

Annual Quality Assurance Report (AQAR) 2018

(All NAAC accredited institutions require to 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. The AQAR period is the Academic Year (July 1, 2017 to June 30, 2018).

Part – A

AQAR for the year		:	2017-18
1.	Details of the Institution		
1.1	Name of the Institution	:	Tezpur University
1.2	Address Line 1	:	Napaam
	City/Town	:	Tezpur
	District	:	Sonitpur
	State	:	Assam
	PIN Code	:	784028
	Institution E-mail ID	:	admin@tezu.ernet.in
	Contact Phone Nos	:	03712 27 3100 03712 27 3003
	Name of the Head of the Institution	:	Professor Vinod Kumar Jain
	Tel. No. with STD Code	:	03712-267003
	Mobile No	:	99 571 91 528
	Name of the IQAC Co-ordinator	:	Professor Debendra Chandra Baruah
	Mobile No	:	94 355 08 563
	IQAC E-mail address	:	iqac@tezu.ernet.in
1.3	NAAC Track ID	:	ASUNGN10116
1.4	NAAC Executive Committee No. & Date	:	EC(SC)/16/A&A/1.3 dated 11-07-2016
1.5	Website address	:	www.tezu.ernet.in
	Web-link of the AQAR	:	http://www.tezu.ernet.in/IQAC/AQAR/AQAR2018.pdf

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

1.7	Date of Establishment of IQAC	:	16/08/2005
1.8	Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC	:	<ul style="list-style-type: none"> • AQAR 2015-16 submitted to NAAC on 27/06/2017 • AQAR 2016-17 submitted to NAAC on 25/05/2018
1.9	Institutional Status		
	University	:	Central
	Regulatory Agency approved Institution	:	Yes
	Type of Institution	:	Centrally Funded Institute
	Location	:	Rural
	Financial Status	:	UGC 2(f); UGC 12B
1.10	Type of Faculty/Programme	:	Four Schools as below
			School of Engineering
			School of Management Sciences
			School of Humanities and Social Sciences
			School of Sciences
1.11	Name of the Affiliating University (<i>for the Colleges</i>)	:	Not Applicable
1.12	Special status conferred by Central/ State Government -- UGC/CSIR/DST/DBT/ICMR etc	:	Some of the Programmes/Departments are with special statuses as below
			<ul style="list-style-type: none"> • MHRD Centre of Excellence • DST-FIST • DBT Nodal Centre • UGC-Special Assistance Programme • UGC- Centre with Potential for Excellence in Particular Area

2.0	IQAC Composition and Activities		
2.1	No. of Teachers	:	04
2.2	No. of Administrative /Technical staff	:	13
2.3	No. of students	:	0
2.4	No. of Management representatives	:	02
2.5	No. of Alumni	:	02
2.6	No. of any other stakeholder and community representatives	:	0
2.7	No. of Employers/ Industrialists	:	01
2.8	No. of other External Experts	:	02
2.9	Total No. of members	:	24
2.10	No. of IQAC meetings held	:	02
2.11	No. of meetings with various stakeholders	:	06
	Faculty	:	04
	Non-Teaching Staff Students	:	0
	Alumni	:	0
	Others	:	02
2.12	Has IQAC received any funding from UGC during the year?	:	No
2.13	Seminars and Conferences (only quality related)		
	i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	:	05
	ii) Themes		<ul style="list-style-type: none"> • Faculty Induction Programme • NAAC Assessor Orientation Programme • NAAC Revised Accreditation Framework • UGC guidelines on CAS • Curriculum Development
2.14	Significant Activities and contributions made by IQAC	:	<ul style="list-style-type: none"> • Monitoring and alerting all stakeholders (faculties, administrative staffs, learners) to achieve desired quality • Assessment of functioning of different units and preparation of need based advisories to uphold the desired quality as mandated by Governing bodies.

2.15	Plan of Action by IQAC/Outcome:		
	<u>Plan of Actions</u>		<u>Outcomes</u>
(i)	Deliberating the arrangement of sharing annual budget with Heads of the Departments/Centres	:	Successfully implemented
(ii)	Monitoring the follow up actions of the recommendations of previous NAAC and AAA reports	:	Actions are on and moving in desired directions
(iii)	Deliberation on feedback about the cleanliness in Hostel campus	:	Appropriate action initiated
(iv)	Deliberation on the importance of maintaining quality standards related to academic attributes of CAS applications	:	Results are reflected in the CAS applications
(v)	Streamlining the students mentoring process using a Students Mentoring Record Card	:	Implemented with more convenience
(vi)	NAAC revised accreditation framework 2017: Regional level capacity building	:	Forty professors (including VC) from north-eastern states are trained as Assessors
(vii)	Sensitization about NAAC revised accreditation framework among faculty members through series of workshops	:	Uniform understanding of the new accreditation guidelines among the TU faculty members
(viii)	Deliberation on the different issues on the revision curriculum as per UGC guidelines	:	Outcome based (PO/CO etc) attributes are reflection in the recently revised curriculum
(ix)	Sensitizing faculties about the revision of UGC guidelines on Plagiarism and Self Appraisal	:	Implementation becomes hassle free
(x)	Monitoring the adherence of Academic Calendar*	:	Academic calendar is strictly followed
* Attach the Academic Calendar of the year as Annexure (Annexure II)			

2.15	Whether the AQAR was placed in statutory body				
			No		
		✓	Yes		
	Management		Syndicate	Any other body	✓
	Provide the details of the action taken:				
	Vetted through the Pro-Vice Chancellor and Vice Chancellor				

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	35	02 (M Tech in Civil Engineering and LLM)	-	-
UG	12	-	-	-
PG Diploma	03	-	-	-
Advanced Diploma	-	-	-	-
Diploma	02	-	-	-
Certificate	02	-	01 (NSE Certified Capital Market Professional: NCCMP)	<ul style="list-style-type: none"> • Certificate in NSE Certified Capital Market Professional (NCCMP) Programme • Add-on course on Yoga for promotion of Positive Health • B. Ed (Career Oriented) • French and German Languages are offered as open elective course for students of other programmes
Others (B. Ed)	01	-	-	-
Total	74	02	01	04
Interdisciplinary	06	-	-	-
Innovative	04	-	-	-

1.2	(i) Flexibility of the Curriculum	:	CBCS: Elective and Open Elective courses	
	(ii) Pattern of programmes	:	Pattern	Number of programmes
			Semester	74
			Trimester	Nil
			Annual	Nil
1.3	Feedback from stakeholders* (<i>On all aspects</i>):			
		:	Students Feedback are taken on course curriculum	
	Mode of feedback	:	Manual	
	<i>*Please provide an analysis of the feedback in the (Annexure III)</i>			

