GIRIJANANDA CHOWDHURY UNIVERSITY, ASSAM

Institutional Development Plan 2023-2028

(Approved vide Governing Body Resolution: GB.3/2023-08/10: dated 31st August, 2023)

Main Campus:
Girijananda Chowdhury University (Guwahati Campus) Hathkhowapara, Azara, Guwahati, Assam -781017

Constituent Campus:
Girijananda Chowdhury University (Tezpur Campus) Kunderbari Road, Dekargaon, Tezpur, Assam – 784501

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Girijananda Chowdhury University, Assam

Institutional Development Plan

The Girijananda Chowdhury University, Assam was **one of the first few universities established according to the mission of the National Education Policy (NEP)-2020**. It was established on 17th October, 2022 by Act No. XLVII of 2022 of the Assam Legislative Assembly as a State Private University upgrading three premier institutes of higher learning viz. **Girijananda Institute of Management and Technology (GIMT), Guwahati, Girijananda Institute of Pharmaceutical Science (GIPS), Guwahati and, Girijananda Institute of Pharmaceutical Science (GIPS), Tezpur.** The new University received approval from the University Grants Commission (UGC) under section 2(f) on 24th November, 2022. These institutes were imparting **professional higher education in Engineering, Management and Pharmacy** in a spirit of philanthropy and social commitment since 2006 and were the first of its kind in the entire North East.

During the last 16 years of their existence, these institutes earned the reputation of quality professional education as evident in the accreditation of the various programmes by the **National Board of Accreditation (NBA).** Presently, **B. Tech (Mechanical Engineering) and B. Pharm** progammes of the University are accredited by the National Board of Accreditation (NBA). Additionally, the Girijananda Chowdhury Institute of Pharmaceutical Sciences (GIPS), Guwahati attained National Institutional Ranking Framework (NIRF) – 2023 ranking within the 101-125 bands. The University also received **approval from AICTE and PCI (Pharmacy Council of India)** for its programmes in Engineering, Computer Applications, Management and Pharmacy from the academic session 2023-2024.

The Girijananda Chowdhury Institute of Pharmaceutical Sciences (GIPS) and Girijananda Chowdhury Institute of Management and Technology (GIMT) was awarded "Fund for Improvement of S&T Infrastructure (FIST)" from the *Department of Science and Technology* (DST), Government of India, and an *All India Council for Technical Education* (AICTE) sponsored IDEA-Lab facility apart from various research projects and fellowship from the DST, AICTE etc.

The Girijananda Chowdhury University, Assam began its academic journey from the year 2023-2024 as a Multidisciplinary Teaching-Intensive University and gradually aspires to become a Research-Intensive Multidisciplinary University over the years.

Our Educational Philosophy

Formation of the Girijananda Chowdhury University is the culmination of the vision of the Shrimanta Shankar Academy Society to extend the benefit of higher education to the students of this geographically isolated region of the country. The educational philosophy of Girijananda Chowdhury University that underpins its academic plans and programs revolves around the larger goal of harnessing the infinite potential of the young minds through imparting knowledge and skill in their chosen domains in a way that would liberate their minds from the shackles of dogmatism, orthodoxy and narrow world views. Inculcating the universal human values of empathy and equity for empowering the human being constitute the core value of Girijananda Chowdhury University.

Our Educational Premise

Girijananda Chowdhury University believes in exposing the young students to the real world enabling them to learn through critical thinking, creative problem solving, encountering with differences and enabling them to find relevance through the multiple perspectives of the world and life. The spirit of Liberal Education is the essence of Girijananda Chowdhury University's teaching – learning framework. Girijananda Chowdhury University provides opportunities to the students in a milieu that is interdisciplinary and multidisciplinary with greater scope in choosing one's knowledge domains according to innate aptitude, inclination and desire. In their educational journey at Girijananda Chowdhury University, the

students shall hone the skills of oral and written communication, analysis and synthesis, information and quantitative literacy, reasoning and logic, critical thinking, creative problem solving, global competence and citizenship, ethics, etc. The pedagogy at Girijananda Chowdhury University is student-centric and is through dialogic learning with emphasis on the holistic development of the student.

The University shall put special emphasis and focus on quality Teaching-Learning and Research activities and ensure that Quality Assurance Mechanism is in place from its inception.

Enclosed below is an Institutional Development Plan (IDP) of the Girijananda Chowdhury University, Assam, prepared as per the UGC guidelines:

Annexure- 1 List of Physical Infrastructures

Sl. No.	Types of Physical Infrastructures	Existing at GCU	Proposed plan for 2 to 3 years in GCU
1.	Smart Campus	The campus is 24/7 monitored with personnel security members. The on-campus residential facilities are also monitored. At the main entrance and exit points, check points are put in place. Some others best practices and facilities available include: • GCU Campus boasts a comprehensive network of 180 high-resolution surveillance cameras from various brands, including DAHUA, CP Plus, and BOSCH. • Ample parking facility • Portals for class timetables and resources • Navigating signs • On-campus ATM facility • On-campus stationery shops • On-campus medical facility • On-campus pharmacy facility with registered	The proposed future plan for a smart campus at GCU encompasses: • Centrally air-condition facility • Smart classrooms with advanced technologies. • Smart buildings • Smart lab-based research • Smart parking facilities with eco-friendly in-house transportation facilities. • Smart facilities for differently-able. • Smart surveillance system. • Smart and sustainable energy system.

		pharmacists available 24/7. • Fluorescent guiding strips for emergency exits • 24/7 power back-up • Campus wireless and connectivity. • Administrative process automation • Enterprise resource planning (ERP) integrated management • Academic Bank of Credit (ABC) facility available • National Academic Depository (NAD) facility available • Digital library • Drinking water dispensers for all students and staff • Water pond for aquatic life • Plantations	
2.	Green/Sustainable building	GCU believes in Green/Sustainable campus. Currently we have the following on campus: • Solar panel enabled campus • Recycling of brick-kilns for construction of buildings to omit carbon emissions. • Renewable energy with roof-top solar power system. • Recycled water pond for aquatic life preservation • Paperless office • Zero plastic use	Over the next three years, Girijananda Chowdhury University envisions a comprehensive green and sustainable building initiative aimed at creating an environmentally responsible and forward-thinking campus. This plan encompasses several key components, such as: • Sustainability Assessment • Launching Awareness Campaigns • Incorporate cutting-edge green technologies such as rainwater harvesting systems, and energy-efficient HVAC systems. • Develop and implement green building certification programs •
3.	Infrastructure to commute	The current infrastructures for commuting at GCU includes: • Separate parking sections for two-wheelers and	In the future, we aim to improve these facilities: •Improved walkways, and street signs. •Eco-friendly Commute Options like bicycle paths

		four wheelers. • Allotted spaces for staff parking • Allotted spaces for student parking • Navigating signs/glow sign boards • The entire university buildings are accessible to the PwD. Curb ramps are put in place. • Elevators are large enough to accommodate PwD with wheelchairs and stretchers for medical emergencies.	and battery-powered vehicles, reducing the carbon footprint. •More accessibility for Differently-Abled
4	Administrative Block (Admission & Counselling Area)	• Separate admission cell with adequate space to accommodate around 100 people at a time. • Admission counselors guide students for their career path in separate cubicles. • Different departments/schools of studies have been provided with separate space / floors / buildings.	• Layout of the block to accommodate various administrative functions, waiting areas for students and parents, and counseling offices. • Incorporation of modern amenities like digital kiosks, comfortable seating, and informational displays.
5	Library/ Digital resource centre	The present library at GCU, known as the Bina Chowdhury Memorial Central Library, spans 5,930 square feet. Additional information about departmental libraries is provided in An nexure A.	• Infrastructure Enhancement and expanding the existing space to accommodate more students and resources comfortably. • Invest in ergonomic furniture, modern reading areas, and study pods • Implement advanced library management software for efficient resource tracking and lending operations. • Digital Resource for a wider range of e-books, journals, and research databases. • Implementing a robust Wi-Fi network and increasing the number of computer terminals • Community Engagement and Outreach programs • Stronger online presence.
6.	Lecture Complex, Classrooms, Tutorial rooms	• 50 numbers of classrooms with adequate space as specified by regulatory bodies are available with access to PwD students. • Faculty cubicles and meeting rooms available in	• One multimedia studio is being prepared to enable video recording of class lectures/recording of audio-visual lectures. • Expand the existing Lecture Complex to accommodate

		departments are sufficiently comfortable for discussion and counseling of students as and when required. • Lecture complex are available with different size and varying accommodation from 50-200 capacity.	larger student capacities, ensuring modern, well-ventilated, and technologically-equipped lecture halls. • Classroom Modernization: Refurbish existing classrooms with state-of-the-art audiovisual facilities, and adaptable layouts to promote interactive learning experiences. • Incorporate sustainable design elements, such as energy-efficient lighting, natural ventilation, and green spaces within the complex • Accessibility: Ensure all lecture halls and classrooms are accessible to individuals with disabilities, promoting inclusivity and diversity. • Technological Integration: Implement advanced digital learning tools and platforms in classrooms • Prioritize safety with fire detection systems, emergency exits, and first-aid facilities • Design flexible spaces that can adapt to various teaching methodologies, encouraging innovation in pedagogy. • Enhance the aesthetics of the Lecture Complex and classrooms to create an inspiring and motivating learning environment. • Establish a feedback mechanism for students to continually assess the quality of the learning spaces, allowing for iterative improvements.
7.	Examination branch	• Separate examination cell with adequate space is available in the administrative building. • Three strong rooms are available to accommodate confidential materials which are under CCTV surveillance.	• One complete floor in the administrative building will be designated as Examination Cell in near future to accommodate all necessary sections of examination related work.
8.	Facilities to Faculty and Staff	• Separate seating space/cubicles/chambers with well furnished bench & table, computers, printers, LAN connection and Wifi are provided for each faculty member and staff. • Most of the faculty rooms are also equipped with	• All faculty/staff seating space/cubicles/chamber will be provided with Air Conditioner in near future. • One state-of-the-art guest house is planned to be set up in Guwahati campus. • Develop 2-3 bedroom residential facilities or quarters

