don Bosco University entered into the following collaborations:</p> <ul style="list-style-type: none"> • 31st May, 2017: Grant of status for NIELIT Facilitation Centre to conduct Digital Literacy Clases • 6th June, 2017: for perspective planning by Assam Don Bosco University for Development of Social Work Programme (Bachelor of Art) at Royal University of Bhutan
<p>8. Social Commitment</p>	<ul style="list-style-type: none"> • SWASTYAYAN... a commitment is a confluence of zeal and energy of the students, faculty and management of Assam Don Bosco University to serve the needs of the communities located around the university premises. Annexure VII • Swabalamban or self help : Through this project the University trains educated (up to 10th standard) unemployed youth in

	<p>technical job oriented skills for employment opportunities in Electronics & Information Technology Hardware, installation and maintenance of power backup systems and computer application training. Till date, 50 young people have been trained and certified in such practical, job oriented technical training. Annexure VIII</p>
<p>9. To review the Plans of action submitted by the Departments for the academic year 2016-2017 to the director of HR, and to require every department under the various School of the University to create a departmental Plan of Action for the academic year 2017-18.</p>	<p>Plans of action for the academic year 2016-17 reviewed and implementation reports received vide Annexure IX Letter sent to the Heads of departments to formulate the departmental plan of action for the year 2017-18 vide Annexure X</p>

* Attach the Academic Calendar of the year as Annexure. **Annexure IX & X**

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- The recommendations made by the task force for the **Adoption and popularization of** online courses on the **SWAYAM** platform which were approved by the BOM on the 29th April were confirmed by the Academic Council and forwarded to the concerned authorities of the University for implementation in the academic year 2017-2018.
- The audit report on **Research in the University: Environment and Quality** was placed in the IQAC meeting held on 24 June 2017. The members of IQAC took note of the suggestions and recommendations of the audit committee. The IQAC unanimously decided to recommend to the BOM for the establishment of a fund to help faculty members to involve in research, publication and attend conferences and workshops, with the name “**Professional Development Allowance**”. BOM approved the proposal for implementation.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	17	-	17	-
PG	13		13	-
UG	5	1	5	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	35	1	35	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options:

School of Technology: Choice Based Credit System is followed and implemented. An industry oriented course “Android application Fundamentals” was developed by the dept. of Computer Science and Engineering for the B. Tech students in the VII semester as an elective option.

School of Humanities and Social Sciences: Choice Based Credit System is followed and implemented. The specialisation in “Management of development organizations” and requisite courses were introduced by the Department of Social Work. New courses in third and fourth semesters by the departments of Education and Mass Communication were introduced. Course structure and syllabi were also developed for the BA honours programme in English, Education, Psychology and Mass Communication.

School of Commerce and Management: Discussion in Board of Studies has led to introduction of relevant subjects like CAM (Computer Application in Management) and EDP (Entrepreneurship Development) as core subject for the MBA Programme.

School of Fundamental and Applied Sciences: Department of Physics has introduced a new specialization (High Energy Physics) as a department elective.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	34
Trimester	1
Annual	-

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback: Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure (Annexure XI)*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

1. According to the regulation on Special examination only students who have F graded courses were eligible for the special examination. An amendment was made in the regulation which permitted students also who had only one F graded course in a semester other than the two final semesters and do not have F graded course in the two final semesters to be eligible for the special examination.
2. The Board of studies of the various depts. Met during May-June 2017 and made required changes in the syllabi to ensure that they remain up to date.
3. Of special mention was the specialisation in “Management of development organizations” and requisite courses introduced by the dept. of Social Work and the introduction of new courses in third and fourth semesters by the departments of Education and Mass Communication. Course structure and syllabi were also developed for the BA honours program in English, Education, Psychology Mass Communication
4. Development of new courses for BCA semesters V and VI and BCOM semesters III and IV
5. An industry oriented course “Android Application Fundamentals” was developed by the Dept. of Computer Science and Engineering for the B. Tech students in the VII semester.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

The Department of Commerce under the School of Commerce and Management – B.Com., has been introduced during the academic year 2016-2017.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	150	122	10	18	

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
9	9	-	-	1	1	-	-	10	10

2.4 No. of Guest and Visiting faculty and Temporary faculty (**Adjunct Faculty**)

79

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	23	87	12
Presented papers	5	5	-
Resource Persons	1	5	7

2.6 Innovative processes adopted by the institution in Teaching and Learning:

University believes in participatory and outcome based teaching-learning process. Therefore the faculty members are motivated to make the teaching and learning innovative by blending conventional lecture methods with innovative methods to boost the capacity of young minds and to make them strong in their respective domain as well as enable them to develop team work and leadership skills and guide them towards becoming dependable human beings.

Other than the class room lectures, faculty members involve the students in the following activities:

- Concurrent field work
- Rural practicum
- Continuous fieldwork learning
- School visits and School Audits
- Regular Workshops
- Seminars both National and Regional
- Student Exchange programmes
- Outreach programmes
- Project based teaching- students undertake course related Mini, Minor and Major projects to enhance learning
- Conducting of seminars, quizzes, group discussion, etc for the students.
- Case studies
- Field visits related to subject matter to provide better exposure to the students
- Use of e-learning resources such as videos, articles (NPTEL, Spoken Tutorials, QEEE)
- Use of power point presentations, simulation tools, models/chart, etc.
- Special tutorial sessions and remedial classes
- Individual and group assignments which culminate in presentations.
- Clubs for encouraging co-curricular and extra-curricular activities to enhance students' skills in a holistic manner.
- Industrial tours / summer internships to enable students to gain an experience of real world applications

- Coaching and orientation classes for professional examinations such as GATE and NET
- Career guidance, counselling activities, mentoring are all regularly done so as to make the teaching and learning process fruitful, innovative and thereby make the students ready for future.

