

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2015-16

1. Details of the Institution

1.1 Name of the Institution

Tezpur University

1.2 Address Line 1

Napaam

Address Line 2

Sonitpur

City/Town

Tezpur

State

Assam

Pin Code

784028

Institution e-mail address

admin@tezu.ernet.in

Contact Nos.

03712- 267007/8/9

Name of the Head of the Institution:

Prof. Madan M Sarma

Tel. No. with STD Code:

03712-267003

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCogn 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	-	2005	5
2	2 nd Cycle	B	2.76	2011	5
3	3 rd Cycle	A	3.25	2016	5
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

(First AQAR after last Assessment and Accreditation by NAAC in 2016)

1.9 Institutional Status

University	State	<input type="checkbox"/>	Central	<input checked="" type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				

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

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input checked="" type="checkbox"/>	Engineering	<input checked="" type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input checked="" type="checkbox"/>		
Others (Specify)	<input type="text"/>								

1.11 Name of the Affiliating University (for the Colleges)

NA

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text" value="√"/>	DST-FIST	<input type="text" value="√"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="11"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="05"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="04"/>
2.9 Total No. of members	<input type="text" value="25"/>
2.10 No. of IQAC meetings held	<input type="text" value="1"/>

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Ranking of Institutions and Accreditation

2.14 Significant Activities and contributions made by IQAC

1. Preparation for Assessment and Accreditation by NAAC in 2016.
2. Conducted a workshop on Ranking of Institutions and Accreditation.
3. Evaluation of applications for promotion under CAS by faculty members.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Standardize the students' feedback handling procedure.	Software for online acquisition of students' feedback has been developed and is being tested.
2. Start 2-3 week in-house orientation course for newly appointed teachers.	An outline of an orientation course has been prepared. Course is to be conducted.
3. Conduct short quality related programmes.	Conducted a workshop on Ranking of Institutions and Accreditation where a large number of faculty members of the

<p>4. Explore means of ensuring quality of research.</p> <p>5. Enhance standardization of academic and administrative procedures wherever possible.</p> <p>6. Streamline the PBAS.</p> <p>7. Start an online suggestion-making system for stakeholders, that would facilitate making and tracking suggestions made by stakeholders.</p> <p>8. Prepare for 3rd cycle of Assessment and Accreditation by NAAC in 2016.</p>	<p>University as well as a few invited teachers from neighbouring colleges participated.</p> <p>Discussions conducted with Dean R&D.</p> <p>Preliminary steps identified.</p> <p>An improved format for submission of PBAS information has been designed and adopted.</p> <p>Development of software for online suggestion making system for stakeholders was undertaken, but could not be completed due to man-power constraints.</p> <p>Satisfactorily coordinated the preparation across the University for the 3rd cycle of Assessment and Accreditation by NAAC. The Assessment and Accreditation was successfully coordinated in May 2016.</p>
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** Attach the Academic Calendar of the year as Annexure. (Annexure II)*

2.15 Whether the AQAR was placed in statutory body Yes ☐ No ☒

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	19	-	-	-
PG	30	02	-	-
UG	12	02	-	02 (B.Voc)
PG Diploma	04	1	-	-
Advanced Diploma	01	-	-	-
Diploma	01	01	-	01 (Diploma in Paralegal Practices)
Certificate	03	-	-	-
Others	-	-	-	-
Total	70	06	-	-
Interdisciplinary	3	-	-	-
Innovative	4	-	-	-

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

Pattern	Number of programmes
Semester	All
Trimester	-
Annual	-

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

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

**Please provide an analysis of the feedback in the Annexure*

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

Syllabus revision/update was done in several departments. Some of these were-

Mechanical Engineering:

During the academic year 2015-16, B. Tech (ME) curriculum was revised keeping in mind the present and future academic and industrial needs. Some of the salient features of the revised curriculum are:

1. External member of the Board of Studies, who is from the industry was involved in the process.
2. Contents of all ME courses were updated.

3. Some of the existing courses were replaced by the new ones. (For example, the course Mathematics IV (MS202) offered in the fourth semester is now replaced with a new course (MS212) titled “Partial differential equations and numerical methods”)
4. One new course on Machine Design (ME312) is introduced in VI semester.
5. Total Number of courses is increased from 51 to 52 with total credits from 177 to 181 and total contact hours from 220 to 224.

Physics:

Syllabi update has taken in to consideration the current changes and effects of (1) Global research areas with potential for research engagement and employment (2) Syllabus of others known Universities both in India & abroad, (3) changes in NET, GATE, JEST etc. syllabus (4) Industrial & other research organization requirements.