		Air conditioners. • Refreshment canteens are available. • One guest house is available in the Tezpur campus to accommodate guests.	within the campus to accommodate resident faculties and staff members.
9.	Meeting rooms	• Meeting rooms are available in the departments for regular faculty and staff meetings. Portable projectors and smart LED TV for video conferencing are also available for use in the rooms. • Departmental meeting rooms are well equipped with either Smart LED TV or projector.	• Renovate existing meeting rooms and construct new ones • Equip all meeting rooms with state-of-the-art electronic communication and presentation equipment, including audio-visual systems, video conferencing tools, and interactive whiteboards, to facilitate effective virtual and in-person meetings.
10	Office Rooms	A number of office rooms are available in the university which include: • Offices for various Administrative work including chancellor, vice-chancellor, registrar, academic registrar. • Examination office • Offices for Principal/Dean/HoD's • Human respource office • Offices for accounts and finance • Research and Development office • Admission office. • Student's affair office • Offices for security personnel's • Office for counseling and health services • Alumni office • Office for Information technology	Following are our future perspective for upgrading the office: • Equip with necessary infrastructure to accommodate differently-abled individuals, promoting inclusivity within the university's administrative areas. • Technology Integration of modern technology solutions such as video conferencing facilities, high-speed internet, and smart office equipment to enhance productivity and communication. • Create aesthetically pleasing office spaces. • Ensuring the security and privacy of sensitive information. • Sustainability features will be incorporated, including energy-efficient lighting and HVAC systems, as well as waste reduction initiatives. • Regular feedback from staff will be sought and incorporated into the plan to ensure that the office rooms meet their evolving needs and preferences effectively.
11	Laboratories and Research Centres	• The university boasts fully furnished and adequately equipped laboratories across various schools and departments, facilitating hands-on practical and workshop experiences as part of the students' curriculum.	• Pursuing additional government funding through the submission of more Extramural projects to expand and establish cutting-edge laboratories and advanced research centers. • Establish specialized research centers and incubation

		• The laboratories are equipped with modern facilities, equipments and instruments required to execute the program curriculum. (Annex-B) • Several departments have attained research excellence and established research centers through funding obtained from organizations such as ACITE (MODROBs & RPS), TEQIP III, AICTE-IDEA, DST-FIST, ASTEC, and others. These resources are made available to our students to nurture hands-on skills and encourage lifelong learning for research purposes.	cell for promoting and attracting consultancy projects from the stakeholders and industries. • Establishing more research centres including: ➢ Technology and Innovation Centers ➢ Policy and Social Research Centers ➢ Business and Economic Research Centers ➢ Education Research Centers ➢ Language and Linguistics Research Centers ➢ Interdisciplinary Research Centers ➢ Others
12	Computer Centre/Multimedia Studios	• The campus features a computer center with more than 200 capacities that serves the dual purpose of facilitating regular laboratory activities and supporting research endeavors. All the computers in the center are equipped with internet access through LAN and Wi-Fi, along with the latest licensed software and Windows operating systems. • The School of Pharmaceutical Sciences has access to a computer-aided drug design (CADD) facility equipped with Discovery Studio software. The lab was funded by AICTE. This resource is available for bioinformatics research and development. • The computer centers at GCU have consistently offered consultancy services for administering examinations in a wide range of sectors, including JEE, UGC-NET, CUET and other government and non-government organizations.	• Expansion of the Computer Centre is in plan to accommodate more students. • One multimedia studio is being prepared to enable video recording of class lectures/recording of audio-visual lectures etc. Such multimedia studio shall be equipped with ➢ High resolution cameras and microphones ➢ Lighting equipments ➢ Green screen, backdrops and make up area ➢ Video switcher and Video recorder ➢ Audio interfaces ➢ Editing softwares ➢ Graphis and animation softwares ➢ Telepromoter and teleprompter ➢ Soundproofing and Acoustic Treatment ➢ Intercom systems
13	Cafeteria/Dining Room/Mess Facility	• Cafeteria is available with Area 736.82 Sq.M in Guwahati campus and 250 Sq.M in Tezpur campus. • One NesCafe coffee house is available on campus. • One bakery outlet is available within the Cafeteria space.	The proposed plan for the Cafeteria/Dining Room/Mess Facility at Girijananda Chowdhury University includes: • The cafeteria space will be provided with Air Conditioner for comfortable dining. • One 24/7 coffee house is planned to be set up within

		• Separate dining rooms for the borders of hostels are available. • The kitchen hygiene is maintained for delivering quality foods to students and other stakeholders.	the campus for the in house students. • Equip the facility with state-of-the-art cooking apparatus • Ensure the preparation of food with high quality, cleanliness, and hygiene standards. • Implement a nutrition-conscious menu to cater to the diverse dietary needs of students and staff, promoting healthier eating habits. • Introduce eco-friendly practices such as waste reduction, recycling, and energy-efficient appliances.
14	Games & Sports facility	Sports and gymnasium facility available at GCU campus are: • 1 playground of 80500 square feet is used for Athletics, Football and Cricket purposes. • Indoor Sports Facilities of 8250 square feet including gymnasium. The Indoor stadium consists of 3 badminton courts- (44ft x 22 ft), 1 squash court, 3 Table tennis court (30ft x 30 ft), Common rooms for both boys and girls(400 sq.ft each). • Volley ball Court	Future prospect for games and sports facility at GCU include: • Basketball Court construction. • Implementation of a top-notch swimming pool facility, enhancing aquatic sports opportunities on campus. • Establishment of a spacious playground and indoor stadium. • Construction of a modern gymnasium and workout center • Development of a stadium with advanced technology and facilities, offering a versatile venue for various sporting events and gatherings. • Creation of a modern indoor stadium with a multi-purpose arena, providing a versatile space for indoor sports, cultural events, and gatherings.
15	Auditorium and conference rooms	Currently, the university has the following facilities: • 01 Central Auditorium with >500 capacity well equipped with a multipurpose stage, sound system and sound absorber, lighting system, seating system, air-conditioned, projector etc. • 04 Seminar Hall with capacity ranging from 50-200 well equipped with LCD projector, sound system and air-conditioned.	The university is in the process of expanding its facilities, which includes the addition of a new auditorium and conference rooms. The plan involves constructing a spacious auditorium capable of accommodating a substantial audience, along with a series of conference rooms of varying sizes to cater to the diverse needs of the institution. These facilities will not only provide students and faculty with essential spaces for academic and cultural events but also

		• 02 Conference room with capacity ranging from 25-50 well equipped with LCD projector, sound system and air-conditioned.	serve as venues for hosting conferences, seminars, and workshops. The university aims to enhance its infrastructure to facilitate a wide range of activities and gatherings, thereby enriching the academic and intellectual environment on campus.
16	Hostels	• Separate block for on-campus Boys Hostel with warden. • Separate block for on-campus Girls Hostel with warden. • Accommodation available for research scholars (male and female) at the hostel. •	• Accommodation to be prepared for international students/guests/scholars/visitors. • The university is currently planning to enhance its hostel facilities in the coming years. • Establish research scholars hostels equipped with contemporary facilities, meeting the desirable requirements for a conducive research environment. • Development of international student hostels to create a diverse and inclusive environment for students from around the world. • Aim to foster cross-cultural interactions and provide a global perspective to the university's educational ecosystem.
17	Parking	• An open parking space is available in the university campus to meet the needs of all stakeholders. • Visitor parking space is also available. • All parking spaces are well equipped with CCTV camera, proper lighting and security guard system.	• Basement parking facility in every major building of the university including boy's hostels is under planning for extra parking spaces to accommodate a larger number of vehicles for students and employees. • Introduction of a Parking Management System: To optimize parking space and enhance user experience, a modern parking management system will be implemented. • Promotion of Sustainable Transportation to encourage sustainable transportation options. • Promotion of carpooling, biking, and the use of electric vehicles, along with designated parking areas and charging stations for electric vehicles. • Work on improving pedestrian pathways and access to parking areas.