2.7 Total No. of actual teaching days during this academic year

162 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy and Online Multiple Choice Questions)

Examination Reforms: In the evaluation system of the University, 20% marks are allotted for the class tests which are carried to the end semester marks. For 20% marks, two class tests are conducted and average of the two class tests are taken for consideration to be added to the final examination, to improve individual performance of the students. The observations that led to this change were forwarded to all forums and approved. The change is implemented during academic year 2016-17 for all Programmes of the University

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Every faculty member of the university is involved in the process of curriculum and syllabus development, revision and restructuring. The University believes that all the faculty members should be thoroughly familiar with the total curriculum specifically, its mission, philosophy, organizational framework, student learning outcomes and plan of study. The Heads of departments encourage faculty members to suggest modifications in the syllabus as required. Such suggestions are examined at departmental meetings which are conducted in November-December and May-June each year. Once approved by the department, the proposals are placed at the Board of Studies which comprises of internal as well external experts. Once the BOS approves the proposals, it goes to academic council for approval and the modifications are implemented.

2.10 Average percentage of attendance of students

90%

2.11 Course/Programme wise distribution of pass percentage:

Title of the programme	Total students appeared	Division				
		Distinction (On or above 7.0 CGPA)	First Div (On or above 6.0 CGPA less than 7.0 CGPA)	Second Div (On or above 5.0 less than 6.0 CGPA)	Third div (Less than 5.0 CGPA)	Pass%
Bachelor of Technology	222	150	48	15	8	99.5
Master of Technology	41	40	1			100
Master Computer Applications	20	20				100
Master of Social Work	58	34	23	1		100
Master of Science in Psychology	8	8				100
MA Education	5	2	3			100
MA Mass Communications	3	3				100
Master of Science in Physics	13	13				100
Master of Science in Microbiology	15	15				100
Master Business Administration	34	25	6	3		100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The IQAC is constituted to look after overall quality assurance and implementation of the various decisions which are put across during the meetings of the IQAC Committee. The Committee has representations from all the Schools of the University to appraise quality improvement plans which contribute to the enhancement of teaching and learning processes.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	1
HRD programmes	7
Orientation programmes	1
Faculty exchange programme	1
Staff training conducted by the university	101
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	4
Others (by experts)	6

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	35	0	4	0
Technical Staff	27	0	8	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC monitors the research quality of the university through the involvement of Director Research of the university in its meetings. Faculty members are encouraged to publish their papers in UGC approved journals only. IQAC also encourages the various schools of the university to publish their own peer reviewed journals. The university now has five online peer reviewed International journals with ISSN numbers.

IQAC also discusses and reviews the collaboration initiatives of the University with other international level Universities and Research Institutes, to have collaborative research works in various fields. The total number of collaborations the University had in 2016-17 is 27.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	7	-	-
Outlay in Rs. Lakhs	50.72	297.68	-	-

3.3 Details regarding minor projects

None

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	42	2	-
Non-Peer Review Journals	-	-	-
e-Journals	42		-
Conference proceedings	19	9	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned in Lakhs	Received in Lakhs
Major projects	2014-2017	AICTE, Govt. of India	6.80	6.80
	2012-2016			
	2015-contd	DBT, Govt. of India	41.92	41.92
	2016-2017	ICAR, Govt. of India	125.00	25.30
	2016-2017	DST, Govt. of India	23.20	10.00
	2016-contd	ASTEC, Govt. of Assam	3.25	3.25
	2016-contd	DBT, Govt. of India	89.49	39.85
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	289.66	127.12

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges: N/A Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy check with Samrat

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	1			
Sponsoring agencies	iCAN2017 (DST,NEC, NIELIT,STPI, ASTECC)	ISRO			

3.12 No. of faculty served as experts, chairpersons or resource persons

6

3.13 No. of collaborations

International 6

National 11

Any other

3.14 No. of linkages created during this year

17

3.15 Total budget for research for current year in lakhs:

From Funding agency

127.12

From Management of University/College

21.23

Total

148.35

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	3
	Granted	-
International	Applied	1
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year **None**

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
who are Ph. D. Guides

16

and students registered under them

45

3.19 No. of Ph.D. awarded by faculty from the Institution

7

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

2

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events: **None**

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="1"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS: **None**

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC: **None**

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized: **Refer – 3.26**

University forum	<input type="text" value="20"/>	College forum	<input type="text"/>
NCC	<input type="text"/>	NSS	<input type="text"/>
		Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Keeping in mind one of the most important aspects of the university vision, i.e., “*to create socially committed individuals at the service of nation and the world of today and tomorrow*”, the students and the faculty members are encouraged to participate in social commitment programs. As such workshops/training programs, etc., are conducted by the faculty and students to help the under privileged school children and the educated unemployed youths of the neighbouring communities. Several programs are held on continual basis as mentioned below:

- **Prajjwal** - has been continued in order to address the need felt by students and faculty of the DBIM to extend a helping hand to the community children around the University. Under the activity, every Sunday the members from the management and students teach school subjects to the children’s from nearby villages.
- **Swastyayan** - a commitment has covered several milestones in the eventful scholastic year. The present year has seen the setting up of a Community Counselling Center (C3), besides the flagging-off of a Life-skill Education and Awareness Programme (LEAP) in the service of the communities around the University. Also, the Community Self-Help Programme 2016, organized on the Don Bosco Feast Day, has taken the social commitment programme of the department a step closer towards self-reliance. As in the earlier remarkable years, in the present year too, the SWASTYAYAN project has been conducting Evening tutorial

classes for over two hundred children of poor and marginalised families of Azara, Garal and Dharapur Gaon Panchayats of Kamrup District.