Energy:

The salient features of revised syllabus are:

1. Inclusion of 5 new elective courses
2. Inclusion of recently developed technology and features in the different courses
3. Inclusion of a course for community engagement
4. Inclusion of skill based learning

Civil Engineering:

Three new elective courses were added-

1. Pavement material (CE 439)
2. Geometric Design of Road Transportation Systems (CE 440)
3. Design and Construction of Rural Roads (CE 441)

EVS:

Following new courses have been included and existing courses have been updated:

1. Environmental Engineering
2. Environmental Management
3. Climatology and Meteorology

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

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others

2.2 No. of permanent faculty with Ph.D.

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	35	65	6
Presented papers	50	86	5
Resource Persons	9	49	6

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

1. ICT based teaching and learning comprising PPT with graphics and animation, wherever necessary, is adopted in class room teaching.
2. Seminar by distinguished visiting experts.
3. Webinar by distinguished experts utilizing the National Knowledge Network (NKN).
4. Provide electronic study materials to students.
5. Provide coaching and study materials for NET, GATE and other national level examinations.
6. Visit to industries and other institutes
7. Encourage students to participate in summer and winter internships in institutes of national importance.
8. Seminar, Group presentation, Workshops, Quizzes, and Poster Presentation by the students.
9. Projects, hands-on training, field works, augmentation of modern laboratory instruments, for the students.
10. Lecture on works on Nobel laureates.
11. Special attention for slow learner, participatory teaching.

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

186

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

Continuous evaluation, open book examinations, Multiple Choice Questions and online MCQ, mock test, quiz, assignments, case study, Bar Coding and photocopy.

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

76

52

30

2.10 Average percentage of attendance of students

91

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.Sc Chemistry	20	52.6	100	0	0	95
M.A/M.Sc Math	42	8.3	57.8	42.1	0	90.4
M.Sc. Physics	21	5.26	100	0	0	100
M.Sc. Nano Science & Technology	16	6.25	87.5	12.5	0	100
M.Sc. MBBT	29	10.34	100	0	0	100
M.Sc. Env Sc.	22	4.76	100	0	0	100
MA Cultural Studies	32	13.79	96.50	3.45	0	90.6
MA in English	52	0	53.8	46.1	0	100
M.A. in MCJ	36	0	97.2	2.78	0	100
M.A. in Sociology	30	0	96.6	3.33	0	100
M.A. in Lingust. & Lang. Tech	20	5	100	0	0	100
M.A. in Hindi	18	0	88	11.1	0	100
M.A. in Social Work	14	0	100	0	0	100
MBA	50	0	92	8	0	100
MCA	47	10.6	100	0	0	100
M.Tech in FET	18	61.1	100	0	0	100
M.Tech in Energy	21	15.7	100	0	0	95.2
M.Tech in Bio. Electronics	13	38.4	100	0	0	100
M.Tech in ELDT	23	39.1	100	0	0	100
M.Tech in I.T	24	47.8	100	0	0	95.8
M.Tech in Poly.	9	66.66	100	0	0	100

Science						
M.Tech in Mechanical	7	42.8	100	0	0	100
M.Tech in FET (Integrated)	5	20	100	0	0	100
MA in English (Integrated)	14	0	38.4	61.5	0	92.8
M.Sc in Physics (Integrated)	12	8.3	100	0	0	100
M.Sc in Chemistry (Integrated)	19	22.2	100	0	0	94.7
M.Sc in Maths (Integrated)	5	0	100	0	0	60
M.Sc in Bioscience & Bioinformatics (Integrated)	10	0	100	0	0	100
B.Tech in CSE	55	13.4	100	0	0	94.5
B.Tech in ECE	59	9.8	94.33	5.66	0	89.8
B.Tech in ME	65	10	49.23	5.76	0	94.5
B.Tech in FET	26	10.5	90	10	0	76.92
B.Tech in Civil Engineering	52	14.2	85.7	14.2	0	80.7
B.Sc Biosc & Bioinformatics (Integrated)	8	12.5	100	0	0	100
B.Sc Physics (Integrated)	6	16.6	100	0	0	100
B.Sc Chemistry (Integrated)	1	0	100	0	0	100
B.Sc Maths (Integrated)	4	0	100	0	0	100
BA in English (Integrated)	6	0	50	50	0	100
PGDTM	8	0	50	50	0	100
Adv. Diploma Healthcare Informatics & Management	5	40	100	0	0	100
PGD Cultural Studies	1	0	0	100	0	100
PGD Women Studies	7	0	100	0		
Diploma in Paralegal Practice	10	40	80	20		
Certificate in Air Ticketing & Comp. Res.	20	0	65	35	0	100
Certificate in	13	0	83.3	16.6	0	92.3