			• Regular inspections, lighting upgrades, and security measures will be in place to create a secure environment. • A feedback mechanism will be established to gather input from users
18	Exhibition Hall	• Currently there is no well furnished exhibition hall available in the campus. • The university exhibition activities like conference poster presentation were conducted in empty spaces available in the hall ways, corridor and workshops.	Future preparation of exhibition hall is on the way which shall included the following features: • Renovate to create a modern and flexible space capable of accommodating a wide range of academic, vocational, and skill development activities. • The renovated hall will serve as a versatile venue, equipped with advanced technology and infrastructure to support exhibitions, seminars, workshops, and other educational events. • Introduce collaborative areas for students and faculty to brainstorm and innovate, fostering a culture of creativity and academic excellence. • The exhibition hall will be equipped with state-of-the-art digital displays, interactive screens, and high-speed internet connectivity to facilitate multimedia presentations and virtual learning experiences.
19	Guest Accommodation	• One university guest house is available in the Tezpur campus to accommodate guests for multipurpose gesture.	• State-of-the-art Guest house/ accommodation is planned to set up in Guwahati campus. • Ensuring accessibility for all, including individuals with disabilities, through the incorporation of ramps, elevators, and other necessary accommodations. • Sustainable and eco-friendly features will be integrated, such as energy-efficient lighting, water-saving fixtures, and eco-conscious materials, to promote environmental responsibility.
20	Commercial	• One on-campus Stationery shop available	For future prospects, the university have planned to

	Shops/centers	• One on-campus Photocopy shop available • One on-campus Pharmacy store with registered pharmacists registered under Pradhan Mantri Jan Aushadhi Kendra. • One NesCafe coffee house is available on campus. • One bakery outlet is available within the Cafeteria space. • One on-campus ATM services are available.	establish various on-campus commercial shops & centres including: • Book store • Convenience and groceries store • Postal services • Fitness centres • Tech stores and repairing centres • Laundry facilities • Salon and Barber facilities • Gift shops • Food court • Others
21	Health and wellbeing	• 24/7 on campus medical facility with registered medical practitioner, a registered nurse and a councilor is available and providing free services to the students and employee of the university. • The university is having a 24/7 emergency unit well equipped with ambulatory services. • Student well being and recreation facility such as Playground, Indoor stadium, Music room, Gymnasium, Cultural activity room, Central Auditorium are also available to engaged students and employees in physical well being and good health.	• Establishment of a modern 24/7 dispensary or hospital that provides comprehensive inpatient and outpatient services to cater to the health needs of students, faculty, and staff. • Establishment of fitness centres, yoga and meditation centres with a qualified trainer. • Establishment of disability services and recreational centres. • Establishment of peer support and counselling centres. • Establishment of dietary services stations.
22	International student centers	• Currently there are no international student centers available in the university premises. • However, the university has started two international courses namely Japanese and French.	• The university is planning to establish a separate cell for international student affairs related to admissions and other procedures related to international students. • Enhancing Cultural Exchange Programs: Promoting cultural diversity by organizing regular events, workshops, and seminars to foster cross-cultural understanding and interaction among students. • Strengthening Academic Support: Providing tailored academic assistance and resources to ensure

			international students excel in their studies and feel fully integrated into the university community. • With the international student centres, the university shall provide facilities such as visa and immigration support, academic support, housing assistance, legal and financial assistance, health services, language support, student advocacy, peer mentoring support, international student identity, travel and transportation support and emergency assistance.
23	Incubation centre and Research park	• Several university departments, including Pharmacy, Computer Science and Engineering, and Mechanical Engineering, are engaged in numerous research projects funded by various organizations, such as ACITE (MODROBs & RPS), TEQIP III, AICTE-IDEA, DST-FIST, ASTEC, and more. These departments possess self-sustained resources and research facilities that resemble a research park, and they are accessible to our students, promoting practical skills development and a lifelong commitment to research endeavors. • The state-of-art facilities research laboratories and research equipments available in the university campus are incorporated for consultancy services thereby attracting collaborators for developing research networking and promotions.	Following future plans shall be incorporated for developing the university incubation centre and research park: • Developing cutting-Edge Infrastructure: Developing state-of-the-art facilities equipped with advanced laboratories, co-working spaces, and technology hubs to support research endeavors. • Developing Industry Partnerships: Forging strong partnerships with leading industries to establish in-house R&D units, promoting knowledge transfer, and fostering technology development • Establishing Incubation centre and Support: Offering comprehensive incubation support to startups, including mentorship, funding opportunities, and access to resources to nurture entrepreneurial ventures. • Encouraging faculty and student research through grants, scholarships, and incentives, enabling groundbreaking discoveries and publications. • Community Engagement by engaging with the local community and addressing regional challenges through research and innovation, contributing to the socio-economic development of the region. • Implementing skill development programs to equip

			students and professionals with cutting-edge skills, making them industry-ready. • Establishing international partnerships and collaborations with renowned universities and research institutions to promote cross-cultural knowledge exchange and global research contributions. • Integrating sustainability into research and incubation activities, promoting eco-friendly practices and solutions. • Evaluate and adapting the plan to align with emerging trends, technologies, and the evolving needs of the academic and entrepreneurial community.
24	Botanical Park/Garden	• A well established Medicinal Plant Garden (>4000 sq. feet area) under the Department of Pharmacognosy, School of Pharmaceutical Sciences is available for supplying medicinal plants and herbs for practical and research related works. The botanical garden is equipped with a green house for maintenance of young seedlings. More than 80 medicinal herbs were grown in the botanical garden.	• The university has strategic plans to extend the Botanical Park and gardens across the entire campus in the future, aiming to enhance the overall campus aesthetics and beauty. • In commemoration of World Environmental Day, the university intends to increase tree and flowering plant planting efforts as part of its commitment to preserving and conserving plant diversity.
25	Vocational Education, Training and Skilling infrastructure	• The university has set specific infrastructure prerequisites to support vocational education, training, and skill development funded by AICTE-IDEA Lab (see Annex-C), the Central Workshop (Annex-D), DST-FIST Lab(Annex-E), and a pilot-scale laboratory for pharmaceutical formulation development. These well-equipped facilities are designed to offer skill-based training to undergraduate, postgraduate, and Ph.D. scholars, facilitating their curriculum and research endeavors.	Ensuring sufficient, well-equipped building spaces with the latest machinery, tools, and technology labs to facilitate hands-on skill development integrated into the curriculum, the university plans to execute future cutting-edge amenities and resources within the infrastructure for vocational education, training, and skilling typically encompass the following features:. ➢ State-of-the-Art Laboratories: Equipped with modern equipment and technology to facilitate hands-on learning and practical skill development in various fields. ➢ Smart Classrooms: Technologically advanced classrooms with audiovisual equipment and

			interactive tools to enhance the learning experience. ➢ Simulation Centers: Virtual and physical simulators to provide real-world training experiences in a safe and controlled environment. ➢ E-Learning Platforms: Online learning systems and resources for remote and self-paced learning. ➢ Industry-Specific Workshops: Workspaces tailored to industry needs, such as automotive workshops, construction sites etc. ➢ Specialized Equipment: Advanced machinery, tools, and equipment relevant to the specific vocational training offered. ➢ Robotic Labs: Facilities for training in robotics and automation technologies, including robot programming and operation. ➢ Computer Labs: Equipped with the latest software and hardware for technical and computer-based training. ➢ Research and Development Centers: Facilities for applied research and innovation, enabling students to work on real-world projects. ➢ Technical Libraries: Extensive collections of books, journals, and digital resources focused on vocational subjects. ➢ Collaborative Spaces: Areas for group work, brainstorming, and project collaboration. ➢ Internship and Apprenticeship Support: Networks and resources to help students secure internships and apprenticeships with industry partners. ➢ Certification and Assessment Centers: Facilities for conducting assessments and certifications related to vocational skills and qualifications. ➢ Career Counseling Centers: Guidance and support for

			students in career planning and job placement. ➢ Safety and Compliance: Facilities and protocols that prioritize safety in vocational training, especially in high-risk industries. ➢ Flexible Learning Spaces: Adaptable environments that can be configured for different training needs and scenarios. ➢ Green and Sustainable Practices: Incorporating environmentally friendly and sustainable practices into vocational training programs. ➢ Access to Industry Experts: Opportunities for students to interact with professionals and gain insights into industry trends and practices. ➢ Real-World Projects: Engaging students in real projects and assignments that mimic workplace scenarios. ➢ Soft Skills Training: Programs focusing on essential soft skills such as communication, teamwork, problem-solving, and leadership.
Annexure-2 List of Digital Infrastructure			
Sl No	**Types of infrastructure digital**	**Existing at GCU**	**Proposed plan for 1 to 2 years in GCU**
1.	Internet usage	Total 3 internet connections are available within the university premises with the following details: ➢ BSNL 200 Mbps bandwidth Leased line	Based on requirements, the speed of internet connection will be increased.

