

University Grants Commission

Annexure-II

BAHADUR SHAH ZAFAR MARG

NEW DELHI-110002

PROFORMA FOR SUBMISSION OF EXPERT COMMITTEE REPORT

STATE PRIVATE UNIVERSITIES i. e.

Assam down town University , Guwahati, Assam

Date of Visit : 30th January'2015

Part-1-Preliminary

i. Constitution of the Expert Committee

Sr. No.	Name	Designation
1.	Prof. P. B. Sharma Former Vice-Chancellor, Delhi Technology University & Presently Vice-Chancellor Amity University, Haryana	Chairman
2.	Prof. Amitabha De Director, Rajiv Gandhi Indian Institute of Management. Shillong-793 014	Member
3.	Prof. P. V. Sivapulliah CAS Department of Civil Engineering Indian Institute of Science Bangalore – 560 012	Member
4.	Prof. B. Mishra Head, Department Pharmaceutics Banaras Hindu University Varanasi – 221 005	Member
5.	Prof. Zia Ahmed Abbasi Department of Electronics Engineering Aligarh Muslim University Aligarh – 202 002	Member
6.	Prof. Sanjay Wadhwa Department of Physical Medicine and Rehabilitation All India Institute of medical Science	Member
7.	Prof. Yogesh Singh Former Vice Chancellor, The Maharaja Sayajiroa University of Baroda, Presently Director, NSIT, New Delhi	Member & Head of AICTE Team
8.	Dr. Lalit Awasthi Director, Dept. of Computer Science, Engineering	Member -AICTE

[Handwritten signatures and dates at the bottom of the page]

	Atal Bihari Bajpai Govt. Institute of Engineering & Technology Shimla	
9.	Dr. N.K. Tiwari Deptt. Of Mechanical Engineering Netaji Subhas Institute of Technology Azad Hing Fauj Marg Sector-3, Dwarka, New Delhi-110078	Member -AICTE
10.	Prof. S. Baishya Dept. of Electronic & Comm. Engineering NIIT, Silchar	Member- AICTE
11.	Mr. Alok Shivapuri Principal, Institute of Hotel Mgt. Catering & Nutrition Pusa, New Delhi	Member-- AICTE
12.	Arch. Pradyut Ch. Moral President, Association of Architect Shreenagar, Guwahati	Member-- AICTE
13.	Mrs. Sukriti Das Head, Institute of Pharmacy, Guwahati	Member & Representative of PCI
14.	Dr. Mohammad Arif Joint Secretary UGC – NERO Guwahati – 781006	Co-ordinating Officer
(ii)	Date (S) of the visit	30 th & 31 st of January'2015
(iii)	Any other information (Non-participation of members, any special factor or situation/ difficulties relevant to the report)	The following members could not attend the meeting due to their prior engagements. i. Prof. Sanjay Wadhwa ii. Dr. N.K. Tiwari

Part-II-Introduction

i. Brief introduction of the University (refer 1.1 of the format)

1.1	NAME AND ADDRESS OF THE UNIVERSITY	Assam down town University, Sankar Madhab Path, Gandhinagar, Panikhaiti, Guwahati 781026.
1.2	HEADQUARTERS OF THE UNIVERSITY	Assam down town University, Sankar Madhab Path, -Gandhinagar, Panikhaiti, Guwahati- 781026.

Shivapuri

31/1/15

31/1/15

31/1/15

31/1/15

31/1/15

	INFORMATION ABOUT UNIVERSITY	
	WEBSITE	www.adtu.in
	E-MAIL	joutishman@downtowngroup.in
	PHONE NOS.	+91-98641-37777, +91-0361-233008
	FAX NOS.	+91-0361-2330678
(ii)	Date of establishment of the University (refer 1.4 of the format)	29 th April'2010
(iii)	Brief description of the University and its faculties/courses	<p>As per the provisions of the Assam Private Universities Act.2007, the trust has successfully achieved a State University Status for the educational project at its Panikhaiti Campus, vide Assam Gazette No.LGL.9/2010/11 Dated 29 April 2010, making it the second Private University in the State of Assam namely Assam down town University, Guwahati, Assam</p> <p>Faculties:</p> <ol style="list-style-type: none"> 1. Engineering 2. Management 3. Pharmacy 4. Nursing 5. Allied Health Sciences <p>Courses :</p> <ol style="list-style-type: none"> 1. UG – 16 2. PG – 16 3. Diploma - 12
(iv)	Brief description of the Trust/Society that governs the University	<p>The down town Charity Trust was formed, by the down town hospital ltd., Under a Deed of Trust, executed on 29th December, 1997, The urge to do something for the poor and deprived section of the society led to the formation of down town Charity Trust. Apart from doctors, the members of the Trust include Engineers, Educationists and other professionals from various walks of life. The down town Charity Trust is promoted by down town hospital ltd., the first corporate multi specialty hospital in North Eastern India. It has a distinguished name in the healthcare industry, serving the people of Assam and the North Eastern Region with its expertise for the last 25 years. It is the first institution to be accredited by National Accreditation Board for Hospitals and Healthcare.</p> <p>The down town Charity Trust is governed by a Board of Trustees, aided by an advisory committee. The trustees and the advisors are persons distinguished in their fields with immense expertise and experience.</p>

[Handwritten signature]