Chinese						
Certificate in Tech. Writing	11	0	100	0	0	100

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

The IQAC monitors the students' feedback system and the teachers' PBAS. Also, the IQAC participates in preparing plans for monitoring/evaluating the teaching and learning processes.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	12
UGC – Faculty Improvement Programme	2
HRD programmes	33
Orientation programmes	3
Faculty exchange programme	0
Staff training conducted by the university	1
Staff training conducted by other institutions	5
Summer / Winter schools, Workshops, etc.	181
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff				
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

Discussions with the Dean R & D for improving the research climate in the institution.
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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	37	76	13	7
Outlay in Rs. Lakhs	966.698	3784.39L +27255 GBP	1161.03L +27255 GBP	70.85

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	14	1	
Outlay in Rs. Lakhs	4.9	60.374	1	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	495	46	0
Non-Peer Review Journals	1	1	3
e-Journals	18		1
Conference proceedings	54	33	1

3.5 Details on Impact factor of publications:

Range

0.128 – 11.709

 Average

3

 h-index

35

 Nos. in SCOPUS

115

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received	Dept
Major projects	2-4 yrs	DIT, DST, DBT, DST-UKEIRI, MoFPI/SERB, SERB-DST, DST-RFBR, CSIR, UGC	511.27L	511.27L	Chemical Sc.
	2012-15	UGC	14.90 L	12.86 L	Mech. Engg.
	2012-15	SERB -DST	18.45 L	12.65 L	
	2013-16	SERB-DST	18.38 L	14.00 L	
	2013-16	SERB-DST	24.30 L	20.75 L	

	3-4 yrs	DST, UGC	274.45L	76.23L	Energy
	2014-2020	DeitY, C-DAC Mohali, MHRD, UGC SAP (DRS-II), UKIERI- DST, UGC, DBT	896.6L +27255 GBP		CSE
	3-4 yrs	UGC, DST, MoES, DBT, GBPIHED, ICAR-NASF, IITM, ONGC, CSIR, BARC	473.16L	473.16L	Env. Sc.
	2014-2018	DST	41.06L	32.5L	MBBT
	2014-2017	DBT	75.18L	57.74L	
	2013-2016	DBT	56.10L	9.21L	
	4 years	DST	54.032L	27.0L	
	3 years	ICMR	19.95L	7.64L	
	2014-2017	DBT,DST	226.61L	36.38L	
	2016-2019	DBT	116.59L	75.60L	
	2015-2018	DBT	42.30L	20.80L	
	2015-2018	SERB	25.20L	21.30L	
	2015-2017	SLE	207.24L	117.85L	
	2011-2016	Biotech HUB	42.46L	42.46L	
	3 years	DBT/MOPI/DST	86.06L	19.81L	
	2014-2017	DBT	15.00L	10.00L	
	2014-2017	DBT	132.20L	104.82L	
	2014-2017	DBT	45.60L	28.77L	
	2015-2018	IUAC	6.03 L	6.03 L	Physics
	2016-2019	SERB-DST	50.10 L	50.10 L	
	2013-2018	SAMEER	55.3 L	55.3 L	
	2014-2017	DAE-BRNS	32.377 L	32.377 L	
	2016-2019	DeitY	216.04 L	216.04 L	
	2013-2017	UGC	9.658 L	9.658 L	
	2013-2017	DAE-BRNS	24.532 L	24.532 L	
	2013-2017	UGC	13.978 L	13.978 L	
	2010- recurring every year	ISRO	2.85 L recurring every year	2.85 L	
	2014-2017	IUAC, New Delhi	6.0 L	6.0 L	
	2014-2017	MoES, New Delhi	10.68 L	10.68 L	
	2015-2018	SERB, DST	19.2 L	19.2 L	
	2015-2018	ISRO	19.20 L	19.20 L	
	2015-2018	DST	28.4 L	28.4 L	
	2017-2020	ICMR, New Delhi	29.58 L	29.58 L	
	2016-2019	SERB-DST	6.17 L	6.17 L	
	1-August- 2015 to	MHRD		29.45L	TUIPR Cell

