

**THE ANNUAL QUALITY ASSURANCE
REPORT (AQAR)**

2016

Submitted to the

**NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL (NAAC)
BANGALORE**



By

*Internal Quality Assurance Cell (IQAC)
Dibrugarh University
Dibrugarh-786008
(Assam)*

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution	DIBRUGARH UNIVERSITY
1.2 Address Line 1	RAJABHETA, DIBRUGARH
Address Line 2	
City/Town	DIBRUGARH
State	ASSAM
Pin Code	786004
Institution e-mail address	dibrugarhuniversity@dibru.ac.in
Contact Nos.	0373-2370231
Name of the Head of the Institution:	Prof. Alak Kr. Buragohain
Tel. No. with STD Code:	0373-2370239
Mobile:	09954115220

Name of the IQAC Co-ordinator:

Prof. Surajit Kr. Ghosh

Mobile:

09435330771

IQAC e-mail address:

iqacdu2013@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ASUNGN10059

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC(SC)/23/A&A/20.3

1.5 Website address:

www.dibru.ac.in

Web-link of the AQAR:

www.dibru.ac.in/naac/AQAR/AQAR 2016-2017.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2002	2007
2	2 nd Cycle	B	2.83	2009	June 14, 2014
3	3 rd Cycle	A	3.16	2017	March 27, 2022
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/01/2002

1.8 AQAR for the year (for example 2010-11)

2015-2016

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2010-2011 submitted to NAAC on 11-12-2011
- ii. AQAR 2011-2012 submitted to NAAC on 11-12-2012
- iii. AQAR 2012-2013 submitted to NAAC on 18-07-2013
- iv. AQAR 2013-2014 submitted to NAAC on 19-12-2014
- v. AQAR 2014-2015 submitted to NAAC on 09-12-2016

1.10 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 Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

. Pharmaceutical Science

1.12 Name of the Affiliating University (*for the Colleges*)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

State

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

Funding agency :
DST, DBT,
ISRO, AICTE,
ICMR,
SAMEER,
Ministry of
Culture,
CSIR, ICSSR

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

3

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

12

2.11 No. of meetings with various stakeholders:

No.

1

Faculty

4

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

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

2.14 Significant Activities and contributions made by IQAC

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
Student Feedback for teachers	Data collected and analysed

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. 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	29			
PG	38		14	03
UG	12		10	
PG Diploma	05	01	05	
Advanced Diploma				
Diploma	01	01	02	
Certificate	01	01	02	
Others				
Total				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12 (UG), 17 (PG)
Trimester	
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*

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

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

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	195(Reg.)	112	22	61	136(cont.)

2.2 No. of permanent faculty with Ph.D. 134

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
	11	74	6	39	0	13	46	0	63	126-46=80

2.4 No. of Guest and Visiting faculty and Temporary faculty 46 60 46

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	17	89	14
Presented papers	40	112	12
Resource Persons	09	43	30

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

The University runs its academic programmes in the Semester System with the embodied Choice Based Credit System (CBCS) and the Continuous Comprehensive Evaluation of the students. Teaching learning continues with the Chalk and Board along with the Smart Boards and ICT applications in most of the departments. Teaching departments regularly organizes Seminars, Discussions, Colloquia, and Doubt Clearing Sessions as part of the teaching learning process. University continues with its endeavours towards enhancing Women Empowerment through its Centre for Women Studies. The Training and Placement Office organises coaching on Soft Skill Development, Personality Development, NET, GATE and for Entry to Services. For facilitating the prospects of the students to crack various competitive Examinations for selection for the service sectors in Banks and Civil Services, the University has entered into a Memorandum of Understanding with a nationally reputed Training Firm on the PPP mode. Students are also encouraged to participate in the seminars which are organized by the University and University departments. Creativity, Innovation and Skill Development of the students are encouraged through the activities in the Centre for Technology Innovation and Incubation. Awareness about IPR is created through the establishment of the IPR Cell. Students have been enabled to file patent applications

for their innovations. The Entrepreneurship and Skill Development Cell of the University organises Training and Awareness programmes for the students. Special Fellowship for the PhD students have been created with University fund for those meritorious research students who are not in receipt of any financial support from any Funding Agency of the country.

Cell provides a platform to the students for Entrepreneurship development. Special Fund is available for the eligible Research Students for Scholarships. Extension activities of the students are being carried out under the *Swachh Bharat* Mission in partnership with the UNICEF and the State Public Health Department through a MoU. Special Audit Course on Health and Sanitation is being developed.

2.7 Total No. of actual teaching days

during this academic year

165

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

Annexure -I

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

178

80

66

2.10 Average percentage of attendance of students

93

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	552		50.18	7.97		58.15
PG	1222		55.56	31.58		87.14
Diploma/Cert.	217		29.03	38.24	17.05	84.32

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

IQAC is responsible to monitor quality in teaching-learning, Research, extension activities and innovative ideas. The IQAC members are also members of different policy making bodies and look after implementation of the decisions/ suggestions made to the stake holders. IQAC conducts annual assessment of the faculty by the students and carry our academic and administrative audit by the external agencies.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	18
UGC – Faculty Improvement Programme	07
HRD programmes	
Orientation programmes	06
Faculty exchange programme	01
Staff training conducted by the university	17
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	54
Others	19

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	574	50	20	21
Technical Staff	62	2	1	1

Criterion – III

3. Research, Consultancy and Extension

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

- The basic infrastructure for research in all the departments and centres completed
- Subscriptions to Journals and e-journals have been increased
- Establishment of a Central Sophisticated Instrumentation Centre is completed
- One International Conference and several National Conferences and Workshops had been organised
- Periodic talk/seminars/interfaces are being organized towards sensitizing and promoting research climate in the University.
- Visiting Professors to the departments and Experts invited for Ph.D. and M.Phil viva-voice and practical examinations are usually engaged in delivering lectures of topical interests and intense interactions with the Research Students and young faculty members through the Scholar in Residence programme.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	13	29	6	09
Outlay in Rs. Lakhs	87,93,200/-	Rs13,08,63,875/-	Rs.3,70,31,000/-	Rs.81,49,000/-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		03	1	
Outlay in Rs. Lakhs		Rs.9.5	Rs. 4,65,000/-	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	230	91	10
Non-Peer Review Journals	12	21	39
e-Journals	44	11	06
Conference proceedings	27	35	05