[Handwritten signature]
31/1/15

[Handwritten signature]
31/1/2015

[Handwritten signature]
2015

[Handwritten signature]
31/1/15

Part-III-Summary Report**A. Legal Status**

(i)	Is the University duly established under the law and as required in the UGC Regulations? (refer 1.10 and 1.11 of the format)	The Assam down town University has been established under section 6 of the Assam Private Universities Act, 2007 AN ACT Notification- No.LGL.9/2010/11. Assam Act No.VIII of 2010 The Assam down town University has been established by Assam Act No XII of 2007 called the Assam Private Universities Act 2007
(ii)	Is the Trust/Society involved in promoting the University sufficiently focused on educational activities and independent of their business or any other interest, if any?	Yes

B. Organization Description

(i)	Does the University abide by UGC Regulations on off campus centers Yes NO Not applicable Refer 2.4 of the format)	Yes
(ii)	Does the University abide by UGC Regulations on off Shore campus centers Yes No Not applicable (refer 2.5 of the format)	Not applicable
(iii)	Does the University offer courses under distance mode with the approval of competent authority of the Government of India? Yes No Not applicable (refer 2.6 And 2.7 of the format)	Yes University has been approved by DEC to conduct the distance education programme vide letter no. F.NO. UGC/DEB/ADTU/Assam/2013 dated 20/august/2013.

C. Academic Activities

(i)	Are the courses offered by the University narrowly focused or adequately diverse?	Adequately diversified.
(ii)	Are the list of courses for the award of degree as per the Section 22 of the UGC Act. 1956?	The Assam down town University is running course only which are specified under Section 22 of the UGC Act, 1956. Notification of UGC.
(iii)	Is the sanctioned intake is as per the norms/intake sanctioned by the concerned Statutory Council (s)/UGC?	The Assam down town University has obtained the approval of the Statutory Councils such as AICTE, PCI and Nursing Council for the professional courses run by the University. This is followed for increase of intake for existing courses too.
(iv)	Whether courses run are approved by	

Swapani
 31/1/15 2015
 [Other illegible signatures and marks]

	concerned Statutory Council (s)?	Yes
(v)	Are there adequate support faculties for students, especially for disadvantaged students? (refer 4.5 of format)	Yes. The Assam down town University believes in the philosophy of Right to Education. Keeping this motto in mind the Assam down town University keeps aside 75 seats for students from socially disadvantaged group every year. In the academic year 2014-15 the University has sponsored 30 students belonging to disadvantaged families from the State of Assam in various courses.
(vi)	Are the students adequately informed? (refer 4.7 and 4.8 of the format)	Yes, The Assam down town University has a regular website. The website address is as follows- www.adtu.in
(vii)	Is there a Grievance Redressal Mechanism and is that working properly? (refer 4.9 of the format)	Yes, The Assam down town University has a grievance redressal mechanism in place. The University has formed committees comprising of senior faculty members and student members. There are mainly five committees that have been formulated : i) Anti Ragging Committee ii) Anti Ragging Squad iii) Grievance Committee iv) Women Grievances Redressal Cell v) Disciplinary Committee Till date no complaint has been received by the committee.
(viii)	Is the University following proper procedure for formulation and revision of curriculum on periodic basis? (refer 5.1 to 5.4 of the format)	According to the information/records submitted by the University initially the Board of Studies reviews the respective course curriculum and suggests relevant changes if any. This is placed in the Academic Council for review and due approval. If the academic council finds the changes relevant and keeping in line with the current education scenario the mentioned course curriculum changed is approved to be placed before the Board of Management. The Board of Management accords the final approval for implementation in the respective programs. While the above system is in place, it is highly desirable for the University to establish a curriculum development/curriculum innovation cell so as to regularly update and innovate the curriculum as per the needs of the industry/society and in line with the best practices for curriculum design followed in reputed Universities/Institutions in India and abroad.
(ix)	How regular, fair and transparent is the examination system? (refer 5.7 to 5.14)	The Assam down town University is committed to hold & conduct examinations of all Semester and Annual based program of the University on time and as per schedules prepared for the purpose by

Handwritten signature: H. Sinapuri

Handwritten signature: 210

Handwritten signature: 31/1/15 - Bome

Handwritten signature: K. V. S.

Handwritten signature: [Signature]

Handwritten signature: [Signature]

Handwritten signature: [Signature]

		<p>Examination Branch of the Office of the Registrar, Assam down town University.</p> <p>For smooth conduct of the examinations the Academic Council of the University has constituted an examination Committee with the Vice Chancellor as Chairperson and all the Heads of the Institutions and Departments of the University. The Controller of Examinations is the Member secretary of the examination Committee.</p>
--	--	---

D. Admission Process

(i)	<p>Does the University follow fair and transparent procedure for admission? (refer 6.1 and 6.7 of the format)</p>	<p>Yes, The students admitted to Assam down town University for its various disciplines are selected through rigorous admission procedures as per prospectus</p> <p>The Assam down town University regularly admits students to its various courses from National and State Level Entrance test apart from Govt sponsored students recommended through respective State Governments.</p> <p>The Assam down town University admission procedures for its various courses is easily available through its regularly updated website and printed Prospectus.</p> <p>The Assam down town University is following all reservation norms as prescribed by government of Assam. The University has provided for reservation and relaxation in its various courses during admission.</p> <p>The University Authority believes education should be on the basis of merit and need only.</p>
(ii)	<p>Do any special reservation on quota follow clearly laid down policy?</p>	<p>Yes, The Assam down town University is following all reservation norms as prescribed by government of Assam. The University has provided for reservation and relaxation in its various courses during admission.</p>

