



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>Assam Don Bosco University</b>
• Name of the Head of the institution	<b>Fr Stephen Mavelly</b>	
• Designation	<b>Vice-Chancellor</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03612139291</b>	
• Mobile no	<b>8638212905</b>	
• Registered e-mail	<b>contact@dbuniversity.ac.in</b>	
• Alternate e-mail address	<b>iqac@dbuniversity.ac.in</b>	
• City/Town	<b>Guwahati</b>	
• State/UT	<b>Assam</b>	
• Pin Code	<b>782402</b>	
<b>2.Institutional status</b>		
• University	<b>Private</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Semi-Urban</b>	
• Name of the IQAC Co-ordinator/Director	<b>Dr Bikramjit Goswami</b>	



action taken report)	
<ul style="list-style-type: none"> <li>(Please upload, minutes of meetings and action taken report)</li> </ul>	<a href="#">View File</a>
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
1. Audit of Online and Blended Teaching Learning. 2. Energy Audit of the Campuses. 3. Implementation of Outcome Based Education using standard tools for measuring Outcome Attainment.	
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
Plan of Action	Achievements/Outcomes
Attainment of CO-PO-PSO	Implemented in all the schools
Blended Teaching-Learning and Evaluation	All courses in the university were run in blended mode
Green and Energy Audit of the university campuses	Green and Energy Audits done successfully
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
NAAC Core Committee	30/03/2022
<b>14. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?</b>	Yes
<b>15. Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2019	30/07/2020
<b>16.Multidisciplinary / interdisciplinary</b>	
<b>17.Academic bank of credits (ABC):</b>	
<b>18.Skill development:</b>	
<b>19.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>20.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>	
<b>21.Distance education/online education:</b>	
<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of programmes offered during the year:	39
1.2 Number of departments offering academic programmes	20
<b>2.Student</b>	
2.1 Number of students during the year	3105
2.2 Number of outgoing / final year students during the year:	1012
2.3	2769

Number of students appeared in the University examination during the year	
2.4	8
Number of revaluation applications during the year	
<b>3.Academic</b>	
3.1	1569
Number of courses in all Programmes during the year	
3.2	210
Number of full time teachers during the year	
3.3	212
Number of sanctioned posts during the year	
<b>4.Institution</b>	
4.1	3127
Number of eligible applications received for admissions to all the Programmes during the year	
4.2	849
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
4.3	120
Total number of classrooms and seminar halls	
4.4	709
Total number of computers in the campus for academic purpose	
4.5	941.5
Total expenditure excluding salary during the year (INR in lakhs)	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curriculum Design and Development</b>	

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the University

To introduce new programmes, the departments assess the local/national/regional/global needs to design the relevant curricula of the programmes/courses and the following aspects are considered:

- Surveys by the departments to assess the academic requirements.
- Guidelines of the statutory bodies and regulatory bodies.
- Consultation with the relevant subject experts from university departments, recognized institutions, other Universities- both national and international.
- Relevance of courses that benefit learning in both theory and application - internships, projects, field work to nurture appropriate research aptitude and increase scope of becoming employable according to the local/regional/national requirements.
- Inclusion of socially relevant courses relating to gender sensitivity, human values and professional ethics.

For revising curriculum in the existing programmes, University mandates academic freedom to the departments to initiate the revision based on

- updated requirements of relevant statutory and accreditation bodies
- latest advances in the disciplines - trends, applications and demands
- the feedback and suggestions given by the stakeholders - students, alumni, employers and parents
- Feedback from workshops and faculty development programmes conducted by the University
- Benchmarks of reputed national/ international Universities and Industry requirements

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**1.1.2 - Number of Programmes where syllabus revision was carried out during the year**

16

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 1.1.3 - Total number of courses having focus on employability/ entrepreneurship/ skill development offered by the University during the year

#### 1.1.3.1 - Number of courses having focus on employability/ entrepreneurship/ skill development during the year

262

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 1.2 - Academic Flexibility

#### 1.2.1 - Number of new courses introduced of the total number of courses across all programs offered during the year

56

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 1.2.2 - Number of Programmes in which Choice Based Credit System (CBCS)/elective course system has been implemented during the year

26

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 1.3 - Curriculum Enrichment

#### 1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

**On Professional Ethics:** The University's vision lays stress on ethics related to intellectual competence, moral uprightness, social commitment, spiritual orientation and service to society. These elements are inculcated in the value system of the university community, the students and the staff.

**On Gender:** From the most fundamental concept of Gender to feminist philosophy and feminist thoughts; from understanding of basic concepts of gender to application of feminist research methodology; gender and its relation with the social phenomenon, all these elements are incorporated at varying levels in the different disciplines.

**On Human Values:** The University's vision explicitly mentions human values. Some of the human values that are integrated into the curriculum are justice, dignity of life, peace, harmony, acceptance and respect for diversity in religion, ethnicity, culture and gender, discipline and hard work, honesty and integrity of life, commitment to society, especially the less privileged, etc.

**On Environment and Sustainability:** Understanding the crucial role of education on issues relating to environment and sustainability, the curriculum incorporated a mandatory course on Environmental Studies for all UG programmes. Various courses with innovative teaching-learning pedagogies have been introduced to familiarize students with the environment and sustainable development related issues.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### **1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year**

1

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### **1.3.3 - Total number of students enrolled in the courses under 1.3.2 above**

#### **1.3.3.1 - Number of students enrolled in value-added courses imparting transferable and life skills offered during the year**



<b>147</b>	
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 1.3.4 - Number of students undertaking field projects / research projects / internships during the year

<b>433</b>	
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

### 1.4 - Feedback System

#### 1.4.1 - Structured feedback for design and review of syllabus – semester wise / is received from Students Teachers Employers Alumni

- All 4 of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

#### 1.4.2 - Feedback processes of the institution may be classified as follows

- Feedback collected, analysed and action taken and feedback available on website

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Demand Ratio

##### 2.1.1.1 - Number of seats available during the year

**1858**

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

## 2.1.2 - Total number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per applicable reservation policy during the year (Excluding Supernumerary Seats)

### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

**904**

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

### Assessment of Learning Levels of the students to identify Advanced and Slow Learners

- The students are evaluated based on their performance in the module-wise formative evaluation tests.
- The learning levels of the students are also assessed by organising Mock Viva sessions by the departments.
- Aptitude tests conducted by the Training and Placement Cell of the University identifies the level of learning of the students based on their performance in the tests.
- Continuous internal assessment held in the University for all programmes, help in identifying the level of learning of the students for individual courses.