	31-July-2016				
Minor Projects	2014-16	SERB	6.25 L	4.37 L	Mech. Engg.
	2015-16	UGC	2.394L	2.394L	Civil Engg.
	1-3 yrs	UGC, ASTEC	15L	7.5L	Energy
	1 yr	IITTM	1L	1L	BA
	2014-2018	DBT	12.40L	8.88L	MBBT
	2015-2018	UGC	14.025L	8.525L	
	2014-2017	INSA	15.00L	7.68L	
	2014	ONGC	5.00L	2.25L	
	2 yrs	UGC	6.0L	6.00L	
	2 yrs	TU	2.00L	2.00L	
Interdisciplinary Projects					
Industry sponsored	2015-17	Asian Paints (I), Mumbai	13.80L	13.80	Chemical Sc.
	2015-16	(various consultancy)	11.656L	11.656L	Civil Engg.
Projects sponsored by the University/ College	2 yrs	Tezpur University	2.15L	2.15L	EVS
Students research projects <i>(other than compulsory by the University)</i>					
Any other(Specify)	3 yrs (2016-18)	DST	10.15L	5.07L	Chemical Sc. (International Collaborative Project)
	1-August-2015 to 31-July-2016	ASTEC		0.40L	TUIPR Cell
Total			4064.012L	2376.02L	

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP	<input type="text" value="6"/>	CAS	<input type="text" value="0"/>	DST-FIST	<input type="text" value="4"/>
DPE	<input type="text" value="1"/>			DBT Scheme/funds	<input type="text" value="1"/>

3.9 For colleges	Autonomy	<input type="text"/>	CPE	<input type="text"/>	DBT Star Scheme	<input type="text"/>
	INSPIRE	<input type="text"/>	CE	<input type="text"/>	Any Other (specify)	<input type="text"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	6		1	
Sponsoring agencies	DST, SERB, T.U	UGC, IUCAA, DST, MoES		TU	

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	9
	Granted	
International	Applied	1 Patent, 1 Copyright
	Granted	
Commercialised	Applied	
	Granted	1

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

Total	International	National	State	University	Dist	College
Faulty:	2	10		2		
Student:		1				

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

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

3.22 No. of students participated in NCC events:

University level	<input type="text" value="30"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="2"/>	College forum	<input type="text"/>
NCC	<input type="text" value="2"/>	NSS	<input type="text"/>
		Any other	<input type="text"/>

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

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Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Class rooms	65	6	TU, UGC	
Laboratories	100*	6	TU, DBT-DIT	
Seminar Halls	12	1	TU,UGC	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	24	13	UGC, MHRD, UGC-SAP	
Value of the equipment purchased during the year (Rs. in Lakhs)	40.72	206.45L	NEQIP + University Grant+DST Project, MHRD, UGC-SAP	
Others		3.85	AICTE-NEQIP	

* Including research laboratory, sophisticated lab., computational lab. etc.

4.2 Computerization of administration and library

Administration

Other than existing software packages, a few newly included software packages for Administration includes

- Online Admission Portal for TU Entrance Exam
- Integrated Financial Application for all Finance related activities.
- Status monitoring Application for Research Work.
- Grievance Redressal System (Revised)

Library

The library is fully computerized with the help Libsys software which is an integrated multi-user library management system that supports all in-house operations of the Library and modernized with bar-coding based automation system that facilitates check-in, check-out and renewal of books. It has CCTV surveillance system for the safety of the library materials. The Central Library has diverse collection of books, periodicals, theses, dissertations, conference proceedings, manuscripts, govt. publications etc. and also subscribing e-journals and databases. Central Library is providing access to e-resources & databases through the e-ShodhSindhu Consortia, INFLIBNET Centre and DelCon DBT Consortium. The Library subscribes an institutional membership of Developing Library Network (DELNET) and American Library. Library users can access books, journals database, ETDs and other e-resources from any terminal within the University campus. Apart from the above resources, Central Library also contains more than 1000 publications in TU Knowledge Repository and more than 400 Theses in ETD Repository. The Library is opening from 9 am–12 midnight on all working days, from 10 am to 9.00 pm. on Saturdays and Sundays.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	55897	14,40,74,286	10388	9180550	66285	15,32,54,836
Reference Books	7050		287	-	7337	
e-Books	450	-	50	-	500	-
Journals	167	40,64,833	12	21,36,527	179	62,01,360
e-Journals	481	56,81,000	-	-	118* + 11651**	32,29,685 ⁺⁺
Digital Database	19	2,88,657***	23 [#]	3,05,416	42 ^{##}	3,05,416***
CD & Video	1999	-	180	-	2179	-
Others (specify)	-	-	-	-	-	-

* subscribed

** journals access through Consortia (ESS+ Delcon DBT)

⁺⁺ Value of only subscribed e-journals

*** Value of only subscribed databases.

[#] Access through consortia ESS+ Delcon DBT

^{##} 5 database subscribed and rest through consortia

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	1025	17 (CSE-9, ECE-1, ME-1, FET-1, Civil-1, ENE-1, MS-1, EFL-1, BA-1)	1Gbps (NKN) + 2Mbps (ERNET)	1 (Lib.)	2 (SoE & Acad –II)	23 (HC, TUEE, IQAC, Fin., Admin., VC Secretriart CoE, Eng. Cell, T&P Cell, Lib., GH, IPR_Cell, SC&ST Cell, DBTNC, BIF, EDC, EOC, Dean_SoE, Dean_Sc, Dean_HSS, Dean_MGT, Dean_SW, Dean_R&D)	20+3 (Centres)	
Added	35	0	0	0	0	0	2 (TLC, EE)	
Total	1060	17	1Gbps (NKN) + 2Mbps (ERNET)	1	2	23	26	