E. Fee Structure

Shunipun

31/1/15

18/1/14

(i)	Are the students sufficiently informed about the fees and charges payable?	The prospectus of the University is silent about the fee structure. However, statement of the fees 2014-15 provided by the University Authorities is appended with the report at Appendix-I. The website of the University should contain the details of the fee structure and the admission policy. The committee found that the website is slow, may be due to locational disadvantage of the hilly area University.
(ii)	Does the University follow its own declared policy in collecting any fees or charges or are there some charges over and above the publically stated fee structure?	Yes, The Assam down town University does not charge any other fee than the fees displayed in the website.
(iii)	Is the mode of fees collection transparent or are there complaints of payments without receipts?	Yes, Till date the Assam down town University has not received any complaint with regard to fee charged or fee structure.
(iv)	Are the fees reasonable compared to costs involved in running the programmes and to other similar institutions?	Yes
(v)	Is the fee structure based on a policy or guidelines laid down by the Government?	Yes
(vi)	Is there any indication of the University being run solely or primarily for commercial gains?	NO

F. Faculty

(i)	Does the University follow pay Scales and service conditions laid down by the UGC?	No. The Sixth Pay Commission Pay scales as per the UGC Norms and Guidelines are not implemented. The University is paying gross Salaries to its teachers.
(ii)	Is the faculty well qualified and well trained for the courses? (if required, please make comments separately for each faculty/department)	Yes Only a few faculty members possess Ph.D. qualifications. Only 15 numbers of the faculty possess Ph.D. qualifications. Also, a good number of teachers labelled as teaching assistants are pursuing Masters Degree in Engineering in the Engineering Faculty.
(iii)	Is the proportion of permanent faculty adequate or is the University being mainly run by deploying contractual faculty/guest faculty/Part-time faculty?	Yes.
(iv)	Has the University followed due process for recruitment of faculty?	Yes.

G. Infrastructure

(i)	Are the following infrastructure facilities adequate? ➤ Land and Buildings ➤ Class Rooms ➤ Laboratories and equipment	Yes, adequate. Yes, adequate. Yes, labs are only for teaching support, no research facility is in place in the laboratories.
-----	--	--

K. Sanyal
 31/1/15
 P. Sanyal
 B. Sanyal
 P. Sanyal
 S. Sanyal
 S. Sanyal

	<ul style="list-style-type: none"> ➤ Library ➤ Sports facilities ➤ Residential accommodation including hostels 	<p>Yes, but requires major uplift for its reading room, online terminals and reference books.</p> <p>Yes , but requires further improvements as indicated in the report.</p> <p>Two girls hostels and two boys hostels for about 300 girls and 400 boys. Residential accomodation for faculty and staff is not available in the campus.</p>
--	---	---

H. Financial Viability

(i)	Does the University have adequate and independent funds?	Yes
-----	--	-----

I. Governance System

(i)	Are various authorities and bodies responsible for the governance of the University in place and working regularly and properly?	Yes
-----	--	-----

J. Research Profile

(i)	How would you rate the research profile of the University in terms of Research orientation, environment, facilities and output? (Please give comments separately on faculties and departments)	This is one of the biggest area of weakness of the University. No research labs have been established, no sponsored projects have been taken up by the faculty, The research publications of the faculty are accordingly not of high quality.
-----	---	---

K. Miscellaneous

(i)	Is the Non-teaching staff adequate, well qualified and paid as per the norms of the concerned State Government?	Yes
(ii)	Do the academic results show evidence of independent and rigorous evaluation prior to the issue of degrees?	Yes
(iii)	Has the University obtained necessary and desirable accreditations?	Not yet for engineering, management, pharmacy courses. However, the University has obtained accreditation from National Accreditation Board for Hospitals and Healthcare Providers.

L. Strength and Weaknesses of the University

(i)	Strength of the University	1. The University despite being located in a hilly area in the North Eastern State has developed its campus infrastructure which is
-----	----------------------------	---

		<p>spacious and has prospects of future growth.</p> <p>2. The University is run by a charitable trust managed by a Medical Professional of repute who has earlier established a super speciality Hospital in Guwahati and as such has the support of a well qualified professional group.</p> <p>3. The University is providing Internet Connectivity of 10 Mbps for its academic campus. However, the internet connectivity is not still adequate.</p> <p>4. The student quality of the University is an area of major strength and speaks for its popularity among the other North Eastern States.</p> <p>5. The University has also tied up with Aspire, to introduce embedded programs of I Carnegie Mellon as well as Harvard for its engineering and management students.</p> <p>1. National Linkages: MIT Group Pune: The University is working on setting up new age joint programs with the group in sectors like telecom and design. Once designed, the courses will commence from 2012/2013.</p> <p>International Linkages: The University is in the process of establishing faculty, student ties ups with the London South bank University, London and Limerick Institute of Technology, Ireland.</p>
(ii)	Weaknesses of the University	<p>1. The faculty of the University with Doctorate degree qualifications is in short supply. The University should have a well planned policy for developing its faculty talent pool. In this respect a well planned policy of faculty development need to be implemented.</p> <p>2. The current environment for education in the University has little or no focus on research. The university should be advised to develop research oriented laboratories in the areas of local and national relevance. Likewise, faculty should be motivated to bid for sponsored R&D funded by DST, DBT and other Government funding agencies.</p> <p>3. As a University it is expected that the University shall have a strategic plan for the growth of academic and research quality and also for technology incubation and entrepreneurship. This requires a time bound planned approach. No strategic plan for growth was presented to the Committee by the University authorities.</p> <p>4. The classrooms of the University require</p>

