



**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002**

Observations of the UGC Expert Committee on the information submitted by the State Private Universities for ascertaining their norms and standards

A. Legal Status

1.1	Name and Address of the University	ASSAM DONBOSCO UNIVERSITY Airport Road, Azara, Guwahati – 781017, ASSAM
1.2	Headquarters of the University	ASSAM DON BOSCO UNIVERSITY Airport Road, Azara, Guwahati – 781017 (Temporary)
1.3	Information about University	
	a. Website	www.dbuniversity.ac.in
	b. E-mail	contact@dbuniversity.ac.in
	c. Phone Nos.	+91 361 2139291, 2139292 +91 9435545754
	d. Fax Nos.	+91 361 2841949
	Information about Authorities of the University	Fr. Thomas Vattathara SDB Phone : +91 361 2510411 Mobile : +91 9435109197 Fax : +91 361 2841949 e-mail : ingprovincial@gmail.com
	a. Ph. (including mobile), Fax Nos. and e-mail of Chancellor	
b. Ph. (including mobile), Fax Nos. and e-mail of Vice-Chancellor	Dr. (Fr.) Stephen Mavely SDB Phone : +91 361 2139291, 2139292 Mobile : +91 9435544994 Fax : +91 361 2841949 e-mail : mavely@dbuniversity.ac.in	
c. Ph. (including mobile), Fax Nos. and e-mail of Registrar	Dr. Basil S Koikara Phone : +91 361 2139291, 2139292 Mobile : +91 9957032198 Fax : +91 361 2841949 e-mail : bkoikara@dbuniversity.ac.in	
d. Ph. (including mobile), Fax Nos. and e-mail of Finance Officer	Mr. Vijaye Bawri Phone : +91 9863061000 Mobile: +91 9436116451 e-mail: vijaye@dbuniversity.ac.in	
1.4	Date of Establishment	3 December 2008
1.5	Name of Society/Trust promoting the University (information may be provided in the following format) (Copy of the registered MoA/Trust Deed to be enclosed)	Don Bosco Society Azara Registered Address: Sacred Heart College Mawlai, Shillong Meghalaya – 793008 Address for Communication: Don Bosco College Airport Road – Azara Guwahati – 781017 Copy of the Registered MoA enclosed: Annexure I

1.6	Composition of the Society/Trust (Details to be provided in Appendix-I)	Please see Appendix I for details				
1.7	Whether the members of the Society/Trust are members in other Societies/Trusts or in the Board of Governors in Companies? If yes, please provide details in the following format: (Details to be provided in Appendix-II)	All the members of Don Bosco Society, Azara are members of the society, "Salesians of Don Bosco, North East India". Details are provided in Appendix II				
1.8	Whether the promoting Society/Trust is involved in promoting/ running any other University/Educational Institution? If yes, please give details in the following format: (Details to be provided in Appendix-III)	No. <table border="1" data-bbox="746 517 1193 685"> <thead> <tr> <th>Name of the University / Educational Institution</th> <th>Activities</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Name of the University / Educational Institution	Activities		
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1.9	Whether the promoting society/Trust is involved in promoting/running activities other than educational? If yes, please give details in the following format: (Details to be provided in Appendix-IV)	No <table border="1" data-bbox="746 772 1158 875"> <thead> <tr> <th>Name of the Organization</th> <th>Activities</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Name of the Organization	Activities		
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1.10	Act and Notification under which established (copy of the Act & Notification to be enclosed) Enclosed/Not enclosed	ASSAM ORDINANCE NO. IV OF 2008 – The Assam Don Bosco University Ordinance, 2008 ASSAM ACT NO. IX OF 2009 - THE ASSAM DON BOSCO UNIVERSITY ACT, 2009 Gazette Notification No. LGL.149/2008/30 dated the 12 th February, 2009 Copy of Ordinance, Act and Notification Enclosed: Annexure II				
1.11	Whether the University has been established by a separate State Act?	YES Copy of the Act enclosed: Annexure II				

B. Organization Description

2.1	Whether Unitary in nature (as per the UGC Regulation)	Unitary
2.2	Territorial Jurisdiction of the University as per the Act	The State of Assam

2.3	<p>Details of the constituent units of the University, if any, as mentioned in the Act</p>	<p>As per the Statutes of the University approved by the government of Assam, the Board of Management is empowered to create Constituent Units in the designated campuses of the University with the approval of the Governing Body. Currently, the university has the following constituent units:</p> <table border="1" data-bbox="751 387 1439 846"> <thead> <tr> <th>Sl. No</th> <th>Unit</th> <th>Campus</th> <th>Programmes Offered</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Don Bosco College of Engineering and Technology</td> <td>Azara</td> <td>B TECH MCA M TECH</td> </tr> <tr> <td>2.</td> <td>Don Bosco Institute of Management</td> <td>Kharguli</td> <td>MBA</td> </tr> <tr> <td>3.</td> <td>Don Bosco Institute of Social Sciences</td> <td>Azara</td> <td>MSW MSC (Psychological Counselling) MA (Educational Leadership)</td> </tr> </tbody> </table>	Sl. No	Unit	Campus	Programmes Offered	1.	Don Bosco College of Engineering and Technology	Azara	B TECH MCA M TECH	2.	Don Bosco Institute of Management	Kharguli	MBA	3.	Don Bosco Institute of Social Sciences	Azara	MSW MSC (Psychological Counselling) MA (Educational Leadership)
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2.4	<p>Whether any off-campus centre(s) established? If yes, please give details of the approval granted by the State Government and UGC in the following format:-</p> <ol style="list-style-type: none"> Place of the off-campus _____ Letter No. & date of the approval of State Government _____ Letter No. & date of the approval of UGC _____ <p>(Details to be provided in Appendix-V) (Please attach attested copy of the approval)</p>	<p>No Off Campus Centres established.</p>																
2.5	<p>Whether any off-shore campus established? If yes, please give details of the approval granted by the Government of India and host country in the following format:-</p> <ol style="list-style-type: none"> Place of the off-shore campus _____ Letter No. & date of the approval of Host Country _____ Letter No. & date of the approval of Government of India _____ <p>(Details to be provided in Appendix-VI) (Please attach attested copy of the approval)</p>	<p>No Off shore campuses established</p>																
2.6	<p>Does the University offer a distance education programme? If yes, whether the courses run under distance mode are approved by the competent authority? (Please enclose attested</p>	<p>The University offers an Online distance education programme approved by the DEC. cfr. Letter No. DEC/Assam Don Bosco/Assam/2011/6773 dated 24 August 2011.</p> <p>Copy of the approval document enclosed : Annexure III</p>																

	copy of the course-wise approval of competent authority)	
2.7	<p>Whether the University has established study centre(s)? If yes, please provide details and whether these study centres are approved by the competent authority of the University and UGC?</p> <p>(Details to be provided in Appendix-VII)</p> <p>(Please enclose attested copy of the approval from the competent authority)</p>	No

C. Academic Activities Description

3. Academic Programmes

3.1	<p>Details of the programmes permitted to be offered by Gazette Notification of the State Government and its reference</p> <p>(Details to be provided in Appendix VIII)</p>	<p>As per the Ordinances of the University notified in the Assam Gazette on 19 May 2011 (No. AHE. 384/2007/199) the University is permitted to offer Research Degrees, Masters Degrees, Bachelor's Degrees, Post Graduate Diplomas, Diplomas and Certificates and Honorary Degrees in 33 departments.</p> <p>A Copy of the relevant notified Ordinances is enclosed in Annexure IV</p> <p>Appendix VIII not enclosed as the Government of Assam does not approve specific programmes of study.</p>
3.2	<p>Current number of academic programmes/ courses offered by the University</p> <p>(Details to be provided in Appendix-IX)</p>	Details given in Appendix IX
3.3	<p>Whether approvals of relevant statutory councils(s) such as AICTE, BCI, DEC, DCI, INC, MCI, NCTE, PCI, etc. have been taken to:</p> <ol style="list-style-type: none"> Start new courses To increase intake <p>If yes please enclose copy of approval and give course wise details in the following format:-</p> <p>(Details to be provided in Appendix-X)</p>	<p>Approval for starting new programmes and to increase intake in the said programmes have been obtained from statutory councils by the University as per the details given in Appendix X.</p> <p>Copies of original approval letters and extension of approval letters are enclosed : Annexure V</p>
3.4	<p>If the University is running courses under distance mode, please provide details about the students enrolled in the following format:-</p> <p>(Details to be provided in Appendix-VII)</p> <p>(Please enclose copy of the course-wise approval of the competent authority)</p>	<p>The University offers two post graduate programmes under approval from the DEC in the Online mode. The programmes are:</p> <ol style="list-style-type: none"> Master of Business Administration (MBA) Master of Computer Application (MCA) <p>The details are provided in Appendix VII</p> <p>Copy of the course-wise recognition of Assam Don Bosco University by the DEC for offering programmes through distance education is given in Annexure III</p>

3.5	Temporal plan of academic work in the University Semester system/ Annual system	Semester system for all programmes, except the MBA programmes which follows the Trimester system
3.6	Whether the University is running any course which is not specified under Section 22 of the UGC Act. 1956? If yes, please give details in the following format:- a. Name of the Course(s) b. Since when started c. Whether the University has applied for permission from UGC? (Details to be provided in Appendix-XI)	No.

4. Student Enrolment and Student Support

4.1 Number of students enrolled in the University for the current academic year according to regions and countries (please give separate information for main campus and off-campus/off-shore campus)

a) Azara Campus

Particulars	Gender	No. of students from the same states	No. of students from other States	No. of NRI students	No. of overseas students excluding NRIs		Grand Total
					Foreign Students	Persons of Indian Origin students	
B.Tech	M	513	144	-	-	-	657
	F	189	67	-	-	-	256
	T	702	211	-	-	-	913
MCA	M	34	12	-	-	-	46
	F	25	14	-	-	-	39
	T	59	26	-	-	-	85
M.Tech.	M	21	7	-	-	-	28
	F	26	10	-	-	-	36
	T	47	17	-	-	-	64
MSW	M	6	17	-	-	-	23
	F	23	60	-	-	-	83
	T	29	77	-	-	-	106
M.Sc. (Psychological Counselling)	M	0	2	-	-	-	2
	F	3	6	-	-	-	9
	T	3	8	-	-	-	11
MA (Educational Leadership)	M	0	1				1
	F	2	3				5
	T	2	4				6
MA (Child Rights and Development)	M	2	3				5
	F	9	2				11
	T	11	5				16
Ph.D.	M	24	32	-	-	-	56
	F	15	29	-	-	-	44
	T	43	65	-	-	-	100

b) Kharguli Campus

Particulars	Gender	No. of students from the same states	No. of students from other States	No. of NRI students	No. of overseas students excluding NRIs		Grand Total
					Foreign Students	Person of Indian Origin students	
MBA	M	22	20	-	-	-	42
	F	26	16	-	-	-	42
	T	48	36	-	-	-	84

M-Male, F-Female, T-Total

4.2	Category-wise No. of students	<p>a) Azara Campus</p> <p>B.Tech (regular + lateral)</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>8</td> <td>27</td> <td>35</td> </tr> <tr> <td>ST</td> <td>40</td> <td>143</td> <td>183</td> </tr> <tr> <td>OBC</td> <td>79</td> <td>183</td> <td>262</td> </tr> <tr> <td>PH</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>General</td> <td>129</td> <td>304</td> <td>433</td> </tr> <tr> <td>Total</td> <td>256</td> <td>657</td> <td>913</td> </tr> </tbody> </table> <p>MCA</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>1</td> <td>1</td> <td>2</td> </tr> <tr> <td>ST</td> <td>12</td> <td>13</td> <td>25</td> </tr> <tr> <td>OBC</td> <td>9</td> <td>12</td> <td>21</td> </tr> <tr> <td>PH</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>General</td> <td>17</td> <td>20</td> <td>37</td> </tr> <tr> <td>Total</td> <td>39</td> <td>46</td> <td>85</td> </tr> </tbody> </table> <p>M.Tech</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>2</td> <td>2</td> <td>4</td> </tr> <tr> <td>ST</td> <td>4</td> <td>3</td> <td>7</td> </tr> <tr> <td>OBC</td> <td>10</td> <td>5</td> <td>15</td> </tr> <tr> <td>PH</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>General</td> <td>20</td> <td>18</td> <td>38</td> </tr> <tr> <td>Total</td> <td>36</td> <td>28</td> <td>64</td> </tr> </tbody> </table> <p>MSW</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>3</td> <td>1</td> <td>4</td> </tr> <tr> <td>ST</td> <td>61</td> <td>13</td> <td>74</td> </tr> <tr> <td>OBC</td> <td>5</td> <td>6</td> <td>11</td> </tr> <tr> <td>PH</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>General</td> <td>14</td> <td>3</td> <td>17</td> </tr> <tr> <td>Total</td> <td>83</td> <td>23</td> <td>106</td> </tr> </tbody> </table> <p>M.Sc. (Psychological Counselling)</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>1</td> <td>0</td> <td>1</td> </tr> <tr> <td>ST</td> <td>4</td> <td>2</td> <td>6</td> </tr> </tbody> </table>	Category	Female	Male	Total	SC	8	27	35	ST	40	143	183	OBC	79	183	262	PH	0	0	0	General	129	304	433	Total	256	657	913	Category	Female	Male	Total	SC	1	1	2	ST	12	13	25	OBC	9	12	21	PH	0	0	0	General	17	20	37	Total	39	46	85	Category	Female	Male	Total	SC	2	2	4	ST	4	3	7	OBC	10	5	15	PH	0	0	0	General	20	18	38	Total	36	28	64	Category	Female	Male	Total	SC	3	1	4	ST	61	13	74	OBC	5	6	11	PH	0	0	0	General	14	3	17	Total	83	23	106	Category	Female	Male	Total	SC	1	0	1	ST	4	2	6
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		OBC	1	0	1
		PH	0	0	0
		General	3	0	3
		Total	9	2	11
		MA (Child Rights and Development)			
		Category	Female	Male	Total
		SC	0	0	0
		ST	3	5	8
		OBC	2	0	2
		PH	0	0	0
		General	6	0	6
		Total	11	5	16
		MA (Educational Leadership)			
		Category	Female	Male	Total
		SC	0	0	0
		ST	3	0	3
		OBC	0	0	0
		PH	0	0	0
		General	2	1	3
		Total	5	1	6
		Ph. D.			
		Category	Female	Male	Total
		SC	3	4	7
		ST	23	20	43
		OBC	6	5	11
		PH	0	0	0
		General	24	15	39
		Total	56	44	100
		b) Kharguli Campus			
		MBA			
		Category	Female	Male	Total
		SC	2	6	8
		ST	8	12	20
		OBC	10	4	14
		PH	0	0	0
		General	22	20	42
		Total	42	42	84