In these classes, different subjects, such as, Mathematics, General Sciences, Social Sciences and English were taught; besides, cutting-edge inputs on soft skills, career choices and personality development was also given. A group of students also participated in an educational exposure trip to the Guwahati Planetarium and Don Bosco Institute. The children had a happy and cheerful time in the Guwahati Nehru Park, in the one-and-a-half hour of recreation that we were able to sneak out during the exposure trip.

Also, the street-theatre group of the Department of Social Work presented several performances during important events. Two performances were outstanding: firstly, performance in the Assam Don Bosco University on the issue of Maternal Mortality in Assam, secondly, the performance in the World Mental Health Celebration organized by ASHADEEP at the Shradhanjali Kanan.

- **Swabhalamban** - Under the banner of Swabalamban, a free training programme initiative of the University for Unemployed Youth of the neighbourhood, a training programme was offered by the department of Electrical and Electronics Engineering of the university on 'House Wiring' from 28th November to 3rd December 2016. It aimed at fast skilling youth in a short span of time so that they begin earning their livelihood as Electricians. The training programme was attended by nine unemployed youth from the neighbourhood.

Three departments of the University – Department of Computer Science & Engineering and Information Technology, Electronics and Communications Engineering, and Social Work jointly organized a 5-day free training programme on DTP and designing of solar chargeable power LED lamps, 7-11 December, 2016. The 5-day training programme was sponsored by Assam Railways Employees Co-operative Association Ltd. and Globinno Engineering Solutions and supported by the staff and faculty of the involved departments. There were 18 participants in that programme from the neighbourhood, who were unemployed.

A three day mason training programme was organized by the Department of Civil Engineering as a part of the University's social commitment programme – Swabalamban, 5-7 June 2017. The main objective of this programme was to enhance theoretical knowledge and practical skills of unskilled labourers who are interested in pursuing civil engineering construction work as a means of livelihood. Six persons from the vicinity of Azara campus participated in the programme.

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	(i) Azara Campus – 5.19 acres (ii) Kharghuli Campus – 1.13 acres (iii) Tapesia Campus – 486.6 acres			
Class rooms	(i) Azara Campus – 33 nos. (ii) Kharghuli Campus – 05 nos.	Tapesia Campus – 28 nos.	Don Bosco Society Azara	
Laboratories	Azara Campus – 56 nos.	Tapesia Campus –	Don Bosco	

		3 nos.	Society Azara	
Seminar Halls	(i) Azara Campus – 3 nos. (ii) Kharghuli Campus – 2 nos.	Tapesia Campus - 3		
No. of important equipments purchased (\geq 1.0 lakh) during the current year.	65 nos.	7 nos.	Don Bosco Society Azara	
Value of the equipment purchased during the year (Rs. in Lakhs)	231.97 Lakhs	13.78 Lakhs	Don Bosco Society Azara	
Others		Purchasing of Library Books worth Rs. 536,363.00	Don Bosco Society Azara	

4.2 Computerization of administration and library

All administrative offices of the university are computerised. The offices have LAN and Wi-Fi connectivity. The form submission, admission and fees payment can be done online also.

The Libraries of the University are automated, the details are mentioned below:

Details	Azara Campus	ADBU Tapesia Campus	Kharghuli Campus
Name of ILMS	Koha	Koha	Koha
Nature of Automation	Partially (Circulation, OPAC, Cataloguing, Patron Management)	Partially (Circulation, OPAC, Cataloguing, Patron Management)	Partially (Circulation, OPAC, Cataloguing, Patron Management)
Version	3.16 Upgraded to 16.05	16.05	3.22 upgraded to 16.05
Year of automation	2009	2016	2013
Library OPAC Access Link:	Link : 192.168.63.110 (in house access), 14.139.209.89 (online/remote access)		

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13213	507920	2824	523279	16037	1031199
Reference Books	1295	201645	354	67600	1649	269245
e-Books	28	NA	None	None	28	NA
Journals	51	135900	None	None	51	135900
e-Journals	5739	1485033	Reduced to 1218	866165	1218	2351198
Digital Database	3	1485033	2	866165	2	2351198 (this includes the e- journals)
CD & Video	690	NA	36	NA	726	NA
Others	None	None	None	None	None	None

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centre	Office	Departments	Others
Existing	564	12 nos.	NKN 1 Gbps leased line	1 computing center with 15 PCs and browsing facility in the library library with 4 PCs	1	22 computers with internet connection are available in administrative offices	11 PCs with internet, Printer	12 PCs with internet connection (DBU-Global + GMAT Center)
Added	63	2 nos. of labs and 1 server	BSNL 20 Mbps leased line and 2 servers			2 computers added in administrative office and Tally software is purchased for Accounts office	11 PCs	Nil
Total	627	14 nos. of labs		2	1	24	22	12

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

In order to enhance the teaching and learning process, each faculty member is provided with a laptop, cabins have internet connectivity through LAN and the university also has access to major research databases.