Shwajini

Chand

DRD

Kelland

h. S. 02/2012

		modernization. Atleast a few classrooms in each Department should be ICT enabled to foster a learning environment conducive to modern University education.
--	--	---

Part-IV-Recommendations

A. General Observations and suggestions

(please avoid repetitions of the point mentioned above)

The UGC Committee along with the AICTE nominee and AICTE appointed expert members interacted with the management, faculty, students and staff of the University and visited various institutes, departments and also visited the campus infrastructure such as classrooms, laboratories, library, workshop, hostels, sports facilities and cafeteria. Separate meetings were held with the faculty, students and staff. The following suggestions/observations are made by the Committee:-

1. The University management need to realize that the basic difference between a University and a College is that it has Systems in place for curriculum innovation, growth of industry and society relevant research, technology incubation and an academic environment that constantly upgrades itself as per the changing needs of the society and industry at national and global levels. It is suggested that the University should prepare a strategic plan for its future growth and development to meet these aspirations from a University.
2. The research areas for the University should be carefully identified keeping the current and future needs of the North Eastern States. The University be advised to establish research centres in selected areas in its various institutions such as Engineering, Pharmacy, Medical Sciences etc.
3. Internet facility within the campus requires a major upgradation, the University is advised to create a wi-max campus. The internet facility in the library likewise need to be provided on at least 100 computers to meet the needs for self-learning and research.
4. The sports facilities in the University require further improvement. The University should also establish a gymnasium.
5. The University be advised to appoint qualified faculty as per UGC norms and implement 6th Pay Commission Pay-scales and perks as recommended by the University.
6. The University be advised to implement policies such as group insurance, group pension scheme, group medical insurance schemes for faculty and staff welfare.
7. The website of the University should provide details of the fee structure and admission policy besides details of the faculty and course structure so as to improve transparency and clarity of information.
8. The campus placement require major improvement especially for engineering, management and pharmacy programmes.