4.3 Details of the two batches of students admitted

Particulars	Batch 1			Batch 2		
	Year of Entry –2008			Year of Entry – 2009		
	UG- B.Tech	PG	Total	UG- B.Tech	PG- MBA, MCA	Total
No. admitted to the programme	240		240	221	48	269
No. of Drop-outs						

a) Within four months of Joining	20		20	10	4	14
b) Afterwards	10		10	8	6	14
No. appeared for the final year examination	210		210	203	38	241
No. passed in the final exam	207		207	198	38	236
No. passed in first class	167		167	148	34	182

4.4	Does the University provide bridge/remedial courses to the educationally disadvantaged students? If yes, please give details	<p>Many of our students come from the vernacular medium and find it difficult to enter into English Medium instruction. For their benefit the University offers the following help</p> <ul style="list-style-type: none"> • Special glossaries of important technical terms in the vernacular language together with their translations into English has been prepared and made available. • Remedial teaching is undertaken for them in English with the help of the Language Lab to enable them to understand and speak English fluently • Scheduled remedial teaching is also undertaken in other areas such as Computer Programming, where a large number of students are found to be deficient.
4.5	Does the University provide any financial help to the students from socially disadvantaged group? If yes, please give details	<p>The University offers the following merit incentives for meritorious students from socially disadvantaged sections of society for its B. Tech. program</p> <ul style="list-style-type: none"> • Total exemption from Tuition fees for ten eligible candidates provided they are among the rank holders in the XII examination of the N.E. states or they have secured 90% or above in PCM in the XII examination. • A waiver of 50% of tuition fees for twenty eligible candidates provided they have scored 80% or more in PCM in the XII examination. <p>These scholarships are renewable subject to the beneficiaries obtaining 80% or above in every semester examination.</p> <p>The University has announced incentives for students who are members of its faculty taking up the following courses</p> <ul style="list-style-type: none"> • M. Tech. : A waiver of Caution Deposit and 50% waiver of Annual fees • Ph. D. : A 50% waiver of Annual fees <p>The University has announced the following Scholarships and freeships for its on-line and distance Education Programmes.</p> <p>Samarthan - Defence - Serving / Retired members of the Defence Services of India are entitled to a Scholarship amounting to 25% of the Tuition/Academic Fees. Dependant Children or a Spouse of a Serving Member is entitled to the same extent.</p> <p>Avalanab - Disability - People with 40% or more Disability, with a Certificate of the same, are entitled to a Scholarship amounting to 25% of the Tuition/Academic Fees</p> <p>Saathi– Candidates working in the Non Profit Sector, either Social(NGO) or Religious Organizations, are entitled to a Scholarship amounting to 40% of the Tuition/Academic Fees</p> <p>Sangee - Ex Don Bosco Alumni - Students who have cleared either Class X or XII from any Don Bosco Schools in India, shall be are entitled to a Scholarship amounting to 25% of the Tuition/Academic Fees</p> <p>Sadhak - Performer - Students with 75% + in Class XII, and 70% +</p>

		<p>in Graduation (All years Avg) , shall be entitled to get 30% scholarship in PG Programs.</p> <p>Protsahan - Students with 75% + in Class X and Class XII, get 30% scholarship in UG Programs.</p>
4.6	In case the University is running M.Phil/Ph.D. programme, whether it is full time or part time and whether these programme are run as per UGC Regulations, 2009 on M.Phil/Ph.D.	The University runs a Ph. D. programme into which 108 students are currently enrolled. The conduct of the programme adheres to all the guidelines laid down by UGC (UGC (Minimum Standards and Procedure for Award of M.Phil/Ph.D. Degree) Regulation, 2009).
4.7	Whether the University has a website? If yes please give website address and whether the website is regularly updated?	The website of the university is www.dbuniversity.ac.in and it is updated regularly.
4.8	How are prospective students informed about the criteria for admission, rules & regulations, facilities available, etc.?	All required information concerning the admission criteria, number of seats, admission procedure, facilities and code of ethics is available on our website. The information is made available to students at the time of application in the prospectus. Copy of the prospectus is also available on our website. The regulations of the University, academic calendar, course structure and syllabi are made available to students in the form of a handbook, each semester.
4.17	Whether any grievance redressal mechanism is available in the University? If yes, please provide details about the complaints received against malpractices, etc., in the University in the following format: (Details to be provided in Appendix-XII)	<p>The grievance redressal cell was constituted on 1 March 2012. The details of members and composition of the grievance redressal cell is given in Appendix XII.</p> <p>No complaint has yet been received by the grievance redressal cell.</p>

5. Curriculum, Teaching Learning Process/Method, Examination/Evaluation System

5.1	Which University body finalized the curriculum? The composition of the body may be given. (Board of Studies, Academic Council, Board of Management)	<p>The finalization of the curriculum and syllabus of the various academic programmes of the university takes place in a four-step process:</p> <ol style="list-style-type: none"> 1. The University focuses its teaching, research and consultancy in three core areas: technology sector, service sector and social sector. Innovative and meaningful Academic programmes which fall within the gamut of these sectors are proposed to the Board of Management by the members of the Governing Body, Board of Management or eminent educationalists and other personalities. 2. A committee of experts constituted by the Board of Management for the purpose works out a course structure, for such programmes as are accepted by the Board of Management. This is placed before the Academic Council. The Academic Council discusses the structure. Once the structure is approved by the Academic Council, the committee is asked to incorporate the changes suggested by the Academic Council (if any) and propose detailed course content for each of the courses in the standard format of the university. 3. The course content is placed before the Academic Council for its consideration and approval. 4. The approved syllabus is placed before the Board of Management for its final approval and implementation.
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		Composition of the Board of Studies, Academic Council and Board of Management is given in Annexure VI
5.2	What are the Rules/regulations/procedure for revision of the curriculum and when was the curriculum last updated?	<p>Procedure for revision of the curriculum</p> <ol style="list-style-type: none"> 1. Once an academic programme has been initiated by the University, the programme is assigned to a teaching Department of the University. Faculty members are required to propose improvements to the course structure to the Board of Studies of the department. 2. The Board of Studies of each Department has biannual meetings in which modifications, improvements and additions to the Course Structure and Syllabus are discussed. Their suggestions are forwarded to the Academic Council for its consideration. 3. These suggestions are vetted by the Academic Council which forwards the approved suggestions to the Board of Management for implementation <p>The process of revision of the curriculum is a continuous process which happens biannually.</p> <p>Composition of the Boards of Studies is given in Annexure VI</p>
5.3	Whether approval of statutory bodies such as Board of Studies, Academic Council and Board of Management of the University has been taken to start various courses? If yes, please enclose extracts of the minutes.	<p>All academic programmes of the University are started with the approval of the Board of Management/ Academic Council and final approval by the Governing Body</p> <p>The relevant extracts of the minutes and resolutions are attached in Annexure VII.</p>
5.4	Furnish details of the following aspects of curriculum design. Innovation such as modular curricula inter/multidisciplinary approach	<ul style="list-style-type: none"> • The University has implemented the choice-based credit system for most of its academic programmes. They follow either a semester system or a trimester system. • The curricula of all the academic programmes on offer are modular, having an average of 4 to 5 modules per course. The curriculum lays out the number of teaching/tutorial or lab hours required for teaching each module. • The curriculum also states the objective and focus of each course and indicates the suggested reading material for the course. • Some of the academic programmes on offer are multidisciplinary, viz., Master of Social Work, Master of Science in Psychological Counselling. • Further the B. Tech. programme itself is a multidisciplinary programme with all the different core areas having inputs from the Computer Science, Electronics and Communication and Electrical and Electronics departments. • The University aims at imparting a holistic education to the students enrolled here. Hence all the professional programmes include modules of Social Responsibility which students implement as projects with the people where the institution is located • The B. Tech programme has a 2 credit course dealing with topics in Humanities and Social Sciences and Management areas such as “Thoughts that Shaped the World”, “Organisational Behaviour”, “Project Management”, “Total Quality Management”, etc.

5.5	Has the University conducted an academic audit? If yes, please give details regarding frequency and its usage.	<p>Academic audits concern themselves with the processes that the University uses to make decisions about curriculum contents (curriculum creation), how it determines desired outcomes (Learning outcomes), how the faculty deliver the courses (Faculty preparation and student assessment), and the university can ensure that courses are actually delivered as designed (Ensuring quality of delivery).</p> <p>With these principles as the vision, the University has put into place the following activities and processes:</p> <ol style="list-style-type: none"> 1. Course creation: This is a continuous process in the University. The initial course content, created by experts in the different disciplines, are revised by the faculty at the end of every semester with modifications done as required. In this process, where required inputs from the industry and other stakeholders are also solicited and considered. Currently, Centres of Excellence from Siemens, IBM and Pearson groups operate from the campus. 2. Determining learning outcomes: In the process of course creation, determining desired learning outcomes is debated and enunciated for each course. The desired learning outcomes take into consideration the following: a) What should a student who successfully completes the course know and be able to do; b) How will the course build on the student's prior knowledge and abilities; and, c) How will it contribute to the student's future employment opportunities, capacity to make social contributions, and quality of life? 3. Faculty preparation: The faculty have to present to the students at the beginning of every semester their course plan, assignment submission schedules, test pattern, and a list of mandatory and recommended reading. The Principal / Director checks the lesson plans of the faculty at the beginning of every semester. 4. Development of student assessment: Periodic staff development programmes are organized by the University on various aspects of student assessment, such as, a) What measures and indicators will be used to assess student learning; b) Will they compare performance at the beginning and end of the term, or simply look at the end result; c) How will the long-term outcomes of the students' experiences be determined; d) Forms and periodicity of assessment. 5. Ensuring quality of delivery: Various mechanisms are in place to check and ensure that there is quality in the delivery of the courses, and to suggest remedial measures. Performance management reports, assessment by students, self-appraisal etc form a part of this important component of academic auditing. <p>The Academic Audit is carried out at the beginning of every semester through extensive faculty and departmental meetings in January and July of each year.</p>
5.6	Apart from classroom instruction, what are the other avenues of	<p>All Programmes</p> <ul style="list-style-type: none"> • In the in-semester evaluation component of each academic

	<p>learning provided for the students? (Example: Projects, Internship, field training, Seminars, etc.)</p>	<p>programme, there are assignments. These assignments may be individual or group assignments. The department may require individuals to present the assignments to the faculty members and to the class using presentation tools, role plays, etc.</p> <ul style="list-style-type: none"> All group assignments have to be presented in front of the whole class using presentation tools/role plays, etc. <p>B. Tech.</p> <ul style="list-style-type: none"> Mini projects are a part of the curriculum of the B. Tech. students in the 4th, 5th and 6th semesters. A major project is undertaken by the B. Tech. during the 7th and 8th semesters. An industry training of at least 70 hours duration is necessary between the 6th and 7th semesters. <p>M. Tech.</p> <ul style="list-style-type: none"> M. Tech. students present research seminars on a regular basis as a graded part of the curriculum They undertake a major project during the 3rd and 4th semesters. This major project is expected to be research oriented. A paper is expected to be published in well-known journals. <p>MSW</p> <p>Social Work students have several off campus activities as part of their curriculum. They include</p> <ul style="list-style-type: none"> Concurrent field work (2 days a week) during the 1st and 2nd semesters Continuous field work (20 days' duration per semester) during the 3rd and 4th semesters A rural camp of 10 days' duration which gives them exposure to the realities of social work in remote rural areas and a study tour of 10 days' duration which exposes them to social work activities in other parts of the nation. In this session, they also carry out "Participatory Rural Appraisal" of the villages surrounding the area where the rural camp is conducted. A research project which starts in the 3rd semester and is completed in the 4th semester, which introduces students to the techniques and tools of qualitative and quantitative research A block placement of 40 days' duration in social work organisations of repute at the end of the course work. <p>M.Sc. (Psychological Counselling)</p> <ul style="list-style-type: none"> Students of Psychological Counselling have a supervised internship during the 3rd semester and a research project to be completed during the 4th semester Intensive Workshops on specialized counseling techniques are held throughout the four semesters <p>MA (Child Rights and Development)</p> <ul style="list-style-type: none"> The activities of the students during the first 2 semesters is interspersed with visits to Social Work agencies and agencies devoted to Child Rights activism. In fact students are
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		<p>required to be immersed in Social Work organisations which have special emphasis on Child Rights during the day and classes are conducted in the evening.</p> <ul style="list-style-type: none"> • The fourth semester is devoted to courses in research methodology and a research project <p>MBA and MCA</p> <ul style="list-style-type: none"> • Students of MBA and MCA, apart from the common activities mentioned above, have summer internship. Case studies, discussions and frequent industry interactions are a regular part of the curriculum for the students of MBA. • The MCA students have to undertake an off-campus project during the 6th semester. This project is intended to hone the entrepreneurial skills as well as their skills for application of Computer Science. <p>MA (Educational Leadership)</p> <ul style="list-style-type: none"> • Students of MA- Educational Leadership have to present Education Seminars, take part in a supervised internship in which the students are immersed in the field of education administration and prepare a Capstone paper which culminates a period of research, to complete the programme. • Summer and winter colloquiums are a regular feature of the programme
5.7	Please provide details of the examination system (Whether examination based or practical based)	<p>Apart from the Research Programme leading to the Degree of Ph. D., the University currently offers eight academic programmes</p> <ol style="list-style-type: none"> 1. A graduate programme leading to the award of the B. Tech. degree 2. A post graduate programme leading to the award of the MCA degree 3. A post graduate programme leading to the award of the MBA degree 4. A post graduate programme leading to the award of the MSW degree 5. A post graduate programme leading to the award of M.Sc. degree in Psychological Counselling 6. A post graduate programme leading to the award of MA degree in Child Rights and Development 7. A post graduate programme leading to the award of the M. TECH degree 8. A post graduate programme leading to the award of the MA degree in Educational Leadership <p>All programmes follow the semester system, while the MBA programme follows a trimester system.</p> <p>Credit System For all programmes the credit system is followed, where credits are allotted to the various courses depending on their relevance to the programme and the number of lecture/tutorial/laboratory hours assigned to them per week.</p> <p>Evaluation The evaluation system followed by ADBU lays great stress on continuous evaluation of student performance. Currently, continuous evaluation which may be done in the form of class</p>