1.4	<p>Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.</p>
	<p>Syllabi revisions are done regularly. Highlight of revisions made during the period of concern are provided below:</p>
	<p>Departments under the School of Engineering:</p> <ul style="list-style-type: none"> Mechanical Engineering: Overall, the syllabi have been updated. Some of the salient features of the revised curriculum are as follows: <ul style="list-style-type: none"> A new M Tech Specialization– M Tech in Mechanical Engineering (Machine Design) with a total of 65 credits (in 4 semesters) is initiated with Core courses shown as below: <ul style="list-style-type: none"> 1st Semester (Autumn): ME-501 Advanced Solid Mechanics; ME-623 Mathematical Methods for Engineers and ME-509 Advanced Dynamics and Vibration. 2nd Semester (Spring): ME-502 Finite Element Methods and ME-510 Engineering Design Laboratory. Energy: <ul style="list-style-type: none"> One more elective (Elective-III) is added to the MTech (Energy Technology) curriculum taking the total number of elective courses, a student can opt, to three. A new Elective course, Electricity Regulations and Reforms in India, is designed keeping in view the recent regulations and reforms in the Electricity sector in the Country. Five new Open Online Courses (MOOCs) have been included in the curriculum of M Tech. (Energy Technology). Civil Engineering: B Tech Curriculum is revised in line of AICTE revised guidelines. Computer Science & Engineering: Revisions/Updating of CO101 Introductory Computing; CO102 Computing Laboratory; Discrete Mathematics and CS638 Software Defined Networking & Network Function Virtualization are undertaken. Further, Nine MOOCs Courses (CS650 Introduction to Machine Learning; CS651 Artificial Intelligence Search Methods for Problem Solving; CS653 Introduction to Internet of Things; CS654 Programming, Data Structures and Algorithms Using Python; CS655 Scalable Data Science; CS656 Introduction to R Software; CS657 Cloud Computing; CS658 Social Networks; and CS659 An Introduction to Probability in Computing) are identified as CBCS courses. Food Engineering and Technology: PhD Syllabus is revised as per standing procedure (Ref: the 32nd Academic Council on 14th May, 2018). Electrical Engineering: 1st year B Tech curriculum is revised. Electronics & Communication Engineering: Both the M Tech programmes (ELDT and Bioelectronics) and B Tech (ECE) are revised. The new courses (Intelligent Instrumentation and MEMS and nano- technology, Advanced power electronics) have been introduced in M Tech programmes. Further, B Tech (ECE) course has been revised as per AICTE guidelines. <p>Departments under the School of Management Sciences:</p> <ul style="list-style-type: none"> Commerce: New syllabus is designed which is effective from 01 August 2017. Business Administration: There has been a major revision of syllabus for the MBA programme. Salient aspects of the syllabus update are given below: <ul style="list-style-type: none"> Focus on industry requirements like Business Analytics International Business exposure Thrust on IT tools such as ERP Skill based workshops during non-working days (Business Simulation exercises) Option of MOOCs in CBCS and Dedicated credits for dissertation and comprehensive viva in final semester. <p>Departments/Centres under the School of Humanities and Social Sciences:</p> <ul style="list-style-type: none"> Cultural Studies: The syllabi of all the courses of the Department have been systematically revised. The focus has been on introducing skill-based courses apart from updating the syllabus as per global requirements.

	<ul style="list-style-type: none"> • English & Foreign Languages: The syllabus in order to make up for the deficit of six credits in MA, arising out of the withdrawal of two CBCS courses carrying 3 credits each (in Semesters I and IV) have been revised. • Sociology: Major Syllabus Revision is ongoing. However, some minor revisions were taken up intermittently as per procedure. • Centre for Endangered Languages: Syllabus for MA in Linguistics and Endangered Languages programme is revised to make up deficit of 6 credits. • Law: New Syllabus has been introduced with effect from Autumn Semester 2018 • Mass Communication and Journalism: MA Mass Communication and Journalism syllabus is revised in November, 2017 to be effective from the academic session of 2018 Salient features are as below: <ul style="list-style-type: none"> • Oriented as per requirements of the field and emerging areas, • New courses have been added and contents of existing ones have been revised with inputs from alumni and industry and prominent academics in the domain, • Flexibility in terms of Electives for various areas under the domain of mass communication and media. <p>Departments under the School of Sciences:</p> <ul style="list-style-type: none"> • Physics: Syllabus revision for MSc Physics and Integrated MSc Physics programmes has been done during this period. Salient features of the revision are as below: <ul style="list-style-type: none"> • Two new specializations viz., (i) Plasma Physics and (ii) Nanoscience have been introduced for MSc students. • Major revision of Integrated MSc (Physics) syllabus has been done. New Electives and skill enhancement Courses have been introduced into the undergraduate syllabus. • Mathematical Sciences: Syllabus for MSc, Integrated MSc and BSc BEd (Major in Mathematics) are revised (Ref: the 32nd Academic Council on 14th May, 2018). • Molecular Biology and Biotechnology: MSc (MBBT) and Integrated MSc syllabi are revised. • Environmental Science: Syllabus revision for MSc Environmental Science has been done (Ref: the 31st (Special) Academic Council on 19th Dec., 2017). Three new Open Elective course have been introduced.
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1.5	Any new Department/Centre introduced during the year. If yes, give details	:	NIL
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Criterion – II											
2.	Teaching, Learning and Evaluation										
2.1	Total No. of permanent Faculty										
	Total	Assistant Professors		Associate Professors		Professors		Others			
	252	145		40		67		-			
2.2	No. of permanent Faculty with PhD					216					
2.3	No. of Faculty Positions Recruited (R) and Vacant (V) during the year:										
	Assistant Professors		Associate Professors		Professors		Others		Total		
	R	V	R	V	R	V	R	V	R	V	
	0	7	0	19	0	8	-	-	0	34	
2.4	No. of Guest/Visiting/Temporary Faculty:					Guest		Visiting		Temporary	
						34		6		25	

2.5	Faculty participation in conferences and symposia:			
	No. of Faculty	International level	National level	State level
	Attended	66	74	18
	Presented papers	87	110	07
	Resource Persons	27	68	26
2.6	Innovative processes adopted by the institution in Teaching and Learning:			
	Need based innovative processes, which vary among the academic programmes of the Departments, are adopted time to time. Some major highlights are provided below:			
	Departments under the School of Engineering:			
	Civil Engineering			
	<ul style="list-style-type: none"> • ICT based teaching and learning comprising PPT with graphics and animation, wherever necessary, is adopted in class room teaching • Provide study materials (E-learning materials) to supplement class room learning • Syllabus oriented field visits to industries • Arrange special classes for slow learners • Arrange Seminars lectures by distinguished experts to provide relevant academic exposure concerning latest know-how on Civil Engineering. 			
	Computer Science & Engineering			
	<ul style="list-style-type: none"> • MOOCs (SWAYAM) Courses introduced as a part of Curriculum • Complementing the class room learning through Industrial internship programmes • ICT based teaching and learning comprising PPT with graphics and animation, wherever necessary, is adopted in class room teaching 			
	Energy			
	<ul style="list-style-type: none"> • Engaging learners with Community as part of core course “Energy studies with Community Engagement” • MOOCs (SWAYAM) Courses introduced as a part of Curriculum • Syllabus oriented field visits to industries • ICT based teaching and learning comprising PPT with graphics and animation, wherever necessary, is adopted in class room teaching • Arrange Seminars, lectures by distinguished experts to provide relevant academic exposure 			
	Food Engineering and Technology			
	<ul style="list-style-type: none"> • MOOCs (SWAYAM) Courses introduced as a part of Curriculum • Syllabus oriented field visits to industries • ICT based teaching and learning comprising PPT with graphics and animation, wherever necessary, is adopted in class room teaching • Arrange Seminars, lectures by distinguished experts to provide relevant academic exposure • Moodle. 			
	Electrical Engineering			
	<ul style="list-style-type: none"> • Group discussions/ Presentations integrated in the assessment 			
	Departments/Centres under the School of Management Sciences:			
	Commerce			
	<ul style="list-style-type: none"> • Specially designed Dissertation for summer break • Case based approach • Group discussions/ Presentations integrated in the assessment • Skill based training on Accounting/Banking Software. 			