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	Received
Major projects	2,3,5	UGC, Govt. of Assam, DBT, DST, BSR	Rs.12,07,96,875/-	Rs.33,98,7,000/-
Minor Projects	1	Panchayat and Rural Dev.Gov. of	Rs.4,65,000/-	

		Assam		
Interdisciplinary Projects				
Industry sponsored	1	CPLtd.	Rs. 2,50,000/-	Rs.2,00,000/-
Projects sponsored by the University/ College	1	UGC	Rs.4,00,000/-	Rs.4,00,000/-
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)	1	ICPR	Rs.20,000/-	Rs.20,000/-
Total			Rs.1,21,93,18,175	Rs. 3,46,07,000

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
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	8	2	4	
Sponsoring agencies	University	UGC-SAP. IGRMS,MHRD			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	2
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
11	05	05	01			

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

88

336

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

86

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

JRF

55

SRF

23

Project Fellows

12

Any other

10

3.21 No. of students Participated in NSS events:

University level

State level

National level

International level

3.22 No. of students participated in NCC events:

University level

309

State level

10

National level

41

International level

-

3.23 No. of Awards won in NSS:

University level

-

State level

-

National level

3

International level

-

3.24 No. of Awards won in NCC:

University level

2

State level

National level

International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

The Students, teaching and non-teaching employees of the University regularly participate in extension work in and around the University. The activities include awareness programmes on health and sanitation, Blood donation, Free health check up camps, Disaster management and Flood relief.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	500 acre	nil	nil	500 acre
Class rooms	152	nil	nil	152
Laboratories	49	2	University	51
Seminar Halls	37	nil	nil	37
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	27			
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

The University Administration is **fully computerized**.

The modules implemented under **Management Information System (MIS)** in Dibrugarh University are :

Accounts and Finance Module, Employee Information System, Students Information System, College Development Council Module, Health Centre Module, Sports Board Module, Curriculum Module, Document Flow Module, Library Information Module, Store Management Module, Asset and Inventory

Module, Payroll and Leave Management Module, Extra Mural Project Management Module, Faculty Research Publication Database, On Line Grievance Submission Module, Ph.D. Thesis Tracking Module

Beside these MIS system , the Dibrugarh University processes various examinations of the University through **Examination Date processing software (EDPS)**

The LNB Library is partially computerized. All housekeeping activities including cataloguing accessioning and circulation have been computerized. Web OPAC facility is also available. The library uses SOUL package.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	181617	---	1115	Rs.12,75,185/-	182732	---
Reference Books	11277	---	557	Rs. 6,36,651/-	11834	---
e-Books	370	Rs. 21,81,260/-	0	0	370	Rs. 21,81,260/-
Journals	143	Rs. 2,99,000/-	143	Renewal	143	Rs. 2,99,000/-
e-Journals	8,500	Free from UGC Consortium	8,500	Free from UGC Consortium	8,500	Free from UGC Consortium
Digital Database	11	Free from UGC Consortium	11	Free from UGC Consortium	11	Free from UGC Consortium
CD & Video	621	Free with books	102	Free with books	723	Free with books
Others (specify)	NIL	NIL		NIL	NIL	NIL

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	1238	32	1	1	1	14	17	19
Added	140	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	1378	32	1	1	1	14	17	19

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

Computer/Internet access is available at the University Library, Departmental Labs and to individual teachers. Wi-fi is accessed in the Dibrugarh University Institute of Engineering and Technology (DUIET).

Entire University Administration is connected with LAN. The campus and the hostels have Wi- Fi connectivity.

4.6 Amount spent on maintenance in lakhs :

i) ICT	4,612,877.00
ii) Campus Infrastructure and facilities	48,460,982.00
iii) Equipments	4,195,923.00
iv) Others	2,119,274.00
Total :	59,389,056.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Deans Students Affairs position has been created for extending overall support to the students
- Chief Warden and Associate Warden look after the general well being of the students in the hostels
- Mentors are assigned to each of the international students
- On line Grievance Redressal mechanism is there
- Training and Placement Officer looks after the overall requirement of training requirements of the students for enhancing their placement prospects.
- Anti Ragging Cell is constituted
- Statutory Regulation for curbing the menace of Ragging is there.
- Anti Ragging campaign.
- Stress Management Cell is there at the University Health Centre.

5.2 Efforts made by the institution for tracking the progression

- Provision for Academic Audit every three year.
- Provision for Remedial Coaching to needy students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1816	2281	93	240

(b) No. of students outside the state

125

(c) No. of international students

19

Men	No	%	Women	No	%
	2047	46.21		2383	53.79

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1759	268	557	1911	3	4495	1584	294	606	1946	4	4430

Demand ratio 1:5.6 Dropout 0.81%

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

The **Career and Counselling Cell (CCC)** supports the students for their enhancing career prospects in all directions and provides motivation and coaching for writing in Competitive Examinations. Dibrugarh University constituted a Career and Counselling Cell which focuses on:

- Development of **Soft Skills**.
- Development of Communication ability to face the challenge in competitive tests on job training in add-on or vocational courses.
- Proficiency in English language through a central **Language Lab** is being set up.
- For independent critical thinking
- Acting as a Resource centre of information and guidance.
- Exchange of information on professional placements.
- To gather information on job avenues and placement in different institutions.
- To analyze the information at local, regional and national level.
- To organize seminar, workshop and seek guidance for students.
- To promote discipline, healthy outlook and positive attitudes.