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

The campus is fully networked using high-speed backbone with state of the art networking devices. All the teachers and students including staff members of the University are provided with internet connectivity to their official desktops computers as well as departmental Laboratories & research facilities; and to some extent to the student hostels and residential complexes. The University is in the process of get enterprise grade Campus WiFi through the MHRD initiative and become operational in the coming year. All teachers/ staff/ students have free unrestricted access to the Internet and open for 24x7 basis. Most of the E-governance take place in the University through E-mail and software applications hosted in the intranet zone of the University.

TU IPR Cell conducted two Patent Search and Analysis workshops, where 170 (approx.) Teachers and Students participated.

The Department of MBBT conducted a BIF training.

(please indicate number of teachers and students who have benefitted from the programmes.)

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

(None during the year)

5.2 Efforts made by the institution for tracking the progression

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1132	1723	543	103

(b) No. of students outside the state

525

(c) No. of international students

06

No	%
2017	57.61

Men

Women

No	%
1484	42.39

Last Year(2014-15)						This Year (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1698	390	246	944	22	3300	1825	421	267	957	31	3501

Demand ratio 1:12.87

Dropout % 1.94

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	36	SET/SLET	22	GATE	87	CAT	
IAS/IPS etc		State PSC	3	UPSC		Others	2

5.6 Details of student counselling and career guidance

--

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

--

5.9 Students Activities

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

State/ University level

National level

International level

No. of students participated in cultural events

State/ University level

National level

International level

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

Sports : State/ University level

National level

International level

Cultural: State/ University level

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	134 (PhD)	
Financial support from government	240	22,04,036.00
Financial support from other sources	3	2,82,000.00
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

4

1. Participated in swachhta pakhwada
2. Participated in voter awareness rally organized by election commission
3. Participated in yoga awareness camp
4. Celebrated anti-terrorism day

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To develop human excellence and inculcate leadership through hard work and creativity.

MISSION

To render Tezpur University one of the most preferred destinations of students, faculty and scholars / and employees. To be in the top 50...

6.2 Does the Institution has a management Information System

No.

Different processes of the University have been computerised using individual software modules.

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

6.3.1 Curriculum Development

Inputs from faculty, external experts, alumni, employers, and students are considered in development of curriculum.

The new curriculum proposals are discussed in the Board of Studies of the concerned department, the School Board, and the Academic Council. The inputs and deliberations are recorded.

6.3.2 Teaching and Learning

Engaging qualified faculty, efforts to achieve healthy teacher-student ratio, sound classroom and infra-structure, regular classes and mandatory attendance of students, continuous evaluation.

6.3.3 Examination and Evaluation

Continuous evaluation with limited weight on end-semester tests, internal evaluation of courses, external examiners in project evaluation, students' access to evaluated test scripts for transparency and reliability, letter grading.

6.3.4 Research and Development

The office of the Dean R & D keeps track of the sponsored research projects and consultancy work undertaken by the faculty members of the University. Administrative processes in the execution of the projects are monitored by the Dean R&D.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The Central Library of the University has a good collection of books and periodicals. In addition, the library subscribes to digital libraries through which the students and teachers get access to a wide range of publications. Most of the resources and information of the library is accessible through the computer-based interface OPAC. Tezpur University has a sound ICT infrastructure. Most of the works in the administrative sections are done using computers. For use of the students sufficient number of computer terminal spread over the departments, the central computer centres, library, etc. are available.

6.3.6 Human Resource Management

The performance of the teaching and non-teaching staff members are monitored and analysed through the performance appraisal system. For improvement of quality the faculty members undergo orientation / refresher and short term courses. The non-teaching staff members also undergo skill enhancement training from time to time.

6.3.7 Faculty and Staff recruitment

The faculty and staff recruitment processes are conducted transparently and as per laid down procedures. The application process is gradually being computerised.

6.3.8 Industry Interaction / Collaboration

Within the academic programmes, students' internship in industrial houses is facilitated. Special lectures from senior persons from the industry are arranged from time to time.

6.3.9 Admission of Students

The admission process is given wide publicity. For most of the programmes selection of candidates for admission is done through the Tezpur University Entrance Examination (TUEE) which is conducted in centres throughout the country. The applications for admission are submitted online. The overall process is time-bound and transparent.