Shrinipuri

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

B. Operations recommendations which require satisfactory compliance by the University before issue of Approval Letter.

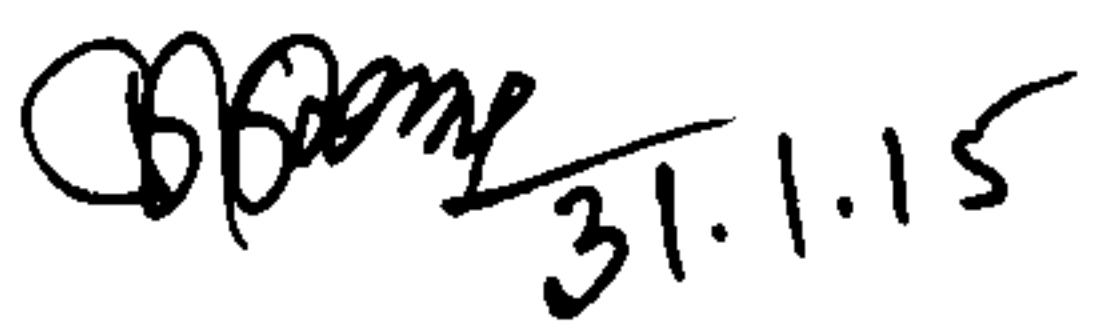

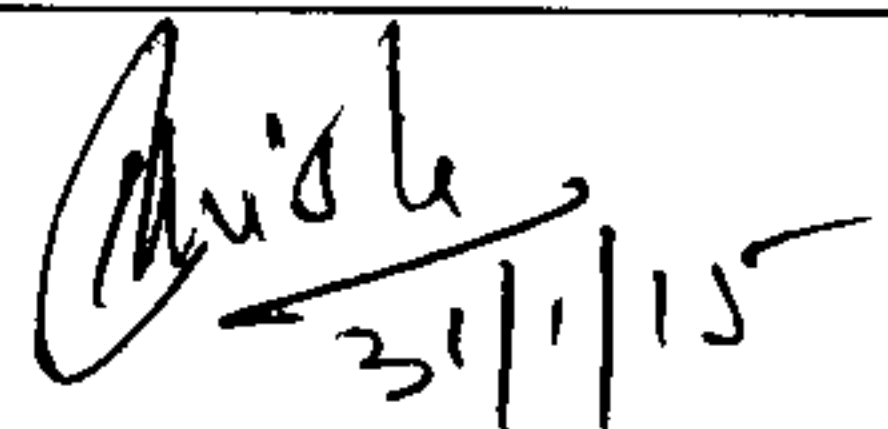
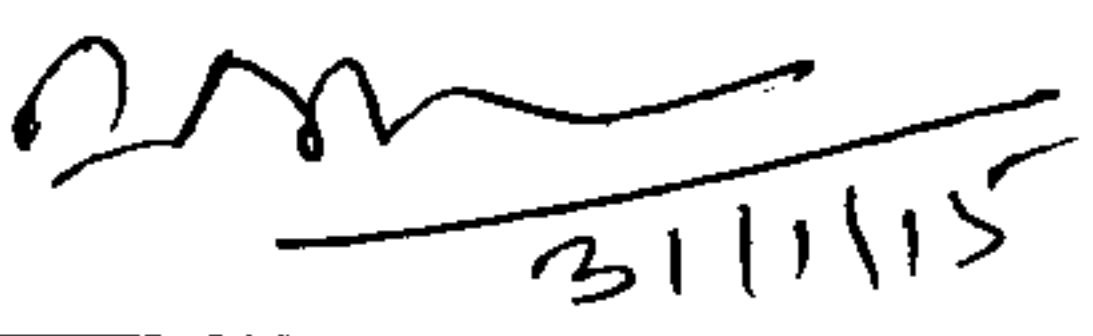
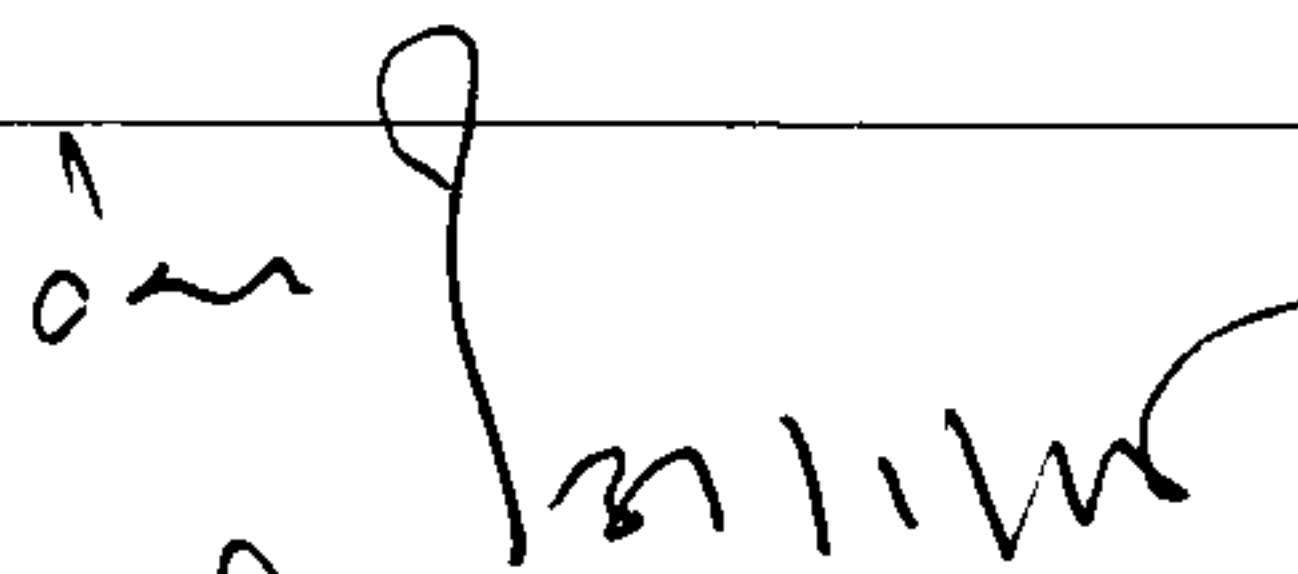