- Faculty members are trained from time to time on the use of ICT for teaching and learning.
- All the campuses are wi-fi enabled, and every student is given access with unique ID and password.
- All classrooms are ICT enabled having LCD projectors installed with power back-up (UPS).
- New ERP has been implemented and faculty members are trained to use it.
- The students from the School of Technology are trained to use QEEE (Quality Enhancement in Engineering Education) programmes of MHRD, Government of India.
- Faculty Development Programme on “*Android Developers Fundamentals*”, ADBU, 17-21 May 2017, Google and ADBU. The training is imparted to the faculty members of the Department of Computer Science & Engineering and IT.
- A Summer School on Soft Computing Paradigm and Machine Intelligence Techniques was held at the University in collaboration with Indian Statistical Institute (ISI), Kolkata from 7-10 July, 2016. The prime objective of this summer school was to encourage the researchers and faculty members to do research oriented work in the field of machine learning.

4.6 Amount spent on maintenance in lakhs:

i) ICT	22.3 Lakhs
ii) Campus Infrastructure and facilities	1974.0 lakhs
iii) Equipments	107.8 lakhs
iv) Others	17.3 lakhs
Total:	2121.4 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC contributes to overall development of the students as and when the the students enter the portals of the University. A comprehensive care system is in place to help students to grow in all aspects as a dependable human being **Refer Annexure XIII**

- Mentoring System
- Student Development Programme
- Student Activity Clubs
- Career Guidance Cell
- Training and Placement Cell
- Entrepreneurship Development and Incubation Centre
- Continuing Education Using ICT
- School Association
- Health Care Unit

5.2 Efforts made by the institution for tracking the progression

- Continuous monitoring of students' progress by mentors.
- A file is maintained for each student by the mentors to keep a track of their progression.
- Content of the official records are maintained for each mentee, and this is used to issue Proficiency Certificates at the time of completion their degree.
- Induction/ Student Development program is held for all the students every semester.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1054	483	249	

(b) No. of students outside the state

786

(c) No. of international students

11

Men

Women

No	%
1155	64.66

No	%
631	35.53

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
731	54	504	286		1575	939	46	477	324		1786

Demand Ratio: 1:62

Dropout: < 2%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Career guidance cell has conducted workshop where awareness about the different competitive examinations, banking services and civil services has been provided.
- Every department of School of Technology has initiated GATE coaching classes for the students at free of cost.
- Tutorial classes are provided for the weaker students.
- Mock interview sessions are conducted by faculty members for final year students.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others GRE -2

5.6 Details of student counselling and career guidance

University has a Counselling unit to provide free counselling services to the students of the University and also hosts a community counselling unit. Career guidance and support is provided to the students from time to time.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
32	314	92	1

5.8 Details of gender sensitization programmes

International women's day is celebrated every year and awareness created from time to time on gender specific issues through lectures and talk.

Several workshops have been organised as mentioned below:

1. Title of the Programme: **Managing Personal and Professional Roles**
 - Resource Person: Dr.KrantiJejurkar, Chairperson, WDC, University of Mumbai.
 - Date: **17th& 18th of March, 2017 (2 Days)**
 - Number of Participants: **30**
2. Title of the programme: **Workshop on understanding gender and marginalization**
 - Resource Persons: Ms. Anurita Hazarika, Senior Programme Manager, NEN & Ms. Sheetal Sharma, NEN Assam
 - Date: 29th Feb. & 1st Mar 2016 (2 days)
 - No. of participants: 60
3. Title of the programme: **Workshop on Gender, Health and Marginalisation**
 - Resource Persons: Ms. ShanthalembiLisham & Ms. AinamlinDkhar
 - Date: 3-4 April 2017 (2017)
 - No. of Participants: 55

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	57	1916000
Financial support from government	282	9032400
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: The grievance regarding Transportation was redressed by the grievance redressal cell and additional transportation was provided.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

'To mould young persons into intellectually competent, morally upright, socially committed and spiritually inspired citizens at the service of India and the world of today and tomorrow, by imparting holistic and personalized education.'

Mission:

We strive to mould intellectually competent, morally upright, socially committed and spiritually inspired persons at the service of India and the world.

We want our graduates to be dependable human beings.

We aim at excellence in the teaching, learning and evaluation process, in research consultancy and extension programmes.

We ensure a continuous and on-going evaluation of every process in the system.

6.2 Does the Institution has a management Information System

The university has an efficient and well equipped management information system. An ERP (Enterprise Resource Planning) implementation ensures that all processes within the university are computerised and information is readily accessible to authorised users (administrators, faculty, students and parents).

- Admission procedure is automated.
- Controller of Examination Office is fully automated.
- University's Administrative office is automated.
- Library automation system OPAC is available on the Intranet of the University, users can access library resources from anywhere in the campus.
- Faculty members create teaching plans and make them available to all students in the student Centre of the University ERP.
- All faculty members and staff members are provided with individual login ID and official email Ids through which important notices are sent and communications exchanged
- Important notices, attendance, marks, assignments, lesson plan and feedback for the respective courses, students access the ERP
- The students can keep track of their attendance by accessing the ERP.
- The university has also created an institutional repository of e-resources such as NPTEL material and spoken tutorials through ERP

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

As quality improvement strategy, University is guided by the strategic plan of taking up its teaching-learning and research-consultancy activities in the areas of technology sector, service sector and social sector, aligning the vision of the University. After proper approvals by the statutory bodies, the curriculum of the university is reviewed and syllabus updated twice each year – before the start of the Autumn Semester and before the start of the Spring Semester. The review keeps in mind the following:

- Making the curriculum relevant to the industry and the discipline and remove obsolescence
- The feedback of the faculty (experienced in teaching the course), students and companies/ organisations which have come for placement in the University, institutions with whom our students have done field work/internship, etc.
- Social relevance of the course contents taking into consideration the experience of the students in fieldwork, internship, block placement, etc.
- The curriculum is also shaped by the experience and feedback in the extension programmes our students are involved in.
- Societal need and social relevance are the undergirding principle behind the introduction of courses such as 'Educational Leadership', 'Psychological Counselling', 'Social Work', 'Convergent Media' etc. Yearly

Once the revision process is completed, the syllabi are printed in the form of a handbook and made freely available to students and faculty members before the beginning of each semester.