6.4 Welfare schemes for

Teaching	Teachers avail the welfare schemes of the Government of India. For instance, medical support, LTC, children's education, etc.
Non teaching	The non-teaching staff members avail the welfare schemes of the Government of India. For instance, medical support, LTC, children's education, etc.
Students	Health support, group insurance, extra-curricular practice, coaching for some public examinations, placement support, etc.

6.5 Total corpus fund generated

--

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No			
Administrative	No			

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

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☒ No ☐

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

1. To implement continuous evaluation in the true spirit, the University has reduced the weight of the semester end examination and introduced five other evaluation components spread over a semester. These five components contributes 70% to the overall assessment and 30% comes from the semester end examination. While the instructors and the departments have the freedom to decide the type of each evaluation component, to maintain standard in the evaluation component, they are conducted according to guidelines provided by the University.
2. Students who miss some evaluation component of a course within a semester on admissible grounds are awarded an 'I' grade and allowed to complete the missed evaluation before the start of the next semester and the I grade is converted to a normal grade.
3. To ensure transparency and fairness in evaluations, the students are shown the evaluated answer scripts and are allowed to point out any case that they think are inconsistent.
4. Due care is taken to complete the examinations and evaluations on time.

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

NA.

6.11 Activities and support from the Alumni Association

Alumni have helped the graduates of the University in finding out jobs and internship placements.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher Association is not there in the University.

6.13 Development programmes for support staff

Trainings from time to time, Medical support, Cooperative society, Socio-cultural association.

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

- | |
|--|
| <ol style="list-style-type: none">1. Creation and maintenance of water bodies (ponds).2. Plantation of trees in the campus.3. Providing dustbins at various locations in the campus for residents to dispose domestic wastes.4. Animal parts left after laboratory experiments are disposed off in scientific ways. |
|--|

Criterion – VII

7. Innovations and Best Practices

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

Steps taken to participate in national and international ranking of institutions. This has created a new awareness among the different sections of the University. The University fared well in several assessments and rankings announced in 2016.

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

Plan of Action	Achievements
1. Standardize the students' feedback handling procedure.	Software for online acquisition of students' feedback has been developed and is being tested.
2. Start 2-3 week in-house orientation course for newly appointed teachers.	An outline of an orientation course has been prepared. Course is to be conducted.
3. Conduct short quality related programmes.	Conducted a workshop on Ranking of Institutions and Accreditation where a large number of faculty members of the University as well as a few invited teachers from neighbouring colleges participated.
4. Explore means of ensuring quality of research.	Discussions conducted with Dean R&D.
5. Enhance standardization of academic and administrative procedures wherever possible.	Preliminary steps identified.
6. Streamline the PBAS.	An improved format for submission of PBAS information has been designed and adopted.
7. Start an online suggestion-making system for stake-holders, that would facilitate making and tracking suggestions made by stake-holders.	Development of software for online suggestion making system for stake-holders was undertaken, but could not be completed due to man-power constraints.
8. Prepare for 3 rd cycle of Assessment and Accreditation by NAAC in 2016.	Satisfactorily coordinated the preparation across the University for the 3 rd cycle of Assessment and Accreditation by NAAC. The Assessment and Accreditation was successfully coordinated in May 2016.

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

1. Academic Probation Committee
2. Use of video-conferencing

(See Annexure IV)

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

7.4 Contribution to environmental awareness / protection

1. Use of well-planned garbage bins on the campus.
2. Emphasis on plantation and horticulture on the campus.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

Strengths-

- Well qualified faculty.
- Good infrastructure.
- Good students.
- Unitary structure of the University.
- Timely conduct of academic activities.
- CBCS
- Sound provisions for extra-curricular engagement.

Weaknesses

- Inadequate faculty in some disciplines.
- Incomplete standardisation of operational procedures.
- Inadequate discipline among a small fraction of students.

Opportunities

- Good financial support from the Government.
- Willingness of funding agencies to support academic and research programmes.
- Guardians' enthusiasm to admit wards in this University.
- Strong trust of many employers, in the University.

Threats

- Harmful distractions for the students (eg., addiction to social media)
- Weak economic status of some guardians vis-a-vis rising cost of education.

- Competition from other HEIs in the region, particularly in attracting funds.
- Inadequate presence of industry in the region for fruitful industry-academia engagement.
- Poor air and railway connectivity.

8. **Plans of institution for next year**

1. Strengthen the students' feedback handling procedure.
2. Start 2-3 week in-house orientation course for newly appointed teachers.
3. Explore means of ensuring quality of research.
4. Standardize academic and administrative procedures wherever possible.
5. Enhance use of ICT in the University's activities.
6. Start quality circles.