		<p>tests, quizzes, minor projects, group and individual assignments, open book exams, guided library work and reports, attendance, classroom interaction, etc. carries a weightage of 40% and a compulsory end-semester examination carries a weightage of 60%.</p> <p>Internal assessment The modalities of the conduct of internal assessment, its components and the weightages attached to each component is forwarded to the University by each department/constituent unit before the start of each semester/term for approval. Once approved, it is made known to the students at the beginning of each semester/term.</p> <p>End-semester examinations The end semester examinations are conducted by the University. The Controller of Examinations and the Assistant Registrar (Examinations) of the University oversee the conduct of the University examinations – Getting question papers set, moderation of question papers, evaluation of answer scripts, scrutiny of evaluated answer scripts, preparation, moderation and announcement of results. These activities are done by the university centrally for all its constituent units.</p> <p>Declaration of Results Results are declared on dates announced in the Academic Calendar, before the start of the next Semester or year as the case may be.</p> <p>Re-evaluation and Scrutiny If any student is dissatisfied with the result of a course he/she has the option of requesting a scrutiny in which the entry and addition or marks are verified, or a re-evaluation in which another expert evaluates the answer script. In each case, the student can request to physically examine the evaluated answer script.</p> <p>Repeat Examinations Within the framework of the semester system/trimester system itself, weaker students are given the opportunity to repeat the end-semester examinations without losing any study year.</p> <p>In all examination related matters, steps are in place to ensure complete accuracy and confidentiality.</p>												
5.8	What methods of evaluation of answer scripts does the University follow? Whether external experts are invited for evaluation?	Each department forwards to the controller of examinations a panel of examiners, which should include a few external experts. The Controller of Examinations appoints an examiner from the panel to set question papers and also to evaluate the answer scripts. These two activities may be performed by different experts.												
5.9	Mention the number of malpractice cases reported during the last 3 years and how they are dealt with.	<p>Number of reported cases of malpractices during the last three years:</p> <table data-bbox="740 1917 1062 2040"> <tr> <td>2009 – 2010</td> <td>:</td> <td>13</td> </tr> <tr> <td>2010 – 2011</td> <td>:</td> <td>25</td> </tr> <tr> <td>2011 – 2012</td> <td>:</td> <td>40</td> </tr> <tr> <td>2012 - 2013</td> <td>:</td> <td>18</td> </tr> </table>	2009 – 2010	:	13	2010 – 2011	:	25	2011 – 2012	:	40	2012 - 2013	:	18
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		<p>The reported malpractices include bringing into the examination hall handwritten material written on admit card, palm, calculator, pencil box, etc.</p> <p>Action Taken</p> <p>First Instance</p> <ul style="list-style-type: none"> • The offending material is seized • The case of malpractice is recorded in a register with the signature of the invigilator and the student concerned • The incident is reported to the Principal and examination department of the University • An answer which uses the seized material is cancelled • 5 marks are deducted from that examination <p>Second Instance (on the same day or any subsequent day of a set of examinations)</p> <ul style="list-style-type: none"> • Apart from the registering and the recording, the concerned examination is cancelled <p>Third instance</p> <p>The student is expelled from the entire set of examinations</p>
5.10	Does the University have a continuous internal evaluation system?	<p>The evaluation system followed by ADBU lays great stress on continuous evaluation of student performance. Currently, continuous evaluation which may be done in the form of class tests, quizzes, minor projects, group and individual assignments, open book exams, guided library work and reports, attendance, classroom interaction, etc. carries a weightage of 40% and a compulsory end-semester examination carries a weightage of 60%.</p> <p>The modalities of the conduct of internal assessment, its components and the weightages attached to each component is forwarded to the University by each department/constituent unit before the start of each semester/term for approval. Once approved, it is made known to the students at the beginning of each semester/term.</p>
5.12	How are the question papers set to ensure the achievement of the course objectives?	<p>Instructions are given to the question paper setter which highlight the following:</p> <ul style="list-style-type: none"> • The questions should examine the theoretical knowledge of the candidate as well as his/her ability to apply the knowledge in appropriate situations • Ensure a good mix of short/objective type of questions and other types of questions to examine different skills of students • The level of difficulty of the questions should be such that an average student should be able to get pass marks, while only good students should be able to get high marks • The questions should be representative of all the topics included in the syllabus for these examinations <p>After the question paper is set, it is examined by a panel of subject experts to ensure that the guidelines have been followed – a process referred to as “moderation of the question paper”.</p>

		The University is developing question banks for each programme of study to be of help to the examination department.																																
5.13	State the policy of the University for the constitution of board of question paper setters, board of examiners and invigilators.	<ol style="list-style-type: none"> 1. On the request of the Controller of Examinations, each department forwards to the controller of examinations a panel of examiners, which should include a few external experts. 2. The Controller of Examinations appoints an examiner from the panel to set question paper and also to evaluate the answer scripts. These two activities may be performed by different experts. 3. Invigilators for the examinations are appointed by the constituent unit/department where the examinations are conducted. 																																
5.14	How regular and time-bound are conduct of examinations and announcement of results? Substantiate with details of dates of examinations and announcement of result for the last 3 years. Details to be provided in the following format:-	<p>The dates of examinations and dates for the declaration of results are announced at the beginning of each semester in the academic calendar. The examinations are conducted and results declared always as per the schedule laid down in the academic calendar.</p> <p>The following table gives the record of the dates of examinations and dates of announcement of results for the last three years.</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Semester</th> <th>Date of exams</th> <th>Date of announcement of results</th> </tr> </thead> <tbody> <tr> <td>2013</td> <td>Spring</td> <td>27 May – 15 June 2013</td> <td>5 July 2013</td> </tr> <tr> <td>2012</td> <td>Autumn</td> <td>3 – 22 Dec 2012</td> <td>10 Jan 2013</td> </tr> <tr> <td>2012</td> <td>Spring</td> <td>30 May – 12 June 2012</td> <td>2 July 2012</td> </tr> <tr> <td>2011</td> <td>Autumn</td> <td>9 – 22 Dec 2011</td> <td>9 Jan 2012</td> </tr> <tr> <td>2011</td> <td>Spring</td> <td>30 May – 11 June 2011</td> <td>18 July 2011</td> </tr> <tr> <td>2010</td> <td>Autumn</td> <td>9 – 22 Dec 2010</td> <td>10 Jan 2011</td> </tr> <tr> <td>2010</td> <td>Spring</td> <td>14 – 26 June 2010</td> <td>19 July 2010</td> </tr> </tbody> </table>	Year	Semester	Date of exams	Date of announcement of results	2013	Spring	27 May – 15 June 2013	5 July 2013	2012	Autumn	3 – 22 Dec 2012	10 Jan 2013	2012	Spring	30 May – 12 June 2012	2 July 2012	2011	Autumn	9 – 22 Dec 2011	9 Jan 2012	2011	Spring	30 May – 11 June 2011	18 July 2011	2010	Autumn	9 – 22 Dec 2010	10 Jan 2011	2010	Spring	14 – 26 June 2010	19 July 2010
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D. Admission Process

6.1	<p>How are students selected for admission to various courses? Please provide faculty-wise information</p> <ol style="list-style-type: none"> a. Through special entrance tests b. Through interviews c. Through their academic record d. Through combination of the above <p>Please also provide details about the weightage give to the above</p>	<p>B. Tech.</p> <p>Candidates for admission are selected on the basis of merit giving due weightage to the aggregate marks secured at the qualifying examination, marks obtained in the subjects Physics, Chemistry and Mathematics at the qualifying examination and the marks obtained at an Engineering Entrance Test – JEE, any state level Entrance Examination or Don Bosco University Graduate Entrance Test (DBU-GET). Weightages given to these components are as follows:</p> <ul style="list-style-type: none"> • Aggregate at the qualifying examination: 20% • Marks for PCM at the qualifying examination: 30% • Engineering Entrance Test : 50% <p>MBA/ MSW</p> <p>For the MBA and MSW programmes, candidates are selected for admission on the basis of merit after giving due weightage to their performance at the qualifying examinations, marks obtained at an Entrance Test and performance at the Group Discussion and</p>
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		<p>Personal Interview. Weightages given to these components are as follows:</p> <ul style="list-style-type: none"> • Marks at the qualifying examination : 10% • Entrance Test: 40% • Group Discussion: 30% • Personal Interview:20% <p>Other Post Graduate Programmes</p> <p>For other post graduate programmes candidates are selected for admission on the basis of merit after giving due weightages to the marks obtained at the qualifying examination, marks obtained at an entrance test and performance at the personal interview. Weightages given to these components are as follows:</p> <ul style="list-style-type: none"> • Marks at the qualifying examination: 20% • Entrance Test: 50% • Personal Interview: 30% <p>Ph. D.</p> <p>Candidates for the Doctoral Programme are required to appear for a written test and an interview to be conducted by the Board of Research Studies of Assam Don Bosco University. Candidates shall be selected for admission into the programme according to merit determined after giving suitable weightage to the following:</p> <ul style="list-style-type: none"> • Marks at the Master’s Degree/grades obtained at M.Phil./M.Tech. (40%) • Performance at the test and interview (60%) <p>Admission is finalized on the basis of the number of seats available and the performance of the candidates.</p>								
6.2	Whether the University is admitting students from national level entrance test or state level entrance test? If yes, please provide following details:-	<p>For the BTech and MBA programmes, the University admits students from National and state level entrance examinations. For the other programmes, the University conducts its own entrance tests.</p> <table border="1" data-bbox="751 1312 1353 1514"> <thead> <tr> <th>Name of the National/state level entrance exam</th> <th>No. of Students admitted</th> </tr> </thead> <tbody> <tr> <td>AIEEE</td> <td>80</td> </tr> <tr> <td>Any statewise CEE</td> <td>160</td> </tr> <tr> <td>MAT/CAT/CMAT</td> <td>45</td> </tr> </tbody> </table>	Name of the National/state level entrance exam	No. of Students admitted	AIEEE	80	Any statewise CEE	160	MAT/CAT/CMAT	45
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6.3	Whether admission procedure is available on the University website and in the prospectus	Details of admission procedure and the components of the admission process is available on the university website as well as in the prospectus provided to prospective candidates. Copy of the prospectus is freely available on our website for download.								

6.4	Please provide details of the eligibility criteria for admission in all the courses	<table border="1"> <thead> <tr> <th data-bbox="746 226 967 259">Programme</th> <th data-bbox="967 226 1458 259">Eligibility Criteria</th> </tr> </thead> <tbody> <tr> <td data-bbox="746 259 967 456">BTECH</td> <td data-bbox="967 259 1458 456">Candidates should have passed the Higher Secondary School Leaving Examination (or equivalent), with at least 50% in the aggregate, 50% in the aggregate of Physics, Chemistry and Mathematics.</td> </tr> <tr> <td data-bbox="746 456 967 654">MCA</td> <td data-bbox="967 456 1458 654"> <ol style="list-style-type: none"> 1. Graduation (10+2+3) in any stream with a minimum of 50% of the aggregate marks 2. Pass marks in Mathematics or equivalent at the +2 or graduation level </td> </tr> <tr> <td data-bbox="746 654 967 1173">MTECH</td> <td data-bbox="967 654 1458 1173"> <p>Computer Science B.Tech./BE or equivalent in Computer Science, Information Technology and other similar branches / M.Sc. Computer Science / MCA with an aggregate of 6.5 on a scale of 10 or 60%</p> <p>Electronics and Communication B. Tech. / BE or equivalent in Electronics and Communication, Electrical and Electronics and other branches which have electronics or communications as a part / M. Sc. In Electronics with an aggregate of 6.5 on a scale of 10 or 60%</p> </td> </tr> <tr> <td data-bbox="746 1173 967 1272">MBA</td> <td data-bbox="967 1173 1458 1272">Graduation (10+2+3/4) in any discipline with a minimum of 50% of the aggregate marks</td> </tr> <tr> <td data-bbox="746 1272 967 1370">Other Masters Degree Programmes</td> <td data-bbox="967 1272 1458 1370">Graduation (10+2+3) in any discipline with a minimum of 50% of the aggregate marks</td> </tr> <tr> <td data-bbox="746 1370 967 1503">Ph D Programme</td> <td data-bbox="967 1370 1458 1503">At least 55% marks or a CGPA of 6.0 on a scale of 10 for Master's Degree, M. Tech. or M. Phil. in the concerned subject or an allied subject</td> </tr> </tbody> </table>	Programme	Eligibility Criteria	BTECH	Candidates should have passed the Higher Secondary School Leaving Examination (or equivalent), with at least 50% in the aggregate, 50% in the aggregate of Physics, Chemistry and Mathematics.	MCA	<ol style="list-style-type: none"> 1. Graduation (10+2+3) in any stream with a minimum of 50% of the aggregate marks 2. Pass marks in Mathematics or equivalent at the +2 or graduation level 	MTECH	<p>Computer Science B.Tech./BE or equivalent in Computer Science, Information Technology and other similar branches / M.Sc. Computer Science / MCA with an aggregate of 6.5 on a scale of 10 or 60%</p> <p>Electronics and Communication B. Tech. / BE or equivalent in Electronics and Communication, Electrical and Electronics and other branches which have electronics or communications as a part / M. Sc. In Electronics with an aggregate of 6.5 on a scale of 10 or 60%</p>	MBA	Graduation (10+2+3/4) in any discipline with a minimum of 50% of the aggregate marks	Other Masters Degree Programmes	Graduation (10+2+3) in any discipline with a minimum of 50% of the aggregate marks	Ph D Programme	At least 55% marks or a CGPA of 6.0 on a scale of 10 for Master's Degree, M. Tech. or M. Phil. in the concerned subject or an allied subject		
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6.5	Whether University is providing any reservation/relaxation in admission? If yes, please provide details in the following format:	<p>The University follows the guidelines of the Government of Assam on reservations.</p> <table border="1"> <thead> <tr> <th data-bbox="746 1630 876 1762">Category</th> <th data-bbox="876 1630 1007 1762">No. students admitted</th> <th data-bbox="1007 1630 1329 1762">% of quota provided for reservation and preparation in respect of actual enrolment</th> <th data-bbox="1329 1630 1458 1762">Remarks</th> </tr> </thead> <tbody> <tr> <td data-bbox="746 1762 876 1796">OBC</td> <td data-bbox="876 1762 1007 1796">337</td> <td data-bbox="1007 1762 1329 1796">15% - 209</td> <td data-bbox="1329 1762 1458 1796"></td> </tr> <tr> <td data-bbox="746 1796 876 1830">SC</td> <td data-bbox="876 1796 1007 1830">61</td> <td data-bbox="1007 1796 1329 1830">9% - 125</td> <td data-bbox="1329 1796 1458 1830"></td> </tr> <tr> <td data-bbox="746 1830 876 1863">ST</td> <td data-bbox="876 1830 1007 1863">373</td> <td data-bbox="1007 1830 1329 1863">13% - 181</td> <td data-bbox="1329 1830 1458 1863"></td> </tr> </tbody> </table> <p>To date, no eligible student from a reserved category has been refused admission to any of the programmes of the University</p>	Category	No. students admitted	% of quota provided for reservation and preparation in respect of actual enrolment	Remarks	OBC	337	15% - 209		SC	61	9% - 125		ST	373	13% - 181	
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6.6	Whether any management quota is available for admission in the University? If yes, please provide details in the following format:-	<p>There is no management quota available for admission.</p> <table border="1" data-bbox="746 255 1445 488"> <thead> <tr> <th data-bbox="746 255 922 488">Total No. of Seats (Course-wise)</th> <th data-bbox="922 255 1098 488">No. of total students admitted</th> <th data-bbox="1098 255 1273 488">No. students admitted under Management quota</th> <th data-bbox="1273 255 1445 488">% of students admitted under management quota</th> </tr> </thead> <tbody> <tr> <td data-bbox="746 454 922 488"></td> <td data-bbox="922 454 1098 488"></td> <td data-bbox="1098 454 1273 488"></td> <td data-bbox="1273 454 1445 488"></td> </tr> </tbody> </table>	Total No. of Seats (Course-wise)	No. of total students admitted	No. students admitted under Management quota	% of students admitted under management quota				
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6.7	What is the admission policy of the University with regard to NRI and overseas students?	For NRI and overseas students too the University follows the minimum eligibility criteria prescribed for each of the programmes.								