### Special Programmes organised for Advanced Learners

- Tutorial Classes for GATE, NET, IES
- Workshops and Training Programmes on Advanced Topics.
- Special Sessions on Advanced level problem solving.
- Facilitating Access to Online Resources for Advanced Topics.
- Students club activities on various co-curricular activities, such as- Robotics, Circuits, Coding, Web Designing, Civil Engineering and Design.

### Special Programmes organised for Slow Learners

- Remedial Classes on the topics discussed in class, requiring more in depth understanding.
- Special tutorial sessions for Slow Learners to improve their problem-solving skills.
- One-to-one interaction by the subject teachers with the Slow Learners on Weekly basis.
- Monthly mentoring sessions to assist the Slow Learners with additional skills.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link For Additional Information	<a href="https://documents.dbuniversity.ac.in/naacdocs/criteria02/2.2.1%20Additional%20information/2.2.1%20Additional%20Information.pdf">https://documents.dbuniversity.ac.in/naacdocs/criteria02/2.2.1%20Additional%20information/2.2.1%20Additional%20Information.pdf</a>

### 2.2.2 - Student - Full time teacher ratio during the year

Number of Students	Number of Teachers
3105	210

File Description	Documents
Upload relevant supporting document	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences

**Experiential Learning Methods used for enhancing learning experiences** Practical Courses offered with the corresponding theory courses wherever applicable. Compulsory Industry Internship Programmes for the technical programmes. Industry Lectures and Interactions conducted every semester. Periodic Industrial visits organised for students from various departments. Offering courses for Skill enhancement and Entrepreneurship. Blended learning using mix of classroom and online teaching.

**Participative Learning Methods used for enhancing learning experiences**

- Compulsory group assignments and presentations.
- Group minor and major projects.
- Participation of students in organising different events in the University of Regional, National and International levels.

#### Problem Solving Methodologies used for enhancing learning experiences

- Assignments on Practical Problem solving, related to the curriculum.
- Assigning student projects on practical problems.
- Involving students in Industry Projects assigned to the University in the form of Consultancy.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

#### 2.3.2 - Teachers use ICT enabled tools including online resources for effective teaching and learning processes during the year

- ICT enabled teaching methodologies and advanced technologies are being followed by the faculty members in class rooms.
- All the classrooms are Wi-Fi enabled and have LCD projectors.
- USB Hard disk containing web and video courses (offline) from NPTEL are accessible to faculty and students from the local server on the LAN. The faculty members effectively utilize Audio Visual aids to demonstrate the concepts to the students using the resources from the repository.
- The resources such as NPTEL, SPOKEN TUTORIAL, SWAYAM and other MOOCs programmes are available in the intranet. The faculty members effectively utilize Audio Visual aids to demonstrate the concepts to the students using the resources from the repository.
- Online aptitude tests are conducted and e-assignments are given through Moodle.
- E-books and journals are available online and facility for accessing these journals is provided through proxy server in the campus.
- 'ADBU App' developed in-house has link to the Library, ERP, Web-resources and the Intranet resources.
- Conference hall is equipped with multimedia facilities using ICT tools. Invited talks, workshops and seminars are conducted in conference hall using ICT facilities.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 2.3.3 - Ratio of students to mentor for academic and other related issues during the year

#### 2.3.3.1 - Number of mentors

210

File Description	Documents
Upload relevant supporting document	No File Uploaded

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Total Number of full time teachers against sanctioned posts during the year

210

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 2.4.2 - Total Number of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit. during the year

115

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 2.4.3 - Total teaching experience of full time teachers in the same institution during the year

##### 2.4.3.1 - Total experience of full-time teachers

1059

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**2.4.4 - Total number of full time teachers who received awards, recognition, fellowships at State, National, International level from Government/Govt. recognised bodies during the year**

6

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**2.5 - Evaluation Process and Reforms****2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year**

30

**2.5.1.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the year**

30

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

**2.5.2 - Total number of student complaints/grievances about evaluation against total number appeared in the examinations during the year**

1

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

2.5.3 - IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in examination management system of the institution

1. Ease of Preparing the Question Paper- Templates are being used for- (i) Fully Objective Question Paper, (ii) Fully Descriptive Question Paper, (iii) Hybrid Question Paper (Objective + Descriptive). 2. Error free and faster data entry- Online entry of students details, attendance and internal assessment marks help to reduce the errors and saves lot of time. 3. Ease of Registration of

the Students for the Examination- Students can register themselves for the examination online. Mobile App is also available for the purpose. 4. Ease of Conducting the Examination- The Examination takes place online and the students receive a randomly selected set of questions of the same level from the uploaded question bank online. 5. Ease of evaluating the answer scripts- The objective questions of the question paper are computer evaluated. The descriptive answers are shared with the evaluator through the examination portal and the evaluators can access and correct them online immediately. 6. Ease of Moderation, Tabulation and Announcement of Results- The examination moderation, tabulation of moderated marks and announcement of results happen online and in less time. 7. Proctoring- Online proctoring helps in avoiding malpractices during the examination.

File Description	Documents
Upload relevant supporting document	No File Uploaded

#### 2.5.4 - Status of automation of Examination division along with approved Examination Manual

A. 100% automation of entire division & implementation of Examination Management System (EMS)

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - The institution has stated learning outcomes (generic and programme specific)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents

The University has adopted the POs developed by various statutory bodies like NAAC/AICTE etc for its programmes. It has also developed its own PSOs for each programme. This is in line with the vision and mission of the University. Each department has extensively discussed their POs/PSOs and revised their curriculum to ensure attainment of these parameters. Mapping of the courses to the POs/PSOs is done and published in the handbook and University website. The following mechanisms are used to communicate the COs and POs/PSOs to the students and other stakeholders.



- Handbook contains COs for all the courses and POs/PSOs for all programmes. This is given to all the students and faculty at the beginning of every academic year.
- COs are discussed with students during the beginning of each course by the faculty. The relevance of the course towards attaining the PO/PSO is also communicated to the students.
- The POs/PSOs are listed in the University website, under the Programme menu.

File Description	Documents
Upload relevant supporting document	No File Uploaded

2.6.2 - Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution during the year

The University has adopted Outcome Based Education for all programmes. Attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes are evaluated by the University every semester using the following steps. Outcomes of each course is designed to be measurable. At the time of designing the COs, each faculty specifies how it can be measured. Measurement of CO attainment is mostly done through questions asked during the internal examinations and end semester examinations. Each question relates to one CO and occasionally to more than one CO. The marks obtained for each question is a measure of the attainment of the corresponding CO. Faculty members also relate the assignments, projects, seminars, internships etc. to COs. Evaluation of these exercises also measure the attainment of COs. Our Learning Management System (Moodle) is configured to track the marks awarded for each of these and calculates the final attainment of each CO for each student and also for the class.