	<p>Business Administration</p> <ul style="list-style-type: none"> • Moodle • Screen casting • Think Pair Share • Discussion Forums/Blogs <p>Centre for Disaster Management</p> <ul style="list-style-type: none"> • ICT based teaching and learning comprising PPT with graphics and animation <p>Departments/Centres under the School of Humanities and Social Sciences:</p> <p>Cultural Studies</p> <ul style="list-style-type: none"> • Entrepreneurship in the field of culture • Focus on skill-development through hands-on training. • Screening of documentaries, short film and videos related to Cultural Studies and group discussion for critical analysis of these screening for better comprehension, articulating ability and linguistic fluency among students. • Evaluation based on multiple forms (creative writing, short film /video making and photography) to enhance creativity and critical understanding of the subject matter. • Engaging learners with Community as part of core course ‘Gender in Visual art and Culture’ • Training module developed and used as part of UNICEF funded field project is used as a pedagogic tool (included in curriculum). <p>Blog developed and used specifically for course (ICT tools to disseminate knowledge www.batch16blog.wordpress.com)</p> <p>English and Foreign Languages</p> <ul style="list-style-type: none"> • ICT based teaching and learning comprising PPT with graphics and animation, wherever necessary, is adopted in class room teaching • Arrange Seminars, lectures by distinguished experts to provide relevant academic exposure <p>Sociology</p> <ul style="list-style-type: none"> • Film and documentary screening • Seminar presentations and quizzes are part of the teaching-learning process. <p>Centre for Endangered Languages</p> <ul style="list-style-type: none"> • Interactive classroom teaching, • Use of multimedia and smart classrooms <p>Law</p> <ul style="list-style-type: none"> • Interactive classroom teaching, • Use of multimedia and smart classrooms <p>Mass Communication and Journalism</p> <ul style="list-style-type: none"> • Participatory learning through role play, field visits, seminars, workshops, practical situations <p>Departments under the School of Sciences:</p> <p>Chemical Sciences</p> <ul style="list-style-type: none"> • Provide study materials (E-learning materials) to supplement class room learning • Arrange Seminars and Webinars, lectures by distinguished experts to provide relevant academic exposure • Aligning the learning contents to assist NET, GATE and other national level examinations aspirants • Syllabus oriented field visits to industries and other institutes. <p>Environmental Science</p> <ul style="list-style-type: none"> • ICT is being utilized to its maximum potential in the form of PPT with graphics • ‘<i>Learning by doing</i>’ through field visits/works
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	<p>Mathematical Sciences</p> <ul style="list-style-type: none"> • Usage of E-learning • Syllabus oriented field visits to industries • ICT based teaching and learning comprising PPT with graphics and animation, wherever necessary, is adopted in class room teaching • Seminars, lectures by distinguished experts to provide relevant academic exposure • Group discussions/ Presentations integrated in the assessment • Complementing the class room learning through internship programmes • Mini projects supplementing the class room learning. <p>Physics</p> <ul style="list-style-type: none"> • Involvement in Projects, Seminars, conferences, workshops, quizzes, • Hands-on training • Augmentation of modern laboratory instruments, • Arranging for talks by visiting guest scientists. <p>Molecular Biology and Biotechnology</p> <ul style="list-style-type: none"> • Flipped Classroom and Brainstorming
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2.7	Total No. of actual teaching days during this academic year	:	180
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2.8

Examination/Evaluation Reforms initiated by the Institution (<i>for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions</i>)	
There have been efforts to introduce some improved methods for assessment/Examinations in academic programmes under different Departments as highlighted below:	
Departments under the School of Engineering:	
Computer Science & Engineering	Open book Examination
Civil	Continuous evaluation, MCQ, Assignments, Case studies.
Energy	Continuous evaluation, MCQ, Assignments, Field studies
Mechanical Engineering	Open book class test
Departments under the School of Management Sciences:	
Commerce	MCQ test by Turning Tech
Business Administration	Open book
Departments under the School of Humanities and Social Sciences:	
Cultural Studies	Open book examinations, Offline multiple-choice questions, Group presentations/discussions
Sociology	Open book
Social Work	Open book examination, Quiz, Case study assignments
Departments under the School of Sciences:	
Chemical Sciences	Continuous evaluation, open book examinations, MCQ, mock test, quiz, assignments and case study.
Physics	Open book Examination
Mathematical Sciences	Evaluation for both multiple choice type as well as subjective questions using Moodle
Environmental Science	Continuous evaluation, MCQ, Assignments, Presentations and Group discussions

2.9	No. of Faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop		
	Board of Study (BoS)	Faculty members other than members of BoS	Attended curriculum Development workshop
	150	99	54

2.10	Average percentage of attendance of students	:	Above 75%
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2.11	Course/Programme wise distribution of pass percentage:						
Sl. No.	Title of the Programme	Total number of students appeared	% of the total appeared Students				
			Distinction	I class	II class	III class	Pass
1	MSc in Chemistry	20	25.00	75.00	0	0	100.00
2	MSc in Mathematics	34	0	47.05	35.30	0	82.35
3	MSc in Physics	21	9.52	85.71	0	0	95.23
4	MSc in Nanoscience & Technology	12	0	100.00	0	0	100.00
5	MSc in MBBT	27	14.81	85.18	0	0	100.00
6	MSc in Environmental Sc.	24	12.50	87.50	0	0	100.00
7	MA in Cultural Studies	32	6.25	62.50	25.00	0	93.75
8	MA in English	49	0	77.55	20.41	0	97.96
9	MA in Mass Communication & Journalism	32	6.25	90.63	0	0	96.88
10	MA in Communication for Development	9	11.11	88.88	0	0	100.00
11	MA in Sociology	30	0	83.33	10.00	0	93.33
12	MA in Linguistics & Language Technology	22	0	100.00	0	0	100.00
13	MA in Linguistics & Endangered Languages	17	0	88.24	11.76	0	100.00
14	MA in Hindi	30	0	90.00	10.00	0	100.00
15	MA in Social Work	16	0	93.75	0	0	93.75
16	MA in Education	34	5.88	94.11	0	0	100.00
17	B.Ed	44	15.91	84.09	0	0	100.00
18	MBA	46	0	86.96	10.87	0	97.83
19	Master in Tourism & Travel Management	10	0	60.00	30.00	0	90.00
20	MCA	40	7.50	87.50	0	0	95.00
21	M Tech in Food Engineering & Technology	13	38.46	53.85	0	0	92.31
22	M Tech in Energy Technology	21	19.05	76.19	0	0	95.24
23	M Tech in Bioelectronics	12	8.33	91.66	0	0	100.00
24	M Tech in Electronics Design and Technology	25	12.00	84.00	0	0	96.00
25	M Tech in IT	23	43.48	52.17	0	0	95.65
26	Post B.Sc 4 year Integrated M Tech in Food Engineering Technology	6	16.67	83.33	0	0	100.00
27	M Tech in Mechanical Engineering	13	30.77	69.23	0	0	100.00
28	M Tech in Polymer Science & Technology	10	20.00	80.00	0	0	100.00
29	B Tech in Computer Science & Engineering	50	4.00	88.00	2.00	0	94.00

Sl. No.	Title of the Programme	Total number of students appeared	% of the total appeared Students				
			Distinction	I class	II class	III class	Pass
30	B Tech in Electronics & Communication Engineering	47	6.38	82.98	6.38	0	95.74
31	B.Tech in Mechanical Engineering	61	9.84	81.97	3.28	0	95.09
32	B Tech in Civil Engineering	49	6.12	83.67	0	0	89.79
33	B Tech in Food Engineering & Technology	28	3.57	78.57	3.57	0	85.71
34	B Tech in Electrical Engineering	26	3.85	84.61	3.85	0	92.31
35	Integrated M.Sc in Bioscience & Bioinformatics	5	0	80.00	0	0	80.00
36	Integrated M.Sc in Physics	13	0	100.00	0	0	100.00
37	Integrated M.Sc in Chemistry	20	25.00	60.00	0	0	85.00
38	Integrated M.Sc in Mathematics	21	4.76	52.38	14.29	0	71.43
39	Integrated M A in English	12	0	83.33	16.66	0	100.00
40	Integrated M.Sc in Bioscience & Bioinformatics (Lateral exit B.Sc)	5	0	100.00	0	0	100.00
41	Integrated M.Sc in Chemistry(Lateral exit B.Sc)	2	50.00	50.00	0	0	100.00
42	Integrated M.Sc in Mathematics (Lateral exit B.Sc)	11	0	54.55	45.45	0	100.00
43	Integrated M.Com (Lateral exit as B.Com)	8	0	87.50	12.50	0	100.00
44	Integrated M A in English (lateral exit as BA)	7	0	85.71	14.28	0	100.00
45	Certificate in NSE Certified Capital Market Professional	35	0	48.57	51.42	0	100.00
46	B.Voc in Renewable Energy Management	4	25.00	75.00	0	0	100.00
47	B.Voc in Food Processing	14	14.29	78.57	0	0	92.86
48	Certificate in Chinese	11	9.09	81.82	9.09	0	100.00
49	PG Diploma Translation (Hindi)	7	0	71.43	14.28	0	85.71
50	PG Diploma in Women Studies	7	0	85.71	14.28	0	100.00
51	PG Diploma in Child Rights and Governance	10	0	100.00	0	0	100.00