For providing professional Coaching to the students to facilitate entry to services (Banks, Insurances and Civil Services) the University has entered into a Memorandum of Agreement with a professional Coaching organisation of national repute

No. of students beneficiaries

200+

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

NET Coaching : 1316

No. of students benefitted

500+

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
22	796	131	nil

5.8 Details of gender sensitization programmes

Dibrugarh University is committed to providing a place of work and study free of sexual harassment, intimidation and exploitation. University framed statutory rules and procedures for Gender Sensitization and for addressing grievances relating to sexual harassments.

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 : Annexure - IV

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	26	Rs.3,30,330/-
Financial support from government	24 & 5	Rs.8,000/-- Rs.30,000/- & Rs. 60,000/-
Financial support from other sources	18 & 4	Rs.3,100/-- Rs.16,400/- per month & Rs.62,110/-
Number of students who received International/ National recognitions	1 and 5	Rs.1,16,000/- and Rs.3,100 for 10 months

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: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To develop human resource by integrating knowledge and skill, human values and compassion for a better world.

MISSION

To impart value oriented education and skill based training that foster leadership traits of the learners, thus generating sustainable development, social harmony and peace.

GOALS

- ☉ To inculcate the spirit of enquiry in the teaching learning process through appropriate pedagogy and ICT
- ☉ To provide the students with an environment for critical thinking, for negotiating multiple perspectives and for creative problem solving
- ☉ To promote teaching, learning and research with multidisciplinary and cross-disciplinary approaches in the existing courses and to explore for offering new programmes with such perspectives
- ☉ To enable the students in appreciating and understanding the social perspectives through engagement in extension services, cultural activities and action research
- ☉ To forge alliance with the industries for enhancing Industry Academia interfacing
- ☉ To undertake such programmes and activities which instil in the young minds deep sense of respect for the national heritage, culture and humanism
- ☉ To promote women education and women studies
- ☉ To consolidate the collegial structure for effective imparting of higher education in the upper Assam through dialogue and consultative process with the stake holders
- ☉ To attract international students and to promote international collaborations for teaching, learning and research
- ☉ To promote innovation and entrepreneurship amongst the students

6.2 Does the Institution has a management Information System

Yes, Dibrugarh University has Management Information System (MIS).

The modules implemented under Management Information System (MIS) in Dibrugarh University are :

- Accounts and finance Module
- Employee Information System
- Students Information System
- College Development Council Module
- Health Centre Module
- Sports Board Module
- Curriculum Module
- Document Flow Module
- Library Information Module
- Store Management Module
- Aasset & Inventory Module
- Payroll and leave Management Module.

Beside these MIS system

The Dibrugarh University process various examination of the University through **Examination Data Processing Software (EDPS)**

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

6.3.1 Curriculum Development

Curriculum for different courses are developed keeping in mind the expected outcome of the courses. Components or the different topics are incorporated in a manner so as to enable the learners to develop the basic concepts on any topic in a coherent, evolving and systemic manner. Elements of innovation and research are integrated in the syllabus for providing scopes to the learners for learning outside the class room environment through Case Studies, Projects and Field Studies, *etc.*

Components of skill development, critical enquiry and creative problem solving are generally embedded in the curricula. An utmost care is taken to incorporate Inquiry-oriented and case-study-based syllabi in most of the course curricula. Contemporary and frontier issues and problems are included to the extent possible in the syllabi. Special attention is also given to introduce the emerging areas of the topics. Generally new courses are launched on the basis of market demand in terms of employability prospects of the students.

6.3.2 Teaching and Learning

There is a paradigm shift in pedagogy. The IQAC has been making constant efforts in orienting the teachers-especially the young and new faculty members to emphasize upon the three key aspects in the teaching learning exercise, viz., enhancing the abilities of critical thinking, negotiating multiple perspectives and creative problem solving. Teaching – Learning is attempted to make absolutely student centric with the underlying objective of infusing the joy of learning at every stage of the process. There is always a focus on integrating the theoretical learning experience with the real world situation.

ICT is being increasingly employed in the Teaching-Learning process. Several departments have been employing ICT based platforms of MOODLE and Google Class Room, *etc.*, in teaching and evaluation processes. Apart from the above, the mechanism of the delivery methods in teaching involve the conventional modes of Seminars, Group Discussion, Home Assignments, Project Work, Case Studies, *etc.*, over and above the Class Room exercises.

6.3.3 Examination and Evaluation

The important examination and evaluation reforms initiatives are-

- Comprehensive and continuous evaluation is in vogue in the PG and the UG classes of the University and in the Colleges affiliated to the University.
- Pre and post examination processes are computerized.
- Online declaration of the examination results for the UG courses of the Colleges affiliated to the University
- Decentralized system of evaluation of the UG exams through clustering of the colleges in Zones.
- Spot evaluation in Examination Zones for the UG programmes.
- Complete transparency in the evaluation process under the provisions of the RTI Act.
- Results of the exams of the PG and the UG courses are declared within the stipulated time in accordance with the Academic Calendar of the University.
- Strict confidentiality is ensured at every step of evaluation of the answer booklets, scrutiny and tabulation and preparation of the results.

Online enrolment of students, issuance of Admit Cards and submission of Examination Application Forms are in the final stage for the PG students.