		➢ M-Net 10 Mbps bandwidth Leased line ➢ M-Net 2 Mbps bandwidth Leased Line Physical internet facility is made available in the hostels for borders.	
2	Website	• The university website is accessible and operational, with a dedicated webmaster ensuring its maintenance and updates as needed. • For details please visit www.gcuniversity.ac.in	•Secure the website even more by improving cyber security. •Increase traffic of the website •Increase outreach •Make it user-friendly and keep it updated
3.	Online Messaging stakeholders' groups	• The online messaging system to various stakeholders was currently executed via. a conventional whatsapp and e-mailing platform which is used for official communications. • The university has recently acquired the ERP system (ACADEMIA) which is under maintenance. The ERP system will empowers the university to efficiently distribute information among various stakeholders through SMS and email communication. Additionally, it facilitates the targeted dissemination of information to specific stakeholders as needed.	Over the next three years, the university will improve online messaging and develop an inventory control system for better and ease of communication with the stakeholders. This involves: •Enhanced Interface: User-friendly platform. •Customized Channels: Tailored for different groups. •Real-time Updates: Instant notifications. •Feedback System: Input from stakeholders. •Security: Data protection measures. •Training: Support and user education. •Integration: Seamless data sharing. •Scalability: Ready for future growth.
4	Online Blogs & sites for every course	• Currently, the information related to academic and non-academic purposes is circulated and disseminated through website, email and whatsapp platform. • This practice was done to distribute information like course materials, question banks, announcement, discussion forums, resources, assignments, course updates, supplementary learning etc to our students.	With the activation of the university ERP system and multimedia studio, the university plans to disseminate all sort of information related to online blogs and subject matter. This will promote scientific inventory control and management system to enhance the process of information distribution of materials within the campus.
5	Wi-Fi Campus	The campus is fully Wi-Fi enabled with 40 router and access points.	Depending on necessity, access points will be increased to reach every corners of the campus

6	Online Study material	The university is still following the conventional platform for sharing online study material using whatsapp, email and library facilities to their students.	Upcoming ERP system and multimedia studio will facilitate the creation of audio - visual study materials in the near future.
7	Digital Library	• Currently the university Central library adopted the D-Space software for operating the digitalization of contents. • DELNET digital resources are available at the university central library. • Digital Question bank for all academic years is available in the university website library section. • Digital news bulletin is available at the university library. • Digital audio podcast is initiated and updated in the university websites. • UG and PG thesis and dissertation are available at the university library digital bank.	For future plan the university library aims to develop and upgrade its digital library facilities following: ● Expand the collection with diverse digital resources. ● Implement advanced search and remote access. ● Offer digital literacy training. ● Ensure data security and backups. ● Integrate library resources into the curriculum. ● Seek user feedback for continuous improvement. ● Subscribing to E-Journals from repute publishers for assisting R&D activities to the students and scholars.
8	Digital Publication	• Currently, the university has regularly published a digital News Bulletin to apprise the stakeholders about the updates of the university and the same are made available through university website. The bulletin was published in website, social Medias like facebook, LinkedIn etc. • Printing of question papers and other materials are done inside the campus only. For the same, one high speed RISO printer had been procured.	Future plan for digital publication includes publishing: • E-magazine, E-books, academic journals, blogs, digital catalog and brochures, digital annual reports, online art and photography magazines etc. • Based on the research activities and research conclaves held, journal proceedings will be published.
9	Paperless office	With the implementation of the ERP, the university strives to incorporate a paperless free campus which has been in practice presently.	More future advancement for implementing paperless campuses shall involve strategies including: ● Digitize existing documents. ● Implement digital workflow systems. ● Provide staff training. ● Establish cloud storage. ● Enforce paper reduction policies.

			• Introduce e-signatures. • Monitor progress and gather feedback • Promote sustainability
10	Paperless exams	Paperless exam is still not yet in practice in the university premises.	May be implemented in the future depending on the UGC guidelines.
11	Online Evaluation	Online evaluation system is still not yet in practice in the university premises.	May be implemented in the future depending on the UGC guidelines.
12	Website based result announcement	• The announcement related with results disclosure of various semesters is in practice and information os available in the university website. • Recently, in connection with Ph.D. admission process and examination, all sort of communications made with the student's results was done via. Announcement website. • A separate space for Examination and related matters are provided in the university website for publication of result and other necessary information related to examination.	Future implementation: • Improve website interface for easy result access. • Ensure real-time result updates. • Enhance mobile compatibility. • Strengthen data security. • Establish a feedback system. • Ensure accessibility and multilingual support. • Streamline the result-checking process. • Provide staff training for accuracy. • Commit to regular system updates
13	NAD markscards Facility	The university has already registered in NAD portal with ID NAD061574.	The proposed plan for the NAD marks cards facility includes: • Expanding infrastructure to accommodate increased demand for marks card processing. • Implementing an efficient digital record-keeping system for streamlined operations. • Enhancing data security measures to protect sensitive student information
14	Online admission test	Currently, the university is following offline based admission test through Girijananda Chowdhury University Research Entrance Test (GCU-RET) for Ph.D. admission and Girijananda Chowdhury University Common Admission Test GCU-CAT for UG and PG admission.	• From the next academic session, it is planned to implement an online admission test for admission into different programmes of study.
15	Education ERP	The university ERP (Academia) was procured recently	Implement an Education ERP system to streamline

		which was developed by Serosoft. Proper data entry and training is being carried out for seamless accessibility of information by all stakeholders. Separate log in portal is available for faculty members, students and parents.	administrative processes and enhance the learning experience. This plan includes: •System Integration: Integrating the ERP system with existing university databases and platforms for seamless data flow and access ● Digital Learning: Expanding online course offerings and developing interactive digital resources to support remote and blended learning. ● Student Portal: Launching a user-friendly student portal for course registration, grade tracking, and communication with faculty. ● Automated Admissions: Implementing an automated admissions process to simplify enrollment for both students and staff. ● Faculty Development: Providing training and resources for faculty to effectively utilize the ERP system for course management. ● Data Analytics: Utilizing data analytics to monitor student performance, identify trends, and improve academic support. ● Mobile App: Developing a mobile app for students and faculty to access ERP features on the go. ● Security Measures: Enhancing data security and privacy protocols to protect sensitive information. ● Feedback Mechanism: Establishing a feedback mechanism to gather input from users and make continuous improvements ● Sustainability: Ensuring the long-term sustainability of the Education ERP system through regular maintenance and updates.
16	Plagiarism software facility	● Urkund software for plagiarism check was available in the School of Pharmaceutical Sciences, Girijananda Chowdhury Institute of Pharmaceutical	● Future plan was to procure a more sophisticated software system that supports both Research publication and dissertation of the students. In this context, the

		Science, GCU. • The software was incorporated as per the guidelines of UGC to screen documents including research manuscript, thesis and other scientific documents.	university plan to purchase Turnitin which is a more advance software for anti-plagiarism checker.
17	Online digital magazine & Student publication	Currently, no online digital magazine was established in the university. The conventional hard copy magazine was published and is still in practice.	• Since, the university aims to follow paperless efforts, hence the future prospects of publishing a digital magazine and student's publication will be implemented and this will be made available for mandatory disclosure on the university website.
18	Online placement (Project, internship,& final)	• The university has a well established Training and placement Cell with a Training Officer. • The T&P cell provides 100% placement and internship assistance to the students and the process is executed both in online and offline mode. • Students are encouraged to undergo online internships being provided by leading corporate houses/industries of India. • Students are groomed for both online and offline interviews.	• Collaborations with industries/corporate houses which offer online internships, placements. • Emphasis will be put to digitally empower all students from various backgrounds. • All the relevant data and information may be stored using the ERP system of the University for future reference in NBA and NAAC accreditation process
19	Video documentation of each course & each College	• Currently, even though few of our faculties have practice the teaching-learning process using social platforms for easy learning to outcome based education; the real scenario of actual video documentation of courses has not been implemented.	• With the implementation of our future multimedia studio and ERP, the university will be able to prepare and enable video recording of lectures/recording of audio-visual study materials for student support system. • Implement a comprehensive video documentation plan on online public platforms. The plan will focus on: ✓ Content Diversification: Expanding the range of video content to include lectures, seminars, workshops, and campus events to provide a holistic view of university life. ✓ Technology Upgrades: Investing in upgraded recording equipment and software to ensure high-quality video production and live streaming capabilities.
20	Video documentation on Online public platforms	• Presently, while a handful of our faculties have adopted social platforms to facilitate the teaching and learning process, with a focus on achieving outcome-based education, the practice of recording and sharing course content through public online platforms has not been put into action.	

			✓ Audience Engagement: Implementing interactive features like live Q&A sessions, polls, and comment moderation to enhance viewer engagement and feedback. ✓ Accessibility: Ensuring that all videos are captioned and have transcripts for accessibility purposes, making content inclusive for all. ✓ Promotion: Actively promoting the university's online presence through social media and other platforms to reach a wider audience and increase viewership. ✓ Feedback Integration: Regularly gathering feedback from viewers and stakeholders to make continuous improvements and meet evolving needs. ✓ Data Analytics: Using analytics tools to track viewer behavior and preferences, aiding in content customization and strategy refinement.
21	Social Media based promotions	• Our university consistently conducts online information announcements and promotions by distributing information across multiple social media platforms, such as Facebook, Twitter, Instagram, LinkedIn, and through the university's official website. • Updated information related to promotional events, functions, seminars, conferences, workshops and achievements were disclosed through social media platforms. • All the events GPS tagged and are also documented through visually captivating photos, videos and reels which are meticulously crafted and regularly updated on the respective social media pages.	For future prospects, the university plans to boost its social media promotions through the following strategy: ● Personalization and Aritificial intelligence (AI) ● Video content and live streaming for promoting virtual campus tour, interactive Q&A sessions and many more. ● Augmented Reality (AR) and Virtual Reality (VR) to enhance the immersive experience of prospective students by allowing them to explore campus virtually and participate in virtual events. ● Chatbots and Virtual Assistants to to provide instance response to inquiries. ● Integration with CRM Systems: Integrating social media data with customer relationship management (CRM) systems will provide a holistic view of student

		• Exclusive Spotify page created for learners to gain access through the medium across the globe.	interactions and preferences.
22	Use of ICCT underlying technologies like AI,BA,CC,DS,MB, OC,VR&AR	Currently AI technology is used in research based projects using different AI, CC etc., based technologies. Government sponsored projects under AICTE, ASTEC, TEQIP are implemented using AI technologies. A project on the classification and verification of Assam Silk Fabric was implemented using AI technologies under a created AI based lab set-up. Collaborative research is ongoing with North East Cancer Hospital and Research Institute (NECHRI) using advanced AI techniques and technologies to resolve their issues related to treating cancer. Collaborative research is also ongoing with AAU-Assam Rice Research Institute, Titabor, using AI technologies to increase rice productivity and sustainability of high yielding rice varieties.	In future, GCU will collaborate with more organisations to implement ICCT underlying technologies.
23	Studio for video online classes	• Currently, there is no studio for video online classes available at the university premises.	The multimedia studio is currently in the planning stage with the aim of facilitating faculty members in creating video recordings of classroom lectures and producing audio-visual study materials.
24	Video conference facility	• Video Conference facility with Logitech Rally Plus system and LG 86" smart display system is available for use in the university campus. • Portable web cameras are available for the departments. • Smart LED TV with video conferencing facilities are available.	For future prospects, the university shall advances its video conferencing facility by enhancing the capabilities and features of the existing system to improve its functionality, usability, and overall sperformance.