6.3.2 Teaching and Learning

All the activities of the University revolve around the Teaching-Learning-Evaluation process. The quality improving strategy for Teaching-Learning involves

- Preparation of the Academic Calendar well ahead each year with inputs from the heads of departments, principals and academic coordinators. The academic calendar lays down class-schedule, schedule of other curricular activities such as workshops, seminars, colloquiums, schedule of tests and examinations and other aspects of the evaluation process such as assignments, group presentations and non-formal evaluation, schedule of academic meetings such as staff meetings, departmental meetings, meetings of the HoDs, meetings of examination committees, etc. The Academic calendar is compiled and made available on the website of the University for all its stakeholders, and also made available in the form of a handbook to all Students and faculty members.
- Faculty members create teaching Course Plans/Course Schedules, outlining how they intend to teach the entire syllabus during the semester/trimester. These plans/schedules are reviewed by the HoDs and committees appointed for the purpose and then made available to all students in the student centre of the University ERP.
- Faculty development programmes are organized by the Human Resource department for all the faculty members of the university, for their overall professional growth and development and the performance of the faculty members are evaluated and appraised once in a semester, to ensure quality teaching and learning practice.
- Course wise regular student feedback is collected on teaching and learning and is communicated to the respective faculty members so that assess themselves to improve and contribute to teaching learning process in a positive way.
- Usage of ICT, conducting seminars, involving practical projects and participatory learning are carried out to make the teaching and learning process innovative and beneficial.

6.3.3 Examination and Evaluation

In order to ensure a more comprehensive and continuous evaluation (CCE), the university has resorted to following a very precise and clear process of internal evaluation, which constitutes 40% of the marks allotted to a student at the end of the semester, together with 60% from the end-semester examinations. There are two class-tests per semester, which form 20% of the internal assessment. Earlier, the better marks of the two class-tests were taken; however, it was noticed that the students would study and do well certain subjects in the first class test, and the other subjects like in the second class test. This was certainly defeating the purpose of CCE. Hence, it had been decided to take the average marks of the two class tests, thus motivating the students to do well for both the tests.

The system of evaluation followed by the university is quite satisfactory. This is evidenced particularly when certain students ask for a re-evaluation of certain subjects for which they have failed. The re-evaluation has very seldom resulted in a change of grade for those subjects.

6.3.4 Research and Development

Research is an integral component of the University system, research at all levels is given prime emphasis through an innovative and proactive decision of the University to have a full-time Director of research to follow up the doctoral students, to organize weekly research lectures, to highlight the publications of the staff and to formulate and follow up applications for research grants with various agencies.

To imbibe the research culture among the students both UG and PG, credited major project has been made mandatory during the final year for all the courses which generally lead to publication of papers.

The faculty members of the University are encouraged and motivated to pursue research in their respective domains by providing the benefit of 50% annual fees waiver for enrolling in the doctoral programme of the University. The faculty members also receive financial assistance for attending workshops, conferences, symposiums, etc.

To promote research activities in the University, IQAC insists on the publication of papers in reputed journals and also encourage the departments to have their own peer reviewed journals, as a result we have now five online peer reviewed International journals with ISSN numbers.

IQAC also insists on collaboration with other Universities and Research Institutes to have collaborative research works. Now, we have a number of collaborations with National and International Research Institutes and Universities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Details of tools/procedures accessing the library resources include

- I. Web OPAC: the library web OPAC of Assam Don Bosco University is accessible both in house via campus LAN and remote access through internet. OPAC links: 192.168.63.110 (LAN) 14.139.209.89 (remote access)
- II. The databases are subscribed in the IPs so any users log in through campus LAN will have accessibility without any log in ID or password.
- III. All the links of the subscribed databases, consortium, or any other useful resources are provided in the OPAC. IV. In addition to subscribed E-resources, the in house publications are also made accessible in the campus LAN

6.3.6 Human Resource Management

IQAC believes that Human Resources Management at Assam Don Bosco University is understood as a set of practices which is incorporated to ensure that there is an effective and committed workforce in place to meet strategic and operational goals of the Institution, has a critical and defining role to play in ensuring delivery of quality education and nurturing of a world class institution.

IQAC achieves this by:

- Knowing our internal environment
 1. Working collaboratively with the various departments
 2. Producing reports on staff and identify any issue impeding efficiency at work
- Knowing our external environment
 1. Maintaining links to the Human Resources profession and update knowledge
 2. Undertake benchmarking
- Effecting Change
 1. Create enabling people management frameworks (policies, procedures and Processes)
 2. Developing and supporting innovative workforce interventions
 3. Encouraging a high performance culture
- Continuous business process improvements
 1. Process mapping critical work processes and finding new ways to improve the Processes
 2. Review and maintain staffing reports which enable management decision making
 3. Continuous enhancement of the capabilities of the various Human Resource systems

6.3.7 Faculty and Staff recruitment

Process Map is in place for the faculty and Staff recruitment. **Annexure -XI**

6.3.8 Industry Interaction / Collaboration

To enhance the domain skills of the students, as well as to expose them to real world applications in industries, collaboration with industry plays a very important role and so the university takes special care in this regard as mentioned below:

MOU with RCPL.