E. Fee Structure

7.1	Present Course-wise fee structure of the University (Please Provide head-wise details of total fee charged)	The current approved fee structure of the University, giving headwise details is given in Annexure VIII
7.2	Any other fee charged by the University other than the fee displayed in the UGC website (e.g. Building Fee, Development Fee, Fee by any name etc?)	The University does not charge any fee other than that stated in 7.1 above
7.3	Whether fee structure is available on the University website and in the prospectus?	The detailed fee structure and schedule of payment is given on the website and in the prospectus.
7.4	Whether fee is charged by the University as per fee structure displayed in the University website and in the prospectus or some hidden charges are there?	<p>The University charges only the fees displayed in the University website. Moreover, if and when the fees are hiked, students who have been admitted on a given fee structure, continue to retain that fee structure for the duration of the programme. There are no hidden charges whatsoever.</p> <p>The following note is prominently displayed in our prospectus:</p> <ul style="list-style-type: none"> • Admission to any of the programmes offered by Assam Don Bosco University can be secured only by merit. • We have no agents or middlemen acting on our behalf. Applicants are advised to be on guard against unscrupulous persons promising seats in this University for monetary considerations • We do not accept donations or capitation fees of any kind in connection with admissions
7.5	Mode of Fee collection	Fees are collected on designated days through Demand Draft or direct bank transfer.
7.8	Whether University is providing any concession in fee to students? If yes, please provide details.	<p>The University offers the following fee concessions for meritorious students for its B. Tech. program</p> <ul style="list-style-type: none"> • Total exemption from Tuition fees for ten eligible candidates provided they are among the rank holders in the XII examination of the N.E. states or they have secured 90% or above in PCM in the XII examination. • A concession of 50% of tuition fees for twenty eligible candidates provided they have scored 80% or more in PCM in the XII examination. <p>These scholarships are renewable subject to the beneficiaries obtaining 80% or above in every semester examination.</p>

		<p>The University has announced concessions for students who are members of its faculty taking up the following courses</p> <ul style="list-style-type: none"> • M. Tech. : A waiver of Caution Deposit and 50% concession in Annual fees • Ph. D. : A 50% concession in Annual fees
7.9	Details of the Hostel Fee including mess charges	<p>Details of Hostel Fees</p> <p>Admission Fee : Rs. 1000.00</p> <p>Caution Deposit : Rs. 5000.00</p> <p>Room Rent : Rs. 1000.00 per month</p> <p>Mess Fee : Rs. 2700.00 per month</p>
7.10	Any other fee	Nil
7.11	Basis of Fee Structure	The University has appointed a “Fee Committee” which studies the budgetary position of the University, local situation and the clientele of the university. On the basis of the study, the committee proposes the fees for various programmes to the Board of Management which adopts the proposed fee structure after detailed discussion, and after modifications if any.
7.12	Whether the University has received any complaint with regard to fee charged or fee structure? If yes please give details about the action taken.	No
7.13	Whether University is providing any scholarship to students? If yes, please provide details.	<p>The University is currently not in a position to provide scholarships to students. However, it is in the process of setting up an endowment fund to provide scholarships to economically disadvantaged and deserving students.</p> <p>The university encourages and assists its students to apply for a variety of scholarships available to them.</p>

F. Faculty

8.1	Total no. of Sanctioned and filled up posts (Institution-wise and Department-wise)	<p>The Board of Management sanctions posts as required, as and when Academic Programmes are Introduced.</p> <p>Azara Campus</p> <table border="1"> <thead> <tr> <th rowspan="2">Department</th> <th colspan="2">Professor</th> <th colspan="2">Associate Professor</th> <th colspan="2">Assistant Professor</th> </tr> <tr> <th>Sanctioned</th> <th>Filled</th> <th>Sanctioned</th> <th>Filled</th> <th>Sanctioned</th> <th>Filled</th> </tr> </thead> <tbody> <tr> <td>Basic Sciences (Mathematics, Physics, Chemistry)</td> <td>2</td> <td></td> <td>2</td> <td></td> <td>8</td> <td></td> </tr> <tr> <td>Civil and Mechanical Engineering</td> <td>1</td> <td></td> <td></td> <td></td> <td>8</td> <td></td> </tr> <tr> <td>Social Work</td> <td>2</td> <td></td> <td>5</td> <td></td> <td>7</td> <td></td> </tr> <tr> <td>Humanities and Social Sciences</td> <td></td> <td></td> <td>2</td> <td></td> <td>5</td> <td></td> </tr> <tr> <td>Computer Science and Information Technology</td> <td>2</td> <td></td> <td>2</td> <td></td> <td>18</td> <td></td> </tr> <tr> <td>North East India Studies</td> <td>4</td> <td></td> <td>2</td> <td></td> <td>2</td> <td></td> </tr> <tr> <td>Electronics and Communication Engineering</td> <td>1</td> <td></td> <td>3</td> <td></td> <td>14</td> <td></td> </tr> <tr> <td>Mass Communication</td> <td>1</td> <td></td> <td>2</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Electrical Electronics Engineering</td> <td>2</td> <td></td> <td></td> <td></td> <td>9</td> <td></td> </tr> <tr> <td>Comparative Religion</td> <td></td> <td></td> <td>3</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Counselling and Psychology</td> <td>1</td> <td></td> <td>1</td> <td></td> <td>3</td> <td></td> </tr> <tr> <td>Education</td> <td></td> <td></td> <td></td> <td></td> <td>2</td> <td></td> </tr> <tr> <td>Biotechnology</td> <td></td> <td></td> <td>2</td> <td></td> <td>1</td> <td></td> </tr> <tr> <td>TOTAL</td> <td>16</td> <td></td> <td>24</td> <td></td> <td>77</td> <td></td> </tr> </tbody> </table>	Department	Professor		Associate Professor		Assistant Professor		Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled	Basic Sciences (Mathematics, Physics, Chemistry)	2		2		8		Civil and Mechanical Engineering	1				8		Social Work	2		5		7		Humanities and Social Sciences			2		5		Computer Science and Information Technology	2		2		18		North East India Studies	4		2		2		Electronics and Communication Engineering	1		3		14		Mass Communication	1		2				Electrical Electronics Engineering	2				9		Comparative Religion			3				Counselling and Psychology	1		1		3		Education					2		Biotechnology			2		1		TOTAL	16		24		77	
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8.2	Details of teaching staff in the following format (Please provided details – Institution-wise and Department-wise (Details to be provided in Appendix XIII))																																																																																																																

Dept	Name of the Teacher	Designation	Age	Educational Qualifications (whether qualified as per UGC Regulations)	Teaching experience in years	Date of appointment	Whether full time or part time	Regular or adhoc	Scale of Pay	No. of publications

8.3	Category-wise No. of Teaching Staff	<table border="1"> <thead> <tr> <th>Category</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>1</td> <td>1</td> <td>2</td> </tr> <tr> <td>ST</td> <td>1</td> <td>5</td> <td>6</td> </tr> <tr> <td>OBC</td> <td>6</td> <td>5</td> <td>11</td> </tr> <tr> <td>PH</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>General</td> <td>44</td> <td>67</td> <td>111</td> </tr> <tr> <td>Total</td> <td>52</td> <td>78</td> <td>130</td> </tr> </tbody> </table>	Category	Female	Male	Total	SC	1	1	2	ST	1	5	6	OBC	6	5	11	PH	0	0	0	General	44	67	111	Total	52	78	130
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		General	44	67	111																									
Total	52	78	130																											

8.4	Details of the permanent and temporary faculty members in the following format
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Particulars	Female	Male	Total
Total no. of permanent teachers			
No. of teacher with Ph.D. as the highest qualification	7	19	26
No. of teacher with M.Phil as the highest qualification	2	3	5
No. of teacher with PG as the highest qualification	30	27	58
Total no. of temporary teachers			
No. of teachers with Ph.D. as the highest qualification	Nil	Nil	Nil
No. of teachers with M.Phil as the highest qualification	Nil	Nil	Nil
No. of teachers with PG as the highest qualification	Nil	Nil	Nil
Total no. of part-time teachers			
No. of teachers with Ph.D. as the highest qualification	6	23	29
No. of teachers with M.Phil as the highest qualification	Nil	Nil	Nil
No. of teachers with PG as the highest qualification	Nil	Nil	Nil
Total No. of visiting teachers	Nil	Nil	Nil

8.5	Ratio of full-time teachers to part-time/contract teachers	4 : 1
8.6	Process of recruitment of faculty -Whether advertisement? (pl. attach copy of the ad) -Whether selection committee was constituted as per the UGC Regulation?	The faculty of the university are recruited through the steps outlined below: <ul style="list-style-type: none"> • Requirement for faculty is identified on the basis of workload, specialization and introduction of programmes. • The Board of Management sanctions the posts • Advertisements are placed in newspapers, on our website and on focused job sites such as Testegg • applications are done online through the ERP of the University • Candidates are shortlisted by a committee of experts set up for the purpose • Candidates are called for interviews through e-mail and through personal telephone calls • Selection committee is constituted as per the UGC regulations and interviews are conducted. • The names of shortlisted candidates are forwarded to a

		<p>standing committee of the Board of Management. On the recommendation of the standing committee, offer letters are issued.</p> <ul style="list-style-type: none"> • The appointments are ratified by the Governing Body <p>Selection committee is constituted as per the UGC regulations</p> <p>Copies of two advertisements for faculty positions are enclosed in Annexure XII</p>
8.7	<p>Does the University follow self-appraisal method to evaluate teachers on teaching, research and work satisfaction? If yes, how is the self-appraisal of teachers analysed and used? Whether</p> <p>Self Appraisal Evaluation Peer Review Students evaluation Others (specify)</p>	<p>The University follows a 360 degree feedback process for the appraisal of faculty members. It involves the following steps</p> <ul style="list-style-type: none"> • Students give feedback on the performance of faculty members towards the end of each semester. The feedback focuses on the teaching-learning-evaluation process • Teachers perform a self-appraisal using the API form and a format devised by the University, to evaluate the teaching-learning-evaluation process, participation in governance and contribution towards institution-building. • The Head of departments (The Principal/Director/Dean in the case of Head of Departments) evaluate the faculty on a set of criteria based on role descriptions put in place by the Human Resources Department. • The Human resources department forwards the results of these appraisals to a subcommittee of the Board of Management set up for the purpose of evaluating the performance of the faculty members. • The Human Resources department, together with the Principal/Director/Dean shares the recommendations of the Performance Appraisal Committee, with the faculty members and together, the plan of action for the coming year is formulated. • The Human Resources department decides upon the required training and updation and initiates programmes to ensure that the training and updation requirements of faculty members are met. <p>Thus, the appraisal of faculty members involves</p> <ul style="list-style-type: none"> • Student Feedback • Self-appraisal • Appraisal by the Head of Department/Principal/Director/Dean <p>The following forms used by the University for the 360° appraisal of its staff are enclosed in Annexure XIII</p> <ul style="list-style-type: none"> • Performance appraisal flowchart • HOD review of faculty – qualitative and quantitative • Principal’s review of HODs – qualitative • Faculty review of HODs – quantitative • Faculty self-appraisal - quantitative
8.8	<p>Institution-wise and Department-wise teacher student ratio (only full time faculty)</p>	<p>Azara Campus</p> <p>Don Bosco College of Engineering and Technology - 1 : 14.8</p> <p>Don Bosco Institute of Social Sciences - 1 : 9.3</p>

		Kharguli Campus Don Bosco Institute of Management - 1 : 12																												
8.9	<p>Whether the University is providing UGC Pay Scales to the Permanent Faculty? If yes, please provide the following details:-</p> <p>Scale of Pay with all the allowances</p> <p>Professor – Associate Prof. – Assistant Prof. –</p> <p>Mode of Payment – (Cash/Cheque)</p>	<p>The University provides UGC scales of pay to the permanent faculty. However, we indicate pay ranges which include the Basic Pay and Academic Grade Pay.</p> <p>Scales of Pay and Allowances</p> <table border="1"> <thead> <tr> <th>Designation</th> <th>Scale</th> <th>University Allowance (equivalent of Dearness Allowance)</th> <th>House rent Allowance</th> </tr> </thead> <tbody> <tr> <td>Asst. Professor – Grade I</td> <td>21600 – 34000</td> <td>85%</td> <td>10%</td> </tr> <tr> <td>Asst. Professor - Grade II</td> <td>25600 – 40000</td> <td>85%</td> <td>10%</td> </tr> <tr> <td>Asst. Professor – Grade III</td> <td>30320 - 47300</td> <td>85%</td> <td>10%</td> </tr> <tr> <td>Associate Professor</td> <td>46400 – 72300</td> <td>85%</td> <td>10%</td> </tr> <tr> <td>Professor</td> <td>53000 – 82600</td> <td>85%</td> <td>10%</td> </tr> <tr> <td>Senior Professor</td> <td>60000 – 93500</td> <td>85%</td> <td>10%</td> </tr> </tbody> </table> <p>Salary payments are done by transferring the emoluments into the account of the faculty member.</p>	Designation	Scale	University Allowance (equivalent of Dearness Allowance)	House rent Allowance	Asst. Professor – Grade I	21600 – 34000	85%	10%	Asst. Professor - Grade II	25600 – 40000	85%	10%	Asst. Professor – Grade III	30320 - 47300	85%	10%	Associate Professor	46400 – 72300	85%	10%	Professor	53000 – 82600	85%	10%	Senior Professor	60000 – 93500	85%	10%
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8.10	<p>Pay/Remuneration provided to:-</p> <p>Part-Time Faculty – Temporary Faculty – Guest Faculty –</p>	<p>Part time/Guest faculty members are paid a remuneration of Rs. 500.00 per hour of class.</p>																												
8.11	<p>Facilities for teaching staff (Please provide details about Residence, Rooms, Cubicles, Computers/Any other)</p>	<p>All efforts are made to provide the best of facilities to all faculty members.</p> <ul style="list-style-type: none"> • Every faculty member is provided with tastefully-furnished individual chambers, with chairs for visitors, white board writing facility, and a wired connection for Internet and University LAN, apart from the common faculty rooms department wise, as well as offices with attached bathrooms for HODs. The entire area is also under a wi-fi network • All faculty members are also provided with a laptop, to be used for academic and administrative purposes. • The university has constructed 12 family apartments and 12 single occupancy apartments for use of the staff of the university at the DBCET Campus. • Under construction in the permanent campus is accommodation for 48 staff members <p>Details of other facilities provided for faculty members are given in Annexure XVIII</p>																												