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.
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2.13	Initiatives undertaken towards faculty development:	
	<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
	Refresher courses	5
	UGC – Faculty Improvement Programme	126
	HRD programmes	12
	Orientation programmes	15
	Faculty exchange programme	Nil
	Staff training conducted by the University	24
	Staff training conducted by other Institutions	4
	Summer / Winter Schools, Workshops, etc.	84
	Others	23

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	187	11	07	Nil
Technical Staff	86	03	04	Nil

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the University:

Tezpur University supports a favourable research climate for its faculties and other researchers including students. IQAC emphasises to uphold quality and ethics in research through the existing mechanism. Young faculty members are sensitized through workshop about requirements of quality research publications. Students and faculties are sensitized about the UGC guidelines of (i) recruitment, career advancement policy and (ii) plagiarism time to time and requirements of desired research outputs.

3.2 Details regarding major projects (01-07-2017 to 30-06-2018):

	Completed	Ongoing	Sanctioned	Submitted
Number	04	204	35	-
Outlay Rs. in Lakhs	87.43	8137.78	1081.86	-

3.3 Details regarding minor projects (01-07-2017 to 30-06-2018):

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	15	02	-
Outlay Rs. in Lakhs	Nil	35.53	4.40	-

3.4 Details on research publications (01-07-2017 to 30-06-2018):

	International	National	Others
Peer Review Journals	431	49	09
Non-Peer Review Journals	05	02	01
e-Journals	05	Nil	Nil
Conference proceedings	47	28	01

3.5 Details on Impact factor of publications:

Range	Average	<i>h</i> -index	Nos. in SCOPUS
Up to 12.10	2.47	57	323

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations: Details as provided below

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (Rupees in Lakhs)	Received (Rupees in Lakhs)	Department
Major Projects	2-4	DIT, DST, DBT, DST-UKEIRI, MoFPI/SERB, SERB-DST, DST-RFBR, CSIR, UGC	511.27	511.27	Chemical Science

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (Rupees in Lakhs)	Received (Rupees in Lakhs)	Department
Major Projects	2-4	DBT-BIRAC, ICMR, DBT, DST, SERB, SRB	655	229.51	MBBT
	3	DST	24	12	Civil Engineering
	2-5	UGC, UNICEF	306	184.4	Cultural Studies
	2	ICSSR	6	6	Education
	2-5	UGC, ICSSR	108	14.5	EFL
	Up to 2	ICMR, UNICEF India	37.83	18.75	SW
	5	UGC	600.00	300	CFEL
	1	ICSSR	4.00	1.60	MCJ
	1	MSME	40.49	28.34	CIIE
	1-5	SERB-DST, DBT, DST UGC, DST-RCUK, IUCERCE, HEFCE Newton fund	484.33	361.32	Energy
	2-3	ICAR, DBT, DRDO DST, MoST, SERB (DST), ASTEC	516.10	390.19	FET
	1-6	SERB, DeitY, MHRD, UGC SAP (DRS-II)	683.51	683.51	CSE
	1	DST, ISRO, AICTE, MeitY	136.26	-	ECE
	3	DST-SERB, ICAR-NASF	101.37	101.37	Environmental Science
	2-5	IUAC, SERB-DST, UGC-DAE-CSR, SAMEER, DeitY, DST (nano- mission) DST, IUAC, ISRO, ICMR, BIRAC-SRISTI GYTI, UGC-SAP, CSIR, DST-FIST CSIR, New Delhi,	910.242	772.002	Physics
Minor Projects	1-3	UGC, ASTEC, BBSRC	16.25	16.25	Energy
	1	MAKAIAS	3.08	3.08	Cul. Stds.
	3	UGC	10.00	8.00	FET
	-	SERB	6.60	2.20	M. Scs.
Interdisciplinary Projects	2-3	DBT, MeitY, DeitY	237.88	237.88	CSE
	2	Asian Paints (I), Mumbai	13.80	13.80	Chem. Sc.
Industry sponsored	2	ONGC	12.37	4.17	MBBT

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (Rupees in Lakhs)	Received (Rupees in Lakhs)	Department
Projects sponsored by the University/ College	1	TU	8.00	8.00	MBBT
Students research projects (other than compulsory by the University)	1	AICTE-NEQIP	-	0.75	Mechanical Engineering
Any other(Specify)	3	DST	10.15	5.07	Chemical Science
	1	Simplex, Powergrid, Gammon, MES etc.	7.50	7.50	Civil Engineering
	1	SERB	8.60	8.60	MBBT
Total			5459	3930	

3.7	No. of books published:			
		With ISBN No.	Without ISBN No.	Chapters in Edited Books
		28	01	79

3.8	No. of University Departments receiving funds from					
	UGC-SAP	CAS	DST-FIST	DPE	AICTE-NEQIP	DBT Scheme/funds
	10	-	05	-	-	01

3.9	For colleges: NA						
	Autonomy			CPE		DBT Star Scheme	
	INSPIRE			CE		Any Other (specify)	

3.10	Revenue generated through consultancy (Rs in Lakhs)	4.63
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3.11	No. of Conferences organized by the Institution:
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	International	National	State	University	College
Number	03	14	06	02	--
Sponsoring agencies	Ayodhya Shodh Sthan, UP, Vani Foundation, New Delhi, Centre for Southeast Asia, Gauhati University, Centre for Himalayan Studies (CNRS), Paris; Indira Gandhi National Centre for the Arts; ICSSR; Heinrich Boll Foundation; ActionAid, Southampton, USA, IUCAA	MDoNER, OIL, NEEPCO, AICTE-NEQIP, DeitY, GIAN MHRD, UGC-SAP, Save the Children, DST CSIR, DRDO, CFEL, TU, DBT-BIF	03	02	--

3.12	No. of Faculty served as Experts, Chairpersons or Resource persons	:	82
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3.13	No. of collaborations:		
	International	National	Any Other
	38	44	03

3.14	No. of linkages created during this year	20
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3.15	Total budget for research for current year (Rs in Lakhs):		
	From Funding agency	From Management of University/College	Total
	MHRD/UGC	-	1250.00

3.16	No. of patents received this year		
	Type of Patent		Number
National	Applied		06
	Granted		03
International	Applied		NIL
	Granted		NIL
Commercialised	Applied		NIL
	Granted		NIL

3.17	No. of research awards/ recognitions received by Faculty and Research Fellows of the Institute during the year						
Total		International	National	State	University	District	College
Faculty:		07	07	-	-	-	-
Student:		05	03	-	-	-	-

3.18	No. of Faculty from the Institution who are PhD Guides and students registered under them	
	Faculty (Nos)	162
	Registered Students (Nos)	641

3.19	No. of PhD awarded by Faculties from the Institution:	91
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3.20	No. of Research Scholars receiving the Fellowships (Newly enrolled + existing ones)			
	JRF	SRF	Project Fellows	Any Other
	66	74	Nil	109 (Institute Fellowship)