- School of Technology is the Nodal Center
- Trainings on Relevant resources conducted
- Organized during Summer & Winter breaks
- MOU with ICT Academy (For AICTE Sponsored Training)
 - AICTE initiated Employability Enhancement Training Program (EETP)
- Initialized PayTM Brand Ambassador Internship program
- National Power Training Institute for Trainings and Seminars(Now Special Classes are being conducted by Asst. Director for EEE Dept.)

6.3.9 Admission of Students

There is an Admission Committee which oversees the entire process of admission. The committee meets in November of the preceding year to plan the next year's admission procedure. The following subcommittees are set up:

- Prospectus Committee
- Brochure Committee
- Advertisement Committee
- Admission Process Committee

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • Thrift and Credit society • Fee waiver for ADBU faculty & staff <ul style="list-style-type: none"> a. 11% for post-graduation from ADBU b. 50% for doing PhD. from ADBU • Health check up yearly once • Interest free Loan facility
Non teaching	<ul style="list-style-type: none"> • Thrift and Credit society • Fee waiver for ADBU faculty & staff <ul style="list-style-type: none"> a. 11% for post graduation from ADBU b. 50% for doing PhD. from ADBU • Health check up yearly once • ESI scheme for non-teaching staff • Provident fund for staff • Interest free Loan facility
Students	<ul style="list-style-type: none"> • Health centre • Health check up yearly once through PROJECT CHILD

6.5 Total corpus fund generated

1167.1 Lakhs

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	Committee constituted by Vice Chancellor
Administrative	-	-	-	-

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The internal quality assurance cell had gone through the examination process, beginning with the setting of questions, the system of question paper moderation, the conduct of examination and the evaluation. The suggestions made by the cell are being studied and proposals are being framed for presentation to the academic council.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? **N/A**

6.11 Activities and support from the Alumni Association

The Alumni Association of ADBU plays an active role and supports the university from time to time in various activities such as conducting social commitment programs, facilitating awards in events of the university, conducting interactive session, resource persons in workshops, etc.

6.12 Activities and support from the Parent – Teacher Association

Though the University does not have Parent-Teacher Association, but the University organises an annual Parent-Teacher Meeting in which the parents/guardians are informed regarding the progress of their wards. The meeting is well-notified in advance in the academic calendar in order to facilitate good participation of the guardians/parents. The teachers update the guardians regarding their ward's performance in different courses in the current year as well as their participation in several co-curricular and extra-curricular activities in the campus.

6.13 Development programmes for support staff

An annual “**Appreciation day**” acknowledges and recognizes the efforts and contribution made by every individual member of the University and reinforces the spirit of team work and sense of belongingness and culture of the University.

6.14 Initiatives taken by the institution to make the campus eco-friendly

In its endeavor to address rural poverty reduction and conservation of healthy ecosystems, Assam Don Bosco University has embarked on a plantation drive spread over 190 acres of its campus at Sonapur, Kamrup District, Assam. The variegated cropping of tea, coconut, rubber, cocoa, cashewnut, ginger and turmeric will be established as livelihood projects within the scope of demonstration farms and nurture the setting up of Farmers' Cooperatives in the surrounding 42 villages. Seed gardens have been established to augment scientific research in crop development, inter-cropping and community cooperation. This is further expected to develop marketing strategies and value addition to existing agricultural products.

Major outcomes have been:

- Reduction of pressure on the forest as the Sonapur area is in the vicinity of the Amching Natural Reserve Forest
- More efficient recycling of nutrients by deep rooted trees on the site
- Better protection of ecological systems
- Reduction of surface run-off, nutrient leaching and soil erosion through effect of tree roots and stems. As the area is hilly, this is also critical for prevention of landslides during the rainy season
- Improvement of microclimate such as lowering of soil surface temperature and reduction of evaporation of soil moisture through a combination of mulching and shading
- Increment in soil nutrients through addition and decomposition of litter fall
- Improvement of soil structure through the constant addition of organic matter from decomposed litter

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Centre of Development Initiatives

IQAC initiated the Centre of Development Initiatives in collaboration with the School of Humanities and Social Sciences vide **Annexure XI**

Sustainability

The University encourages its faculty and staff to continue piloting sustainability solutions throughout the University by applying cutting-edge research and teaching in the latest technologies to tackle real issues of the campus and its vicinity. The initiatives include agro-forestry (coconut, ginger, turmeric, lemon, orange, cocoa, rubber plantations) and conservation of biodiversity, grid connected solar photo voltaic roof top power project, micro hydel project, solar energy activated nanotechnology based water purifier, waste management system for the destruction of waste material without causing any pollution to air, soil or water, and water conservation and supply management.

7.2. Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Action Taken (2016-2017)	
New Programmes	<p>B.Com with ACCA (Association of Chartered Certified Accountants, U.K)</p> <p>Android Applications Course incorporated as elective for B.Tech (Computer Science Engineering) and MCA (Vth Semester) – to be implemented from academic year 2017-2018</p>
Enhance learning through ICT	<p>“SWAYAM” implemented for all M.Tech Courses</p> <p>Quiz & Data Collection using Plickers and Moodle</p> <p>Quality Enhancement in Engineering Education (QEEE) Courses for B.Tech as per syllabi requirements</p> <p>Spoken Tutorial Project of NMEICT: Assam Don Bosco University is Resource Centre working as the Knowledge Partner of IIT Bombay (IITB) for the state of Assam: 504 students certified</p> <p>124 students enrolled into NPTEL Online certification courses</p>
Teacher Effectiveness and Institution Building Programmes for Faculty Members	<p>Collaborating and Building Trust for effective Results by Mr. Neville Lobo, Management Consultant on 22nd-23rd July, 2016</p> <p>Mentoring and Counselling ...key to holistic education by Dr. George Palamattathil on 17th-18th February, 2017</p>
Enhance Research Output	<p>Symposium on Research Development on 7th April 2017 by Research Cell, Assam Don Bosco University on 7th April 2017: to give relevant information to faculty members on writing Research Proposal for funding, selecting right journal for publication and impact factor, indexing and plagiarism</p> <p>A Research Audit Committee was constituted on 15 December 2016 vide Annexure I and its Audit report submitted on 15 June 2017 vide Annexure II</p> <p>3 of the 5 Journals published by the University have been listed as UGC Approved Journals:</p> <ol style="list-style-type: none"> 1. JOURNAL OF NORTHEAST INDIAN CULTURE (ISSN 23220988) 2. ADBU Journal of Engineering Technology (ISSN 23487305) 3. ADBU Journal of Development Practice (ISSN 2394-0476) <p>Publications:</p> <p><u>Peer Reviewed Journals</u></p> <p>National: 2</p> <p>International: 42</p> <p><u>E Journals (International):</u> 42</p> <p><u>Conference Proceedings</u></p> <p>National: 9</p> <p>International: 19</p>