G. Infrastructure

9.1	Does the University have sufficient space for Land & Building?	<p>YES</p> <p>Availability of land with the University</p> <p>Azara Campus: 5.19 acres</p> <p>Maligaon Campus: 6 acres</p> <p>Kharguli Campus: 1.13 acres</p> <p>Tapesia Campus: 486.6 acres</p> <p>Total : 498.92 acres</p> <p>Total built-up area currently available with the University : 46933 sq metres</p>																																								
9.2	Does the University have sufficient class rooms?	The University has sufficient classrooms for all the academic programmes currently run by the University. More academic complexes are planned in the Tapesia campus to cater to the programmes that the University will be started in the future.																																								
9.3	Laboratories & Equipment (Details to be provided in Appendix-XIV and Appendix-XV)	Details of Laboratories are given in Appendix XIV and details of Equipment are given in Appendix XV																																								
9.4	Library																																									
a)	Total Space (all kinds)	830 sq. meters																																								
b)	Computer / Communication facilities	All functionalities of the library are computerized using the internationally used opensource software KOHA. There are 7 computers in a LAN which are used for the purpose of library transactions and also for OPAC facility. These computers are also connected to the Internet. The campus-wide LAN makes the resources in the Library available to all faculty and students from anywhere in the campus.																																								
c)	Total no. of Ref. Books (Each Department)	<p>The table given below gives the details of the books currently available in the library.</p> <table border="1"> <thead> <tr> <th>Name of the Department</th> <th>No. of Titles</th> <th>No. of Books</th> <th>Reference Books</th> </tr> </thead> <tbody> <tr> <td>Basic Sciences</td> <td>443</td> <td>1012</td> <td>55</td> </tr> <tr> <td>Civil Engineering</td> <td>50</td> <td>263</td> <td>15</td> </tr> <tr> <td>ECE</td> <td>794</td> <td>2632</td> <td>105</td> </tr> <tr> <td>EEE</td> <td>352</td> <td>1445</td> <td>89</td> </tr> <tr> <td>CS/IT</td> <td>793</td> <td>4356</td> <td>185</td> </tr> <tr> <td>Management</td> <td>1069</td> <td>3142</td> <td>256</td> </tr> <tr> <td>Humanities and Social Sciences</td> <td>560</td> <td>892</td> <td>85</td> </tr> <tr> <td>Social Work & Psychology and Counselling</td> <td>872</td> <td>1155</td> <td>192</td> </tr> <tr> <td>Total</td> <td>4933</td> <td>14897</td> <td>982</td> </tr> </tbody> </table> <p>Total No. of Titles : 4933 Total No. of Volumes : 15879</p> <p>The University has entered into MOUs with some of the best educational and research institutions of the region to offer library facilities to the students. Some of these institutions are</p>	Name of the Department	No. of Titles	No. of Books	Reference Books	Basic Sciences	443	1012	55	Civil Engineering	50	263	15	ECE	794	2632	105	EEE	352	1445	89	CS/IT	793	4356	185	Management	1069	3142	256	Humanities and Social Sciences	560	892	85	Social Work & Psychology and Counselling	872	1155	192	Total	4933	14897	982
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		<ul style="list-style-type: none"> ▪ Indian Institute of Technology, Guwahati ▪ Sacred Heart Theological College, Shillong ▪ North Eastern Social Research Centre, Guwahati ▪ Gauhati University, Guwahati ▪ St. Anthony's College, Shillong ▪ Don Bosco College, Tura ▪ Tezpur University, Tezpur ▪ CSIR – North East Institute of Science and Technology, Jorhat ▪ Forensic Science Laboratory, Guwahati
d)	All Research Journals subscribed on a regular basis	<p>The University subscribes to a number of National and International research journals. Apart from these it also subscribes to a number of e-journals and e-resources:</p> <ol style="list-style-type: none"> 1. IEEE all Society Periodicals Package (152 Society sponsored journals, transactions and magazines) 2. ASTM Digital Library Complete (Over 1200 ASTM standards, over 15000 journal articles and over 1400 books) 3. McGraw Hill Access Engineering Resources (Over 360 titles on a wide range of topics in Engineering) 4. Elsevier Science Direct (Full text articles from 677 journals) 5. JSTOR (Over 44324 titles) <p>Details are given in Annexure X</p>
9.5	Sports Facilities (Details to be provided in Appendix-XVI)	<p>In the University, there are the following sports facilities available:</p> <ol style="list-style-type: none"> 1. Three Basketball courts 2. Three volley ball courts 3. Several badminton courts 4. 2 gymnasiums 5. Other facilities for indoor games such as Table Tennis (6 boards) and others. <p>Fully equipped sports and games facilities are planned in the main campus.</p>
a)	Open Play Ground(s) for outdoor sports (Athletics, Football, Hockey, Cricket, etc.)	Existing : two football fields One open air stadium containing athletic fields and football/cricket field planned in the permanent campus
b)	Track for Athletics	Not available
c)	Basketball courts	Existing : 3 basketball courts Several planned in the permanent campus at Tapesia
d)	Squash / Tennis Courts	Planned in the permanent campus at Tapesia
e)	Swimming pool (Size)	Planned in the permanent campus at Tapesia
f)	Indoor Sports Facilities including Gymnasium	Existing: 2 gymnasiums, 6 table tennis Boards and facilities for a variety of indoor games.
g)	Any other	Existing: 3 volleyball courts, several badminton courts.

9.6	Does the University have provision for Residential Accommodation including hostels (boys & girls separately)	The University has hostels for men and women. 2 women's hostels with a total capacity of 250 3 men's hostels with a total capacity of 350. 2 rented hostels for women with a capacity of 32.
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H. Financial Viability

10.1	Details of the Corpus Fund created by the University Amount – FDR No. Date – Period – (Documentary evidence to be given)	Endowment/Gilt/Statutory Deposits : 2,20,78,457.00 Operating Fund : 33,07,834.00 Corpus Fund (Long and Short Term Investments) : 10,10,29,401.00 TOTAL : 12,64,15,692.00 Copy of certificate attached as Annexure XXIV																
10.2	Financial position of the University (please provide audited income and expenditure statement for the last 3 years)	<table border="1"> <thead> <tr> <th>S.No</th> <th>Year</th> <th>Income</th> <th>Expenditure</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2011</td> <td>6,58,95,532.50</td> <td>4,25,04,609.65</td> </tr> <tr> <td>2</td> <td>2012</td> <td>10,79,37,611.63</td> <td>6,68,65,369.83</td> </tr> <tr> <td>3</td> <td>2013</td> <td>15,90,80,005.92</td> <td>11,07,53,149.84</td> </tr> </tbody> </table> <p>Copies of the income and expenditure statement for the last 3 years enclosed as Annexure XXIII</p>	S.No	Year	Income	Expenditure	1	2011	6,58,95,532.50	4,25,04,609.65	2	2012	10,79,37,611.63	6,68,65,369.83	3	2013	15,90,80,005.92	11,07,53,149.84
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3	2013	15,90,80,005.92	11,07,53,149.84															
10.3	Source of finance and quantum of funds available for running the University (for last audited year)	Fees : 14,21,87,013.77 Donations : Nil Loan : Nil Interest & Investment Returns : 1,13,27,165.52 Any other : 38,32,209.00 TOTAL : 15,73,46,388.29																
10.4	What is the University's unit cost of education? (Unit cost = total annual expenditure (budget accruals) divided by the number of students enrolled) Unit cost calculated excluding the salary component may also be given	Unit Cost Including Salary : Rs. 44,712.61 Unit Cost excluding Salary : Rs. 26,258.42																

I. Governance System

11. Organization, Governance and Management

11.1	Composition of the statutory bodies of the University (please give names, profession & full postal address of the members and date of constitution):- Governing Board Executive Council Board of Management Academic Council Finance Committee Board of Studies Others (Details to be provided in Appendix-XVII)	The following statutory bodies of the University have been constituted: 1. Governing Body 2. Board of Management 3. Academic Council 4. Board of Research Studies 5. Boards of Studies Details are given in Appendix XVII
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11.2	<p>Dates of the meetings of the above bodies held during the last 2 years</p> <p>(Enclose attested copy of the minutes of the meetings)</p> <p>Copies of minutes enclosed in annexures XIV, XV and XVI</p>	Board	2011	2012/13	
		Governing Body	9 April 6 August 3 November	11 February 2012 15 June 2012 19 November 2012 23 February 2013 29 June 2013	
		Board of Management	19 February 9 April 4 June 6 August 3 November	11 February 2012 15 June 2012 11 August 2012 19 November 2012 23 February 2013 27 April 2013	
		Academic Council	19 February 9 April 4 June 6 August 3 November	11 February 2012 15 June 2012 11 August 2012 19 November 2012 23 February 2013 27 April 2013	
		Board of Research Studies		7 May 2012 26 May 2012 8 June 2012 30 June 2012 20 July 2012 3 October 2012 18 January 2013	
		Boards of Studies			
		Dept of Management	25 May 2011	5 May 2012 14 May 2013	
		Department of Civil Engineering		30 March 2012 14 December 2012 22 May 2013	
		Department of Computer Science and Information Technology	2 June 2011 17 November 2011	29 May 2012 7 Dec 2012 28 May 2013	
		Department of Electronics and Communication Engg.	27 June 2011 28 Nov 2011	29 May 2012 11 Dec 2012 28 May 2013	
		Department of Electrical and Electronics Engg	30 May 2011 17 Oct 2011	30 May 2012 10 Dec 2012 29 May 2013	
		Department of Social Work		17 May 2012 7 Dec 2012 30 May 2013	
		11.3	<p>What percentage of the members of the Boards of Studies, or such other academic committees, are external? Enclose the guidelines for BOS or such other Committees.</p>	<p>In this matter, the guidelines given in the Ordinances of the University concerning the composition of the Boards of Studies and other academic committees are followed.</p> <p>The Ordinances concerning the composition and meetings of Board of Research Studies and Departmental Boards of Studies is given in Annexure XI</p>	
11.4	<p>Are there other strategies to review academic programmes besides the academic council? If</p>	<ul style="list-style-type: none"> Apart from the regular activities of the Boards of Studies and the Academic Council, the University takes the help of Expert Committees of persons proficient in the field to 			

	<p>yes, give details about what, when and how often are such reviews made?</p>	<p>suggest the course structures and detailed syllabi of the programmes run by the University. The University also takes their help in revising and updating the syllabus.</p> <ul style="list-style-type: none"> • The University also uses interaction with industry to modify its syllabus and align it to the needs of industry. The latest interactions have been with NASSCOM, IBM and Siemens • The University organizes a seminar-series named “Pathways to Future – an Industry-academia interaction” to bring industry to the campus and then have interactions with them to remove obsolescence from the syllabi of the programmes offered by the University. The last in the series was held on 28 February 2013 when there was a full-day interaction with engineers from Siemens.
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J. Research Profile

12.1	<p>Faculty-wise and Department-wise information to be provided in respect of the following:-</p> <ul style="list-style-type: none"> ➤ Student Teacher Ratio ➤ Class Rooms ➤ Teaching labs ➤ Research labs (major Equipments) ➤ Research Scholars (M. Tech, Ph.D., Post Doctoral Scholars) ➤ Publications in last 3 years (Year-wise list) ➤ No. of Books Published ➤ Patents ➤ Transfer of Technology ➤ Inter-departmental Research (Inter-disciplinary) ➤ Consultancy ➤ Externally funded Research Projects ➤ Educational Programmes Arranged 	<p>Campus-wise and department wise Teacher student ratio is given in the following table:</p> <p>Azara Campus (CHANGE)</p> <table border="1" data-bbox="778 880 1401 1317"> <thead> <tr> <th>Department</th> <th>Ratio</th> </tr> </thead> <tbody> <tr> <td>Computer Science & Engg and IT</td> <td>2.4 : 1</td> </tr> <tr> <td>Electronics and Communication Engg</td> <td>2.5 : 1</td> </tr> <tr> <td>Electrical and Electronics Engg</td> <td>2 : 1</td> </tr> <tr> <td>Chemical Sciences</td> <td>5 : 1</td> </tr> <tr> <td>Physics</td> <td>2 : 1</td> </tr> <tr> <td>North East India Studies</td> <td>2.25 : 1</td> </tr> <tr> <td>Social Work</td> <td>2.8 : 1</td> </tr> <tr> <td>Comparative Religion</td> <td>1.3 : 1</td> </tr> <tr> <td>Humanities and Social Sciences</td> <td>1.6 : 1</td> </tr> <tr> <td>Biotechnology</td> <td>2.3 : 1</td> </tr> </tbody> </table> <p>Kharguli Campus</p> <table border="1" data-bbox="778 1417 1401 1485"> <thead> <tr> <th>Department</th> <th>Ratio</th> </tr> </thead> <tbody> <tr> <td>Business Administration</td> <td>2 : 1</td> </tr> </tbody> </table> <p>Classrooms The University has more than sufficient classrooms to conduct the programmes it is currently conducting. The permanent campus is being planned at its 500-acre plot in Tapesia where state of the art administrative, academic and residential facilities are being constructed.</p> <p>Teaching and Research Laboratories The number of teaching/research labs available with the University are given in the list below. Details of these labs together with their areas are given in Appendix XIV. Appendix XV gives details of equipments available in these labs.</p> <table border="1" data-bbox="778 2000 1401 2022"> <thead> <tr> <th>Sl. No.</th> <th>Department</th> <th>No. of</th> </tr> </thead> </table>	Department	Ratio	Computer Science & Engg and IT	2.4 : 1	Electronics and Communication Engg	2.5 : 1	Electrical and Electronics Engg	2 : 1	Chemical Sciences	5 : 1	Physics	2 : 1	North East India Studies	2.25 : 1	Social Work	2.8 : 1	Comparative Religion	1.3 : 1	Humanities and Social Sciences	1.6 : 1	Biotechnology	2.3 : 1	Department	Ratio	Business Administration	2 : 1	Sl. No.	Department	No. of
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Biotechnology	2.3 : 1																														
Department	Ratio																														
Business Administration	2 : 1																														
Sl. No.	Department	No. of																													

		Teaching and Research Labs
1.	Basic Sciences	5
2.	Mechanical Engineering	7
3.	Civil Engineering	11
4.	Electrical and Electronics Engineering	10
5.	Computer Science and Engineering	10
6.	Electronics and Communication Engineering	10

List of major equipments in Research Labs is given in **Annexure XIX**

Additionally, our research students have access to sophisticated labs and equipments in the following institutions and research laboratories through MOUs.