3.21	No. of students Participated in NSS events			
University level		State level	National level	International level
800		Nil	Nil	Nil

3.22	No. of students participated in NCC events			
	University level	State level	National level	International level
	15	Nil	Nil	Nil

3.23	No. of Awards won in NSS			
	University level	State level	National level	International level
	Nil	Nil	Nil	Nil

3.24	No. of Awards won in NCC			
	University level	State level	National level	International level
	Nil	Nil	Nil	Nil

3.25	No. of Extension activities organized				
	University forum	College forum	NCC	NSS	Any other
	01	Nil	02	25	Nil

3.26	Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility:			
	<ul style="list-style-type: none"> The students of the Post Graduate Diploma in Child Rights & Governance (PGDCRG) along with the Faculty/Staff of the Centre had organized an ‘<i>Observational cum Interactive</i>’ session with inmates of Nav Prabhat (an orphanage) located at Ketekibari, Tezpur on November 14, 2017 and distributed some items of basic needs for study among 24 beneficiaries Organized a career counselling programme on March 17, 2018 for 35 students of the nearby villages who appeared at the Board/Council examinations in 2018. A day-long ‘<i>Orientation Workshop on Child Budget and Social Schemes</i>’ of the Govt. of Assam was organized in collaboration with UNICEF-Assam on March 28, 2018, for 27 high school students of the nearby villages. A group of students visits Jhawani Village of Bihaguri Development Block to address deficiencies/teach the school going students during the year 			

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	117	01	TU, UGC	118
Laboratories	133*	02	TU, UGC	135*
Seminar Halls	19	01	UGC, TU	20
No. of important Equipment purchased (\geq 1-0 lakh) during the current year.	63	27	UGC, TU & project, UGC-SAP, AICTE-NEQIP	90
Value of the equipment purchased during the year (Rs. in Lakhs)	606.61	316.62	AICTE-NEQIP, UGC, TU & project, MNRE, UGC-SAP	923.23
Others				02
* Including research laboratory, sophisticated laboratory and computational laboratories				

4.2	Computerization of Administration and Library
	<p>Administration: The existing software packages that are developed in-house viz University Examination Information System, Leave Processing System, Grievance Registration System, Stock Inventory System for Health Centre, PhD Status Monitoring System, Research Project Fund Management System, Helpdesk System for Call-logging System and Online Recruitment Portal for recruitment related activities are being regularly updated and maintained by team of technical staff. Apart from in-house developed software there are software systems which are developed and maintained by service providers under various contracts like Integrated Financial Application System, TUEE and Admission System. The web portal and the E-mail system of the University which is being maintained by the Computer Centre provides an effective way of integrating various software applications like authentication, access control and information sharing. Almost, all the systems are designed for web-based access.</p> <p>Library: The Library is fully computerized with the help of <i>Libsys</i> software with barcoding system which facilitates check-in, check-out and renewal of books. Library has CCTV surveillance system for the safety of the library materials. Library has diverse collection of books, periodicals, theses, dissertations, conference proceedings, manuscripts, govt. publications, subscribing number of e-journals and databases and providing access to e-resources and databases through the <i>e-ShodhSindhu Consortia</i> and <i>DelCon-DBT Consortium</i>. The Library is also subscribing institutional membership of Developing Library Network (DELNET), New Delhi and American Library, Kolkatta. Library users can online 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 1000 theses/dissertations in repository. The Central Library provides Current Awareness Services (CAS) which are <i>InfoJ</i>, <i>InfoGranth</i>, <i>Monday Morning e-news Service</i> etc. The Library remains open from 9 am–12 o’clock midnight on all working days and from 10 am to 9.00 pm. during weekend and holidays. The following are the new additions towards computerisation of the Library apart for the existing software packages: -Established a Digital Resource Centre with 44 Nodes, Data migration from <i>LIBSYS Library software</i> to <i>KOHA open source Software</i> and developed CD online Library Catalogue. Central Library also provide reading facility to readers for 365 days in a year. Anti-Plagiarism software “<i>Turnitin</i>” licenses are renewed every year for easy access to the University Community.</p>

4.3	Library services:					
		Existing		Newly added		Total
		No.	Value (Rs. in Lakhs)	No.	Value (Rs. in Lakhs)	No. Value (Rs. in Lakhs)
Text Books	71177	1572	7460	52.38	78637	1624.75
Reference Books	7514			-	7831	
e-Books	502			-	523	
Journals (print)	177	62.93	35	1.973	212	47.81
e-Journals	122	56.81	1580	-	1702	53.75
Digital Database	46	-	(Five discontinued)	-	41	0.50
CD & Video	2550	-	2	-	2552	-
Others (specify)	32	Rare documents	-	-	32	-
(additionally 8658 Journals access through Consortia (ESS+ Delcon DBT)						

4.4	Technology up gradation (overall)
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	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	1218	17	1Gbps (NKN) + 2Mbps (ERNET)	1	2	23	26	Nil
Added	56 *	2	Nil	Nil	Nil	Nil	Nil	Nil
Total	1274	19	1Gbps (NKN) + 2Mbps (ERNET)	1	2	23	26	Nil

* procured, yet to be operational

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 desktop computers as well as to Departmental Laboratories & Research facilities. The Campus Wi-Fi service is implemented under the aegis of the MHRD's Campus Connect initiative. All the students, Faculty and staff members (total of above 4500) are provided with user accounts to access the Internet 24x7.

4.6	Amount spent on maintenance (Rs. in Lakhs)	
i)	ICT	NIL
ii)	Campus Infrastructure and facilities	59.52
iii)	Equipment	95.39
iv)	Others	NIL
Total		154.91

Criterion – V	
5.	Student Support and Progression
5.1	Contribution of IQAC in enhancing awareness about Student Support Services
	<ul style="list-style-type: none"> Strategy to implement Quality Circles (as per the mandate of IQAC). Quality Circles (QC) has been successfully initiated in the Library. Regular mentoring of Students through Faculty mentors. Awareness on cleanliness of Hostels. Insisting provision of quality food for students

5.2	Efforts made by the institution for tracking the progression
	Efforts are made to track the progression of the students through <i>e-mails</i> , social media, Alumni Association, friends and family members. The University has accounts with <i>Facebook</i> , <i>Tweeter</i> and <i>YouTube</i> (LinkedIn in the process) and alumni are requested to be members of such groups and share the status of their employment and transfer.

5.3	Students profile											
(a)	Total Number of students											
UG				PG		PhD			Others		Total	
1257				2019		641			65		3982	
(b)	No. of students from outside the state					590						
(c)	No. of international students					18						
						No			%			
Men						2285			57.4			
Women						1697			42.6			
Last Year (2016-17)						This Year (2017-18)						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total	
2101	494	296	1012	45	3948	2142	502	318	975	45	3982	
Demand ratio			19.93 (24376 for 1223)			Dropout				0.5%		

5.4	Details of student support mechanism for coaching for competitive examinations (If any) No	
	No. of students beneficiaries	

5.5	No. of students qualified in these examinations							
	NET	SET/SLET	GATE	CAT	IAS/IPS	State PSC	UPSC	Others
	123	51	134	05	-	02	-	07