25	Online open Publication system	• Currently, there is no online open publication system available at the university premises.	The university shall plan for online open publication system by modes of implementing digital platform or software used for managing and publishing scholarly or academic content, such as journals, articles, research papers, and other publications.

Annexure-3 List of Academic Infrastructure			
Sl No	**Types of academic infrastructure**	**Existing at GCU**	**Proposed plan for 3 to 5 years in GCU**
1	Courses catering to professional/ future requirements	There is wide range of programs existing under GCU. They are as follows: • **School of Engineering & Technology** I. Bachelor Degree: Civil Engineering, Mechanical Engineering, Computer Science engineering, Electrical Engineering, Electronics & Communication Engineering, Computer Application, Fire & Safety. II. Master Degree: Electronics & Communication Engineering, Thermal Fluid Engineering, Computer Science &Engineering, Structural Engineering. III. Doctor of Philosophy: Civil Engineering, Mechanical Engineering, Computer Science engineering, Electrical Engineering, Electronics & Communication Engineering, Computer Application. IV. Diploma & Certificate: Certificate course in Mechanical Engineering, Certificate Course in Electronics & Communication Engineering. • **School of Management & Commerce** I. Bachelor degree: Business Administration, Commerce. II. Master Degree: Business Administration, Commerce. III. Doctor of Philosophy: Business Administration, Commerce. • **School of Natural Sciences** I. Bachelor Degree: Physics, Chemistry,	The university plans to expand and extend its programs and courses by introducing courses like integrated B.Tech MBA, B.Ed. programme, Nursing and Paramedical Sciences, Bachelor of Law, Bachelor of Mathematics/Economics with Data Science and many others.

		Botany, Zoology, Mathematics. II. Master Degree: Physics, Chemistry, Botany, Zoology, Mathematics. III. Doctor of Philosophy: Physics, Chemistry, Botany, Zoology, Mathematics. • **School of Humanities & Social Sciences:** I. Bachelor Degree: English, Economics, Political Science, Sociology, Psychology, History, Social Work. II. Master Degree: English, Economics, Political Science, Sociology, Psychology, Social Work. III. Doctor of Philosophy: English, Economics, Political Science, Sociology, Social Work. IV. Certificate Course: Japanese Language. • **School of Pharmaceutical Science:** I. Bachelor Degree: Pharmacy, Pharmacy (practice). II. Master of Pharmacy. III. Doctor of Philosophy. IV. Diploma in Pharmacy. • **School of Paramedical & Allied Health Sciences** Bachelor of Medical Laboratory Technology. The undergraduate programs under School of Natural Sciences, Humanities and Social Science and Management & Commerce are designed as per NEP 2020. These programs are Multidisciplinary as well as Interdisciplinary.	
2	Curriculum-updated as per industry requirements	• All the programs offered under different Schools are prepared according to National Credit Framework (NcRF) and NEP 2020.	• Provision for internship is made available across all the Undergraduate and Postgraduate Programs.

3	Curriculum embedded with Employability Skill	• Center for Career Development and Training & Placement Cell are there to enhance skills important for increasing the employment avenues and readiness like Bazars in the Global Information Economy, Awareness Camp on SBI PO exams. • Courses on Universal Value, Constitution of India, Academic Writing, Business Communication, Financial Literacy etc. are introduced in the Curriculum. • Gender Sensitization Cell has been formed to eliminate gender bias insensitivity through different activities. • University has organized various awareness camps to spread the knowledge of one earth one family one future to protect the vulnerable in the society like *Computer Literacy drive, Sign Language Awareness Camp*, *Awareness program on Cancer and Palliative Care, Awareness camp on Mental Health etc.* • A 50% fee waiver is declared across all the programs of the University for deserving students from conflict affected zones of Manipur.	• Courses on Universal Value, Constitution of India, Academic Writing, Business Communication, Financial Literacy etc. are introduced in the Curriculum.
4	Curriculum embedded with Skill Enhancement Courses	• Different Skill enhancement courses viz. Financial Modelling, Business Analytics with R & R Studio, Programming with C, Content Marketing, and Computational Thinking etc. are embedded in the curriculum.	Skill based courses that will help to in creating jobs or increasing the skill ability of the students will be introduced. A list of such courses are – 1. Data Science and Analytics. 2. Artificial Intelligence and Machine Learning. 3. Cybersecurity. 4. Blockchain Technology. 5. Cloud Computing. 6. Digital Marketing. 7. User Experience (UX) and User Interface (UI) Design.

			8. Project Management. 9. Healthcare and Biotechnology. 10. Renewable Energy and Sustainability. 11. Remote Work and Digital Communication. 12. Emotional Intelligence and Soft Skills. 13. Language and Cultural Training. 14. Robotics and Automation. 15. Health and Wellness Coaching. 16. Legal Tech and Cybersecurity Law. 17. E-commerce and Supply Chain Management. 18. Green Building and Sustainable Architecture. 19. AI Ethics and Responsible Technology.
5	Curriculum embedded with Emerging technologies to be integrated with future of work	• Post Graduate programs are offered in the area of Artificial Intelligence and Data science. • Certificate courses on 3D Printing, Welding are offered. • Courses on Internet of Things (IoT), Cloud Computing, and Machine Learning are introduced in the undergraduate curriculum. • Workshop on Web3 including Blockchain, workshop on Cyber Security workshop on pharmaceutical research etc has been organized in the University Campus.	Courses on Blockchain, Cyber Security, Cryptography etc. to be proposed in the future prospects.
6	Center for Curricular & Life Skills Development (CCLSD)	Under the NEP 2020, the Girijananda Chowdhury University (GCU), Assam, is implementing **Four Year Bachelor Programme** from the current Academic Year 2023–24. The *new Credit Framework for the syllabi* has been designed in the light of *Curriculum Framework and the National Credit Framework (NCrF)***,** developed by the University Grants Commission (UGC). As such, Core Courses comprise of Major and Minor Courses and the	Under the NEP-2020, a Center for Curricular & Life Skills Development will be fully implemented. The center will include learning courses and research on Curricular skill and life skill development. 1. Curricular skills refer to the knowledge and abilities that are typically taught within formal educational curricula. These skills are often subject-specific and include-

		Common Courses comprise of Ability Enhancement Courses (AEC), Multidisciplinary Courses (MDC), Skill Enhancement Courses (SEC) and Value Added Courses (VAC) to focus into Skill-oriented courses. Labs, workshop and training centres in the campus train students for 21st century skills.	a) Mathematics: b) Language Arts. c) Science. d) Social StudiesPhysical Education: Physical fitness, sportsmanship, and teamwork. e) Arts 2. Technology Life Skills Development: Life skills, also known as "soft skills" or "transferable skills," are essential for personal and professional success. Some of the courses will encompass the following skills- a) Communication Skills b) Problem-Solving c) Critical Thinking. d) Decision-Making. e) Time Management. f) Emotional Intelligence g) Adaptability. h) Leadership. i) Financial Literacy. j) Health and Well-being. k) Cultural Competence.
7	Faculty/ teaching Staff	Well qualified faculties are appointed in the university departments. The proposed Centre for Faculty Development will assist the faculties for updating and extension of knowledge. Motivation for self up-gradation is the aim of university governance. Complete list of faculty is attached as **Annexure F**	In accordance with the UGC guidelines, the university has formulated a future strategy to enhance and sustain the faculty-to-student ratio, ensuring the delivery of a high-quality teaching and learning environment.
8	Center for	• In the dynamic realm of higher education, an	Under CFD, the following activities are proposed for the

	Faculty Development (CFD)	institution's success hinges on the caliber, expertise, and unwavering commitment of its faculty members. • At Girijananda Chowdhury University (GCU), we place significant emphasis on recognizing the pivotal role that faculty members play in shaping the future of our institution and molding the educational journey of our students. To harness their full potential and equip them with the necessary tools and knowledge to excel in their multifaceted roles as educators, researchers, and mentors, we are proposing the establishment of a dedicated "Center for Faculty Development." • Additionally, various faculty development initiatives, including regular training programs focused on pedagogy and emerging technologies, have been systematically organized for our faculty and staff across different departments of the University. Noteworthy examples include AICTE FDPs, ATAL FDPs, AICTE STTPs, among others.	university future development which includes: • **Interdisciplinary Workshops**: to organize workshops and seminars that encourages interdisciplinary collaboration among faculty members. • **International Collaborations**: to establish partnerships with universities and institutions abroad to offer international faculty exchange programs and joint research initiatives. • **Online Learning Resources**: to develop a comprehensive online repository of teaching materials, best practices, and instructional videos for faculty members to access at their convenience. • **Teaching Innovations**: to promote innovative teaching methods such as flipped classrooms, experiential learning, and gamification through dedicated training and support. • **Inclusive Teaching Workshops**: to conduct workshops on inclusive teaching practices to ensure diverse student populations are adequately supported. • **Faculty Recognition Program**: to establish a recognition program that rewards faculty members for their outstanding contributions to teaching, research, and service. • **Grant Writing Workshops**: to offer workshops on grant writing and research proposal development to secure external funding for faculty projects. • **Faculty Exchange Programs**: to expand faculty exchange programs with other universities and institutions to encourage cross-cultural experiences. • **Advanced Technology Integration**: to provide training on advanced educational technologies like Virtual Reality (VR), Augmented Reality, and