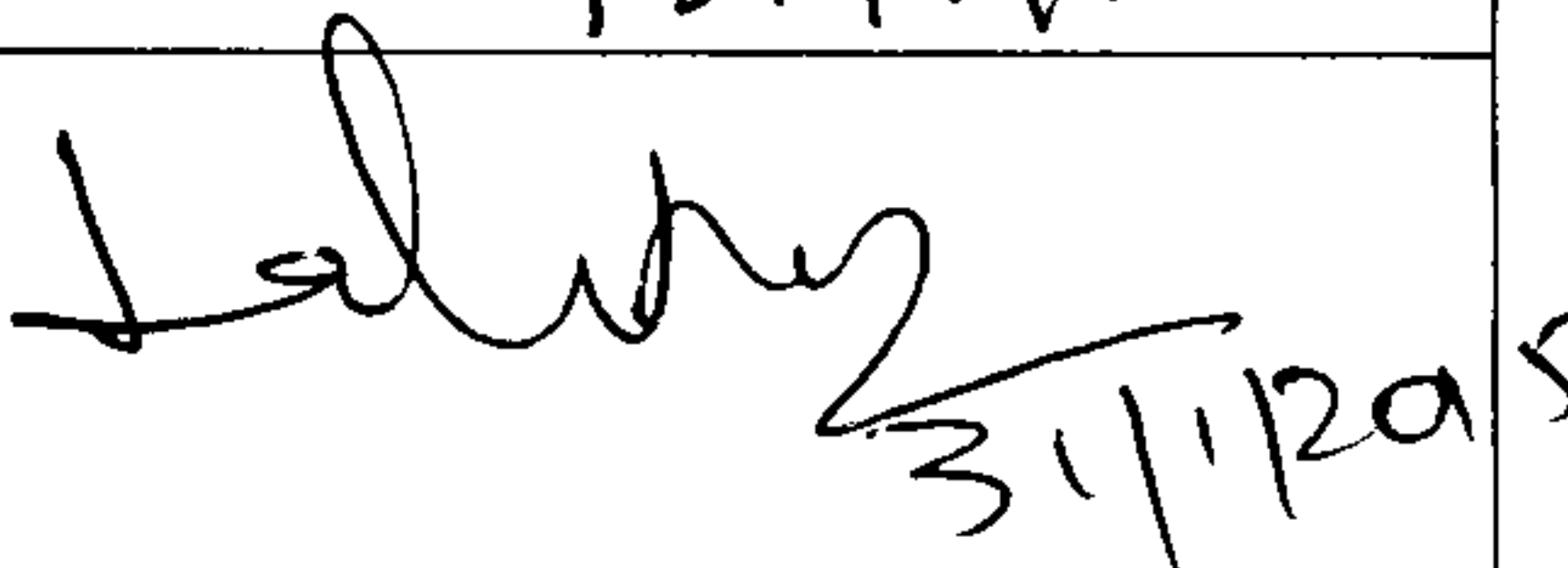
1. The University should implement the UGC approved Payscale and perks for its faculty and staff.
2. At least a few classrooms and lecture theatres be ICT enabled to create the desired teaching learning environment.
3. The annual budget of the University should earmark sufficient funds for promotion of research and innovation.