1. University of Arkansas (USA) for semester abroad and research projects.
2. Asian Institute of Technology (Thailand) for M Tech Projects and socially relevant environmental projects
3. Uppsala University (Sweden) on Nanotechnology in Electronics
4. National Science and Technology Development Agency of Thailand (Thailand) on Nanotechnology and Electronics
5. Universite Rene Descartes (France) for spectral analysis of synthetic organic Chemical molecules and access to library facilities
6. University of Bangkok (Thailand) for B Tech and M Tech Projects
7. Indian Institute of Technology (Guwahati) for access to library and laboratory facilities
8. St Anthony's College (Shillong) for joint research project under DBT
9. CSIR – North East Institute of Science and Technology, Jorhat
10. Forensic Science Laboratory, Guwahati
11. North Eastern Social Research Centre, Guwahati

Details of Research Scholars

M.Tech

Category	Female	Male	Total
SC	2	2	4
ST	4	3	7
OBC	10	5	15
PH	0	0	0
General	20	18	38
Total	36	28	64

PhD Students

Category	Female	Male	Total
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SC	3	4	7
ST	23	20	43
OBC	6	5	11
PH	0	0	0
General	24	15	39
Total	56	44	100

Annexure XX gives the details of Ph D candidates who have submitted the synopsis and registered for the programme till date.

Details of publications of the University during the last 3 years are given in **Annexure XXI**

Externally funded Research Projects

1. Modernisation and Removal of Obsolescence, Project Co-ordinator : S. Nissi Paul, Dept. of Computer Science, Don Bosco College of Engineering and Technology; Date of Sanction : 3.3.2011; Agency: AICTE; Sanctioned amount : Rs. 6,00,000.00
2. Development of a Local audio system for In-house object detection, Project coordinator: Dr. Y. Jayanta Singh, Dept. of Computer Science, Don Bosco College of Engineering and Technology; Year of sanction: 2012; Agency: AICTE; Sanctioned amount: 6,60,000.00
3. Design, synthesis and Biological properties of Novel Adamamtane-tetrahydropyrimidine/-quinazoline hybrids, Principal Investigator: Prof. Jai Narain Vishwakarma, Dept. of chemical Sciences, Agency: DBT; Sanctioned amount: Rs. 41,92,000.00

Consultation

1. All Assam Consultation for Protection of Child Rights, UNICEF, Consultation amount: Rs.2,80,000.00
2. Training Need Assessment Survey in the Juvenile Homes of Assam, UNICEF, Consultation Amount: Rs. 75,000.00
3. Baseline study on Community Mental Health in the Shipajhar and Morigaon Districts of Assam, ASHADEEP, Consultation Amount: Rs. 2,49,000.00

- The University has appointed a **Director of Research** activities who follows up the research programmes regularly, individually and personally.
- The University is already registered with the **Shodh Ganga and Shodh Gangotri** programmes of InflibNet, for creating an online repository of Ph.D. theses and Synopses.
- The University has also initiated a **Weekly Research lecture Series**, in which researchers from the University present their research findings to the

		<p>public. The presentations are followed by discussions and suggestions for further progress in research.</p> <ul style="list-style-type: none"> A number of research projects undertaken in the University are interdisciplinary, in Basic Sciences, Engineering and Technology and Social Sciences
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K. Miscellaneous

13. Details of Non-Teaching Staff

13.1	Details of Non-Teaching Staff : Provided in Appendix XVIII
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Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained Yes/No If yes, Details

(Details to be provided in **Appendix-XVIII**)

13.2	Summary of the Non-Teaching staff	<table border="1"> <thead> <tr> <th>Particulars</th> <th>Female</th> <th>Male</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Administrative Staff</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Group A</td> <td>3</td> <td>10</td> <td>13</td> </tr> <tr> <td>Group B</td> <td>2</td> <td>5</td> <td>7</td> </tr> <tr> <td>Group C</td> <td>5</td> <td>7</td> <td>12</td> </tr> <tr> <td>Group D</td> <td>12</td> <td>14</td> <td>26</td> </tr> <tr> <td>Sub total</td> <td>22</td> <td>36</td> <td>58</td> </tr> <tr> <td>Technical Staff</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Group A</td> <td>0</td> <td>5</td> <td>5</td> </tr> <tr> <td>Group B</td> <td>2</td> <td>12</td> <td>14</td> </tr> <tr> <td>Group C</td> <td>0</td> <td>7</td> <td>7</td> </tr> <tr> <td>Group D</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Sub total</td> <td>2</td> <td>24</td> <td>26</td> </tr> <tr> <td>Grand Total</td> <td>24</td> <td>60</td> <td>84</td> </tr> </tbody> </table>	Particulars	Female	Male	Total	Administrative Staff				Group A	3	10	13	Group B	2	5	7	Group C	5	7	12	Group D	12	14	26	Sub total	22	36	58	Technical Staff				Group A	0	5	5	Group B	2	12	14	Group C	0	7	7	Group D	0	0	0	Sub total	2	24	26	Grand Total	24	60	84
		Particulars	Female	Male	Total																																																					
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PH																																																										
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Total	28	56	84																																																							
13.4	Ratio of Non-teaching staff to students	1:16.5																																																								
13.5	Ratio of Non-teaching staff to faculty	1:1.5																																																								

14. Academic Results

14.1	Faculty-wise and course-wise academic results of the past 3 years	Faculty	Courses / Programmes	2008 Batch		2009 Batch		2010 Batch	
				Appeared	Passed	Appeared	Passed	Appeared	Passed
		Engineering (4 yr)	B.Tech. (all branches combined)	210	207	203	198	Yet to complete	-
		Computer Sc./Com. Appl. (3 yr)	MCA	-	-	5	5	25	24
		Management (2 yr)	MBA	-	-	33	33	34	34

15. Accreditation

15.1	Whether Accredited by NAAC? If yes please provides the following details: Date of Accreditation Period Grade CGPA Grading System Followed	Not eligible for accreditation yet			
15.2	Whether courses are accredited by NBA? If yes please provide course-wise details as under:-	Not eligible for accreditation yet			
		S.No.	Course	Whether Accredited	Period of Accreditation
15.3	Other Accreditations, if any	NA			
15.4	Any other information (including special achievements by the University which may be relevant for the University)	<ol style="list-style-type: none"> Assam Don Bosco University is a member of the following International Associations of Universities <ul style="list-style-type: none"> Association of Commonwealth Universities (ACU) International Association of Universities (IAU) IUS (Instituições Universitárias Salesianas) The association of Don Bosco Universities. From inception the University has gone in for a number of collaborative arrangements with Universities and Research Institutions in India and abroad. Prime among them are: <ul style="list-style-type: none"> University of Arkansas (USA) for semester abroad and research projects. Asian Institute of Technology (Thailand) for M Tech Projects and socially relevant environmental projects Uppsala University (Sweden) on Nanotechnology in Electronics DeSales University (USA) on Educational Leadership National Science and Technology Development Agency of Thailand (Thailand) on Nanotechnology and Electronics Universite Rene Descartes (France) for spectral analysis of synthetic organic Chemical molecules and access to library facilities University of Bangkok (Thailand) for B Tech and M Tech 			

		<p>Projects</p> <ul style="list-style-type: none"> • International University of Rioja (Spain) for online courses • DBTech India (an umbrella body for 123 Technical Schools based at New Delhi) for the standardisation and certification of their technical courses • Indian Institute of Technology (Mumbai) for training programmes for staff and students by Video Conferencing and as a Nodal Centre for training of Trainers for NMEICT Project. The collaboration also extends to three specific nationwide projects of IIT (Mumbai): ‘Talk to a Teacher’, ‘Spoken Tutorials’ and ‘Android App development’ using Akash tablets • Indian Institute of Technology (Guwahati) for access to library and laboratory facilities • ‘Classle’ and ‘Pan-IIT’ (Chennai) organizations for access to training and placement platforms for the students • St Anthony’s College (Shillong) for joint research project under DBT • Sacred Heart College (Shillong), St Anthony’s College (Shillong), Guwahati University (Guwahati), North-East Social Research Centre (Guwahati), Don Bosco College (Tura) for access to library facilities. <p>Collaborative agreements are in the final stages with the following Universities:</p> <ul style="list-style-type: none"> • Catholic University of Freiburg (Switzerland) for staff and student exchange • Barry University (USA) for student exchange <p>3. The University has initiated a student exchange programme with University of Arkansas at Little Rock, USA. This programme covers the areas of Engineering and Computer Studies. Such a programme is on the anvil for the areas of Social Work, Comparative Religion, Green Chemistry and Engineering and Technology at the University of Fribourg, Switzerland, Asian Institute of Technology, Thailand, Bangkok University</p>
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16. Strength and Weaknesses of the University

16.1	Strengths of the University	
16.2	Weaknesses of the University	

STRENGTHS

WEB OF LINKAGES WITH NATIONAL AND INTERNATIONAL INSTITUTIONS

The Don Bosco Society, Azara is part of the international society variously known as ‘The Salesians of Don Bosco’, ‘The Don Bosco Educational Society’, etc. The Committee was informed that this Society has over 32,000 members working in 132 countries. Through a global network of educational and social service organizations, which include 15 universities, 110 institutions of higher education and thousands of schools and social development centres, it caters to the less privileged and marginalised sections of society.

In view of its reach and expertise in the field of education, catering to over fifteen million young people currently the world over, the Society enjoys consultancy status at the United Nations.

In India the Society today has over 5000 members (Fathers, Sisters and Brothers). Its services are offered through 30 colleges, over 100 technical schools, and a large network of high schools and scores of non-formal technical and agricultural training centres spread across the country, covering the entire spectrum of social development. The society is also involved in literacy centres, shelters for street children and rehabilitation and relief operations.

The Government of India has recognised the Salesians of Don Bosco as the largest non-governmental provider of technical education in the country.

The strength of Don Bosco Society as a force in the arena of education lies in its own vast network of schools, colleges, universities and other institutions across the world, and the brand visibility it enjoys as a non-denominational and non-profit organization committed to excellence in service. **Instituti Universitarii Salesiani (IUS)** is an organization of institutions of higher education all over the world, owned and managed by the Don Bosco Society, which owns and manages Assam Don Bosco University. The Assam Don Bosco University is also a member of IUS. Other institutions with which we have links through this organization include the following:

AMERICA

ARGENTINA	UNISAL – Universidad Salesiana de Argentina Facultad de Enología – Rodeo del Medio / Mendoza Centro de Estudios Salesiano – Buenos Aires Instituto Superior Juan XXIII – Bahía Blanca Instituto de Formación Docente Domingo Savio – Córdoba Intituto Superior Don Bosco – Rosario
BOLIVIA	Universidad Salesiana de Bolivia – La Paz
BRAZL	Universidade Católica de Brasília Universidade Católica Dom Bosco – Campo Grande UNILESTE-MG – Centro Universitário do Leste de Minas Gerais UNISAL – Centro Universitario Salesiano – Sao Paulo UNISALESIANO – Lins, Araçatuba Faculdade Salesiana Dom Bosco – Manaus Faculdade Dom Bosco – Porto Alegre Faculdade Salesiana do Nordeste – Recife Falculdade Salesiana de Vitória
CHILE	Universidad Católica Silva Henríquez – Santiago
ECUADOR	Universidad Politécnica Salesiana del Ecuador
EL SALVADOR	Universidad Don Bosco – San Salvador
GUATEMALA	Universidad Mesoamericana – Ciudad de Guatemala
MEXICO	Universidad Salesiana – México DF
PERU	Instituto Superior Salesiano – Lima
VENEZUELA	Instituto Universitario Salesiano P. Ojeda – Los Teques

ASIA

INDIA	Don Bosco Institute of Technology – Kurla / Mumbai Don Bosco Maritime Academy – Kurla / Mumbai Salesian College – Sonada / West Bengal Salesian College – Dimapur / Nagaland Don Bosco College of Teacher Education – Dimapur / Nagaland Don Bosco College – Itanagar / Arunachal Pradesh Don Bosco College – Maram / Manipur Don Bosco College – Guwahati-Azara / Assam St Anthony’s College – Shillong / Meghalaya Don Bosco College – Tura / Meghalaya Don Bosco Degree College – Chandur / Andhra Pradesh Don Bosco Degree College – Hyderabad / Andra Pradesh Don Bosco College – Angadikadovu / Kerala Don Bosco College – Mannuthy / Kerala Don Bosco College – Sultan Bathery / Wayanad, Kerala Don Bosco College of Education – Yadagiri / Karnataka
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	Don Bosco College of Education – Karaikal / Tamil Nadu
	SIARD – Sagayathottam, Vellore / Tamil Nadu
	Sacred Heart College – Tirupattur / Tamil Nadu
	Don Bosco College – Panjim / Goa
	Pastor Lenssen Polytechnic College – Kuthenkuly, Nellai Dt. / Tamil nadu
JAPAN	SALESIO – Salesian Polytechnic – Tokyo
PHILIPPINES	Don Bosco Technical College – Cebu
	Don Bosco College – Canlubang
	Don Bosco Technical College – Mandaluyong
EUROPE	
CZECH REPUBLIC	Jabok – Praga
GERMANY	Philosophische-Teologische Hochschule – Benediktbeuern
ITALY	Università Pontificia Salesiana – Roma
	Scuola Superiore Internazionale di Scienze dell’Educazione – Venezia
POLAND	Salezjanski Instytut Wychowania Chrzcijanskiego – Warszawa
	Instytut Pedagogiki Jana Bosko – Warszawa
	Salezjanska Wyzsza Szkola Ekonomii I Zarzadzania – Lodz
SPAIN	EUSS Escola Universitaria Salesiana de Sarriá – Barcelona
	Centro de Enseñanza Superior Don Bosco – Madrid
	CNAM Salesianos – Zaragoza
AFRICA	
KENYA	Youth Ministry Institute– Nairobi
OCEANIA	
PAPUA NEW GUINEA	Don Bosco Technological College – Port Moresby