			Artificial Intelligence (AI) in education. • **Collaboration with Industry**: to strengthen partnerships with industry for collaborative research, internships, and employment opportunities for students and faculty. • **Research Ethics Training**: to offer training in research ethics and responsible conduct of research to ensure high ethical standards in research. • **Sustainability Initiatives**: To promote sustainability in teaching and research by incorporating environmental and social responsibility themes into faculty development programs. • **Research Incubators:** To create research incubators within the center to foster collaborative research projects among faculty members.
9	Non-teaching staff	• The non-teaching staff of the university are well experienced and well versed with their allotted works. • The appointment of the university non-teaching staff are based on the relevant qualifications with minimum standards maintained. • Administrative and laboratory training, hand-on-skills and soft skills at departmental, university and at industrial level were provided to the staffs from time to time for developing and acquiring skill-based knowledge.	For future prospect, the university aims to execute the following issues: • Incorporate more hands-on-skills based training in the coming years. • To enhance skills required in day to day work life of administrative staff and to enable them to utilize the skills in real life. • Certain courses shall be implemented such as soft skills enhancement course, interpersonal skills, writing course, etiquettes and mannerisms.
10	Session wise teaching plan	• The university follows the best practices for preparing and executing semester teaching-learning plan for every session. • The session wise teaching plan is planned and directed based on the well established university academic calendar. • Each course's lesson plan is created by faculty	• The university with the availability of the ERP and assessment rubrics shall develop future teaching plans for assessing and measuring outcomes based on: ✓Curriculum alignment ✓Active learning strategies ✓Assessment and feedback system for improving teaching plan.

		members and subsequently distributed to the students. These plans are validated and evaluated by the respective Heads of Departments who oversee follow-up actions in this regard	✓Flexibility and adaptability for shaping the educational landscape. ✓Professional development
11	Learning material like Study books	• For effective learning process, the university faculties have incorporated various types of learning materials including textbooks, online resources, lecture notes, reference books and e-books. • Faculty members are preparing the study materials related to the courses such that those can be circulated to the students for future reference. • The departmental library facilitates students' access to reference books.	• Relevant study materials as per new syllabus need to be prepared and circulated to students in PDF format such that they can readily access them through any online medium.
12	Question bank	• The university library maintains a robust system for archiving both mid-term and final exam question papers from previous sessions. These question banks have been manually digitized and are now accessible to students through a dedicated link on the university library's website, enhancing ease of access to the students.	• In the future, question banks can be archived and evaluated through centralized repositories integrated within the university's ERP system. • The university has the capacity to create repositories of multiple-choice question (MCQ) banks, which can facilitate the development of strategies for students preparing for competitive examinations..
13	Assignments	• The university maintains the best practice of using class assignment as one of the continuous assessment criteria. Assignments at the university level are academic tasks given to students as part of their coursework, pertaining to the course outcome of the course of study. These assignments serve various purposes, including assessing students' understanding of course material, promoting critical thinking and research skills, and reinforcing learning objectives. • Several types of assignment is assigned to the	Following strategies may be implemented at university for promoting assignment at advanced level of Bloom's taxonomy. This includes: • Advanced learning assignments with special emphasis on deeper understanding, innovative and critical thinking. These assignments are typically associated with upper-level undergraduate and graduate courses, where students have already acquired foundational knowledge in their field of study. • Complex Research Papers with critical analysis

		students which include individual assignment, group assignment, digital assignment, dissertation etc.	• Case studies which involved complex analysis from theoretical knowledge to solving practical problems. • Group research and collaborative projects. • Assignment based on Field work and data collection. • Assignment based on simulation and modeling • Assignment based on advanced coding and programming. • Others
14	Assessments	• The university assessment protocol is well established and accepted by national accreditation agencies such as National Board of accreditation (NBA). • A scientific inventory process 'assessment rubrics' for continuous assessment has been established by the university NBA steering members and is still in practice. • The assessment rubrics are periodically reviewed on a semester basis. We analyze and measure the key learning outcomes, identifying any gaps, and strategically updating them to enhance performance in the upcoming semester."	• More advanced assessment process may be included in the assessment rubrics which will comprise of, but not limited to: ✓ Class tests/Sessional examination(s)/Home assignments/Case Studies/Oral presentations, including seminar presentation/Mini projects/Group Discussion/Capstone Projects/Quizzes/Role Playing exercises/ Management Games/Mock Selling/Viva-voce/ interviews/Time-constrained examinations/Closed-book and open-book tests/ Problem-based assignments/Practical assignment/laboratory reports/Observation of practical skills/Team.
15	Value added skills enhancement Papers	• Courses on *Folk Music, 3D Design and Modelling, Solid waste Management, Sustainable Development, Computational Thinking, Fine Arts and Art Appreciation* has been included in the curriculum. • Courses on Japanese Language and French Language are also introduced in the curriculum as a skill enhancement course.	Introduction to courses on Historical Heritage of India like Museums, Archives, Historical Monuments, Popular Culture, Cinema, Social History through Photography, Folk Tradition etc. may be initiated in the near future.
16	Pedagogy	• To enforce the learner centric pedagogy and outcome based approach in the learning, research based and ICT enable courses are designed.	• Establishment of Psychology Lab within one year. • Student Exchange programme and Study Tour. • Utilizing the multimedia studio as an educational resource to create learning materials for sharing on

		• Integrating Skill based vocational courses with general education (Digital Marketing, Computer Hardware and Network Management, 3D Printing Fundamentals, Academic Writing) • Optimum use of technology-based platforms like SWAYAM, NPTEL has been incorporated. • Upgradation of existing English Language Lab. • To foster the spirit of inquisition and promote independent and critical thinking in both UG & PG curriculum mini/major Research Projects and Summer Internships are included to allow students to explore and work either individually or in a team. • Academic and research linkage by signing various MOUs with different institutions. • The Institute Innovation Council has been formed in the university to promote the students to create start-ups and entrepreneurial ventures. • Integrating ancient and modern knowledge system in the curriculum through value added courses on Gandhian philosophy, Life skills, Yoga, Modern Indian Language (Assamese) etc.	social media.
17	Other activities as part of learning	• Co-curricular and Extra Curricular activities are planned for the students under Sports Club, Yoga Club, NSS and others. • These activities will be included in the ongoing assessment of students, making them an integral part of the core evaluation process.	The university future plan is to indulge and inspire students to participate in Inter college Events on different performing arts, B-School Events, Quiz, debate, sports, hakathon at state/national and international level.
18	Earn while learn facility & flexibility	Currently, GCU hasn't implemented an Earn while learn scheme yet.	Skill-based courses are included in the curriculum to enhance employability opportunities. Additionally, schemes for students where they can get paid internships or earn while learning shall be implemented in the future.

19	Flexibility and multidisciplinarity	• All the Undergraduate courses except Bachelor of Technology and bachelor of Pharmacy are designed as per the NEP 2020 framework with maximum flexibility so that students can experience multidisciplinary learning. • MoUs has been signed with National and International organizations like *Russian State University for Humanities Moscow, NIELIT, BSNL Zonal Telecom Center, Assam Agricultural Universities* to facilitate students additional courses/programs.	• To venture globally and provide platforms to our students where they can go for exchange programs with international organizations/universities etc. • Create more employability opportunities in a wider job market • Provide skills applicable in the industry 4.0
20	Opportunities to develop& utilize Research & innovative thinking skills.	● With the research diversity and facilities available in the university, the students are encourage and given the opportunity to excel in R&D by utilizing the facilities of the research labs. ● In both UG & PG curriculum mini/major Research Projects and Summer Internships are included to allow students to explore and work either individually or in a team. ● Seminars, Presentations are included as part of continuous evaluation process in regular courses to raise knowledge, skills, attitude, and experience-based competency to improve confidence in doing innovation among students. ● MoUs has been signed with different National and International Organizations to enhance collaborative research and student exchange program for development of the students as well as Teaching Professionals. ● The Grand Finale of Smart India Hackathon was organized in the campus consecutively for the year 2017, 2018 and 2020.	The university aims to enhance the R&D activities by summoning their students to participate in various events such as: ● National and International Conference and workshop. ● Hakathon ● Others

		• All Assam Science Quiz Competition was organized on 14.03.2023.	
21	International Exposure	As part of internationalization of higher education, GCU is collaborating with international institute/s of repute, organized lectures, seminars etc., where experts from international universities have visited the GCU campus and addressed the students and faculty. GCU has hired Full-time International Faculty to teach Foreign Language. Additionally, more courses on Foreign languages are introduced to provide an international exposure to the students, which also align with the NEP 2020. GCU also has a distinguished panel of eminent academicians as members of the Advisory Board. The following shall be attached in **Annex- J** • Signing of international MOU/s. • Lectures/seminar/workshop by Foreign Faculty and dignitaries • List of the Advisory Board Members	• Organize more International Conference/seminar/workshop/lecture series • Sign MOUs, Letter of Intent (LOI), and other collaborative engagements with international organizations of repute. • Apply for Erasmus membership and plan to engage in Erasmus + Capacity Building Higher Projects (CBHE) • Enroll international students • Look into collaborative research