File Description	Documents
Upload relevant supporting document	No File Uploaded

2.6.3 - Number of students passed during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

968



File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a web link)**

<https://docs.google.com/spreadsheets/d/1MVIHnhPsBHxOc4XwNvO4OZpxplcwdtcP/edit?usp=sharing&ouid=110170499515410774851&rtpof=true&sd=true>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution Research facilities are frequently updated and there is well defined policy for promotion of research which is uploaded on the institutional website and implemented

The University has a Research Director, who controls all research related activities. He takes care of overall research environment of the university. The office of the Research Director looks after the following, to ensure that the research facilities are updated, as per requirements:

1. Incentives are given to faculty members perusing Ph.D. in the institute, which can be used as seed money or for procuring facilities.
2. 'Professional Development Allowance Fund', with an initial contribution from the funds of the university is made available.
3. Regular audit of the research facilities is conducted. This ensures the adequacy and proper utilization of the research facilities.

The following boards/cell of the University also help in ensuring updating and proper utilization of the research facilities:

1. The Board of Research, Innovation and Consultancy (BRIC) has been entrusted with the responsibility of innovation and consultancy in the university. It also sees to the updating of required facilities for innovation and consultancy, which includes research.

2. The Intellectual Property Right Cell of the University establishes policies and procedures related to patents and its expenses.

3. Research Integrity and Ethics Review Board ensures ethical, legal

and professional standards, in using the research facilities and carrying out research.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 3.1.2 - The institution provides seed money to its teachers for research (amount INR in Lakhs)

0.3

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.1.3 - Number of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the year

6

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.1.4 - Number of JRFs, SRFs, Post-Doctoral Fellows, Research Associates and other research fellows enrolled in the institution during the year

11

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**3.1.5 - Institution has the following facilities to support research**  
**Central Instrumentation**  
**Centre Animal House/Green House Museum**  
**Media laboratory/Studios Business Lab**  
**Research/Statistical Databases Moot court**  
**Theatre Art Gallery**

A. Any 4 or more of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 3.1.6 - Number of departments with UGC-SAP, CAS, DST-FIST, DBT, ICSSR and other recognitions by national and international agencies during the year

4

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.2 - Resource Mobilization for Research

#### 3.2.1 - Extramural funding for Research (Grants sponsored by the non-government sources such as industry, corporate houses, international bodies for research projects) endowments, Chairs in the University during the year (INR in Lakhs)

0

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 3.2.2 - Grants for research projects sponsored by the government agencies during the year (INR in Lakhs)

43.51

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 3.2.3 - Number of research projects per teacher funded by government and non-government agencies during the year

7

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an eco-system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

The university contributes to innovation ecosystem through breakthrough solutions for solving critical problems, improving lives and creating jobs. The departments facilitate promotion of entrepreneurial ideas and many have set up their own incubation centres for the same; currently there are five start ups incubated in the campus offering services and consultancy in current developments in Information Technology and Nanotechnology. The Organic Research Laboratory is involved in the development of synthetic strategies for novel anti-malarial drugs. The bio-efficacy of the novel molecular architectures are evaluated at the CDRI under a DBT-Twinning Project. The laboratory is also involved in studying the biological properties and chemical compositions of the medicinal plants, Rhododendron arboretum, Dicentra scandens and Houttuynia cordata under a project funded by ICAR. Agarwood, another medicinal and aromatic plant of Northeast India is being studied under externally funded projects in the Department of Biosciences. Under the BIRAC funded innovation projects viz. BIG and SBIRI, a research group developed a technology for enhanced agarwood oil production. For commercialisation, a start-up company named Ouija Biosolutions Pvt. Ltd. was formed by the promoters.

File Description	Documents
Upload relevant supporting document	No File Uploaded

**3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year**

43

**3.3.2.1 - Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year wise during the year**

43

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.3.3 - Number of awards / recognitions received for research/innovations by the institution/teachers/research scholars/students during the year

#### 3.3.3.1 - Total number of awards / recognitions received for research/innovations won by institution/teachers/research scholars/students year wise during the year

4

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.4 - Research Publications and Awards

#### 3.4.1 - The institution ensures implementation of its stated Code of Ethics for research

##### 3.4.1.1 - The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following

1. Inclusion of research ethics in the research methodology course work
2. Presence of institutional Ethics committees (Animal, chemical, bio-ethics etc)
3. Plagiarism check
4. Research Advisory Committee

A. All of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

##### 3.4.2 - The institution provides incentives to teachers who receive state, national and international recognitions/awards Commendation and monetary incentive at a University function Commendation and medal at a University function Certificate of honor Announcement in the Newsletter / website

D. Any 1 of the above

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.4.3 - Number of Patents published/awarded during the year

#### 3.4.3.1 - Total number of Patents published/awarded year wise during the year

3

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

### 3.4.4 - Number of Ph.D's awarded per teacher during the year

#### 3.4.4.1 - How many Ph.D's are awarded during the year

23

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.4.5 - Number of research papers per teacher in the Journals notified on UGC website during the year

126

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.4.6 - Number of books and chapters in edited volumes published per teacher during the year

#### 3.4.6.1 - Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings during the year

86

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**3.4.7 - E-content is developed by teachers For e-PG-Pathshala For CEC (Under Graduate) For SWAYAM For other MOOCs platform For NPTEL/NMEICT/any other Government Initiatives For Institutional LMS**

A. Any 5 or all of the above

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**3.4.8 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**

Scopus	Web of Science
1396	245

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

**3.4.9 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**

Scopus	Web of Science
33	6

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

**3.5 - Consultancy**



3.5.1 - Institution has a policy on consultancy including revenue sharing between the institution and the individual and encourages its faculty to undertake consultancy

**CONSULTANCY** Consultancy to external clients is based primarily on skills and expertise of a staff member. This can be through specialist opinion, advice on technical issues or solution to problems. It also includes activities such as business partnership or ownership, external appointments, and teaching commitments undertaken outside the University. However, consultancy does not include/involve the generation of new knowledge or original investigation or research. A maximum of 30 days per annum (during university working days) may be devoted to University supported consultancy. Any leave taken for travel outside the university during these days for work related to consultancy shall be treated as "duty leave". Consultancy Fee Sharing After deduction of all direct costs (listed above), service taxes, etc., the standard sharing of consultancy fee income will be Individual staff member (consultant): 60% and University: 40%. All payments related to the consultancy project shall be received in the name of "Assam Don Bosco University" and all payments shall be made via the University payroll. The consultant shall be liable to pay taxes on income derived and it shall be deducted at source by the University.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**3.5.2 - Revenue generated from consultancy and corporate training during the year (INR in Lakhs)**