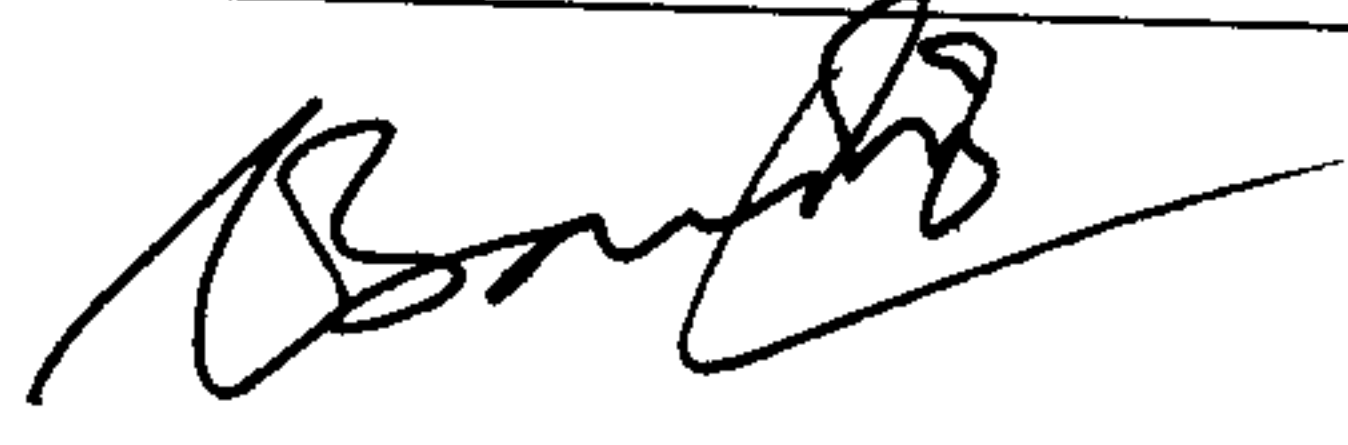
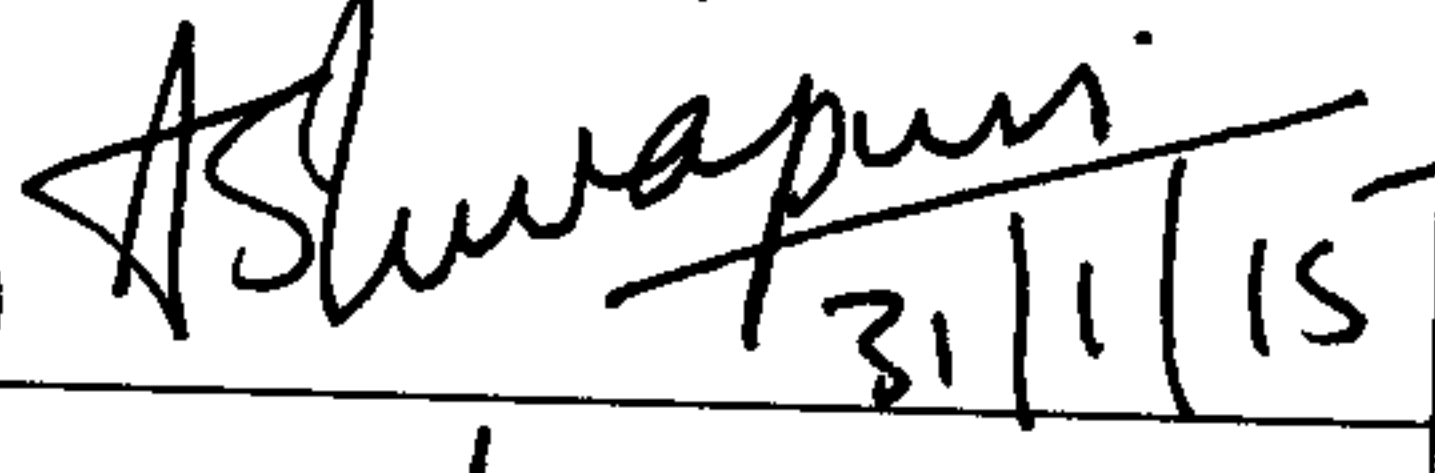
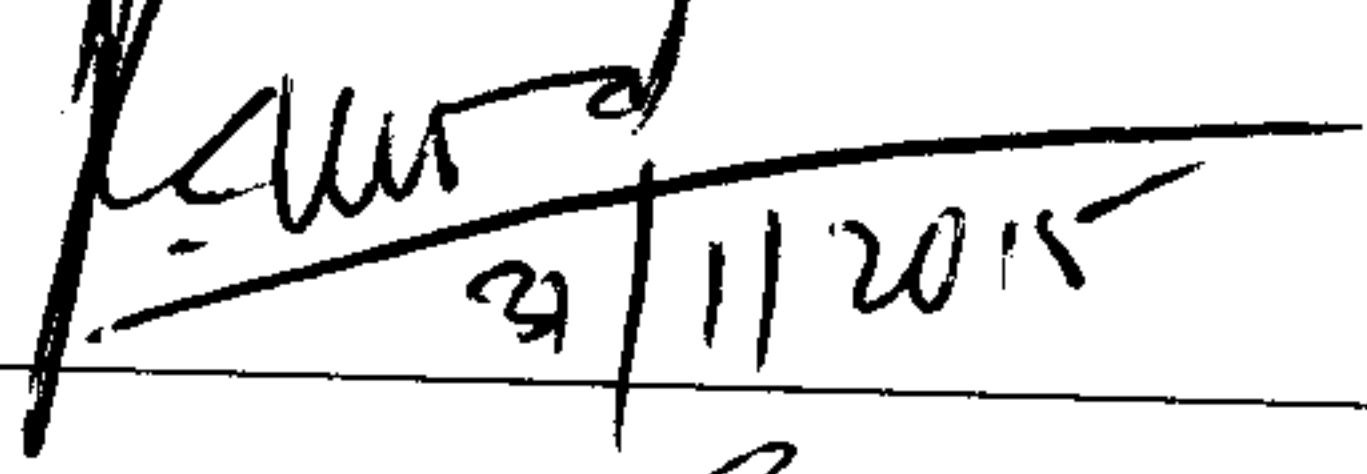
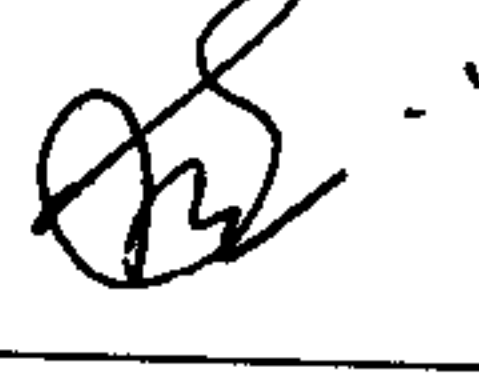
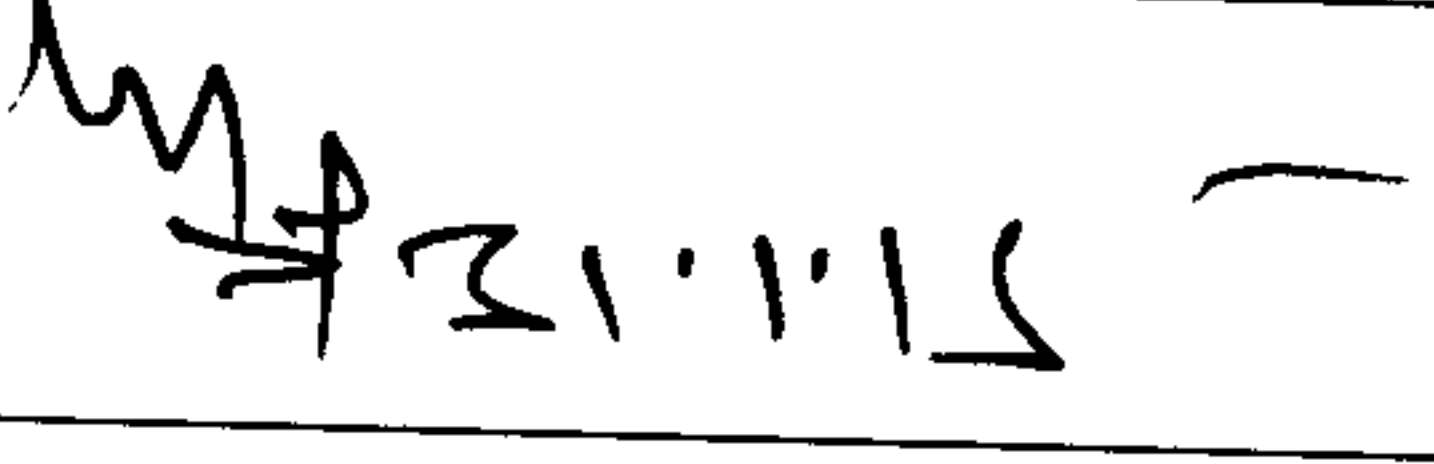
C. Final Recommendations

