



## CENTRE FOR INCLUSIVE DEVELOPMENT

### About the Centre

As enshrined in the *Tezpur University Act 1993*, one of the prime objectives of the University is “to pay special attention to the improvement of the social and economic conditions and welfare of the people”. Further, the Eleventh Plan Document of the Planning Commission emphasizes how institutes of higher education ought to extend its resources and services towards community development. Towards achieving this, Tezpur University has established the *Centre for Inclusive Development (CID)* as an umbrella organization comprising the *Equal Opportunity Cell, SC/ST Cell* and the *Training & Placement Cell* which have a good deal of functional commonality. It is envisioned that an invigorated approach to this purpose would be achieved by consolidating the activities and collating the human and intellectual resources of these three cells. Headed by its Director, the Centre is intended to act as a catalyst to holistic development of students and an interface between higher education and community development.

### Vision

The Centre envisages an environment conducive to inclusive and equal growth at Tezpur University that will impact the society at large.

### Mission

To achieve the Vision through affirmative and proactive action including education, capacity building through engagement & training, support services, research activities and interfacing between Tezpur University and various organizations with common interests.

### Target Groups

- a) **TU Students:** This embraces all sections of the student community, particularly, the less privileged ones and those requiring supplementary and remedial support.
  
- b) **Community:** This comprises the disadvantaged and needy groups of the society with focus on youths, women and children.

### Academic Programmes Offered

1. **Post Graduate Diploma in Child Rights and Governance** (*in collaboration with UNICEF*)  
Duration: Two Semesters
  
2. **Certificate in Technical Writing** (*through EOC*)  
Duration: One Semester.

## **1. About the Programme: *Post Graduate Diploma in Child Rights and Governance***

Child Rights are Human Rights that ensure wellbeing, safety and development for all human beings below the age of 18 years. The United Nations Convention on the Rights of the Child defines Child Rights as minimum entitlements and freedom that should be ensured to all persons below the age of 18 regardless of race, colour, gender, language, religion, opinions, origins, wealth, birth status or ability. The four basic classifications of Child Rights as the UNCRC suggests include the Right to Survival, Right to Protection, Right to Participation and Right to Development. Good governance and child rights are mutually reinforcing. It is the onus of a government system to ensure that the rights of children are protected. Awareness generation regarding children and their legitimate rights among children, their parents, teachers, employers, and administrators of the government machinery has always been a felt need.

The Post Graduate Diploma in Child Rights and Governance (PGDCRG) is intended to raise awareness and develop capacity of all interested in working/already working in the field of Child Rights towards conceiving, designing and implementing policies/programmes towards protection, development and participation of children. Further, it is aimed at addressing the quest of the academic seekers of the domain as well. The purpose of the course is to deal with the lives of children, the rights protecting them from risks and vulnerabilities and the implementation machinery that would ensure their healthy and holistic development. Importantly, the course aims at deliberating upon government role and responsibility in addressing the needs of children and enforcing a protective mechanism in favour of the later. The wellbeing and development of children ought not to be approached from a welfare perspective; rather rights of children to security, development and participation must be acknowledged and honoured. A critique of the present government system and its concerted efforts towards protecting the rights of children, the shortfalls in its implementation mechanism and the scope for improvising on plans, programmes and strategies for protection, development and participation of children would be duly dealt with in the course. The overarching aim of the course is the training and development of personnel in the domain of Child Rights. It is envisaged that the PGDCRG programme would be relevant for those in academics as well as in the field and would contribute in honing the skills of all those aspiring for a career in the field of Child Rights.

### **The course objectives include**

- To build a theoretical understanding of children, their lives and the vulnerabilities they are exposed to in their diverse contextual realities.
- To develop a comprehensive understanding of child rights as differentiated from state welfare approach.
- To understand governance, its strength and its lacunae in promoting and ensuring child rights.
- To gain insight into research methodology in child right issues.
- To develop capacity in conceiving rights based approach for child welfare and development at field as well as institutional levels.

## **Eligibility**

Bachelor's Degree in any discipline with at least 45% marks. Candidates not having major/honours must have 50% marks in aggregate.

## **2. About the Programme: *Certificate in Technical Writing***

The Programme was introduced in 2013 under the UGC's 'Career-Oriented Courses' scheme. The programme is viewed as a supplementary strength to students/candidates with other skills in developing their careers.

### **The Programme includes the following courses:**

- Introduction to Technical Writing
- Content Development Lifecycle
- Foundations of Writing
- Web Technology & Software Tools for Technical Writing
- Project

**Eligibility:** Class XII passed in any stream under a recognized Council/Board. Students already enrolled in other programmes of the University are also eligible.

### **Other Activities of the Centre**

The following are the routine activities carried out by the respective Cells under the Centre:

#### **Through *Equal Opportunity & Career Counseling Cell***

1. Awareness generation and sensitization programmes on inclusive development, marginalization and social justice, gender issues, human rights and other relevant issues;
2. Capacity building programmes to overcome barriers of equal opportunity;
3. Research activities including those to find out the ground realities and the root causes of backwardness/marginalization specific of the North-eastern region;
4. Gender budgeting and equality audit;
5. Scholarship and other permissible support initiatives for women, differently-abled, economically underprivileged, OBCs (relevant strata), minority communities (as per government rules) and those in geographically disadvantaged locales;
6. Grievance redressal on equal opportunity issues;
7. Career counseling, training and coaching for competitive examinations;
8. Outreach, community development and village adoption initiatives.