**3.5.2.1 - Total amount generated from consultancy and corporate training during the year (INR in lakhs)**

51.27

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**3.6 - Extension Activities**

3.6.1 - Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year

Since inception, the university has been reaching out to the needs



of the community. The Center for Development Studies and Initiatives is the apex coordinating body for that. The university, contributing to SDG 3, provided life skills sessions in Child Care Institutions (CCIs). 816 youths attending the North East NSS Festival, and National Integration Camp 2019 organized in collaboration with NSS, enhanced their psychosocial competence through such sessions. 164 students were inducted on maintaining hygiene practices through Wash Programme, and 33 children living in CCI received free eye screening. Also, home visits, psycho education, awareness programmes on health issues were organized. For SDG 4 and 10, children were provided free tuitions and personality development session through Prajjwal and Swastyayan, since 2013. "The World of Science", a science awareness programme for school students is organised yearly. 23 Anganwadi Centers were renovated in collaboration with the University College Dublin Vounteers Overseas promoting Early Childhood Education. A Computer Center (15 PCs) was established for community children and members to have E-education, and unemployed youths enhanced their skills through Skill Development Programmes, Swabalamban, since 2013.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### **3.6.2 - Number of awards received by the Institution, its teachers and students from Government /Government recognised bodies in recognition of the extension activities carried out during the year**

#### **3.6.2.1 - Total number of awards and recognition received for extension activities from Government / Government recognised bodies during the year**

2

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### **3.6.3 - Number of extension and outreach programs conducted by the institution including those through NSS/NCC/Red cross/YRC during the year(including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

6

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.6.4 - Total number of students participating in extension activities listed at 3.6.3 above during the year

309

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 3.7 - Collaboration

#### 3.7.1 - Number of collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students during the year

##### 3.7.1.1 - Total number of Collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students during the year

41

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 3.7.2 - Number of functional MoUs with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the year

41

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc.

Assam Don Bosco University (ADBU) is considered as one of the most outstanding academic institutions of Assam and North East India with stellar infrastructural facilities. Since inception, ADBU has kept pace with growing demands of the teaching-learning resources in the campus. Keeping in mind the academic needs, the institution has made adequate efforts to create and upgrade the facilities from time to time. It has generated the required infrastructural facilities to support the smooth running of teaching - learning activities in its premises. The academic session is framed in such a way so that the classrooms and laboratories are well occupied from morning till evening, ensuring the optimum utilization of the resources. Regular campus activities ensure that our auditoriums, atrium, conference hall and activity areas are utilized around the year. ADBU initiated one campus and now ADBU have three campuses namely Tapesia/Main Campus, Azara Campus and Kharguli Campus. In Azara and Kharguli campuses there is one block each. In Tapesia Campus we have 5 blocks. At present, all constituent units have adequate spaces, classrooms, laboratories and computers as per requirements. The University has so far invested substantially towards improving the classrooms, laboratories, teaching and learning resources.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

4.1.2 - The institution has adequate facilities for cultural activities, yoga, games (indoor, outdoor) and sports. (gymnasium, yoga centre, auditorium, etc.)

### Sport/cultural facility campus-wise Azara Campus:

- Auditorium (1)
- Atrium (1)
- Conference hall (1)
- Basketball courts (2)
- Badminton courts (5)
- Boys and Girls common rooms with indoor games facility like Table tennis, carom, etc.
- Football ground based on requirement
- Gymnasium (2)

**Tapesia Campus:**

- Basketball court (3)
- Badminton court (6)
- Football ground (1)
- Table tennis, carom, etc for indoor games
- Auditorium with 3000+ capacity (2 + 2 = 4)
- Conference hall (1 + 2 = 3)
- Atrium (1)
- Gymnasium
- Amphitheatre (4)

**Kharghuli Campus:**

- Amphitheatre with capacity of more than 500 spectators (1)
- Auditorium (2)
- Basketball court (1)
- Table tennis, carom, etc. for indoor games
- Gymnasium with an indoor hall for tennis and carom, etc.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**4.1.3 - Availability of general campus facilities and overall ambience**

The ADBU campuses are located at Tapesia, Azara and Kharghuli.

1. **Tapesia Campus:** The Tapesia Campus (main campus), nestled in the serene Tapesia Gardens, off National Highway 37, is spread over 300 acres of undulating hills. A state-of-the-art campus with a capacity to house 5000 students and staff, an uplifting confluence of natural beauty and architectural excellence.

**Facilities:**

- Library
- Book store
- Laboratories
- Wifi campus
- Cafeteria
- Sports & Recreation
- Transport
- Health Services
- Hostels

2. **Azara Campus:** The Azara Campus, off the Airport Road, set in an

environment of beautifully laid out gardens and lush green lawns houses the School of Technology. 3.Kharguli Campus: The Kharguli Campus, situated in the Ramsai Hills, on the majestic Brahmaputra, is an architectural marvel and houses the School of Commerce and Management as well as conducts non formal vocational courses.

**Common Campus Facilities:**

- Administrative Office
- Common rooms for Men and Women
- Infirmary
- Placement Cell
- Reading Room
- Central Library
- Photocopier
- Music room
- Yoga room
- Gymnasium
- Guest House
- 24x7 Security Services
- Food Court
- Cafeteria
- Transportation
- Solar Plant
- Auditorium, Conference Hall, Seminar Halls
- Sports - Stadium, Grounds and, etc.
- Emergency Services
- Hostels
- Ramp, stairs and lifts
- ATM Services
- Purified drinking water
- Power System, Generators, and UPS
- Green Campus

File Description	Documents
Upload relevant supporting document	No File Uploaded

**4.1.4 - Total expenditure excluding salary for infrastructure augmentation during the year (INR in Lakhs)**

941.57

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

## 4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS) and has digitisation facility

Assam Don Bosco University (ADBU) has three campus libraries. All these libraries are fully automated with Koha ILMS and DSpace is using for institutional repository. Radio Frequency Identification (RFID) technology has been installed in ADBU Azara and Tapesia Campus libraries. Since the libraries are fully automated, the holdings of the library can be searched using OPAC portal accessible <http://14.139.209.89/>. ADBU has developed an Android application to search books available in the ADBU libraries. ADBU is a member of the DELNET and NDL. The library has internet facility through which the eresources can be accessed.