(Whether the University should be granted Approval Letter/ Approval Letter subject to compliance / Should not be granted Approval Letter)

On the basis of observations made above the committee recommends that the University be granted approval subject to compliance. It is also recommended that the University be revisited after 3 years for the renewal of the approval.

Name and Signature of the Expert Committee Members

Sr. No.	Name	Designation	Signature
1.	Prof. P. B. Sharma	Chairman	 31.1.15
2.	Prof. Amitabha De	Member	— ABSENT —
3.	Prof. P. V. Sivapulliah	Member	
4.	Prof. B. Mishra	Member	 31/1/15
5.	Prof. Zia Ahmed Abbasi	Member	 31/1/15
6.	Prof. Sanjay Wadhwa	Member	— ABSENT —
7.	Prof. Yogesh Singh	Member & Head of AICTE Team	 31/1/15
8.	Dr. Lalit Awasthi	Member -AICTE	 31/1/2015

9.	Dr. N.K. Tiwari	Member -AICTE	ABSENT
10.	Prof. S. Baishya	Member- AICTE	
11.	Mr. Alok Shivapuri	Member-- AICTE	 31/1/15
12.	Arch. Pradyut Ch. Moral	Member-- AICTE	 29/1/2015
13.	Mrs. Sukirti Das	Member & Representative of PCI	
14.	Dr. Mohammad Arif	Co-ordinating Officer	 31/1/15

MA

Fees for 2014-15	SD	Admission											
		Admission	15-May	15-Nov	15-May	15-Nov	15-May	15-Nov	15-May	15-Nov	15-May	15-Nov	
COURSE													
PARAMEDICAL													
Bachelor in Physiotherapy	10000	40000	30000	30000	30000	30000	30000	30000	30000	30000	30000		
Bsc in Advanced Imaging Technology	10000	30000	25000	25000	25000	25000	25000	25000	25000				
Bachelor in Trauma, Emergency and Disaster Mgt.	10000	30000	25000	25000	25000	25000	25000	25000	25000				
Bsc in Medical Laboratory	10000	30000	25000	25000	25000	25000	25000	25000	25000				
Bsc in OT Technology	10000	30000	25000	25000	25000	25000	25000	25000	25000				
Bsc. Optometry	10000	30000	25000	25000	25000	25000	25000	25000	25000				
Msc MLT	10000	30000	25000	25000	25000	25000							
MPT	10000	30000	50000	50000	50000	50000							
ALLIED HEALTH	10000												
Bsc Food, Nutrition and Dietetics	10000	30000	25000	25000	25000	25000	25000	25000					
Bachelor in Social Work	10000	30000	25000	25000	25000	25000	25000	25000					
Bsc. Biochemistry	10000	30000	25000	25000	25000	25000	25000	25000					
Bsc. Biotechnology	10000	30000	25000	25000	25000	25000	25000	25000					
Bsc. Microbiology	10000	30000	25000	25000	25000	25000	25000	25000					
Msc. Biotechnology	10000	30000	30000	30000	30000	30000							
Msc. Biochemistry	10000	30000	30000	30000	30000	30000							
Msc. Microbiology	10000	30000	30000	30000	30000	30000							
Msc. Food, Nutrition & Dietetics	10000	30000	30000	30000	30000	30000							
M.S.W.	10000	30000	30000	30000	30000	30000							
NURSING	10000												
Msc Nursing	10000	50000	100000	100000	100000	100000							
MANAGEMENT and Commerce	10000												
MBA Health Care #	10000	50000	50000	50000	50000	50000							
MBA (FT) #	10000	50000	50000	50000	50000	50000							
BBA	10000	25000	25000	25000	25000	25000	25000	25000					
B.Com	10000	25000	25000	25000	25000	25000	25000	25000					
M.Com	10000	25000	25000	25000	25000	25000	25000	25000					
HOSPITALITY	10000												
Bachelor in Hotel Management	10000	25000	30000	30000	30000	30000	30000	30000					
PHARMACY	10000												
Bachelor of Pharmacy (B.Pharm)	10000	60000	50000	50000	50000	50000	50000	50000	50000	50000	50000		
Diploma in Pharmacy (D.Pharm)	10000	60000	50000	50000	50000	50000							
M.Pharm	10000	50000	150000	150000	150000	150000							
ENGINEERING and TECHNOLOGY	10000												
Civil	10000	50000	50000	50000	50000	50000	50000	50000	50000	50000	50000		
Mechanical	10000	50000	50000	50000	50000	50000	50000	50000	50000	50000	50000		
Electronics and Communication	10000	0	50000	50000	50000	50000	50000	50000	50000	50000	50000		
Computer Science	10000	0	50000	50000	50000	50000	50000	50000	50000	50000	50000		
Bsc. (IT)	10000	10000	25000	25000	25000	25000	25000	25000	25000				
BCA	10000	10000	25000	25000	25000	25000	25000	25000	25000				

Handwritten signature


Vice Chancellor
Assam Down Town University
Panikhati, Guwahati-26

M.Tech (CE,ME,CSE)*	10000	50000	40000	40000	40000	40000						
M.Tech (CE,ME,CSE)-PART TIME*	10000	50000	30000	30000	30000	30000	30000	30000				
5 Yr B.Tech + M.Tech*	10000	50000	50000	50000	50000	50000	50000	50000	50000	50000	50000	50000
Diplomas:After 12	10000											
Medical Laboratory Technician	10000	30000	30000	30000	30000	30000						
Radiography Technician	10000	30000	25000	25000	25000	25000						
Physiotherapy Technician	10000	30000	25000	25000	25000	25000						
Dialysis Technician	10000	30000	25000	25000	25000	25000						
Optometry Technician	10000	30000	25000	25000	25000	25000						
HOSTEL		<i>SD</i>	<i>Fees</i>									
HOSTEL A		10000	15000									
HOSTEL B		10000	25000									

GNM/ANM
Bsc(N)

--	--	--	--

All students have to pay a refundable security deposit of Rs.10,000 during admission
 Hostel has to be renewed yearly by 15th March
 Mess Charges are paid monthly
 #Laptop will be given Free of Cost
 Fees may change as per University's decision


Vice Chancellor
 Assam Down Town University
 Panikhañi, Guwahati-26.