6.3.4 Research and Development

- That the teachers, researchers are encouraged to present their research work in the State, National and International Seminars, Workshops, Conferences, Symposia. Expenditures incurred are defrayed by the University as per the laid down Rules and Procedures.
- Faculty Improvement Programme (FIP) is facilitated for pursuing research leading to the award of the Ph.D. degree.
- Faculty members are encouraged to submit Extra Mural project proposals to the various national funding agencies like the UGC, AICTE, ICSSR, ICHR, DST, DBT, CSIR, MoEF, Department of Atomic Energy, ISRO, ICMR, IIT (SAMEER),*etc.*
- Faculty members have earned prestigious international projects under the Indo-US Twenty First Century Millennium Knowledge Initiative Projects and the UK India Educational Research Initiative (UKIERI).
- Subscription to several thousand On Line e-journals are made through, DELCON, INFLIBNET, Web of Science. Subscription for the SCOPUS Journals is in process.
- A Sophisticated Instrumentation Centre is being established.
- Industry Academia interfacing for promoting industrial research is emphasized. The Keshav Dev Malavia Chair Professorship is established in the Department of Applied Geology with the support of the Oil India Limited to promote industrial research in the University through industry academia interfacing.
- Research activities under the **Aniruddha Dev Chair** and **Raxaraj Laxmi Nath Bezboroa Chair** have been strengthened.
- A Research Scholars' association, the Dibrugarh University Research Scholars Association (DURSA) has been established to create and promote a culture of research and development amongst the young research students of the University.
- Special Fund is allocated from the University to support participation of students in research conferences in the country and abroad
- Support for innovative research is constantly encouraged by extending grant allocated by the UGC.
- A Centre for Technology Innovation and Incubation has been formed to promote innovative ideas amongst the students, research scholars and young faculties.
- University organizes seminars, workshops, conferences and invites distinguished scholars and scientists at regular periodicity.
- Start –Up grants for newly appointed faculty members for initiating research is being explored.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The central library of the University- the Lakshmin Nath Bezboroa Library (LNB Library) is one of the largest libraries in Assam. The library provides the following services

- **Book Loan Service:** All regular categories of members, *i.e.*, students, research scholars, teachers, and employees of Dibrugarh University get book loan from the Library for specific period, in accordance with the provisions of the Library Rules.

- **Reference Service:** The Reference Section of the LNB has a large number of Reference Books, a large proportion of which are rare books available at the Central Library and this service is provided to the users.
- **Doctoral and Thesis and Dissertation work:** A separate section of the LNB maintains all the PhD Theses of the research students of the University, besides the MPhil and Dissertation work of the students.
- **Reprography/Scanning Service:** The Central library provides reprographic facilities to the library users of all categories. The Scanning Service is also another important facility of the library, catering to the specific requirements of the students without violation of the IPR
- **Inter-library Loan Service:** The LNB library has provision for Inter Library Loan as and when required.
- **Information Deployment and Notification:** University notices, student's related forthcoming events or any other information related to the students are normally displayed on notice board and also disseminated through mass mail with the help of internet.
- **Online Public Access Catalogue (OPAC):** The Library users can search the library collection through OPAC from the computer node placed in the library as well as from any other node of the campus LAN using the WebOPAC. The Central Library provides assistance for such services through user orientation program to each and every user, while using the OPAC or webOPAC for the first time. The Library staff extends user support for utilising the facility.
- **Bibliographic Services:** Bibliographic service is provided to the users through SOUL2.0 and IndCat facilities.
- **Shodhganga:** The LNB has the provision for uploading all the PhD and other Theses in the digital format to the National Repository. An MoU has been signed with the INFLIBNET Centre for uploading ETD to the *Shodhganga*, which is an initiative of INFLIBNET Centre to form a national database of electronic thesis and dissertations.
- **Internet Access:** The central library provides internet, e-resources and e-mail service to the users.
- **Download:** Facility is extended to the Library users for downloading research papers, articles and various e-resources and also to obtain hard copies of the same.
- **User Orientation:** Users are registered under different categories of membership throughout the year. New members visit the library and provisions are there to enable them for optimal use of all the library facilities. Users training / orientation program is arranged for students every year in central library. Library provides

assistance in searching databases and INFLIBNET facilities as and when required. Moreover, time to time, special talks or lectures on utility of the e-resources are also arranged from e-resources publishers on the campus.

- **Library Automation:** The following areas are covered under library automation – Cataloguing, Circulation, Serial Control, Enquires, Reports, Record Keeping, OPAC, WebOPAC

- Total number of computers for general access – 2 nos.
- Total Number of printers for general access – 01 no.
- Internet band width speed – 1 GBPS
- Institutional Repository – Not available
- Content Management System for e-learning- Not available
- Participation in resource sharing networks/consortia – The Central Library is a member of UGC-Infonet Digital Library Consortium initiated by INFLIBNET Centre.

➤ **Library Area**

Total area of the library (in Sq. Mts.) : 2729.139 Sq. Mtr.

Total seating Capacity : 136 nos.

▪ **Working Hours of Central Library**

- Office hours : 9.30 a.m. to 5.30 p.m. (on all working days)
- Library hours : 8.30 a.m. to 7.30 p.m. (on all working days excluding holidays)
9.30 a.m. to 5.30 p.m. (Saturday)

➤ **Lay out of the Library** (Individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

- Area of Library (Sq. Mts.) : 2729.139 Sq. Mts.
- Carpet area for stock room : 1560.32 Sq. Mts.
- IT zone for accessing : 175.584 Sq. Mts.

➤ Clear and prominent display of floor plan, adequate sign boards; fire alarms and mode of access to collection through Indexes.

6.3.6 Human Resource Management

Human Recourse Management of the University is done through the Registry. Utmost efforts are being made to maintain the Teaching to Non-Teaching staff proportion in accordance with the UGC guidelines and State Government directives. The activities and functions are delegated to and devolved to the personnel department that include several branches – Establishment, Provident Fund and Pension branch under the supervision of Deputy Registrar (Administration). The grievances of the employees, officers and teachers of the University are redressed by the Office of the Registrar and sometimes by Committees constituted for the purposes. Promotions of the faculty members are done on a regular basis under the UGC scheme of CAS.

6.3.7 Faculty and Staff recruitment

Appointment of faculty members and non-teaching staff of the university are made strictly by adhering to the norms /rules and regulations laid down by the UGC and Government(s) and also by the provisions of the University Employees Service Rules and Regulations.

6.3.8 Industry Interaction / Collaboration

University has developed a good number of interfaces/Interactions with the Industries, viz., OIL, ONGC, BCPL, NRL, Coal India Limited, Tea Research Association, Regional Medical Research Centre (RMRC) under the ICMR, North East Institute of Science and Technology (NEIST) and other industries and institutions of national and international reputation. Departments of Applied Geology, Chemistry, Life Sciences, Dibrugarh University Institute of Engineering and Technology (**DUIET**) and Petroleum Technology have a good number of collaborative engagements.