Separate digital library sections are there in all three campus libraries. In Azara 17 numbers, Tapesia 37 numbers and in Kharguli 4 numbers of computer available in the library. ADBU have a subscription of 80+ printed journals, 5 newspapers and 30+ magazines. Libraries also kept project reports. There are 1500+ project reports which are being used extensively by the students. Libraries maintain software through which the softcopy of the reports could be uploaded, searched and downloaded. There are nine E-teaching tools available in the library. All the three libraries have a large number (Azara-130, Tapesia-150, Kharguli- 81) of seating capacity for the users.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**4.2.2 - Institution has subscription for e-Library resources Library has regular subscription for the following: e – journals e-books e-ShodhSindhu Shodhganga Databases**

A. Any 4 or all of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**4.2.3 - Annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the year (INR in Lakhs)****2.69**

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**4.2.4 - Number of usage of library by teachers and students per day (foot falls and login data for online access)****80**

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Number of classrooms and seminar halls with ICT - enabled facilities such as LCD, smart board, Wi-Fi/LAN, audio video recording facilities during the year****120**

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**4.3.2 - Institution has an IT policy, makes appropriate budgetary provision and updates its IT facilities including Wi-Fi facility**

ADBUN has a well-established and elaborate IT Policy. The IT Infrastructure of ADBUN is par excellence when compared to other institution in the region. ADBUN provided mentioned IT facilities and regularly updates the same to match the latest requirements.

- Well defined IT Policy
- State of the art, well-furnished computer labs, with 709 computers exclusively for students
- Computing centres with internet enabled computers
- Language labs with student consoles and language lab software and digitized audio and video material to develop interactive



language skills.

- Internet at a maximum speed of 1 Gbps access for internet browsing requirements.
- All the campuses are wi-fi enabled.
- The university is connected to NKN network, which provides access to a large number of libraries, online lectures, archived lectures of various IITs, virtual classrooms and many more facilities available under NKN.
- ADBU ERP Campus Connect ensures that all processes within the university are computerized and information is readily accessible to authorized users (administrators, faculty and students).
- At our Tapesia campus, students and staff members are provided with subsidized rate for mobile connection. Also the service provider provides free calling facility within the close group.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

#### 4.3.3 - Student - Computer ratio during the year

Number of students	Number of Computers available to students for academic purposes
3105	709

#### 4.3.4 - Available bandwidth of internet connection in the Institution (Leased line)

- ?1 GBPS

File Description	Documents
Upload relevant supporting document	No File Uploaded

#### 4.3.5 - Institution has the following Facilities for e-content development Media centre Audio visual centre Lecture Capturing System(LCS) Mixing equipment's and softwares for editing

A. All of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Upload the data template	No File Uploaded



#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Total expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the year

273.7

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- ADBU has an Administrative Officers (AO) in each campus for overseeing the maintenance of buildings, classrooms and laboratories.
- A very good system of reporting of problems has been put in place, and they are attended to promptly.
- As a policy, faculty members, staff, lab assistants, drivers and other service personnel care for the equipment under their supervision.
- External equipment manufacturers are referred to when efforts within the university fail.
- Every department maintenance stock register and maintenance registers.
- All the campuses are monitored using CCTV. And there are sufficient numbers of CCTV as prescribed salutatory bodies.
- For maintenance of equipment, computer, elevators, etc., the university has AMC with relevant agency.
- Laboratory: Record of maintenance account is maintained by lab technicians, Lab In charge and supervised by HODs of the concerned departments. The calibration, repairing and maintenance of sophisticated lab equipment's are done by the laboratory technician and technicians from related owner enterprises.
- Library. The requirement and list of books is taken from the concerned departments and HOD's are involved in the process. The finalized list of required books is duly approved and signed by the Director.

File Description	Documents
Upload relevant supporting document	No File Uploaded

<b>STUDENT SUPPORT AND PROGRESSION</b>	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Total number of students benefited by scholarships and free ships provided by the institution, Government and non-government agencies (NGOs) during the year (other than the students receiving scholarships under the government schemes for reserved categories)</b>	
866	
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>
<b>5.1.2 - Total number of students benefited by career counselling and guidance for competitive examinations offered by the Institution during the year</b>	
1436	
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded
<b>5.1.3 - Following Capacity development and skills enhancement initiatives are taken by the institution Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) Awareness of trends in technology</b>	<b>A. All of the above</b>
File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>
<b>5.1.4 - The Institution adopts the following for redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organisation wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of</b>	<b>• All of the above</b>

**online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## 5.2 - Student Progression

**5.2.1 - Number of students qualifying in state/ national/ international level examinations during the year (eg:NET/SLET/GATE/GMAT/CAT/ GRE/TOEFL/Civil Services/State government examinations)**

**5.2.1.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

**14**

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

**5.2.2 - Total number of placement of outgoing students during the year**

**50**

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<b>No File Uploaded</b>

**5.2.3 - Number of recently graduated students who have progressed to higher education (previous graduating batch) during the year**

**99**

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

### 5.3.1 - Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter -university/state/national/international events (award for a team event should be counted as one) during the year

19

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 5.3.2 - Presence of Student Council and its activities for institutional development and student welfare

#### ACTIVE STUDENT COUNCIL & REPRESENTATION OF STUDENTS

Assam Don Bosco University (ADBU) has its student council in each of the campuses as an integral part of a greater body called Campus Association. It has evolved over the period of last 10 years of our journey from its original version from Don Bosco College of Engineering and Technology's College Association, being the first constituent unit of ADBU in its campus. The notion of college Association for Campus Association is unique in the sense that it is a composite body having representatives from all the stakeholders in the campus, management, administration, faculty and staff as well as students. The student body is formed by the student representatives, one male and one female from each class duly elected by the students in the class. All the representatives assemble at a particular venue on a day and elect three Central leaders. The entire process is conducted around a free and fair environment, ensuring that all the democratic values are upheld. One student coordinator and two assistant student coordinators (one male and one female), the ratio of male and female representative is maintained, so that there is a proportional representation.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution during the year

6

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services during the year

The Alumni Association/ Chapters The Assam Don Bosco University Alumni Association (AAA) came into being in April, 2014 and since then has been actively involved in the various activities related to the Alumni of the University. Our alumni association is not registered with the Registrar of Societies. However, the alumni unit is active and functional, with several chapters across the world. The General activities of the ADBU Alumni Association include the following: 1.Creation, updating and maintenance of ADBU Alumni Database 2.Uploading ADBU alumni database 3.Updating the alumni of ADBU with the developmental activities of the University. 4.Assist the University for arranging talks from the alumni and other corporate sectors. 5.Promoting student, alumni and faculty interaction. 6.Involving the alumni in social activities.