5.6	Details of student counselling and career guidance
a) Training & Placement Cell (Non-Technical)	<ul style="list-style-type: none"> • A two-day Pre-placement Grooming programme was organized for MBA and MTM students by Mr. Litan Bhowmik on 26th and 27th June 2017. (Participants – 54). • A one-day training programme on “<i>Effective Group Discussion and Interview Techniques</i>” was organized for the final year students of the School of Humanities & Social Sciences and School of Sciences by Mr. Litan Bhowmik on August 28, 2017. (Participants – 151). • An interactive session by Mr. Rajneesh Bhardwaj, DGM-HR, Dalmia Cement, on “<i>How to prepare for campus placements</i>” was organized on September 1, 2017. (Participants – 76). • A skill-building session on the “<i>Functions of Sales & Distribution Channel in FMCGs for Management Students</i>” by Mr. Purba Jyoti Sharma, Regional Sales Manager of North-East Region, Nestle was organized on September 18, 2017. • A workshop on “<i>Interview Facing Skills & Making a Best Impression on Recruiters</i>” was organized for final year Mass Communication & Journalism students by Mrs. Anuradha Ghosh, Soft skill Trainer, on February 3, 2018.
b) Training & Placement Cell (Technical)	<ul style="list-style-type: none"> • A three-day Pre-placement grooming programme for the school of Engineering students by Mr Litan Bhowmick was delivered from 14th to 16th Oct 2017. (Participants – 57). • A three-day programme on “Mock Interview and group discussion” for the school of Engineering students by Mr Litan Bhowmik was conducted from 28th to 30th Oct 2017. (Participants – 60). • An eighteen-day training programme on “Java programming” was conducted by Mr Bhargav Choudhury from 12th to 29th Dec 2017. (Participants-29) • An eight-day training programme on Ansys structure was conducted by Raju Govindharajan from 15th to 22nd Dec 2017. (Participants- 40) • A fifteen-day AICTE Sponsored ICT EETP training was organized for the School of Engineering students by T&P Cell from 15th to 29th Dec 2017. (Participants-55). • An interactive session by Mr. Narendra Vashisht, CGM-HR, Oil India Limited, on “expectation from freshers” was organized on 21st Dec 2017. (Participants- 103). • An eight-day MATLAB training programme was delivered by Mr Bikramjit Goswami from 22nd to 29th Dec 2017. (Participants- 36). • An eight-day training programme on Ansys Fluent (CFD) was delivered by Mr Raju Govindharajan from 22nd to 29th Dec 2017. (Participants-41). • An eight-day training programme on “Microsoft Project Planning” was delivered by Mr Joy Mukherjee from 22nd to 29th Dec 2017. (Participants-26). • An Interactive Session by Shri Utpal Bora, CMD Oil India Limited, on “prospects of Engineers in OIL” was organized on 21st January 2018. (Participants-233). • A five-day training programme of total 12.5 hours was delivered by Dr. Sanjit Maitra on “R programming” during the duration of 14th to 28th Feb 2018. (Participants-58). • A five-day training programme was delivered by Mr Dhanesh Kasinathan on “Python programming” from 17th to 21st Feb 2018. (Participants-43). • An interactive session was delivered by Mr Ghananil Phukan, Android & Tools Engg Manager, Intel on “What Intel expects from Engineers” on 18th Feb 2018. (Participants-119).

b) Training & Placement Cell (Technical)	<ul style="list-style-type: none"> An interactive session was delivered by Mr. Dipak Narayan Basu, Director, Simplex Infrastructures Limited, on “Industry requirement from today’s Civil Engineers” on 20th Feb 2018. (Participants-132). An interactive session was delivered by Mr Praveen Kumar, Director, Ekagga Technology, on “How to develop programming skills” on 22nd Feb 2018. (Participants-34). An interactive session was delivered by Dr Amitava Pramanik, R& D Scientist, Hindustan Unilever Limited and Mr Sanjoy Sikdar, Programme Director- cloud platform Services, IBM Software Lab, on “Technical Knowledge in interviews” on 26th April 2018. (Participants-53). 		
	Total No. of students benefitted	1427	

5.7	Details of campus placement		
	On Campus		Off Campus
	Number of Organizations Visited	Number of Students Participated	Number of Students Placed
	51	536	21

5.8	Details of gender sensitization programmes
Chandraprabha Saikiani Centre for Women’s Studies:	
<ul style="list-style-type: none">• A week long basic computer training programme was initiated by Centre during 26th February to 5th March 2018 for men and women who do not have access to computer and are facing difficulties in day to day life. The aim of the programme was to create awareness amongst the people of Napaam area, Sonitpur regarding basic knowledge about Computer.• A gender sensitization programme was organised on the occasion of International Women’s Day on 8th March 2018 at Nagaon District Library. The Head of the <i>Chandraprabha Saikiani</i> Centre was invited to address the gathering consisted of rural women from Nagaon district and students (mostly girls). A short film was also filmed for the benefit of the gathering by the Centre highlighting the potential about the skills possessed by women, (soft-skills) to transform into productive work and hence empowering the women economically. Students from the Centre also performed a play-card act, holding the banners for Women empowerment and their present societal struggles. Another one act play was also performed by students of Tezpur University on the issue of ‘Women and Polity’. Need of increased involvement of women in politics is highlighted.• A talk on “Role of women in the Contemporary society” was delivered by Dr Madhurima Goswami at <i>Axomiya</i> Club on 4th March 2018. A group of senior citizen, intellectuals, teachers, students and people from various walks of life were assembled to discuss the issues regarding women in the present society such as sex-gender debate, various issues concerning the Northeast Women, legal mechanism and role of women and men in mitigating them.• On the occasion of International Women’s Day 9th March, 2018, <i>Nari Mancha</i> of Sonitpur District organised a community meeting in collaboration with The East a Non-Governmental Organisation and Action Aid at Dhankhuna, Missamari. Sonali Boro, Research Assistant, of the Centre was invited to deliver a talk on gender discrimination and women empowerment. Self-help group members, activist, child protection officer, male member of the community are also present at the meeting.	
Centre for Inclusive Development:	
<ul style="list-style-type: none">• The Faculty, Staff and students of the PGDCRG programme participated in the gender sensitization programmes conducted by the Centre for Women’s Studies and the sensitization programmes on “Sexual harassment at work place during 12-13 June, 2018.	

5.9	Students Activities		
5.9.1	No. of students participated in Sports, Games and other events		
	State/ University level	National level	International level
	24	29	00
	No. of students participated in cultural events		
	State/ University level	National level	International level
	01	59	00

5.9.2	No. of medals /awards won by students in Sports, Games and other events		
Sports	State/ University level	National level	International level
	01	00	00
Cultural	State/ University level	National level	International level
	01	16	00

5.10	Scholarships and Financial Support		
		Number of students	Amount (Rs. in Lakhs)
	Financial support from institution	-	-
	Financial support from government	340	57.686
	Financial support from other sources	-	-
	Number of students who received International/ National recognitions	-	-

5.11	Student organised / initiatives		
Fairs	State/University level	National level	International level
	04	00	00
Exhibition	State/University level	National level	International level
	00	00	00

5.12	No. of social initiatives undertaken by the students	04 (Rally on drug abuse and road safety)
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5.13	Major grievances of students (if any) redressed		
	<ul style="list-style-type: none"> Arrangement to take care for missing classes to attend Combined Annual Training, National Integration Camp and Special Camps Addressing the grievances to avoid clash of class timings Providing uniform as per requirements for NCC cadets 		

Criterion – VI	
6.	Governance, Leadership and Management
6.1	State the Vision and Mission of the institution
	<p><i>VISION</i> To develop human excellence and inculcate leadership through hard work and creativity.</p> <p><i>MISSION</i> To render Tezpur University one of the most preferred destinations of students, faculty and scholars and employees. To be in the top 50 Universities of the world ...</p>

6.2	Does the Institution has a Management Information System
	No. However, 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
	Revision and upgradation of Curriculum have been a regular process of Tezpur University. Inputs from all major stakeholders Students, Faculty, Experts, Alumni, and Employers are incorporated. Further, all the curriculum related proposals are discussed in various forums such as 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, Classroom and infrastructure equipped with modern tools, regular classes and mandatory attendance of students, continuous evaluation, CBCS, Feedback and follow up are some of the features to upkeep quality.
6.3.3	Examination and Evaluation
	Continuous evaluation with proportionate weightage on all tests, internal evaluation of courses, external examiners in project evaluation, students' access to evaluated test scripts for transparency and reliability, letter grading are the key features to maintain quality.
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. Presentations and discussions of students' research, motivating to publish only in referred journals and zero tolerance in plagiarism are some of the features to maintain quality.
6.3.5	Library, ICT and physical infrastructure / instrumentation
	The Central Library of the University with good collection of books and periodicals, provides standard services to the users. 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 administrative works are done using computers. 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 are facilitated. Special lectures from senior persons from the industry are arranged time to time.
6.3.9	Admission of Students
	Wide publicity is provided for the admission process. 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 and Non-teaching staffs avail the welfare schemes (such as medical support, LTC, children's education) as per the Government of India norms.	
Non-teaching		
Students	Hostel facilities for all students, 24×7 medical support, Compulsory Group insurance, Facilities for sports, cultural events including coaching, night playing, need based coaching for competitive Examinations are available for students.	