Name Utpal Sharma, Director IQAC

Name _____



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Tezpur University Academic Calendar
AUTUMN SEMESTER 2015

Dates (Days)	Event(s)
July 27 (Mon)	Last date of submission of grades after conversion of 'I' grade of the last semester end examinations. (*I' grade exams of the last semester end examination may be held on any dates before this last date based on mutual consent of the student and the faculty).
July 27 (Mon)	Autumn Semester begins. Course registration and admission (including hostel) for Autumn Semester 2015 for continuing students of all programmes. Course registration (including CBC T for first semester students, if applicable) and counselling in the Department for newly admitted students.
July 28 (Tue)	Autumn semester classes start.
August 03 (Mon)	Orientation for new students (centrally organised). Walk to the library
August 29 (Sat)	Test I to be completed
September 19 (Sat)	Test II to be completed
October 12 (Mon)	Research Committee meeting – II
October 14 (Wed) – 17 (Sat) October 19 (Mon) – 23 (Fri)	Period of Mid-term examination (Major I) Mid Term Recess only for students**
October 26 (Mon)	Test III to be completed (Assignment type)
October 26 (Mon)	Last date for withdrawal of courses
November 06 (Fri)	Last date for submission of the panel of experts to be invited for evaluation of project and project viva
November 10 (Tue)	Last date for submission of the list of students (if any) going for off-campus, long projects in the Spring Semester 2016
November 12 (Thu) November 12 (Thu) – 16 (Mon)	Academic Council Meeting-II Advance enrolment to the Spring Semester 2016 for students going for any off-campus long projects
Nov 21 (Sat)	Test IV to be completed
December 08 (Tue) – 11 (Fri)	Students' feedback form for course / course instructor
December 12 (Sat)	Practical examinations to be completed in the Department, if any
December 14 (Mon) – 18 (Fri)	Registration of CBC T course for continuing students
December 14 (Mon) – 19 (Sat)	Autumn Semester End Examinations
December 28 (Mon)	Last date for submission of grades by the departments to the Controller of Examinations
January 06, 2016 (Wed)	Declaration of results of the Autumn Semester End Examinations

Dates of Holiday in TU between Aug to Dec: (Aug: 15; Sept: 25; Oct: 2, 22, 24; Nov: 11, 25; Dec: 24, 25)

Note: In case the date of an event coincides with a holiday/non working day, the immediate next working day will be considered as the date for the event

**Faculty will avail holidays as per TU holiday only.

30 days period of summer recess for faculty may be from any day from June 15, 2015 and July 21, 2015 with recommendations from the Department

***Different events**

January 17: Silpi Divas

February 28: National Science Day celebration

February 28 – March 01: INSCIGNIS – 2015

May 9: Rabindra Jayanti

June 20: Rabha Divas

September 15: Tithi of Shrimanta Shankardeva

October 02: Gandhi Jayanti Celebration

October 30 – November 01: TechXetra-2015 (students are encouraged to take part in events)

October 31: Rashtriya Ekta Divas

November 05: Death anniversary of Dr. Bhupen Hazarika

*These days will be observed / celebrated through academic discussions and/or cultural events.

TEZPUR UNIVERSITY: NAPAAM: TEZPUR 784 028
ACADEMIC CALENDAR 2016

SPRING SEMESTER
January-June, 2016

Dates (Days)	Event(s)
January 01 (Fri) –15(Fri)	Winter recess for students / faculty
January 18 (Mon)	Spring Semester begins Course registration and admission (including hostel admission) for Spring Semester 2016 for continuing students of all programmes
January 19 (Tue)	Spring Semester classes start
January 20 (Wed)	Last date for submission of grades after conversion of 'I' grade of the last semester end examinations
January 21 (Thu)	Tezpur University Foundation Day. Students will attend the foundation day activities as academic activities.
February 13 (Sat)	Test I to be completed
Feb 18 (Thu) – Feb 20 (Sat)	Students' Annual Meet (classes remain suspended)
March 3 (Thu)– March 5 (Sat)	Constitution of Students' Council: notification, nomination, withdrawal of nomination, students election and declaration of results
March 12 (Sat)	Test II to be completed
March 15 (Tue)	Handover of Charge to the newly elected Students Council
April 4 (Mon)	Research Committee meeting-I
April 5 (Tue) – April 9 (Sat)	Period of Test III – Major I
April 14 (Thu) – April 17 (Sun)	Recess for students
April 21 (Thu)	Last date for withdrawal of courses
April 22 (Fri)	Last date for submission of the panel of experts to be invited for evaluation of project / Lab practicals.
April 23 (Sat)	Test IV to be completed (Assignment type)
April 29 (Fri)	Last date for submission of the list of students going for long out of campus internship project in the Autumn Semester 2016
May 7 (Sat)	Test V to be completed
May 9 (Mon) – 10 (Tue)	Advance enrolment to the Autumn Semester 2016 for students going for long out of campus internship project
May 13 (Fri)	Academic Council Meeting-I
May 13 (Fri)	Practical examinations to be completed in the Department, if applicable
May 16 (Mon) – 18 (Wed)	Students' feedback
May 16 (Mon) – 20 (Fri)	Registration of CBCT courses for continuing students
May 26 (Thu) – June 1 (Wed)	Spring Semester End Examinations*
June 2 (Thu) – July 24 (Sun)	Summer recess for students
June 3 (Fri) – June 5 (Sun)	TU Entrance Examinations (TUEE)
June 8 (Wed)	Last date for submission of grades by the Departments to the Controller of Examinations
June 15 (Wed)	Last date for the declaration of results of the Spring Semester End Examinations of outgoing students.
June 15 (Wed)	Last date for submission of proposal by Faculty for procuring text books required for the next Semester
June 16 (Thu)– July 21(Thu)	Summer recess for faculty (any 30 days period within this window)
June 30 (Thu)	Declaration of result of Spring Semester Examination of the continuing students