Apart from this innate strength, the university has sought to establish a web of collaborative arrangements with some of the outstanding universities and institutions around the world through Memorandums of Understanding (MOUs) – listed below are some of these institutions (MOUs signed or in the process):

- a) Don Bosco Centre for Indigenous Cultures (Shillong, India)
- b) Don Bosco Institute of Technology (Mumbai, India)
- c) Don Bosco Renewal Centre (Bangalore, India)
- d) Don Bosco Tech (New Delhi, India)
- e) Indian Institute for Human Rights (New Delhi, India)
- f) Indian Institute of Technology (Guwahati, India)
- g) Indian Institute of Technology (Mumbai, India)
- h) Indian Statistical Institute (Kolkata, India)
- i) Indira Gandhi National Open University (New Delhi, India)
- j) Institute of Rural Studies and Administration – IRSA (Guntur, India)
- k) Sacred Heart Theological College (Shillong, India)
- l) University 18 (Gurgaon, India)
- m) Barry University (Miami Shores, Florida, USA)
- n) Boston College (Boston, Massachusetts, USA)
- o) Catholic University of Avila (Avila, Spain)
- p) Catholic University of Fribourg (Fribourg, Switzerland)
- q) DeSales University (Center Valley, Pennsylvania, USA)
- r) École Polytechnique Fédérale De Lausanne (Lausanne, Switzerland)
- s) Global Schoolroom and University College of Dublin (Dublin, Ireland)
- t) Marquette University (Wisconsin, Milwaukee, USA)
- u) ProctorU (Pelham, Alabama, USA)
- v) Salve Regina University (Newport, Rhode Island, USA)
- w) Stonehill College (Easton, Massachusetts, USA)
- x) University of Chester (Chester, United Kingdom)
- y) University of Paris (Paris, France)
- z) Villanova University (Villanova, Pennsylvania, USA)
- aa) University of Arkansas at Little Rock, Arkansas, USA
- bb) Rioja Online University, Rioja, Spain

ERP IMPLEMENTATION FOR THE UNIVERSITY

Assam Don Bosco University (ADBU) has deployed an ERP implementation by Dexler Information Solutions, Bangalore - Campus Metalink (CML). Dexler Information Solutions

1. hosts the ERP server setup(database server, application server and web server) with adequate Internet bandwidth.
2. provides customised ERP on Software as a Service (SaaS) Model

The ERP implementation covers all the aspects of the day-to-day running of the University. The modules in the ERP include the following:

Modules in Campus Metalink (CML) ERP

Admissions Management – evaluate applicants for admission using various evaluation criteria, schedule applicants for evaluation activities such as examination and personal interviews, conduct online examinations, shortlist applicants for admission and convert applicant data to student data.

Online application – allows prospect to submit an application and make necessary payments online

Student Records – stores various student related data such as personal information, enrollment information and any history data such as work, education and accomplishments

Academics – manages information related to course, classes, prerequisites and electives, student enrollment, attendance and evaluation registers, class assignments and evaluations, academic and degree advancement, examination management

Learning Management - helps define course content and manage all aspects of student assessment such as assignment submission and online examination. Examination module helps define various categories of questions, manage question banks, structure an assessment and finally manage delivery of the assessments

Student Financials – manage all aspects of student accounts from setting up of student fee structure to collection, including payment cancellations and refunds

Security Management – define page/process/report access to a role and assign various roles to a user

Alumni Management – helps alumni to stay connected and show record of gifts and donations to the institution

Self-service – provides real time data access to various stakeholders, including students, parents, faculty and alumni

Hostel Management – manages room allocation requests from students, allocation of room by administrators, student activity register and complaints management, canteen management and tracking all hostel related charges

Placement – assists with management of position requirements, maintaining organization details, student attendance at placement meetings and events leading up to placement offerings

Notice board - facilitates easy and secure communication between different sections of campus population

Online Feedback – helps capture Student feedback on Course/Instructors, Instructor feedback on Student and 360 Degree feedback between all student/faculty combinations

Library Management – provides facilities to maintain repository of various collections, organize member information, add category, add and remove book, search and issue of book and return/hold book, levy library related charges and collection of payment

Transport Management – helps with organizing vehicle, driver, route and maintenance provider information, allocation of vehicles to student/staff and tracking of accident and vehicle repairs

Campaign & Relationship Management – helps in sending informational emails to applicants or prospects either for marketing purposes or for communication purposes. Relationship management helps manage interaction activities such as calls, meeting, tasks and emailing with the prospects and applicants.

Helpdesk Management – helps manage all types of help desk and customer service related tasks and issues. The solution allows you to centrally record, track, manage tasks/issues so that SLA's can be easily measured. A knowledge base can also be maintained to allow for speedy resolution of frequently reported issues.

CAMPUS MINISTRY

“Campus Ministry” is a unique initiative of ADBU designed to make its graduates dependable human beings: cultured, competent, knowledgeable, broad-minded, committed to society – educated in every sense of the

word. Through this programme, special emphasis is laid on the promotion of democratic values and peaceful living in a multi-cultural, multi-linguistic, and multi-religious society. To achieve these objectives the Campus Ministry Department organises Student Development Programmes (SDP). The following types of programmes are conducted for the students each semester:

- **Orientation Programmes** : Orientation to Self-Discovery – orientation for new students
- **Student Development Programmes ; Learning to live and Work Together** – for students of the second semester, inculcating personal and interpersonal skills
- **Student Development Programmes: Bosconians Towards Excellence** – for the 3rd semester students. This programme instills in the students an urge to achieve excellence in every aspect of their lives – personal and academic.
- **Student Development Programme: Life-Coping Skills** – 4th semester students - skills for coping with tensions and problems, and decision making.
- **Student Development Programme** : Connecting to Youth in the Changing World – a 3-day residential programme conducted in our facility at Kharguli Campus where students learn the exigencies of living in a changing world. This programme is aimed at the 5th semester students
- **Student Development Programme: Campus to Corporate** – a 3-day residential training programme, conducted at our facility at the Kharguli campus in which students are given inputs on entering into the job market – Group Discussion skills and Personal Interview Skills. This programme is aimed at the 6th semester students.

Details of Student development programmes conducted during the past years are available in **Annexure XXII**

REGULAR FACULTY INDUCTION AND ENRICHMENT PROGRAMMES

Getting qualified, competent and effective faculty is not easy. Our choice is to take in the best that we can get and train them up to be excellent. Hence we invest in regular faculty induction and professional enrichment programmes. A University Team, led by the Director of Human Resource, is in place to accompany the new recruits through their initial period of orientation and induction into the service of the university over a period of three months; and then they are followed up through regular staff development programmes, several times a year. This helps the faculty to internalize the core values of the university as well as become thorough-going professionals with a sense of commitment to their tasks.

Faculty enrichment programmes are conducted at the beginning of each semester/trimester with the purpose of moulding the faculty of ADBU into competent, committed and holistic educators. The following faculty enrichment programmes have been organized:

Date	Venue	Theme	Resource Persons	No. of Participants
8-11 Jul 2008	DBCET	Don Bosco's Educational System and Higher Education	Dr Joe Arimpoor	22
13-15 Feb 2009	SILOAM	Residential Workshop on Teaching to Learn	Dr. George Palamattam	22
4-7 Aug 2009	DBCET	Don Bosco's System & Challenges in Higher Education	Dr. Joe Arimpoor	29
23-24 Aug 2009	IIT Guwahati	NPTEL workshop for faculty	Prof. K. Mangala Sunder Prof. C. K. Maity Prof. Ratnajit Bhattacharya Prof. Bani Bhattacharya	All faculty
30 Sep 2009	DBCET	Dealing with IQ, EQ & PQ of students in teaching	Dr George Kallingal	All faculty
19-23 Jan 2010	SILOAM	Residential workshop on Counselling Skills	Dr. George Palamattam	25
6 April 2010	DBCET	Counselling Skills follow up : Case presentation	Dr. George Palamattam	All faculty

3,4 Sep 2010	DBCET	Interactive Teaching : importance for present generation	Dr. Abraham Vettickal	34
23-25 July 2011	SILoAM	Residential workshop on The Heart of Teaching	Dr. George Palamattam	41
30 Jul 2011	DBCET	1 Day Workshop : Education, teaching and learning	Dr. George Kallingal	All faculty
24 – 25 August 2012	DBCET	2-day professional Enrichment Programme – “Mentoring is your Sure Compass”	Dr. Joe Arimpoor	All faculty members of the University
10 – 11 November 2012	DBCET	2-day ISTE workshop on on Aakash for Education	Indian Institute of Technology Bombay	32 faculty members of DBCET
11 – 12 January 2013	DBCET	Reconceptualization of Education and Reconstruction of Pedagogy for 21 st Century Higher Education	Dr. Paul Pudussery	All faculty members of the University
30 January 2013	DBCET	Workshop on NPTEL	Resource Persons from Classle, Chennai	DBCET faculty
17 July 2013	DBCET	Professional Development Programme	Dr. Subimal Bhattacharjee, Ms. Loya Agarwala	All Faculty members of the University

Besides these major programmes, there are monthly programmes for the faculty, where inputs are given on educational system, with special reference to Don Bosco’s System of Education, in addition to reviewing and monitoring our academic progress during the month.

BEST PRACTICES IN NEW EDUCATIONAL AND COMMUNICATION TECHNOLOGIES

1. **Co-operative learning:** students are required to get involved in group assignments and the presentation of these group assignments in front of their class mates and teachers using multimedia presentation aids. This inculcates the methods of co-operative learning and teaches presentation and communication skills.
2. All main class rooms are equipped with multimedia projection systems and loud speaker systems to help both teachers and students to use audio-visual aids in teaching and in presentations
3. Both the campuses under operation are wi-fi enabled. Teachers allocate assignments and projects and receive them from students online.
4. The Entire NPTEL material – both video has been procured and installed on a server for access by the students and faculty. The lectures are often used by faculty members for supplementing their classroom input.
5. **Mentoring System:** Every student is placed under a faculty mentor who serves as an academic and personal guide to the student. The mentor is also the primary node in the grievance redressal system that has been put into place in the constituent units of the University. Each faculty member is assigned about 20 students for whom he/she is a mentor.
6. **Remedial Teaching:** Many of our students come from the vernacular medium and find it difficult to enter into English Medium instruction. For their benefit special glossaries of important technical terms in the vernacular language together with their translations into English has been prepared and made available. Remedial teaching is undertaken for them in English communication. Scheduled remedial teaching is also undertaken in other areas such as Computer Programming, where a large number of students are found to be deficient.
7. **Social Commitment:** As an integral part of the commitment of ADBU to provide holistic education to our students, all students are required to take part in a social commitment project that spans the entire period of their study in the University (or its constituent units). These social commitment projects serve both as a means of holistic education as well as a means to reach out to the less privileged people around our campuses.

8. **Campus Ministry:** "Campus Ministry" is a unique initiative of ADBU designed to make its graduates dependable human beings: cultured, competent, knowledgeable, broad-minded, committed to society – educated in every sense of the word. Through this programme, special emphasis is laid on the promotion of democratic values and peaceful living in a multi-cultural, multi-linguistic, and multi-religious society.
9. **Daily Assembly:** The daily assembly, held in all the constituent units of ADBU, is an occasion at which the faculty, staff and students come together to share information, a thought and a prayer before the starting of each day. We have realised that this daily assembly has great educative value, apart from building up a spirit of integration among the constituents of the University and giving them a God-orientation.
10. **College Association:** The college association, an innovative concept in Don Bosco College of Engineering and Technology, is an attempt at shared management. The College Association consists of representatives from among the students, faculty and non-teaching staff members and representatives from the Management. The purpose of the association is to instill the principles of shared responsibility and it endeavours to take advantage of every opportunity to create an environment that nurtures life in its fullness for every member of the college community and set it on the path to excellence.
11. **Regular Guest Lectures:** Experts from Technical, Social and Corporate areas are invited on a weekly basis to address the students. Apart from the educative impact of these lectures, they broaden the horizons of our students and they also serve as a window to the world outside the classrooms.

NATIONAL KNOWLEDGE NETWORK

Assam Don Bosco university is a member of the National Knowledge Network – an initiative of the Ministry of Human Resource Development and has availed of the **1 Gbps Internet Connectivity** available to universities under the **NMEICT scheme**. ADBU has paid its share of the connectivity charges for the next ten years. The connection was commissioned on 29 April 2011, having created a pipe for 1 GB and configured it for 100 Mbps download and 55 Mbps upload. The University is in the process of setting up a fibre-optic LAN through the present temporary campus.

The Azara campus for Engineering and MSW courses has **wifi connectivity** for the college and hostel campuses. Similarly, the Kharghuli campus has wifi connectivity for the MBA students.

FACULTY APPRAISAL

The University has put in place a 360 degree feedback process for the appraisal of faculty members. It involves the following steps

- **Students give feedback** on the performance of faculty members towards the end of each semester. The feedback focuses on the teaching-learning-evaluation process
- Teachers perform a **self-appraisal using the API form and a format devised by the University**, to evaluate the teaching-learning-evaluation process, participation in governance and contribution towards institution-building. A copy of the self-appraisal format is attached in **Annexure XIII**.
- The **Heads of departments (The Principal/Director/Dean in the case of Head of Departments)** evaluate the faculty on a set of criteria based on role descriptions put in place by the Human Resources Department.
- **The Human resources department** forwards the results of these appraisals to a subcommittee of the Board of Management set up for the purpose of evaluating the performance of the faculty members.
- The Human Resources department, together with the Principal/Director/Dean shares the recommendations of the **Performance Appraisal Committee**, with the faculty members and together, the plan of action for the coming year is formulated.
- The Human Resources department decides upon the required **training and updation** and initiates programmes to ensure that the training and updation requirements of faculty members are met.