- The Centre for Tea and Agro Studies of the University is extending consultancy services to Tea companies and small Tea growers and winter-crop cultivators located in the peripheral areas of the University. Small Tea growers are self-employed youths who cannot afford to go for consultancy from professional agencies. The centre, in addition to its regular service, is extending all sorts of consultancy services in the form of Soil Testing, Agronomical, Pest Control measures, etc. Nearly four thousand small Tea growers are benefited from this Centre.
- The Departments of Applied Geology, Petroleum Technology and the DUIET often provide Consultancy services to the Oil and other industrial sectors
- University collaborates with National and International Institutes of repute, and agencies for the benefits of:
 - ✓ Visits of eminent scholars from India and abroad and provide academic exposure to the students, Research scholars and faculty members.
 - ✓ Quality publications in peer reviewed journals
 - ✓ Enhancement of Placement opportunities for the students
 - ✓ Facilitation of Grants under Extra Mural Research support from various funding agencies.
 - ✓ Promotion of academic collaboration with reputed institutions.

6.3.9 Admission of Students

Details of admission are publicized by advertisements in the leading dailies and in the University website. There is an Admission Committee for each Teaching Department/Centre. The committee consists of Head of the Department who works as a chairperson and members of the Departmental Management Committee (DMC). The merit list of all the received applicants is displayed on the University Notice Board and in the University Website. Opportunity is provided to register objection, if any. Later, the list of selected students on the basis of merit is displayed on the notice board. The statutory policies of reservation are strictly adhered to during the process. The seats fallen vacant are filled in from the waiting list. The entire process is completed within stipulated time in conformity with the University Academic Calendar.

- Admission to all PG courses is based on merit of the candidate at graduate examination. Minimum educational qualifications are prescribed for each course with certain relaxations in case of SC/ST/PH candidates complying with the National Policy as per guidelines of the

UGC/MHRD, AICTE and the Bar Council of India (BCI). The admissions are granted to the candidates who fulfil the prescribed qualifications and other eligibility criteria.

- Admission to the Ph.D. programmes is based on Entrance Test and interview (presentation) as per the UGC guidelines.
- Admission into the MBA programme is based on the scores of the candidates in the CAT/MAT/CMAT/CMSDU tests followed by performance in the Group Discussion and Personal Interview (GDPI).
- Admission into the Bachelor of Physical Education programme is on merit basis through Entrance Test.
- Admission into the Masters Programme in Social Work is through Entrance Test and Group Discussion.
- Admission into the Masters Programme in Bio-technology and Bioinformatics is through Entrance Test and Group Discussion.
- Admission into the UG and the PG programmes in the Department of Pharmaceutical Sciences is on the basis of the scores in the HS examination (Science) and the Graduate Pharma Aptitude Test (GPAT) score /score in the B. Pharm Examination respectively.
- Admission into the Masters Programme in Behavioural Science is done through Admission test.
- Admission into the Integrated Masters Programme in Juridical Studies is done through Common admission test.
- Admission into the Diploma Programme in Tea and Agro Studies is through Admission test followed by Group Discussion and Personal Interview.
- Admission into the B.Tech programmes at DUIET is done through the JEE and CEE (Combined Entrance Examination for Engineering and Medical, conducted by the Government of Assam).

6.4 Welfare schemes for

Teaching	Free Annual Health Check-up at the University Health Centre, Free Counselling at the University Stress Management Centre, Free Ambulance service and talks on health awareness and various schemes on health related are delivered by invited physicians.
Non teaching	Free Annual Health Check-up at the University Health Centre, Free Counselling for Stress Management, Festival Advances, Free Ambulance Service and talks on health awareness and various schemes on health related are delivered by invited physicians.
Students	Students' Aid Fund is generated and distributed among the disadvantaged. Scholarship provided: Merit cum Means and scholarship for SC/ST/OBC/MOBC/Single Girl Child. Fellowships to the eligible Research Students from the University Fund Is provided. Free Counselling for Stress Management at the University Health Centre, Free Ambulance Service. Students Insurance Scheme for all students.

6.5 Total corpus fund generated

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	No		No	
Administrative	No		No	

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 important Examination and Evaluation Reforms initiated are:

- Comprehensive and continuous evaluation is in vogue in the PG and the UG classes of the University and Colleges affiliated to the University.
- Pre and post examination works are computerized.
- Online declaration of results for under graduate courses (Colleges affiliated to the University)
- Zonal System for spot evaluation of the Answer scripts in the UG examination.
- Transparency in the result declaration process with provisions under the RTI Act extended to the aggrieved students.
- Results of the exams of PG and UG courses are declared in stipulated time as per the Academic Calendar of the University.
- Strict maintenance of confidentiality at every stage in the conduct of the Examination process.
- Provision for Online Enrolment of students, Issuance of Admit Cards and submission of Application forms for Examination for the PG programmes in process.

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

- Affiliated colleges under the University are governed by their respective Governing Bodies which are statutory in nature. Colleges are not under the administrative governance of the University. It does not interfere with the functioning of the college administration, except for the academic matters.
- University policies and policy decisions that are to be implemented in its affiliated colleges are adopted through total participation, disquisition and deliberation by the teachers and Principals representing the colleges as members of the statutory bodies of the University, viz., Court, Executive Council, Academic Council, Post Graduate Board and Under Graduate Board. University provides academic guidelines and supports to

the colleges. Matters to be mooted and discoursed, if they opine for, are resolved in Statutory Bodies and thereby it provides sufficient room for autonomy.

- Micro Management and its implementation in the college education under Dibrugarh University shall be effective upon introduction of the CBCS in the affiliated Colleges from 2017-18.