Details of the activities of the ADBU Alumni Association (AAA) is available online at-[https://alumni.dbuniversity.ac.in/about\\_AAA.php](https://alumni.dbuniversity.ac.in/about_AAA.php)

File Description	Documents
Upload relevant supporting document	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload relevant supporting document	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The institution has a clearly stated vision and mission which are reflected in its academic and administrative governance

Vision: "Moulding intellectually competent, morally upright,

socially committed and spiritually inspired persons at the service of India and the world of today and tomorrow, by imparting holistic and personalized education." Mission:

- Inculcate human values in delivery of education through innovative and interdisciplinary learning
- Address issues pertinent to the socio- economic development of North East India
- Make professional and higher education accessible to weaker sections of society
- Strive for excellence and specialise in research with social relevance
- Sustain an environment friendly campus

The University is established under the Assam Don Bosco University Act 2009 under section 6 of the Assam Private University Act, 2007 (Assam Act No. VII of 2007) with the Honorable Governor of Assam as the Visitor of the University. The key University functionaries comprise of the Chancellor, Vice Chancellor, Pro Vice Chancellor, Registrar and Chief Finance Officer. The University leadership through the authorities of the Governing Body, Board of Management, Academic Council and IQAC in addition to several committees has developed a collective leadership in the stewardship of University strategy and management.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

6.1.2 - The effective leadership is reflected in various institutional practices such as decentralization and participative management

The University has a decentralized and participative management structure which enables organizational members to take decisions on strategic administrative matters integral to the vision and mission of Assam Don Bosco University. The Schools and the Centers are central to academic administration under the leadership of Directors with Heads of Departments governing aspects of allocation of courses for an academic semester, exam coordination and departmental research activities. The Departments have the autonomy to review the curriculum, make suggestions for pedagogy and assessment structure under a framework provided by the Academic Council. There are concerted initiatives by the University leadership to ensure involvement of faculty and staff members with decisions impacting the University by participation in deliberations, focus group meetings and panel discussions. The monthly faculty meetings at



individual Schools enable an open discussion on initiatives taken at the University and School level and encourage solicitation of alternate views for improvement. Starting with the office of the Vice Chancellor, senior leadership comprising of Pro Vice Chancellor, Registrar, Controller of Examination, Directors and Heads of Departments make every conscious effort to engage all members of the fraternity at the University.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic plan is effectively deployed

The strategic plan of the University has driven a results based approach to bring about change and social transformation impacting communities and environment in partnership with multiple stake holders of community, government, industry and non-government organizations. Towards its purpose of advancing a productive learning and research environment, an agenda of "Environmental Stewardship" is the University's road map for building and operating a vibrant campus community. The University's commitment in its adoption and consumption of clean energy, management of water sources, conservation of flora and fauna, organic waste management and productive use of land has been recognized by the Centre of Science and Environment (CSE) in its Green Campus Compendium (2020). The campus has a natural forest cover and is the refuge of varied endemic species of wildlife. The hilly terrain of the area makes accessibility a challenge and therefore the architectural planning of the campus required the spaces and structures to be set up in a way which blended in with the natural landscape while also being accessible and eco-friendly.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

### 6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The major bodies entrusted with the governance of the University are:

The Governing Body: mandates improvements and initiatives in all

areas integral for University development such as academics, research, administrative, financial stewardship and governance aligned with the vision and mission of the University. The Academic Council: is the principal academic authority of the University and regulates the standard of teaching, research and evaluation in the University. The Board of Management: reviews and deliberates short and long term reforms in academics, research and management ensuring that appropriate measures are in place for a sustainable development trajectory of the University.

These three bodies constituted in compliance with Assam Private Universities Act, 2007 are the major decision-making bodies in the University with participation in the process of decision making at every level of

- Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Registrar
- Controller Examination
- Directors - Research, Schools, Human Resources
- Administrative Officers
- Heads of Departments
- Faculty
- Non-Teaching Staff

The academic units of the University are its five schools and 23 departments. The schools include:

- School of Technology
- School of Commerce and Management
- School of Humanities and Social Sciences
- School of Life Sciences
- School of Fundamental and Applied Sciences

File Description	Documents
Upload relevant supporting document	No File Uploaded

### 6.2.3 - Institution Implements e-governance in its areas of operations

#### 6.2.3.1 - e-governance is implemented covering following areas of operation

1. Administration
2. Finance and Accounts

A. All of the above



### 3.Student Admission and Support

#### 4.Examination

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has a performance appraisal system, promotional avenues and effective welfare measures for teaching and non-teaching staff

The University's Performance Management system ensures the effective engagement and development of faculty and staff competencies in the University's strategic planning and execution. It links the performance appraisal process to the University's strategy by Departments defining plans of action for an academic year based on their respective Departmental vision and mission. The plan of action entails assignment and target setting process which clarifies what individual faculty members are expected to deliver within the period of an academic year. They are linked to relevant requirements for development of students, research, department and Institution building. At the end of the academic year, this plan is reviewed collectively by the Department members based on the priority weightage assigned to the various aspects of the action plan. Department meetings held at regular intervals enable Heads of Departments to offer constructive feedback to faculty members, faculty members to seek clarification and make suggestions for realignment of priorities as required for development of students, Department and Institution Building.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

6.3.2 - Total number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**6.3.3 - Number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the year**

10

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	<a href="#">View File</a>

**6.3.4 - Total number of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes Refresher Course, Short Term Course)**

164

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

**6.4 - Financial Management and Resource Mobilization****6.4.1 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources**

The financial strategy of the University was developed to ensure a sound financial foundation on which it can pursue strategic objectives and implement key policy decisions. The strategy targets financial sustainability with a four-pronged approach: aggressive fundraising campaign, optimal utilization of resources, prudent approach to asset investment, and continuous enhancement of infrastructure. The concept paper of the University laid out the principles towards the management of its finances: a) Meet capital expenses and infrastructure development through fund-raising; b) Meet salary expenditures and maintenance of utilities and services from student fees, and c) Generate alternative resources out of the University land, assets and infrastructure

Status Report on the University Project published in 2012: 1. Develop the infrastructure through the support of Foundations, Individual and Organisations all infrastructure development with funding from Porticus Foundation, Auxilium Foundation, Bachmann Foundation, Italian Bishops' Conference, Jugend Eine Welt, Don Bosco Procures at Bonn, Turin, Madrid, Rome, Hong Kong, Beromunster. 2. Manage the maintenance and operational costs through fees, development of

facilities, use of land Audit Reports show that this target has been largely met. 3.The University should be financially sound from inception - an ongoing process.