* Term End examinations for the students those are to undergo 8-week Internship Programme (e.g., MBA 2nd, B. Tech. 6th Sem.) in external Institute/Organisation as partial fulfilment of their course curriculum may be arranged in such a way (starting not before May 23) that they can join respective organisations on or before June 1, 2016.
(Holiday dates in TU between January to June, 2016- Jan: 15, 26; Mar: 24, 25; April: 14, 20 ; May: 21; July 6)

Students' Feedback

In the year 2015-16 students' feedback on the courses were collected by the respective course instructors in a format standardised in the University. The feedback was obtained as anonymous. The respective course instructors analysed the feedback and summarised the positive and negative opinions. These were discussed in the concerned DAC or with the HoD. The negative opinions were translated into course-of-action for improvement.

Best Practices

A.

1. Title of the Practice – Academic Probation Committee

2. Objectives of the Practice

To help students who face difficulties in academics and either obtain low CGPA or fail to complete a programme in the normal stipulated duration.

3. The Context

For every academic programme the minimum and maximum number of required semesters are specified. The maximum number of credits that a student can register for in a semester is 25. Normally students are expected to complete the programme spending the minimum number of semesters, and also to obtain a “good” CGPA. Some students face difficulties in maintaining a good CGPA, or fail to complete the programme in the minimum number of semesters.

4. The Practice

A student whose non-final CGPA is less than 4.5 or who has not completed the programme after the minimum number of semesters is put under “Academic Probation”. Each Department has an Academic Probation Committee (APC) to consider the individual cases of each such student in the Department. The APC advises each student on which courses to register in which (additional) semesters so as to complete the programme as early as possible and with a good CGPA.

5. Evidence of Success

Students who fail to progress well in academics often also are not careful enough so as to improve their performance and complete their programme early. With appropriate counselling by the APC, such students are able to improve their performance and complete their programmes.

6. Problems Encountered and Resources Required

Some students' academic involvement is very poor and they do not show adequate improvement in academic progress. Also, since most courses are offered by the Departments in alternative semesters, a student may have to wait a semester to register and clear some backlog courses.

7. **Notes**
(Optional)

B.

1. **Title of the Practice – Use of video-conferencing.**

2. **Objectives of the Practice**

To make certain interactions with faculties or officials in the University by persons outside possible without physical meetings.

3. **The Context**

There are many situations where a person stationed at other places have to travel to the University for official interactions such as interviews, delivering lectures, etc. Part-time PhD students also must present their progress made in a semester in a Departmental seminar. At times the physical travel by the external person to the University is not feasible, and the important interaction stands at risk.

4. **The Practice**

When it is seen that a person stationed outside has to interact with persons in the University for an important official purpose, but is not in a position to come to the University, the interaction is executed through video-conferencing. Such interactions may be an interview with a selection committee, an expert lecture, or a meeting of a committee. The video-conferencing is conducted either through a low cost PC-based system (such as Skype) or through a dedicated video-conferencing room with high quality equipment.

5. **Evidence of Success**

Previously when an important participant of an interaction was not in a position to physically come for the interaction in the University, the interaction had to be dropped. After adoption of video-conferencing, several important interactions have taken place in this mode.

6. **Problems Encountered and Resources Required**

1. High quality video-conferencing set-up is not abundant in the University.
2. The required quality of internet connection for video-conferencing is sometimes not available.

7. **Notes**

Reliable and adequate internet connectivity is required for more use of video-conferencing.