6.5	Total corpus fund generated (Rs. in Lakhs)	390.55
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6.6	Whether annual financial audit has been done	Yes
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6.7	Whether Academic and Administrative Audit (AAA) has been done?			
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Agency
Academic	No	-	No	-
Administrative	No	-	No	-

6.8	Does the University/ Autonomous College declares results within 30 days?		
For UG Programmes	Yes		
For PG Programmes	Yes		

6.9	What efforts are made by the University/ Autonomous College for Examination Reforms?		
	The guidelines on continuous comprehensive evaluation have been modified by the 30 th meeting of the Academic council held on 16.11.2017 and reduced the number tests in a semester from Six to Four.		

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

6.11	Activities and support from the Alumni Association		
	Tezpur University Alumni Association (TUAA) carries out several activities to strengthen and to develop the networking of Alumni of Tezpur University. Some of them are:		
	<ul style="list-style-type: none"> TUAA has developed a web portal, where the Alumni can register themselves and remain in touch with their Alma Mater. A full furnished office has been established along with a conference hall for organising meetings and discussing about upliftment of the Association. It organises Executive Body Meeting from time to time to take stock of developments of TUAA. TUAA organises Alumni Meets once or twice a year to interact and exchange ideas. It promotes a feeling of togetherness and sense of belongingness with the Alumni. On the eve of each Convocation of the University, TUAA organise Alumni Meet and Alumni dinner for Alumni. Various competitions are also organised from time to time among the students and Alumni. 		

6.12	Activities and support from the Parent – Teacher Association		
	Parent–Teacher Association is yet to be formed in the University.		

6.13	Development programmes for support staff
	<ul style="list-style-type: none"> • Need based training from time to time • Medical support
6.14	Initiatives taken by the institution to make the campus eco-friendly
	<ul style="list-style-type: none"> • Plantation of about 1000 seedlings of various plant species within the University campus • Continuous aftercare of existing plants grown in the campus • Running of a Vermicompost Unit. Vermicompost is produced entirely from leaf litters of the University campus. About 20.50 quintals of Vermicompost is produced and about 18.31 quintals of Vermicompost was used for plantation/gardening work within the University campus. Vermicompost is also sold for revenue generation. • Promotion of By-cycle among the campus residents • Use of solar water heaters • Conversion of food waste for generation of biogas

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.
	<p>Steps taken to participate in national and international ranking of institutions. This has created a awareness among the different sections of the University. The University fared well in several assessments and rankings announced in 2016.</p> <p>Motivating students about the cleanliness has resulted positive impact</p> <p>Motivating students to use By-cycle inside campus has resulted positive impact</p>


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
	<ul style="list-style-type: none"> • Deliberating the arrangement of sharing annual budget with Heads of the Departments/Centres 	Successfully implemented
	<ul style="list-style-type: none"> • Monitoring the follow up actions of the recommendations of previous NAAC and AAA reports 	Actions are on and moving in desired directions
	<ul style="list-style-type: none"> • Deliberation on feedback about the cleanliness in Hostel campus 	Appropriate action initiated
	<ul style="list-style-type: none"> • Deliberation on the importance of maintaining quality standards related to academic attributes of CAS applications 	Results are reflected in the CAS applications
	<ul style="list-style-type: none"> • Streamlining the students mentoring process using a Students Mentoring Record Card 	Implemented with more convenience
	<ul style="list-style-type: none"> • NAAC revised accreditation framework 2017: Regional level capacity building 	Forty professors (including VC) from north-eastern states are trained as Assessors
	<ul style="list-style-type: none"> • Sensitization about NAAC revised accreditation framework among faculty members through series of workshops 	Uniform understanding of the new accreditation guidelines among the TU faculty members
	<ul style="list-style-type: none"> • Deliberation on the different issues on the revision curriculum as per UGC guidelines 	Outcome based (PO/CO etc) attributes are reflection in the recently revised curriculum
	<ul style="list-style-type: none"> • Sensitizing faculties about the revision of UGC guidelines on Plagiarism and Self Appraisal 	Implementation becomes hassle free
	<ul style="list-style-type: none"> • Monitoring the adherence of Academic Calendar 	Academic calendar is strictly followed

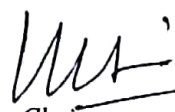
7.3	Give two Best Practices of the institution
	Green Practices Walk to Library
(See Annexure IV)	

7.4	Contribution to environmental awareness / protection
	<ul style="list-style-type: none"> Minimizing the use of plastics. Emphasis on plantation in the campus

7.5	Whether environmental audit was conducted? No
7.6	Any other relevant information the institution wishes to add. (for example, SWOT Analysis)
	<p>Strengths-</p> <ul style="list-style-type: none"> Well qualified faculty Good infrastructure Good students Unitary structure of the University Timely conduct of academic activities CBCS Standard infrastructure for extra-curricular activities <p>Weaknesses</p> <ul style="list-style-type: none"> Inadequate Faculty in some Disciplines. Some of the administrative procedures remain traditional without IT intervention. Inadequate follow up of student mentoring <p>Opportunities</p> <ul style="list-style-type: none"> Favourable financial support from the Government Reasonably good financial support for academic and research programmes. Guardians' enthusiasm to admit wards in this University. Reasonably good trust of employers on the graduates of the University. <p>Threats</p> <ul style="list-style-type: none"> Distractions of some students towards undesirable activities Weak economic status of some guardians vis-a-vis rising cost of education Competition from other HEIs in the region Inadequate presence of industry in the region for fruitful industry-academia engagement. Poor air and railway connectivity

8.	Plans of institution for next year
	<ol style="list-style-type: none"> Streamlining students' feedback handling procedure Start 2-3 week in-house orientation course for newly appointed teachers. Explore means of ensuring quality of research Standardize academic and administrative procedures wherever possible Enhance use of ICT in the University's activities.