File Description	Documents
Upload relevant supporting document	No File Uploaded

#### 6.4.2 - Funds / Grants received from government bodies during the year for development and maintenance of infrastructure (not covered under Criteria III and V) (INR in Lakhs)

0

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 6.4.3 - Funds / Grants received from non-government bodies, individuals,philanthropists during the year for development and maintenance of infrastructure (not covered under Criteria III and V)(INR in Lakhs)

0

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

#### 6.4.4 - Institution conducts internal and external financial audits regularly

Assam Don Bosco University being an entity sponsored and promoted by Don Bosco Society Azara has a dedicated Internal Audit Team of the Society. This Team functions on a honorary basis and has been instrumental in setting up the financial controls and systems to ensure methodical and organized approach to evaluate and improve the financial management, devise strategies for protection from fraud and misappropriation, compliance with laws and regulations and financial control processes. The Team also puts sufficient systems and procedures in place to ensure adherence to institutional policies, physical verification of assets, consumables, stores, inventory, and other assets, proper books of accounts, vouchers along with supporting documents are maintained, confirmation of balances from debtors, creditors and others are obtained periodically at the year end and proper systems and procedures are

in place for internal control at the various department levels.

File Description	Documents
Upload relevant supporting document	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes by constantly reviewing the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals

1. "Outcome based Teaching-Learning Approach with Design Thinking"  
An important step undertaken by the IQAC towards achieving quality has been the determination of unique learning outcomes and measuring student performance against them accurately to understand the extent to which they have been achieved. The taxonomy for learning, teaching and assessing is implemented and refined by every Faculty for mapping outcome based educative processes to build in students the skills that they will require to perform Industry 4.0 jobs - creativity, critical thinking, problem solving, an ability to collaborate and work in teams, among others. This has led to support improvement in classroom teaching such as optimizing assessment of students' learning to inform future planning and teaching. 2. Audit of Processes for consistency with the vision and mission of the University and continuous improvement IQAC regularly reviews and recommends reforms in critical processes of the University to evaluate current practice and suggest corrective measures to improve quality for appropriate application of systems and processes in implementation of good governance. The IQAC has constituted internal audit committees including external subject matter experts for independent review in evaluation of the process or system under audit.

File Description	Documents
Upload relevant supporting document	No File Uploaded

**6.5.2 - Institution has adopted the following for Quality assurance Academic Administrative Audit (AAA) and follow up action taken Confernces, Seminars, Workshops on quality conducted Collaborative quality initiatives with other institution(s) Orientation programme on quality issues for teachers and studens Participation in NIRF Any other**

**A. Any 5 or all of the above**

**quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Upload the data template	<a href="#">View File</a>
Upload relevant supporting document	No File Uploaded

6.5.3 - Incremental improvements made for the preceding during the year with regard to quality (in case of first cycle) Post accreditation quality initiatives(second and subsequent cycles)

**Ensure teaching-learning is relevant to real world challenges:** In the current context, the need for students to empathize with others, value diverse perspectives and cultures, understand how events around the world are interconnected and develop an acumen for problem solving are critical life skills. Towards this, the University has launched: 1.International Virtual Academic Collaboration: This project focuses on virtual academic collaborations between Frankfurt University of Applied Sciences and Assam Don Bosco University - incorporating the concept of blended mobility and extend the scope of digital academic access to teaching and learning. 2.Service Learning: Service learning is referred to as a platform for students to understand, integrate and apply their knowledge from their subject areas to work with the real needs of the community and environment with the purpose of improving it. While the rationale of service learning flows from the University's vision of moulding socially committed individuals in the service of society, this platform is aligned as much, with the shared vision and ownership of the communities facilitated through a participatory process.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1. Assigning Leadership Role to women students on par with men in the Student Body of the university - the Campus Association. It is newly constituted at the beginning of a new academic year with Class Representatives (CRs) - one male and one female, elected by students

of each class.

2. Special Bodies meant for Gender Sensitization - Committee for Gender Amity (CGA): This committee is mandated to bring about gender sensitization in the campuses of ADBU under the leadership of female faculty members take up complaints of sexual harassment, investigate the same for fact finding and finally recommend actions to be taken by disciplinary Committee. 3. Sensitivity to needs of female members: Dedicated Restroom with bed, toilet and nurse in attendance, tele-enabled with doctors in the town, a creche for child care, a vending machine for procuring sanitary pads and an incinerator for their disposal.

4. Awareness programmes on health issues for young women conducted periodically

5. Women play lead roles on special occasions: For example: Inauguration of academic year, Convocation, conferences, seminars etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Annual gender sensitization action plan(s)	<a href="https://dbuniversity.ac.in/Annual_Reports.php">https://dbuniversity.ac.in/Annual_Reports.php</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common rooms d. Daycare Centre e. Any other relevant information	<a href="https://www.dbuniversity.ac.in/pdfs/Gender-Amity-Committee-Policy-2020.pdf">https://www.dbuniversity.ac.in/pdfs/Gender-Amity-Committee-Policy-2020.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment**

A. Any 4 or All of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>



7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

#### Solid waste management

- Bins are provided throughout the campus to segregate solid waste with signage - Plastic Only and Non-plastic
- Plastic waste is collected and sold to an agency that recycles plastic.
- Non-plastic is segregated into Organic Bio-degradable and others.

#### Liquid waste management

- Waste water from wash-basins is channelled into drains and then into small streams. Flowing
- down the drains and streams, water is naturally oxygenated and purified.
- The waste from the canteens and other areas are channelled into a reservoir for biological

Hazardous chemicals and radioactive waste management Chemicals flowing out through the drains of the laboratories are made to pass through a waste Management system that consists of three Chambers containing Gravel, Sand and Charcoal in sequence.

Biomedical waste management Only a very small amount of bio-medical waste is generated in the campus at the university primary healthcentre. This is converted into ash in a magnetic high-temperature smokeless incinerator.