Annexure-4 List of Research and Intellectual Property Infrastructure			
Sl No	**Types of academic infrastructure**	**Existing at GCU**	**Proposed plan for 5 to 7 years in GCU**
1	Quality Research:	The university has followed the best practice for inculcating the research activities thereby aiming to generate young scientists in the region. • Currently the existing intake of Ph.D. scholars (winter session, January-June 2023) are 34 with 01 student achieving DST-WISE fellowship for pursuing regular Ph.D. The number of research supervisor available is 42 (AnnexureH). • Currently existing research projects under the university includes RPS-AICTE, DST-FIST, DST-nanomission, AICTE-IDEA and AICTE-MODROBS. • 03 extramural projects in collaboration with AIIMS, guwahati and NE cancer institute have been applied by our Professors in 2023 to ICMR seeking financial assistance. • Currently, 07 existing quality Research labs facilities are available viz. (a) DST-FIST; (b) DST-nanomission lab, (c) CPCSEA approved animal experimentation laboratory; (d) Computer Science and Engineering research Laboratory, and (e) AICTE-IDEA laboratory, (f) Advanced Internal combustion engine laboratory, (g) Advanced manufacturing lab. • Currently, 05 existing research facilities are available viz. (a) Sophisticated Analytical Instrumentation Facilities well equipped with sophisticated instruments. (b) Pilot scale machine room facilities for solid dosage form formulation. (c) Computer aided drug design (CADD) facilities for bioinformatics research (d) AICTE-IDEA with 3D printer with 3D scanner facilities, (e) Mechanical Engineering Research laboratory equipped with CNC wood router, CO2 laser cutter, PCB printer, CNC machine, Universal testing machine, computerized four stroke four cylinder diesel engine test rig.	• Strategic intake of Ph.D. scholars based on availability of research supervisor will be ascertained in the next upcoming years. • To encourage regular PhD scholars with national/international fellowships for self-sustaining financial support. • To encourage its faculties to apply for Extramural research projects, twining projects, NER projects, collaborative research projects, and consultant projects supported by various governmental and non-governmental funding agencies. • Future expansion of the research laboratories with well equipped sophisticated instrumentation and state of art laboratories shall be implemented in all schools and department. • Focus and encourage bringing more Grants from various funding agencies pertaining to infrastructure and establishment of research laboratories with sophisticated equipments. • Encourage its faculties and students to adopt good research practice for developing self-sustaining model. • Enabling the development of disruptive and affordable technologies through a combination of education, research, innovation, and collaboration.

		• PG and Ph.D scholars are continuously involved in undertaking both basic and applied research and the outcomes are measured in terms of publication as research/review article, patents and future planning for proposal in extra-mural projects.	
2	Research oriented experienced faculty members	• At present, we have 42 faculty members who are research-focused and possess significant experience, including individuals with Ph.D. qualifications and a few who have completed Post-Doctorate degrees from national and international repute • These researchers actively contribute to cutting-edge research, publish in reputable journals, and often collaborate with industry partners, enriching the academic environment. Their ability to mentor and guide students in research projects fosters innovation and critical thinking. Overall, research-oriented faculty members play a pivotal role in advancing academia, bridging the gap between theory and real-world applications, and inspiring the next generation of scholars.	• To adopt and recruit more experienced and research oriented faculty members in various schools and departments. • Periodically organize brain storming research workshops and symposiums to motivate and equip faculty members with the skills needed to generate high-quality research projects and publications. • Establish Memorandums of Understanding (MoUs) with research organizations, academic institutions, universities, and industries to facilitate the exchange of research concepts, fostering the creation of tangible results that can make a meaningful societal impact.
3	API based faculty compensation	• The university has embraced the Self Appraisal Report (SAR) framework, which relies on Academic Performance Indicator (API) scores. Presently, the university's SAR encompasses aspects such as faculty professional growth, co-curricular and extension initiatives, as well as research and development activities.	• The university is committed to enhancing and modernizing the API system, placing a greater emphasis on performance metrics, transparency, rewarding faculty members with outstanding research achievements, ensuring equity, adaptability, benchmarking, and implementing a robust monitoring and evaluation process to incentivize based on performance.
4	Targeted research and collaborative research	• At present, the university promotes effective research practices by encouraging its faculty members to engage in focused research endeavors and collaborative initiatives with other research organizations. The assessment of research outcomes is primarily based on the publication of research articles and the acquisition of patents. • In 2023, our professors have jointly submitted three extramural project proposals totaling Rs. 400 lakhs in collaboration with AIIMS, Guwahati, and the NE Cancer	• The university shall plan to execute future targeted research taking into account clear objectives, depth of analysis, hypothesis-driven, controlled environment etc. • The university shall also plan to execute future collaborative research with key features including interdisciplinary approach, diverse expertise, resource sharing, Research Communication and Outreach, multidisciplinary research, international partnership, industry partnership etc.

		Institute to the Indian Council of Medical Research (ICMR) in pursuit of financial support. • The Institute Innovation Cell (IIC) has been set up with IPR committee functioning at full pace.	
5	More Ph.D. & postdoctoral research scholars	• At present, the university has implemented a recruitment system that prioritizes candidates with Ph.D. degrees and post-doctoral experience in research and development when hiring faculty members. • During the period of January to July 2023, the university has enrolled a total of 34 Ph.D. scholars across various schools and departments.(Annex-I) • 03 post-doctoral faculties were recruited under GCU during the academic session 2022-23.	• To create strategic plan by recruiting eminent senior professors who are actively involved in research, development and guiding scholars shall be considered. • To create postdoctoral positions with competitive salaries, benefits, and research opportunities to attract recent PhD graduates. • To provide access to research grants and funding sources specifically designed for postdoctoral researchers. • To ensure access to state-of-the-art research facilities and resources to support and attract PhD and postdoctoral researchers. • To promote interdisciplinary collaboration and networking opportunities to attract postdocs interested in cross-disciplinary research.
6	More Faculty members with Ph.D.	• At present, the university boasts 132 permanent faculty members, with 51 of them having earned doctoral degrees, and four faculty members having completed postdoctoral studies at foreign universities. • Currently, 42 research supervisors are available at GCU who are actively guiding PG and Ph.D. scholars for quality research. • The university previously had encouraged supporting Ph.D. holders by granting fee waivers to exceptional scholars and faculty members.	• In the future, the university will proactively seek out promising Ph.D. graduates to join as faculty members, research associates, and research scientists, both nationally and internationally, to enhance its academic and research capabilities. • Establish a strong presence at academic conferences and events to network with potential PhD faculty candidates. • Promote collaboration among faculty members on research projects that engage Ph.D. students, fostering mentorship opportunities and providing hands-on training.
7	Faculty encouragement for Book Publications, Research Publications and Patents	• In accordance with UGC guidelines, the university has set up the Research and Development Cell (RDC) and the Institutional Innovation Council (IIC), both of which include an Intellectual Property Rights (IPR) committee as integral components of their structure. • Within the IPR Cell, the university's various schools and departments have collectively filed a total of 07 national	• The university shall boost its future R&D activities by providing support to the faculty members in terms of (a) Incentives and Financial publication support for open access journals (b) Recognition and Awards (c) Research Leave for attending research training, workshop, symposiums and research visits (national/international) for

		and 02 international patents (AnnexureJ). • The university consistently motivates its faculty members to publish their research in well-regarded peer-reviewed journals indexed in Scopus, SCI, Web of Science, and the UGC-Care list. • During the academic year 2022-23, different schools and departments of the university have 50 publications in peer-reviewed journals/conference proceedings and book chapters, collectively accumulating more than 150 impact factors.	strengthening research collaborations. (d) Research publication incentives for publishing in Q1 Journals with good impact factor. (e) Providing partial/full support for International conference visit. (f) Providing research funding at Departmental level. (g) Providing innovation grants for filing patents, copyrights and trademarks. (h) Providing legal assistance in IPR (j) Providing royalties and revenue sharing to innovators through legal policies.
8	More conferences (At least two conferences per year per College)	• The university regularly schedules research conferences, workshops, conclaves, seminars, and symposiums with the strategic aim of fostering research and development activities among students, faculty members, and scholars. • Thus far, the university has effectively organized seminars and workshops through a range of committees and units, including the IIC (Institution's Innovation Council) and the IPR (Intellectual Property Rights) initiative. • In addition to hosting events, the university actively promotes the participation of its faculty, students, and scholars in various research activities on the state, national, and international stages..	• The university shall boost the future organization of conferences by Encouraging their researchers and faculties to seek financial assistance from government agencies like MHRD, SERB, AICTE, UGC, CSIR, ICMR, ICSSR, DAE, MeiTY, IASc, INAE, Ministry of DoNER and local government to organize national and international conference.
9	Student involvement in Research	• Student's involvement in R&D activities is constantly practiced in the university campus. The research work of student's from UG, PG and Ph.D. program are regularly published in peer reviewed indexed national and international journals with high impact factor. • Students were encouraged to participate in national and international conferences to showcase their research outcomes. • The university promotes a research-oriented environment centered around students, offering unrestricted 24/7 access to research facilities. • The university's IPR safeguards novel innovations and	• Encouraging students to engage in research with a systematic and skill-oriented approach such as (a) Skill enhancement development (b) Interdisciplinary learning (c) Innovative problem solving and critical thinking (d) Research ethics and integrity (e) Career advancement (f) Network and collaborative research (g) Seeking research funding in the form of stipends and scholarships from government agencies. (h) Participation in group research such as hakathon, scientific expos, tech conferences etc.