6.11 Activities and support from the Alumni Association

The University Departments have *Alumni* Association at departmental level, which conduct activities from time to time. Student placement, Summer Project, are also helped through alumni support sometimes.

6.12 Activities and support from the Parent – Teacher Association

There is no permanent Parent-Teacher Association. But meetings of teachers and parents are held in the departments as and when these are called for.

6.13 Development programmes for support staff

The support staff is often deputed for participation in Orientation/Training/Workshop on e-Governance /Financial Management/ Soft Skills organised by reputed organisations and the UGC and MHRD besides by the Academic Staff College and NUPA. The University also organises such programmes under the aegis of the IQAC, the Directorate of the College Development Council of the University and the Academic Research Cell of the University.

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

Initiatives taken by the University to make the campus eco-friendly are:

- Installation of Waste Bins on the Campus
- Creation of Digital Database of the campus biodiversity
- Putting in signages on the trees of the campus with scientific and local names
- Installation of a Biodigester to convert the wastes of the University Guest House to usable inflammable gas
- Regular activities by the students and faculties on cleaning the campus under the *Swachh Bharat* Mission initiatives of which the University is a collaborating partner
- Establishment of a Botanical Garden on the campus.
- Initiatives made by the Dibrugarh University Research Scholars Association to establish a Garden of Medicinal and Horticultural plants on the campus
- Tree plantation programmes by the students in a planned manner on various occasions like the World Environment Day, the Techno- Cultural Programme of the DUIET *Auxesis*, *Sanmilan* at CMS etc.
- Establishment of a Science and Culture Park on the campus- the Hitendra Nath Baruah Science and Culture Park.
- University takes care of maintenance of trees, landscapes, plantation and overall greenery on the University campus. Every year plantation is done in collaboration with Government bodies, NGOs and NSS units.
- University has three Tea gardens of which two are on campus and one is off campus.

Use of Alternative Source of Energy

- University has installed two Solar Power Generators – one in the Dibrugarh University Institute of Engineering and Technology (DUIET) Workshop and the other in the University Administrative Building.
- The University Administration Building and all the departments are equipped with silent generators of which few are with on-line UPS.
- Aluminium chokes are replaced with Electronic chokes.
- Streets lights are equipped with LED bulbs.
- The CFL and Neon bulbs of the University buildings and departments are being replaced by the LED bulbs in a phased manner. University hostels, laboratories of the science departments and quarters have been connected with pipe gas facility.
- Chemical and biological hazardous waste (solid and liquid) are disposed regularly with necessary precautions.
- Litters / rubbishes / trashes, scraps, solid and e-wastes are properly managed and disposed off.
- Initiatives are being made for GREEN Audit on the campus.
- The process of setting up more Biodigesters and a Vermicompost Unit is in process.

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.

Various Innovative approaches have been introduced and practiced by the University in Teaching, Research, Administration and Extension Activities as highlighted below.

Major Initiatives on Academic Programmes Innovative

- Innovative Courses on **IPR, Human Right and Wild Life Photography** have been introduced under the CBCS at the UG and PG levels.
- The Centre for Women’s Studies of the University is offering an Audit Course on **Gender Studies** to students pursuing various other programmes in the University. A **Diploma programme on Women Studies** is also being offered by the Centre.
- The Department of History is shortly offering a programme on **North East Studies**.
- A course on **Exploration Geophysics** is offered by the Department of Applied Geology.
- Masters Course in Bodo Language and Certificate Courses in Mishing and Deori Languages have been started by the Centre for Studies in Languages
- A **Publication Cell** of the University has been established which has published *Twenty One Books since its inception in 2013*.
- The University has instituted a **Centre for Technology Incubation and Innovation**.
- There is an **Entrepreneurship and Skill Development Cell**
- There is an **IPR Cell** promoting awareness about various IPR issues. The IPR Cell is working on creating awareness about Geographical Indicators on *Muga Silk* of Assam and the Masks of Majuli, the river island in collaboration with the MHRD Chair Professor on IPR of Tezpur University.
- The University offers several employment oriented Academic Programs offered through the distance mode.
- A proposal for offering an academic programme on **Sports Science** is submitted to the Government of India.
- A **Community Radio Station** is in the final stage of operation.
- The UGC has sanctioned an **EMRC** (Educational Multimedia Research Centre) for the University
- An **Astronomical Observatory** with one eight - inch telescope (for popular view) and one fourteen-inch telescope (for observatory class) is established in the **Science and Culture Park** of the University by the Department of Physics.
- A Science and Culture Park- the Hitendra Nath Baruah Science and Culture Park has been established on the campus as a part of its Extension Activities for promoting Science and Culture studies.
- The *Career Counselling Centre of the University offers short and long term coaching for entry to various competitive examinations for the Banks, Insurance Companies and Civil Services* on **Public Private Partnership** with a reputed Coaching Firm of the country, the Khan Study Group and the Pearsons

Innovative practices

- Ethics policy is in place.
- The Centre for Women’s Studies in the University has been functioning since 2004/2006 with the basic mandate of enhancing Women Empowerment.

- The University has created ***Student Aid Fund*** for students of disadvantaged group
- The University has instituted ***Students Insurance Scheme***.
- The University provides ***free annual health check-up*** of faculty members, students, research scholars and staff.
- Career counselling and guidance for students is an integral scheme of the University.
- For the self development of the students, University promotes activities through NSS, Students Welfare branch and Career & counselling cell.
- ***Gender Sensitization and Complaint Committee*** to Combat Sexual Harassment (GSCCSSH) is constituted and is in operation. Five cases so far have been addressed and resolved.
- University provides Scholarship : Merit cum means, Scholarships to students (OBC/SC/ST/MOBC/Single Girl Child)
- Centre for Tea and Agro Studies provides consultancy facilities in the form of soil testing, Agronomical and entomological tests to small tea growers of Assam. About four thousand small tea growers are benefited so far.
- University students, teachers and staff are engaged in providing flood relief, relief in disturbance area and cleanliness programs. In addition, they donate blood and are engaged in various outreach activities.
- A Day Care Centre (*crèche*) has been in operation in the University since 2008.
- A ***Stress Management Cell*** has been created in the Health Centre of the University.
- ***Night playing Facility, Gymnasium, Lawn Tennis Court and an Eight Lane Grass Track has been set up for promoting sports activities.***
- A ***Yoga Training Centre*** has been set up.