 17/12/2018
 Signature of the Director, IQAC
 (Professor Debendra Chandra Baruah)


 18/12/18
 Signature of the Chairperson, IQAC
 (Professor Vinod Kumar Jain)
 Vice-Chancellor

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

AUTUMN SEMESTER: July-December, 2017

Dates (Days)	Event(s)
July 25 (Tue)	Last date of submission of grades after conversion of 'I' grade of the last semester end examinations. (<i>"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.</i>)
July 25 (Tue)	Autumn Semester begins. Counselling and course registration and admission (including hostel) for Autumn Semester 2017 for continuing students of all programmes. Course registration (including CBCT for first semester students, if applicable) and counselling in the Department for newly admitted students.
July 25 (Tue)-26(Wed)	Orientation for new students (centrally organised).
July 27 (Thu)	Autumn semester classes start
July 28 (Fri)	Walk to the library
August 18 (Fri)	Test I to be completed
September 1 (Fri)	Notification for constitution of Students Council
September 8 (Fri)	Test II to be completed
September 16 (Sat)	Election for constitution of Students Council and declaration of results
September 22 (Fri) – 27 (Wed)	Period of Test III -Major I
September 28 (Thu)-October 2 (Mon)	<i>Puja</i> recess for students
October 3 (Tue)	Handover of Charge to the newly elected Students Council
October 16 (Mon)	Research Committee meeting – II
October 20(Fri)	Test IV to be completed
October 25 (Wed)	Last date for withdrawal of courses
November 6 (Mon)	Last date for submission of the panel of experts to be invited for evaluation of project / Lab practical
November 10 (Fri)	Last date for submission of the list of students going for off-campus long internship projects in the Spring Semester 2018
November 11 (Sat)	Test V to be completed
November 15 (Wed) – 17 (Fri)	Lecture Series on Frontiers of Knowledge, Imagination and Initiative based Works on Nobel Laureates for the year 2017*
November 16 (Thu)	Academic Council Meeting-II
November 20 (Mon) – 22 (Wed)	Advance enrolment to the Spring Semester 2018 for students going for any off-campus long internship projects
November 20 (Mon) – 24 (Fri)	Registration of CBCT course (to be offered in Spring Semester, 2018) for continuing students
November 27 (Mon)-December 1 (Fri)	Students' feedback
November 28 (Tue)	Practical examinations to be completed in the Department, if any
December 5 (Tue) – 11 (Mon)	Autumn Semester End Examinations
December 15 (Fri)	Last date for submission of proposal by Faculty for procuring text books required for the next Semester
December 18 (Mon)	Last date for submission of grades by the departments to the Controller of Examinations
December 29 (Fri)	Declaration of results of the Autumn Semester End Examinations

@ Detail programme shall be notified in due course of time. Attendance of students from the concerned School(s) is mandatory.

(Dates of Holiday in TU between August to December, 2017: Aug: 15; Sept: 02, 29, 30; Oct: 01, 02, 19; Nov: 04; Dec: 02, 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. ***Other events** (students are encouraged to take part in events)

January 17: Silpi Divas
February 28: INSCIGNIS – 2017
February 28: National Science Day celebration
June 20: Rabha Divas
May 7: Rabindra Jayanti
August 23: Tithi of Shrimanta Shankardeva**
 (** to be tallied with Assamese Calendar)

October 2: Gandhi Jayanti
October 27-29: TechXetra-2017
October 31: Rashtriya Ekta Divas
November 5: Death anniversary of Dr. Bhupen Hazarika
November 11: National Education Day

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

TEZPUR UNIVERSITY: NAPAAM: TEZPUR 784 028
ACADEMIC CALENDAR 2018

SPRING SEMESTER: January-June, 2018

Dates (Days)	Event(s)
January 01 (Mon) –15(Mon)	Winter recess for students / faculty
January 16 (Tue)	Spring Semester begins Counselling and course registration and admission (including hostel admission) for Spring Semester 2018 for continuing students of all programmes
January 17 (Wed)	Spring Semester classes start
January 18 (Thu)	Last date of submission of grades after conversion of 'I' grade of the last semester end examinations <i>("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)</i>
January 21 (Sun)	Tezpur University Foundation Day
February 14(Wed)	Test I to be completed
February 16 (Fri) – February 17 (Sat)	Students' Annual Meet (classes remain suspended)
March 9 (Fri)	Last date for withdrawal of courses
March 15 (Thu) – March 21 (Wed)	Test II (Mid Term Examination)
April 4 (Wed)	Research Committee meeting-I
April 13 (Fri) – April 16 (Mon)	<i>Bihu Recess</i>
April 20 (Fri)	Test III to be completed
April 23 (Mon)	Last date for submission of the panel of experts to be invited for evaluation of project / Lab practicals.
April 27 (Fri)	Last date for submission of the list of students going for off-campus long internship project in the Spring Semester 2018
May 7 (Mon) – May 9 (Wed)	Advance enrolment to the Autumn Semester 2018 for students going for long out of campus internship project
May 7 (Mon) – May 11 (Fri)	Collection of students' feedback
May 14 (Mon)	Academic Council Meeting-I
May 14 (Mon) – May 18 (Fri)	Registration of Open Elective course for Autumn semester (<i>continuing students</i>)
May 22 (Tue) – May 31(Thu)	Test IV (End Term Examination)
June 1 (Fri) – July 24 (Tue)	Summer recess for students
June 8 (Fri)	Last date for submission of grades by the Departments to the Controller of Examinations
June 8 (Fri) - June 10 (Sun)	TU Entrance Examinations (TUEE)
June 15 (Fri)	Last date for the declaration of results of the Spring Semester End Examinations for outgoing students.
June 18 (Mon)– July 23(Mon)	Summer recess for faculty (<i>any 30 days period within this window</i>)
June 29 (Fri)	Declaration of result of Spring Semester Examinations of the continuing students

Students' Feedback

Students' feedback on the courses were collected by the respective Departments in a standard format. The feedback are analysed at different levels (HoD/DAC/Faculty) for appropriate course-of-actions for improvement.

Best Practices**A. Walk to Library****1. Title of the Practice – Walk to Library****2. Objectives of the Practice**

To popularize the habit of reading in library and promote uses of library

3. The Context

The habit of reading is supposed to be strong among students and researchers, particularly in Higher Educational Institutes. In today's context where there are many other attractive or important engagements for the young students, it is important to create awareness about the library and the resources it houses, so that the students are inclined to visit and utilise the resources.

4. The Practice

In the beginning of the semester, students (new and existing) visit library along with faculty members as per the schedule notified by the University Central Library. The programme is initiated by a common visit by all the students and faculty headed by Vice Chancellor preferably on the first day of the semester. The new students are introduced to the different facilities available in the Library (Print resources, Electronic resources, Institutional repositories, Open access resources) and also familiarized with the rules, guidelines and regulations for use of Library.

5. Evidence of Success

There has been consistent increase in the number of library users. The newcomer feels comfortable to familiarize themselves with different sections of library and also with its guidelines of library uses.

6. Problems Encountered and Resources Required

There is no major problem. However, the gathering on day 1 may require streamlining for easier accommodation of the visitors.

7. Notes

The detail of the programme is highlighted through web notification.

B. Green Practices

1. Title of the Practice – Green Practices

2. Objectives of the Practice

To pursue knowledge and practices that can lead to sustainable environment and sustain its natural resources for current and future generations.

3. The Context

The University encourages *Green Practices* through a variety of means with an aim to bring general awareness besides direct contribution to the environment.

4. The Practice

Some of the notable practices are (i) use of by-cycles (large number of cycle stands are installed at convenient locations besides distributing by-cycles among some girls students); (ii) energy conservation measures in lighting (replacement of conventional lighting through LED); (iii) use of solar lighting in park and streets; (iv) use of solar hot water systems in some of the buildings, (v) use of bio-gas in hostel kitchen through installation of food waste based bio-digester, (vi) discouraging the uses of plastics in the campus, (vii) production and use of organic manure (*vermicomposting*) produced from bio-decomposable waste and (viii) plantation of trees inside the campus.

5. Evidence of Success

- Saving of electricity bill (Campus Street Lights powered by solar PV cells; Solar Water Heaters in the Hostels; LED bulb in place of conventional bulbs)
- About 3000 cubic meter of food waste generated bio-gas could be used in one of the Hostels.

6. Problems Encountered and Resources Required

There is no major problem. However, more financial resources (capital) are required to increase the uses of renewable energy share.

7. Notes

University is going for installation of 1MW rooftop solar photovoltaic system in the Campus. This is the first MW Scale Solar Power Plant in any educational institute campus of North Eastern States of India.