	<p><u>Range of Impact Factor:</u> 0-5.52 <u>No. in Scopus:</u> 18 <u>Chapters in edited Books:</u> 7</p> <p>Innovations as a result of ongoing Research and Development: 11</p>
<p>Strengthen Outreach</p>	<p>The outreach programmes of the University are streamlined to work in the following areas:</p> <p><u>Outreach for Education:</u> i.)Swastyayan (Annexure VII), initiative by the Schools of Technology and Humanities and Social Sciences ii.)Prajwal, initiative by the School of Commerce and Management for providing accessibility to educational opportunities for under privileged children</p> <p><u>Outreach for skilling for self employment:</u> i.)Swabalamban (Anexure VIII) a skilling initiative for school drop out and unemployed youth. <u>Community Development:</u> i.)Centre for Development Initiatives to bring about participatory Community Development in the rural areas (Annexure XII) ii.) Social Outreach of Assam Don Bosco University-University College of Dublin:</p> <ul style="list-style-type: none"> • To channel the skills, energy and enthusiasm of university students into projects which enhance the development of marginalised and underprivileged communities. channel the skills, energy and enthusiasm of university students into projects which enhance the development of marginalised and underprivileged communities. • To share learning and experience in the areas of participatory community development and social outreach. • To enhance intercultural awareness between students and communities for the purpose of increasing global solidarity and interconnectedness

7.3 Give two Best Practices of the institution

Best Practice 1 – Social Commitment - Refer Annexure XI

Assam Don Bosco University is committed to an integral and personalized education of the young that will mould its students into intellectually competent, morally upright, socially committed, and spiritually inspired citizens at the service of India and the world of today and tomorrow. An integral part of this commitment is to create access to educational opportunities for under privileged children at its Campuses and implement skill training programmes for unemployed youth so that they can effectively contribute in bringing the desired development to their communities. The practices of Social Commitment at the University have already been acknowledged by the International Association of Universities as “Best Practice”. The following practices are aligned to the Social Commitment of the University:

Swastayan” or commitment with the following objectives of:

- Addressing the educational needs of the adolescent children in the neighbouring villages by providing tutorial classes for High School students
- Facilitating the holistic development of the adolescents by imparting training on life skills, personality development and career choices
- Engaging in comprehensive community development programmes to radically uplift the capacities of the local communities

Currently, there are over 100 school children from the neighbouring rural areas who are enrolled in the “Swastayan” Programme

“Swabhalambam” or self help

Through this project the University trains educated (up to 10th standard) unemployed youth in technical job oriented skills for employment opportunities in Electronics & Information Technology Hardware, installation and maintenance of power backup systems and computer application training. Till date, 50 young people have been trained and certified in such practical, job oriented technical training

“Prajwal”

The social commitment endeavour by Don Bosco Institute of Management includes free tutorials over the weekends to under privileged children living in the vicinity of its campus. Till date 300 school going children have benefitted from this endeavour.

Social Outreach of Assam Don Bosco University-University College of Dublin

This volunteer partnership programme encompasses a range of collaborative and participatory activities. The activities include the following:

- Community interaction, mobilization and creation of awareness – health, hygiene, education, child labour, alcoholism, substance abuse, domestic violence, sustainable agriculture, science & development, career and livelihoods.
- Community meetings – villagers, Self Help Group (SHGs), Cooperative formation, and youth
- Infrastructural renovation and re-installment
 - Renovation of 5 anganwad centers (Fitting new GI sheets, repairing floors, mural, Ser Floor fitting (linoleum), supply of teaching aids (pictures, charts, toys and books) for anganwadi children.
 - School mural painting and supply of teaching aid (books, posters, charts and game items)
 - Village drinking water pump re-installment at Kachari basti
- English Classes, Art and Crafts, Sciences Experiments, and Games & Sports
- Street plays in the Sonapur market (on alcoholism, domestic violence, school dropout, health and unemployment)
- Children’s day celebration at Ferrando Speech and Hearing Center, Barapani, Meghalaya
- Community cum Cultural Day Celebrations – Ural and Tepesia villages
- Survey and Data Collection for needs assessment study.

Centre of Development Initiatives – Refer Annexure XII

Best Practice 2 – Research and Innovation

Assam Don Bosco University is committed to excellence and diversity in research and promoting the development of rigorous, critical and socially engaged research. IQAC has a special interest in bringing critical theory, social and scientific research and educational practice to bear on one another in the enrichment of knowledge for faculty, students, staff, educational policymakers and all those passionate about knowledge, learning, educational and social justice.