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

- Academic and Administrative Audit has been carried out. Outcome is analyzed and recommendations are implemented.
- **Schools of Studies** have been instituted in the University. There are seven Deans of schools – one each for the School of Science and Engineering, Humanities and Social Sciences, Education, Commerce and Management Sciences and the Earth, Atmospheric Sciences, Energy and Environment Science. Besides the Deans of the Schools there are the Dean of Research and Development and the Dean, Students Affairs.
- The CBCS is augmented through introduction of a few new Courses

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

(i) Introduction of the Students Safety Insurance Scheme

(ii) Introduction of Academic and Administrative Audit
(Details in Annexure – II & III)

7.4 Contribution to environmental awareness / protection

The University has entered into a Memorandum of Agreement with the ***Swachh Bharat Mission (Gramin)*** with partnership with the State Public Health Department, Government of Assam and the UNICEF. Massive programme on creating awareness about cleanliness, elimination of open defecation and Drinking Water Management University is contemplating to install a system for controlling pollution of all types.

7.5 Whether environmental audit was conducted? Yes No

Initiative for GREEN Audit is being made.

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

- The practice of Academic and Administrative Audit has been started
- Provision for Fellowship for the eligible students pursuing doctoral research has been created with University's own fund.
- Faculty members have been able to earn two prestigious Research Grants viz., the Indo- US Twenty First Century Knowledge Initiative in 2014 and a UK India Education and Research Initiative (UKERI) project in 2014

8. Plans of institution for next year

Academic Plans:

- B Tech Programme in Fire and Safety Engineering shall be launched as a multidisciplinary programme with active collaboration with the Assam Oil Division of the Indian Oil Corporation, Digboi and the Numaligarh Refinery Limited subject to grant of approval from the AICTE.
- A Multidisciplinary Diploma Programme on International Relation shall be offered by the Department of Political Science and Department of Economics.
- Choice Based Courses shall be offered to the students of the Under Graduate and Post Graduate levels through SWAYAM (Study Webs of Active Learning for the Aspiring Minds) of the UGC-MHRD. Appropriate legislative provisions are being incorporated into the University Statute.
- An Optional Course on NCC shall be offered to the students.
- A Multidisciplinary Board of Studies and Research shall be formed to promote cross disciplinary studies.

Administrative Plans:

- Ground work for digitalisation of the examination related student database for the National Academic Depository (NAD) shall be accelerated so as to complete the task before the deadline of 31 December, 2019 fixed by the MHRD.

Infrastructure Development Plan:

- The University Auditorium shall be completely renovated.
- A Central Digital Knowledge Centre shall be created.
- Procurement of NMR for the Central Sophisticated Instrumentation Centre.
- A Building for the Tribal Research and Development funded by the Autonomous Council for the *Sonowal Kacharis* shall be completed.

S. K. Ghosh
Sd./-
Director, IQAC
Dibrugarh University

A.K. Buragohain
Sd./-
Chairperson, IQAC
Dibrugarh University

Examination Reforms:

EDPS (Examination Data Processing Software) Section of Examination Branch of Dibrugarh University was incepted with the aim to computerize the examinations system of Dibrugarh University. Currently, there are two servers at EDPS Section

- One for processing the results of BA/BSc/BCom semester examinations (regular) and BA/BCom annual examinations under Distance mode.
- The other server for processing results of PG CBCS, PG non-CBCS and PG (Distance) examinations; examinations for professional courses like BCA, BBA, BSW, BLISc., LL.B, B.Ed., MCA, MBA, MLISc, PGDCA etc. This server was earlier used for processing results of BA/BSc/BCom (1+1+1) examinations.

The year wise developments/progresses in the EDPS Section are as follows:
(Examination Reformation Related to ICT)

2007	Process of computerization of examination started
2008	EDPS (Examination Data Processing Software) was implemented in the Examination Branch using ICR (Intelligent Character Recognition) technology and results of TDC Part I (1+1+1) and PG 1 st semester (non-CBCS) was declared for the first time.
2009	ICR technology was replaced by providing software in CD format to the affiliated colleges in order to expedite the process of collecting registration data and in-semester and end-semester marks. The software was developed in the EDPS Section. Proper training was given through workshops to the affiliated colleges.
2010-2014	The software was upgraded and customized regularly in order to handle it more easily.
2015	Online software was developed in the EDPS Section for facilitating the affiliating colleges, Departments and Centre for Studies to enter in-semester and end-semester marks along with absentee list. At present following examinations are computerized : BA/BSc/BCom Semester Examinations, PG CBCS Examinations, professional courses like MCA, MBA, MLISc, BCA, BBA, BSW, BA LLB, BLISc, PGDCA etc.
2016	Proposal for implementation of complete online examination management system has been adopted and the process is going on. This new software will provide the facility of digital fees payments together with minimizing the use of papers upto 80% of today's use. On line software was developed in the Examination Branch for facilitating the Research Scholar to track their Ph.D. thesis status.

BEST PRACTICE - I

STUDENTS SAFETY INSURANCE SCHEME

OBJECTIVE: This scheme is instituted by the University with a view to providing insurance to the students-community of the University as a safety measure.