#### **Through *SC/ST Cell***

1. Maintenance of administrative records pertaining to students and staff of TU belonging to SC/ST categories;
2. Capacity building programmes to enhance employability;
3. Extending assistance in realizing scholarship and other services;

4. Remedial and supplementary exercises for academic courses as well as competitive examinations;
5. Redressal of grievances in respect of SC/ST students and employees, if any.

### **Through Training & Placement Cell\***

1. Acting as the interface between the University and the recruiting organizations;
2. Profiling student details semester-wise;
3. Maintenance and updating of recruiters' database;
4. Liaisoning with recruiting companies/organizations;
5. Organizing pre-placement briefing on recruitment and workplace ethics;\*\*
6. Pre-placement training and grooming (in collaboration with EOC);\*\*
7. Facilitating on-campus as well as off-campus recruitment drives;
8. Active participation of the industry in the curricular activities and skill development culminating in the production of employment-ready human resource.
9. Collection of recruiters' feedback and sharing it with the concerned departments.

*\* The activities under this Cell would be directed at all students of Tezpur University with focus on the target groups specified.*

*\*\*These activities of the Cell may be extended to the youths outside the University.*

### **Guidelines**

The following are the general guidelines for implementing the activities / projects of the Centre:

1. The CID will be an umbrella organization of the *Equal Opportunity Cell, SC/ST Cell* and the *Training & Placement Cell* of Tezpur University.
2. Each of these components will function and implement its activities / projects independently in line with the *Departments* under a *School* at TU.
3. The Centre shall have a common fund allocation to be distributed to individual Cells for carrying out their specified activities.
4. The Director will be the overall head of the Centre while the senior-most official of each Cell will act as its in-charge.
5. The officer in-charge of each Cell will report to the Director for routine activities. However, he/she will report to the Registrar or the Vice Chancellor, as the case may be, for service related matters through the Director.
6. The Director will report to the Vice Chancellor for routine activities.
7. The Director will act as the common coordinator / chief coordinator of the activities / projects undertaken by any of the Cells.
8. Annual documentation of activities under the Centre shall be maintained by the Director.
9. The Director will be responsible for creating a linkage between the individual Cells as deemed fit / necessary.

## Organizational Structure & Present Incumbents

<b>Advisory Board</b>			
<b>DIRECTOR</b>	:	<p><b>Dr. Rajeev K. Doley</b></p> <p><i>Office</i> : 03712 -267129 -27-3252/3251</p> <p><i>Mobile</i> : 9954449475</p> <p><i>E-mail</i> : <a href="mailto:rkdoley@tezu.ernet.in">rkdoley[AT]tezu.ernet.in</a> <a href="mailto:rkdoley@gmail.com">rkdoley[AT]gmail.com</a></p>	
<b>Deputy Director, Training &amp; Placement</b>	:	<p><b>Shri Pijush Chandra Das</b></p> <p><i>Office</i> : 03712 -267129 -27-3258</p> <p><i>Mobile</i> : 9678003942</p> <p><i>E-mail</i> : <a href="mailto:pijush@tezu.ernet.in">pijush[AT]tezu.ernet.in</a> <a href="mailto:tuplacement1@gmail.com">tuplacement1[AT]gmail.com</a></p>	
<b>Training &amp; Placement Officer</b>	:	<p><b>Smt. Deena Davy</b></p> <p><i>Office</i> : 03712 -267129 -27-3005</p> <p><i>Mobile</i> : 9706368501</p> <p><i>E-mail</i> : <a href="mailto:deena@tezu.ernet.in">deena[AT]tezu.ernet.in</a> <a href="mailto:tuplacement@gmail.com">tuplacement[AT]gmail.com</a></p>	
<b>Assistant Registrar, SC/ST Cell</b>	:	<p><b>Shri Lankeswar Boro</b></p> <p><i>Office</i> : 03712 -27-3111</p> <p><i>Mobile</i> : 9435508739</p> <p><i>E-mail</i> : <a href="mailto:lboro@tezu.ernet.in">lboro[AT]tezu.ernet.in</a></p>	
<b>Education Officer, Equal Opportunity &amp; Career Counseling Cell</b>	:	<p><b>Smt. Nandarani Choudhuri</b></p> <p><i>Office</i> : 03712 -27-3255</p> <p><i>E-mail</i> : <a href="mailto:nrani33@tezu.ernet.in">nrani33[AT]tezu.ernet.in</a> (On Lien)</p>	

<p><b>Assistant Education Officer, Equal Opportunity &amp; Career Counseling Cell</b></p>	<p><b>Dr. Bhanu Panging Gogoi</b> : <i>Office</i> : 03712 -27-3257 <i>E-mail</i> : <a href="mailto:bhanubj@tezu.ernet.in">bhanubj@tezu.ernet.in</a></p>	
<p><b>Office Assistant</b></p>	<p><b>Shri Madhurjya Baruah</b> : <i>Office</i> : 03712 -27-3256 <i>Mobile</i> : 8486595486 <i>E-mail</i> : <a href="mailto:tnp@tezu.ernet.in">tnp@tezu.ernet.in</a> <a href="mailto:madhurja.barua@gmail.com">madhurja.barua@gmail.com</a></p>	
<p><b>Office Staff</b></p>	<p><b>Shri Mohan Saikia</b> : <i>Office</i> : 03712 -27-3250 <i>Mobile</i> : 9706643655</p>	
<p>Replace [AT] with @ for E-mail IDs</p>		

NOTE: In order to optimize the utilization of University resources, the activities under the *Centre for Inclusive Development* may also include students beyond the specified target groups.