The objectives of Research and Innovation are:

- supporting and delivering research excellence;
- continuing research in critical grass root and global issues which require cross disciplinary co-operation;
- exploring collaborations with high quality research Universities in the country and internationally;
- establishing centres of excellence with a thriving and innovative research culture which connects our academics to industry, business, government and the third sector nationally and internationally; equipping students with the required entrepreneurial capacity so that they can contribute to the growth of the knowledge economy.
- 3 of the 5 Journals published by the University have been listed as UGC Approved Journals .List of Journals
 1. JOURNAL OF NORTHEAST INDIAN CULTURE (ISSN 23220988)
 2. ADBU Journal of Engineering Technology (ISSN 23487305)
 3. ADBU Journal of Development Practice (ISSN 2394-0476)

13th June 2016-The University is only one out of the 4 private Universities to have been accorded the “12B” status

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Assam Don Bosco University has adopted Agroforestry since it is more supportive of biodiversity than mono crop systems and it provides a different land use option as compared with traditional arable and forestry systems. It is a practice that supports the environment and makes better use of environmental resources. The University has established variegated plantations in tea, cashew nut, rubber, cocoa, ginger and turmeric. Since the plantations will be situated inside the University campus, it will facilitate multi-disciplinary research work. Research will be an integral part of the project and will focus on areas like breeding of the plant, agronomic practices and the environmental impact. This will help strengthen knowledge about the crops across different aspects of cultivation and lead to economic sustainability to the grower with an assurance of regular supply.

To bring awareness about the importance of ozone layer, "The international day for the preservation of the Ozone layer" was observed on 16th September 2016. A skit was organized on the theme, “Healing the ozone together”, as an initiative and a step to ignite young minds so that they start contributing towards the wellbeing of Mother Earth and her protective umbrella that is the Ozone layer.

7.5. Whether environmental audit was conducted? Yes No


7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

<p>Strengths:</p> <ol style="list-style-type: none"> a. Excellent infrastructural facilities <ul style="list-style-type: none"> • Eight well-equipped laboratories • One Gbps internet connection (24 hours) • Laptop to each faculty members • Departmental Library • ICT enabled class rooms and laboratories b. Qualified faculty members from diverse background fulfilling the UGC/AICTE norms c. Passion for community outreach and extension work d. Fieldwork experiences e. Involvement of the departments with IIT's, NESAC, CDAC, CSIR, IUCAA, CPP-IPR, Bangkok University, Asian Institute of Technology and other premier research institutes of national and international importance for collaborative research, student exchange, trainings and workshops, student project programs etc. f. Collaboration with industries namely Google, IBM and Microsoft for training and designing course curricula. g. Each department works as a team with positive team spirit aiming to achieve the vision and mission of the university. h. Regular encouragement and support to students and faculty members to carry out projects and research in cutting edge technologies. 	<p>Opportunities:</p> <ol style="list-style-type: none"> a. Opportunities for the students and faculty members of the departments to engage in research in cutting edge technologies, well supported by the management with motivation and financial support. b. Opportunities to contribute to the development of north east region of India by imparting education in the field of science and technology. c. Opportunities to support continuous learning of faculty members through tie up with the knowledge partners having national and international recognition. d. Opportunities for students to execute in-house projects with sufficient infrastructural facilities to support. e. Departments are creating opportunities for students for placement activities by <ul style="list-style-type: none"> • Conducting mock technical interviews and trainings etc. • Encouraging the students to participate in national level workshop and competition like Smart India Hackathon, IBM TGMC etc. • Creating diverse learning platforms like virtual leaning system (moodle), spoken tutorials, NPTEL videos and QEEE programs. • Conducting workshops and hands on training by industrial experts from Google, CISCO, CDAC, ISI, Techdefence. f. Students get scope for extension services to villages and rural schools
<p>Weakness:</p> <ol style="list-style-type: none"> a. Because of geographical location, student do not get proper exposure/placement in the industries. <p>Less number of funded projects while efforts are going on to acquire more projects from different funding agencies.</p>	<p>Challenges:</p> <ol style="list-style-type: none"> a. Less exposure to the industries due to geographical location. However, the departments are trying to overcome this challenge by collaborating with industries like Google, IBM etc. and with other premier institutions of the country for proper training (summer training/internships etc) and placement for students. b. To increase the number of funded projects by external agencies. The departments are trying to overcome this challenge by submitting research proposals to various funding agencies like AICTE, DST, BRNS etc and collaborating with other research institutes and Universities like CSIR-CMMACS, Dibrugarh University, IITB, CCC-Germany, NEHU, Gauhati University, Tezpur University, Rajiv Gandhi University, CPP-IPR etc

Plans of institution for next year

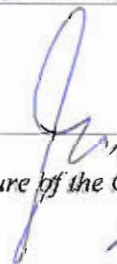
1. Apply to NBA (National Board of Accreditation)
2. Define programme outcomes and specific programme outcomes of courses
3. Research Capacity Building for all Faculty
4. Leadership and Management Training for Faculty
5. Building Career Paths and enhancing competencies of Research Scholars
6. Student Development Programmes
7. Implement programmes as advised by UGC and MHRD – “SWAYAM”, Yoga Day, Swacchata Pakhwada
8. To assess the **Plans of action** submitted by the departments for the academic year 2016-2017 to the director of HR, and to require every department under the various School of the University to create a departmental **Plan of Action** for the academic year 2017-18 and submit to the director HR.

Name Dr. Monmoyini Boruah



Signature of the Coordinator, IQAC

Name Dr. Stephen Navily



Signature of the Chairperson, IQAC