CONTEXT: Students Safety Insurance Scheme was instituted in 2008 and has been in vogue. It's a component of umbrella insurance i.e. social insurance. It is under 'the New India Assurance Company Limited, Dibrugarh Branch Office.' Yearly subscription is Rs 35.00 a student. Yearly premiums have been deposited continually. Premium structure is given below:-

Session	No. of students	Amount of premium deposited (in Rupees)
24.10.2008 – 23.10.2009	996	Rs. 34,860.00
16.11.2009 – 15.11.2010	2869	Rs. 1,10,415.00
23.02.2011 – 22.02.2012	3171	Rs. 1,10,985.00
23.02.2012 – 22.02.2013	3713	Rs. 1,29,955.00
23.02.2013 – 22.02.2014	3237	Rs. 1,13,295.00
23.02.2014 – 22.02.2015	3649	Rs. 1,27,715.00
2015 - 2016	4479	Rs. 1,56,766.00

EVIDENCE OF SUCCESS

Few students falling to suffer from accidents are benefited from this safety insurance scheme.

Academic and Administrative Audit

The University took steps for conducting an Academic and Administrative Audit in the year 2014 in two phases.

- (a) In the first phase, during February 12-14, 2014 the Academic Audit was conducted at the Dibrugarh University Institute of Engineering and Technology (DUIET). The team for conducting the Audit invited by the University was headed by Dr. P.G. Rao, Former Director, NEIST, Jorhat and the other members were namely, Prof. Pinakeswar Mahanta, Head, Dept. of Mechanical Engineering, IIT, Guwahati, Prof. Manabendra Bhuyan, Dept. of Electronics and Communication Engineering, Tezpur University, Prof. Shyamantamoni Hazarika, Dept. of Computer Science and Engineering, Tezpur University and Mr. Binanda Deka, Director, Production, Oil and Gas (Retd.), OIL India Ltd., Duliajan.

The Audit Committee constituted as above conducted the Audit considering the following terms of references-

1. The syllabi of the teaching programmes, industrial relevance of the subject matters and recommend necessary changes and revision.
2. The effectiveness of the teaching learning process with respect to these academic programmes.
3. The standards of the research projects carried out by the students.
4. The employability of the students as reflected in the placement data of the graduates.
5. Any other relevant aspect with respect to improvement of the academic programmes.

The Committee recommended a comprehensive report for improvement of teaching-learning of the DUIET, some of which may be highlighted as below-

- The syllabi of the teaching programmes, industrial relevance of the subject matters and recommend necessary changes and revision. More number of electives needs to be offered. Biology subject may be introduced in 1st or 2nd Semester.
- Practice of holding regular meetings between (a) Head of the depts. and the teachers, (b) Director and the Head of the depts. , for better communication and transparency.
- The procedure of question paper setting and evaluation should be changed and include moderation of question paper setting.
- Research showcase may be held at the end of B.Tech. project, where work done may be displayed.
- Provision may be made for best B.Tech. project award.
- MoU may be made with other institutions to facilitate academic upliftment.
- Reorganize the Training and Placement role and function for effective outcome.
- Industry-academia interaction in terms of special lectures should be organized more frequently.
- School system should be introduced for better integration with the University system for effective functioning.
- Postgraduate programmes should be started only after reorganization and consolidation of B.Tech. programmes. The dept. of Petroleum Technology and Dept. of Petroleum Engineering of DUIET should be merged under one umbrella for better synergy, *etc.*

The University has taken initiatives to bring necessary changes in both academic and administrative aspects as far as feasible in compliance with the report of the Committee.

- (b) The second phase of Academic and Administrative Audit was conducted during May 21-24 , 2014. In order to have an effective quality control mechanism with respect to Academic Programmes, Governance and good practices, the Vice-Chancellor constituted an Academic and Administrative Audit Committee comprising of the following members:

1. Prof. B.K. Sarma, Former Professor, Dept. of Physics, Gauhati University : Chairperson
2. Prof. K.G. Bhattacharyya, Dept. of Chemistry, Gauhati University : Member
3. Prof. M.P. Bezbaruah, Dept. of Education, Gauhati University : Member
4. Prof. Arvind K. Misra, Dept. of Botany, NEHU, Shillong : Member
5. Prof. Maitreyee Choudhury, Centre for Social Science, JNU, Delhi : Member
6. Prof. B.P. Sinha, Indian Statistical Institute, Kolkata : Member
7. Dr. Biren Das, Registrar, Tezpur University : Member
8. Dr. B. Sahariah, Former Controller of Examinations, Tezpur University : Member

The terms of references given to the Committee for conducting the Audit were to examine-

1. Implementation of the Academic reforms of the UGC, Government of India.
2. Effectiveness of the teaching – learning process.
3. Elements of basic concepts and contemporary trends in the syllabi.
4. The admission and evaluation process.
5. Mechanism of continuous comprehensive evaluation, choice based credit system.
6. Grading system in the result.
7. Efforts towards holistic development of the student’s personality.
8. Elements of social commitment in the teaching-learning and extracurricular programmes.
9. Employability of the students.
10. Mechanism for promoting the creative and innovative potentials of the students.
11. Engagement of faculties in research and extramural research projects.
12. Acknowledgement of academic achievements from UGC, CSIR, DST, ICSSR, etc.
13. Human Resource planning and recruitment policy.
14. Training on skill updation of the non-teaching staff.
15. Teaching, non-teaching ratios.
16. Support services including hostel accommodation, health care, entertainment and other welfare measures.
17. Application of ICT in academic and administrative governance.
18. Fiscal discipline.
19. Grievance redressal mechanism.
20. Campus security.
21. Mechanism on equal opportunity.
22. Mechanism to protect the female students and employees from harassment in the working place.
23. The collegial structure and the role of the University on its management.
24. Healthy and good practices.

The Committee submitted a department-wise Comprehensive Report and recommended suggestions for improvement of academic practices and governance of the University. The Committee recommended introduction of the School System, amalgamation of few centres, re-structuring the administrative set-up with more decentralization of power and responsibilities, etc. The committee also recommended the establishment of a Centre of Sophisticated Instrument Facilities at the University where instruments like XRD, SEM, TEM, AFM, NMR, Mass spectrometer, etc. can be procured phase-wise depending on number of potential users. Researchers from Physics, Chemistry, Pharmaceutical Sciences, Applied Geology, Petroleum Technology will then be highly benefited.