E-waste management For disposal of e-waste, our university is collaborating with Karo Sambhav, an e-waste Producer Responsibility Organisation (PRO) and United Global Trust, a Service Provider registered with Pollution Control Board, engaged in providing eWaste management.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks**

A. Any 4 or all of the above



<b>and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	
File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of bicycles/ Battery-powered vehicles</li> <li>3. Pedestrian-friendly pathways</li> <li>4. Ban on use of plastic</li> <li>5. Landscaping</li> </ol>	<b>A. Any 4 or All of the above</b>
File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b> <ol style="list-style-type: none"> <li>1. Green audit</li> <li>2. Energy audit</li> <li>3. Environment audit</li> <li>4. Clean and green campus recognitions/awards</li> <li>5. Beyond the campus environmental promotional activities</li> </ol>	<b>A. Any 4 or all of the above</b>
File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
<b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment Ramps/lifts for easy access to classrooms and centres. Disabled-</b>	<b>A. Any 4 or all of the above</b>

**friendly washrooms Signage including tactile path lights, display boards and signposts**  
**Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc.**  
**Provision for enquiry and information:**  
**Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words)

1. **Social Protection Policy** This addresses all concerns within the university arising out of the background of the members of the university like ethnicity, caste, class, culture, language, minority status and disability in any form.

2. **Equity and Meaningful Inclusion Policy** This Policy is an expression of the educational philosophy of Don Bosco and the commitment of the University to foster safe and inclusive learning environment and safeguard children and vulnerable young adults from harm. The University recognizes the mandate of the Constitution of India - "The State shall not discriminate against any citizen on the grounds only of religion, race, caste, sex, place of birth or any of them".

3. **Anti Sexual Harassment Policy** This policy focusses on the prevention, prohibition and punishment of harassment and promotes equal opportunity of development and growth for women in our university. The policy gives greater emphasis on putting systems in place to prevent harassment in the first place. Rather than only responding to harassment, the intent is to ensure that it does not take place.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Some of the measures adopted to sensitize students and faculty to our constitutional obligations and moulding them into responsible citizens are listed below.

1. **Mandatory 2-credit course on the Constitution of India**  
Recognizing that study of our Constitution is a pre-requisite for gaining knowledge about the values, rights, duties and responsibilities enshrined in our Constitution, we introduced a mandatory 2-credit course on the Constitution of India for all the students of the university.
2. **Mandatory 2-credit course on Service Learning & Community Engagement**  
In this course, students engage in activities that address human and community needs that promote student learning and development. This course sensitizes our students on their rights and responsibilities as citizens.
3. The students were introduced to Indian parliamentary procedures by holding a Youth Parliament on 24 October 2019 debating the motion 'The government is placing a bill that by 2022 the reservation policy will be abolished'.
4. Independence Day, Republic Day, Constitution Day are celebrated with due solemnity, including speeches by faculty, management, students.
5. Every important event end with the National Anthem.
6. Patriotic song competition held on several occasions.
7. Naming of roads & lanes in memory of prominent national personages.

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on Code of Conduct are organized**

All of the above

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Following are some of the events that are celebrated in our university: 1.Silpi Diwas on 17 January, the birth anniversary of Rupkonwar Jyoti Prasad Agarwal, a famous assamese artist. 2.Netaji Jayanti on 23rd January, the birthday of legendary leader Netaji Subhas Chandra Bose. 3.Republic Day, 26 January 4.International Women's Day on 8 March 5.International Yoga Day on 21 June 6.Independence Day, 15 August 7.Teachers' Day on 5 September, the birth anniversary of Dr Sarvepalli Radhakrishnan 8.Gandhi Jayanti on 2 October being the birth anniversary of the father of the nation. 9.Vigilance Awareness Week- 24 - 31 October 10.National Unity Day on 31 October being the birth anniversary of Sardar Vallabhbhai Patel, the first Home Minister of India. 11.National Education day on 11 Nov to commemorate birth anniversary of Maulana Abul Kalam Azad 12.Constitution Day on 26 November as the Constitution of India was adopted on this date in the year 1949.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe one best practice successfully implemented by the Institution as per NAAC format provided in the Manual

### Blended Teaching-Learning and Evaluation System

1.Spoken Tutorial: Our university has been collaborating with IIT Bombay in the Spoken Tutorial project from 2015.

2.NPTEL: Video lectures for around 56000+ hours videos of NPTELCourses are made available in our intranet for our faculty, staff and students.

3.COVID-19 challenged us to adopt new ways of teaching and learning. Relying on our earlier experience of working in online mode, we ventured into a fully online mode of teaching.

4.End semester examinations were conducted online using the platform

eVeritas

5. Use of MOODLE as an LMS: Apart from using Google Classroom, Google Meet, Zoom, WhatsApp, we have adopted MOODLE as an LMS and trained our faculty to use it effectively.

Evidence of success:

1. Spoken Tutorial Certification results are utilised for assigning Internal Assessment marks for laboratory courses.

2. Students are taught by expert faculty from IITs and IISc. Students and Faculty members undergo NPTEL certification giving value addition to their degrees.

3. Online assignments and quizzes are used for internal evaluation, which became a good alternative evaluation method during COVID19 Lockdown.

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

#### "Engaged University"

The Concept: Social commitment, leading to Community Engagement, is integral to the vision of Don Bosco University. To be "engaged" in Don Bosco University means fulfilling its inspirational and developmental role in the communities around it, nurturing synergy in reciprocal learning and action, based on student led initiatives in continuous dialogue among concerned stakeholders, towards alleviation and resolution of issues afflicting communities and environment.

The objectives:

- To sensitise the University fraternity to burning social issues at local and global levels
- To nurture a deeply-felt solidarity with the under-privileged as the hallmark of a Don Bosco University Graduate
- To spark a personal commitment to community engagement

Outcomes and Impact:

1. Winner of "Engaged University of the Year 2020 Asia Pacific (Entrepreneurship and Engagement Excellence) Award" from the

Accreditation Council for Entrepreneurial & Engaged Universities (ACEEU), Netherlands. 2. The university was awarded the 7th eNabling North East Award 2019-2020 in the category Health, Sanitation & Wellbeing for its low cost solar powered drinking water initiative for 12 neighbouring villages. 3. 5th FICCI Higher Education Excellence Awards 2018 for Excellence in Institutional Social Responsibility (Special Mention). 7th FICCI Higher Education Excellence Awards 2021 for Excellence in Institutional Social Responsibility (Winner)

#### 7.3.2 - Plan of action for the next academic year

1. The IQAC is to ensure the uniform implementation of OBE practices in the university.
2. The IQAC is to work with different Departments and Schools of the University to study the various MOUs of the University and initiate collaborative activities.
3. Steps to be taken immediately to make the regular reporting of events to the Registrar's office more detailed.
4. Steps to be taken to strengthen research activities in the departments through collaborative work, take up more ASTEC projects, look for such opportunities and move to multi-disciplinary research.
5. IQAC to oversee the implementation of value-added courses - by making them blended, with some direct classes and rest through online mode of teaching.