In this manner, the University ensures the continual professional development of faculty members while providing the students with the best teaching possible.

REGULAR WORKSHOPS, CONFERENCES, INDUSTRY-ACADEMIC INTERACTION PROGRAMMES

Conferences, Workshops and Seminars are a regular feature of Assam Don Bosco University. The University believes that it is these that give an impetus to the research activities of the University and keep alive the quest for excellence in academics and technology. Given below is a selected list of Conferences, Workshops and Seminars conducted by the University.

Workshops and Conferences

Date	Venue	Theme	Resource Persons
25-Aug-2009	DBCET	Public Key Infrastructure	CDAC, Bangalore
12,13 March 2010	DBCET	National Conference : New Approaches of Basic Sciences Towards the Development of Engineering and Technology (NABSET 2010)	Universities, IITs, NITs
16,17 Nov 2010	DBCET	Workshop on Free and Open Source Software (FOSS)	Mr Varad Gupta; Mr K.B. Shiv Kumar; Mr. Atul Jha
7,8 Dec 2010	DBCET	Workshop on Spoken Tutorials, Scilab	IIT Bombay, IIT Kharagpur
2-3 March 2011	DBCET	National Conference: Computational Intelligence and Signal Processing (CISP2011)	Universities, IITs, NITs,(see brochure)
28 June – 8 Jul 2011	DBCET	2-Week ISTE Workshop on Basic Electronics	IIT Bombay
14-16 July 2011	DBCET	Workshop on Computational Information Processing	ISI Kolkata
13-14 Aug 2011	DBCET	Workshop on Ethical Hacking	Mr. Sunny Vaghela TechDefence & IIT Bombay
2 – 3 March 2012	DBCET	National Conference : Computational Intelligence and Signal Processing (CISP 2012)	Universities, IITs, NITs
10 – 11 November 2012	DBCET	2-day ISTE workshop on on Aakash for Education	IIT Bombay
6 – 9 February 2013	DBISS	3-day Workshop on Development Communication	Experts in the field
23-24 February and 2-3 March 2013	DBCET	ISTE Workshop on Android Programming for Aakash	IIT Bombay
1-2 March 2013	DBCET	New Approaches of Basic Sciences Towards the Development of Engineering and Technology (NABSET 2013)	Universities, IITs, NITs
25 – 26 March 2013	DBISS	National Seminar on Tribal Studies	In Collaboration with TISS Mumbai
17 – 20 April 2013	DBISS	Workshop on Software based Statistical Analysis	In Collaboration with TISS Mumbai
3 May 2013	DBISS	Workshop on “Gender, Health and Marginalisation”	Various resource persons
24 – 18 June 2013	ADBU	ICSSR-NERC Workshop on Research Methodology	Various Resoource persons
24 June – 6 July 2013	DBCET	Workshop on Designing using AutoCad	Department of Civil Engineering
18 – 22 July 2013	DBCET	Workshop on IBM Rational Seed	Resource persons from IBM India
17 – 29 June 2013	DBCET	Workshop on the use of Soft Computing Tools in the field of Science and Technology (STCSCT 2013)	Various Resource Persons

The following workshops/Conferences have been planned for the present academic year:

Date	Venue	Theme	Resource Persons
9 – 10 Sept 2013	DBISS	Workshop on Rorschach Test	Experts in the field
7 – 8 Oct 2013	DBISS	Workshop on Counselling Skills and Techniques	Experts in the field
21 – 22 Oct 2013	DBISS	Workshop on Pervasive Developmental Disorder	Experts in the field
18 – 20 Nov 2013	DBISS	Personal Growth Workshop	Experts in the field
5 – 15 December 2013	ADBU	National Seminar on Research Methodology	Various resource persons
24-26 Feb 2014	DBISS	International Conference on Education	Various Resource persons
9 – 10 March 2014	DBCET	National Conference on Advances in Engineering	Research Scholars and faculty of various Universities, IITs and NITs

Industry-Academia Interaction Programmes

17 Feb 2009	DBCET	Pathways to Future – 1	<i>Dr. Ganesh Natarajan, NASSCOM, Dr Uma Ganesh</i>
10 April 2010	DBCET	Pathways to Future – 2	Dr Jaydeep Sen, TCS
9 Sep 2010	DBCET	Embedded Systems and Robotics	Appin Technologies
28 Sep 2010	DBCET	Benefits of pursuing a course in Hardware and Networking	Ideaon Think
26 Oct 2010	DBCET	Global Certification - A Bridge to Career in IT	Trend Setters Career Academy
28 Feb 2013	DBCET	Programmable Logic Controllers (PLC)	Engineers from Siemens

Talk to a Teacher Project

Under this project of IIT Bombay, our students have a Video conferencing session with IIT Bombay faculty every Thursday, 4.00 pm to 5.00. Students also post their question on their forum. Our students and faculty get an opportunity to interact directly the IIT B faculty.

Remote Center for IIT Bombay

Don Bosco College of Engineering and Technology has become a Remote Center for IIT Bombay under the project “**Empowerment of Students/Teachers through Synchronous & Asynchronous Instruction**”. The college is the venue for the ISTE workshops in the Eastern Region and is the only venue for the North East.

Spoken Tutorials

PARTICIPATORY RURAL ASSESSMENT

The department of Social work undertakes several programmes aimed at equipping the students with skills for working in the field as well as providing rural communities around the North Eastern region of India with definite benefits of social intervention. Some of these programmes are the following:

- **Concurrent and Continuous Field Work:** In this programme, the students of Social Work visit NGOs around the city and outside and immerse themselves in their activities, thereby gaining administrative expertise and field-work skills
- **Rural Camp:** In the Rural Camp activity, students immerse themselves in a remote rural setting for a period of 2 weeks during which they conduct a Participatory Rural Assessment of the villages around the camp location. It is expected that the participatory rural assessment will give rise to documents which analyse the problems that face the rural communities and propose action plans for alleviating

them. The University intends to use the methods of Participatory Rural Assessment to bring about social development in and around the local of the future campus of the university at Sonapur.

EXTENSION ACTIVITIES

The university conducts its extension activities directly and through its sister concerns. Among the notable activities, the following may be mentioned:

1. **Youth Training Programmes in DBI:** Don Bosco Institute, Kharguli is a centre attached to the Don Bosco Institute of Management in Kharguli, Guwahati. Through this institute, youth training programmes and youth leaders training programmes are conducted throughout the year, apart from a number of other training programme for educational and societal leaders, management development programmes, etc.
2. **Bosco Reachout:** Bosco Reachout is an extension wing of the University which has its activities spread over the states of Assam, Meghalaya, Tripura and Mizoram of North Eastern India. Its activities include
 - a. Peoples' organization through the mobilization of Self Help Groups and adopting rights based actions.
 - b. Micro credit and micro enterprise development
 - c. Food security through agriculture and livestock management
 - d. Working towards gender equality
 - e. Mobilising traditional tribal governance structures towards fair and transparent governance
 - f. Intervention in areas of health
3. **Snehalaya: Snehalaya - House of love** is a social service program for the care and rehabilitation of children in distress in the city of Guwahati operating out of five centres. It is an out-reach program run by the Don Bosco Society in which the Assam Don Bosco University is a partner. Snehalaya is committed to build a child-friendly city where even the poorest of the poor children enjoy their rights to survival, protection, development and participation.
4. **Shanti Daan – Old Age Home and House for the Terminally Ill** is a facility of the Missionaries of Charity where the students of Social Work and Psychology render commendable volunteer work on a regular basis catering to over 200 inmates.
5. **School for Underprivileged Tribal Children:** One of the special projects that the University envisions is a fully sponsored residential school for one thousand under-privileged, especially tribal children, accompanying them with quality education from the school level, thus giving them a head-start in life.

These centres and activities also serve as nodes for the research and development activities of the University in the social sector.

RESEARCH ACTIVITIES

- The University has appointed a **Director of Research** who follows up the research programmes of the university regularly, individually and personally. The University has 51 Doctoral students who are enrolled for research in a variety of areas –Green Chemistry, Astrophysics, Forensic Science, Optoelectronics and embedded systems, real-time database systems, digital image and signal processing, natural language processing, conflict, peace and development, human rights and sustainable community development, culture, religious beliefs and post-modern society in North East India, Ethnicity, ideology and identity formation in North-East India, themes, symbols, myths and rituals among the world's religions, Entrepreneurship and Human Resource Management, a philosophy of culture for North East India, etc. **Annexure XX** gives the details of Ph D candidates who have submitted the synopsis and registered for the programme till date.
- The University is already registered with the **Shodh Ganga and Shodh Gangotri** programmes of InflibNet, for creating an online repository of Ph.D. theses and Synopses.
- The University has also initiated a **Weekly Research lecture Series**, in which researchers from the University present their research findings to other researchers, students and faculty members. The presentations are followed by discussions and suggestions for further progress in research.
- The University has entered into **MOUs with some of the best research institutions** of the region to offer library and laboratory facilities to the research students. Some of these institutions are
 - Indian Institute of Technology, Guwahati

- Sacred Heart Theological College, Shillong
- North Eastern Social Research Centre, Guwahati
- Gauhati University, Guwahati
- St. Anthony's College, Shillong
- Don Bosco College, Tura
- Tezpur University, Tezpur
- CSIR – North East Institute of Science and Technology, Jorhat
- Forensic Science Laboratory, Guwahati

ACADEMIC PROGRAMMES IN EMERGING AREAS

The Assam Don Bosco University intends to focus its teaching, research and consultancy activities on three core areas: Technology sector, Service Sector and Social Sector. These areas of interest have been chosen because they focus on cutting-edge contemporary technology, they ensure the employability of its graduates and their capacity to become innovative entrepreneurs and equip them with the skills to impact and transform their society.

The university intends to introduce the following research and academic programmes in these core sectors:

- a. **Technology Sector** – Information Technology and related fields, Biotechnology, including Food Processing Technology, and related fields.
- b. **Service Sector** – Nursing, Pharmacology, Para-medicine, Psychology, Counseling, Management, Media, Arts, Teacher Education, Social Work, Rural Development and areas related to these.
- c. **Social Sector** – Religion and culture with special reference to North East India, Ethics, Governance and tribal studies.

Currently the university conducts the following programmes:

- a) Graduate programme in Engineering leading to the B. Tech. Degree in the four branches of Electronics and Communications, Electrical and Electronics, Computer Science and Information Technology
- b) Post Graduate programme in Computer Applications leading to the degree of MCA
- c) Post Graduate programme in Business Administration leading to the degree of MBA
- d) Post Graduate programme in Technology leading to the degree of M. Tech. in two areas – Artificial Intelligence and Optical Electronics and Communication
- e) Post Graduate programme in Social Work leading to the degree of MSW
- f) Post Graduate programme in Psychological Counselling leading to the degree MSc in Psychological Counselling
- g) Post Graduate programme in Psychological Counselling leading to the degree MA in Educational Leadership
- h) Research programmes leading to the degree of Ph. D.
- i) In the coming academic session a post graduate programme in Educational Leadership is envisaged, leading to the degree MA in Educational Leadership

In consonance with the avowed aim of the University to make higher education accessible to the largest possible clientele, the Board of Management of the University set in place enabling Ordinances in early 2010 that set up a Centre for On-Line and Distance Education (CODE) with Fr (Dr) Joseph Anikuzhikkattil as its first Director. It is currently headed by Fr (Dr) Francis Fernandez as its Director and Mr Raunak Singh Ahluwalia as its Executive Director.

Recognizing that the future of university education is swerving in the direction of on-line programmes of study, the University entered into a partnership with M/S University18 combining the technology and delivery platform of the latter with the expertise of the University in content creation, certification and networking. Christened Don Bosco University Global (DBU Global), the online education platform was designed to leverage already available ICT technology and eLearning systems, to deliver a wide range of affordable Degree and Diploma Programs to learners around the World. Detailed information is available at: www.dbuglobal.com.

A Joint Committee of University Grants Commission (UGC), All India Council for Technical Education (AICTE) and Distance Education Council of India (DEC) visited the University on 6th December 2010 to examine the

preparedness of the University to offer Distance Education. The Committee, led by Prof Latha Pillai (Pro Vice Chancellor, Indira Gandhi National Open University), recommended that the University be empowered to offer study programmes in the distance mode – a recommendation that was approved by the DEC Council and the tripartite Committee of UGC-AICTE-DEC authorizing the University to enter this field and recognizing the courses of study offered in the distance mode (Letter No. DEC/Assam Don Bosco/Assam/2011/6773 dated 24 August 2011).

PART-TIME STUDENT EMPLOYMENT PROGRAMME

With a view to introducing students to the concept of earning while learning and conscientising them to the dignity of human labour, the University has introduced part-time student employment programme. Gradually, it is expected that a sizeable proportion of the students on campus will be involved in some form or another of part-time jobs at the university itself.

UGLOBAL – FREE CERTIFICATE PROGRAMMES ONLINE

UGlobal is India's first & only tuition free Online University Platform. The University has partnered with U18 to set up UGlobal (www.uglobal.org) to teach and certify a 1,00,000 individuals by 2014 in a variety of certificate programmes catering to various specialisations– totally free. It is expected that many of these students will eventually step up to a graduate programme once they see the usefulness and quality of the free programmes.

WEAKNESSES

INFRASTRUCTURE DEVELOPMENT

Although the University has developed an impressive amount of infrastructure at its Azara and Kharguli campuses, the development of infrastructure at its main campus has been delayed by bureaucratic delays by governmental agencies. With most of these hurdles overcome, the pace of development of academic and other structures at Tapesia will gain momentum in the coming three to five years.

DIFFICULTY IN GETTING QUALIFIED PERSONNEL

Recruiting and retaining highly qualified and experienced faculty in Universities is a problem all over the country. The situation is more acute in North-East India due to its geographical isolation from the rest of the country, the prevalence of insurgency in the region etc. To overcome these hurdles, the University has been investing heavily in the in-service training of its staff through professional enrichment programmes.

LACK OF LOCAL INDUSTRY

Finding the right placement for our graduates in this region has become an uphill task due to lack of flourishing local industry. To address this problem the University has set up an incubation centre that also doubles up as an entrepreneurship cell.

CERTIFICATE

This is to certify that all the information provided above is true to the best of my knowledge and belief. The University will adhere to the rules, regulations and guidelines of the UGC, Central Government and relevant Statutory Councils(s) and abide by all the provisions under the UGC Regulation.

The above information is also posted on the website of the University www.dbuniversity.ac.in.

Dr. (Fr.) Stephen Mavelly SDB
Vice Chancellor
Assam Don Bosco University