		ideas originating from both faculty and students.	
10	Industry and institutional collaboration & Consultation	• At present, the university boasts a robust industry-institutional collaboration and consultation committee, with a focus on facilitating student placements, internships, undertaking postgraduate and doctoral projects in local industries, and organizing joint workshops and conferences.	• For future plan, the university shall boost the industry-institutional collaboration and consultation via. promoting (a) Interdisciplinary research (b) Technology transfer for industrial production. (c) Innovation and development of patents (d) Sustainability Initiatives (e) Data and Analytics (f) Collaborative grants and funding (g) Seeking sponsored and consultancy projects through establishing MoUs with industries (h) Seeking advisory services through expert panels for shaping the program curriculum that aligns with the industrial needs. (i) Creating a pilot-scale plant through a partnership with research-oriented industries.
11	University Incubation centres	• At present, the university incubation centres.	• Future development of university incubation centers is likely to be influenced by several key trends and considerations. (a) Promoting of diversity supported ventures beyond tech start-ups. (b) Promote Interdisciplinary Collaboration within incubation centers for executing intersectional projects from different fields. (c) Promote Global outreach and technology integration through AI. (d) Maintaining sustainability of incubation centres by signing MoUs with collaborators and corporate partnerships. (e) Seeking Government support through funding agencies for long term recognition and to foster economic growth. (f) Strengthen the university alumnus system and encourage alumnus to participate in the start-up plan. (g) Encouraging innovation research-based approaches for generating revenues through patents and generating self-employments.
12	University Publication through	• The university has an established and informative online and digital University Bulletin that reports all cutting	• Promotion and embrace digital transformation, open-access repositories and multimedia for digital archiving.

	its own press	edge information about the university activities, achievements and awards received by the teaching and non-teaching staff, news and many others. • A total of seven volumes bearing 12 issues/volume have been published so far in the University Bulletin	• Promotion of news-letter, magazines and research journals. • Expand the reach of the university press by forming partnerships with international universities, academic consortia, and digital libraries. • Translate and localize content to make it accessible to non-English-speaking audiences. • Commit to sustainable publishing practices, including responsible sourcing of materials, reducing environmental impact, and adhering to ethical standards in publishing. Prioritize transparency in peer review and editorial processes.
13	University publications & Citation service	• At present, the university lacks citation services.	• To start and promote university Journals with authentic DOI number for better international acceptability that boosts the citations to the published article.
14	Compulsory patent claim for UG & PG projects in Professional subject areas	• Currently, the university has a well functioning IIC and IPR cell that promote and encourage innovations from faculties and collaborators and less emphasis was given to students. • A total of 07 patents of national and international repute were filed by the faculty members (Annexure).	• More emphasis shall be given to students by setting goals for undergraduate, graduate, and Ph.D. students, along with internships and continuous mentoring through the university's IIC and IPR cell, as they prepare and submit patent applications for their inventions, enhances overall outcomes.
15	Faculty Ranking (Annual) system	• The university has not yet implemented a faculty ranking system on its campus, despite the presence of the university's Self Appraisal Report (SAR) in operation.	• A policy for implementing a faculty ranking system will be formulated and put into effect in the future.
16	Chief Technology Officer (CTO)	• As of now, the university has not appointed a Chief Technology Officer (CTO).	• To create a reputed post for Chief Technology Officer for full fledge operationalization and monitor research activities related to product development, technology infrastructure and technology transfer, maintained regulatory and ethical compliance and develop strategic partnership with industries and research organizations.
17	Research Monetization	• Not available	• The university shall at place initiate the research monetization through: (a) Establishing technology transfer office (TTO) for IP protection. (b) Product development and Incubation Cell (c) Consultancy services. (d) Research contract and grants from government. (e) Initiate startup companies or spin-off ventures to bring

			research-based innovations to the market. These startups can attract investment and venture capital, leading to financial returns.
Annexure-5 List of Supportive And Facilitative Infrastructure Requirements			
Sl No	**Types of academic infrastructure**	**Existing at GCU**	**Proposed plan for 3 to 5 years in GCU**
1	**Accessibility/ Proximity**	Girijananda Chowdhury University (GCU) follows participatory type of governance. All decision making bodies emphasize on transparency, accountability and various democratic values. Participatory collective or collaborative practices are important characteristics of GCU's leadership.	Following strategies are planned to follow in future: • **Leadership Training and Development**:Implement leadership training programs that focus on fostering accessibility and proximity as key leadership attributes. Encourage leaders at all levels to participate in on-going leadership development to enhance their skills in connecting with team members. • **Lead by Example:** Senior leaders will model the behavior of accessibility and proximity by regularly engaging with employees and being approachable. Encourage leaders to share personal experiences and challenges to create a culture of openness and vulnerability. • **Communication Platforms:**Encourage leaders to use technology like instant messaging or social networking tools to maintain open lines of communication. • **Mentoring and Coaching:**Implement a mentoring and coaching program where leaders at higher levels mentor and coach those at lower levels, fostering a culture of learning and accessibility. • **Feedback Mechanisms:**Create feedback mechanisms that allow employees to provide input and suggestions directly to leaders.Ensure leaders respond promptly to feedback, demonstrating their commitment to being accessible and responsive. • **Accessibility Policies:** Develop and communicate accessibility policies that emphasize the importance of leaders being available to their teams. • **Employee Engagement Activities:** Organize team-building activities, social events, and informal gatherings

			that encourage leaders and employees to interact on a personal level. • **Recognition and Rewards:** Recognize and reward leaders who consistently exhibit accessibility and proximity in their interactions with team members. • **Transparency and Accountability:** Promote transparency in decision-making processes and hold leaders accountable for their actions and commitments. Create a culture where leaders take responsibility for their decisions and outcomes.
2	**Rich Communication**	By embracing rich communication and reducing latency in various aspects of university operations, institutions can create a dynamic and engaging learning and working environment that fosters collaboration, innovation, and emotional well-being. These strategies can help universities adapt to the changing needs and expectations of students and faculty in the future. Girijananda Chowdhury University (GCU) already follows following tools for communications among its stakeholders: • **Real time communication platforms** such as video conferencing, instant messaging, and collaborative document sharing. • **Interactive learning Environments** such as use multimedia resources, virtual labs, and interactive simulations to enhance learning experiences. • **Faculty-Student Collaboration** such as encouraging faculty to engage with students in real-time discussions, Q&A sessions, and interactive problem-solving during lectures. • **Peer-to-Peer Collaboration** such as facilitating collaborative learning experiences where students work together on assignments and projects. • **Feedback and Assessment** such as implementing instant feedback mechanisms for assignments and assessments, allowing students to understand their progress immediately.	Girijananda Chowdhury University (GCU) is planning to pursue following tools for communications among its stakeholders: • **Zero Latency Decision-Making:** Streamline administrative processes and decision-making to reduce latency in responding to student needs and concerns. • **Promote a Culture of Collaboration:** Recognize and reward faculty and staff who actively engage in collaborative efforts. • **Professional Development:** Provide training and professional development opportunities for faculty and staff to enhance their skills in rich communication and collaboration. • **Virtual Office Hours:** Offer virtual office hours for faculty members, ensuring that students can reach out for academic support and guidance without delays. Use scheduling tools to make it easy for students to book appointments with instructors.

		• **Innovation in Research and Collaboration** such as fostering real-time collaboration among researchers, both within the university and with external partners. Use collaborative research platforms that allow experts from diverse fields to work together on cutting-edge projects. • **Student Involvement in Decision-Making** as it involves students in university governance and decision-making processes, ensuring their voices are heard in real time. For example: Internal Quality Assurance Cell (IQAC), Grievance Redressal Committee, etc. • **Emotional Support Networks:** virtual emotional support networks where students can connect with counselors, mentors, or peer support groups instantly.	
3	**Role Model**	Girijananda Chowdhury University (GCU) has developed a system where faculties and administrative staff involve in all aspects of Governance. Senior faculty members are given chances to involve in policy making processes/systems such as BOM/BOS, etc.	Girijananda Chowdhury University (GCU) will try to pursue following strategies to make an effective governance system in future: • **Leadership development programs**: To establish comprehensive leadership development programs for faculty, staff, and administrators to nurture a shared vision of the university's growth. • **Leadership Retreats and workshops**: To organize leadership retreats and workshops that brings together university leaders to discuss the institution's long-term goals and vision. Encourage open dialogue and collaboration to align leadership perspectives. • **Shared Vision Statements**: To develop and regularly revisit a clear and concise shared vision statement that articulates the university's mission, values, and long-term goals. Ensure this vision is communicated consistently to all stakeholders. • **Transparency and Communication**: Foster a culture of transparency by regularly sharing updates on the progress of strategic initiatives with the university community.

			• **Motivational Leadership:** Train leaders in motivational leadership techniques to inspire and empower faculty, staff, and students to reach their full potential. Recognize and celebrate achievements to boost morale and motivation. • **Goal Setting and Accountability:** Encourage leaders to set SMART (Specific, Measurable, Achievable, Relevant, Time-bound) goals for their respective departments or areas. Establish mechanisms for regular progress tracking and accountability. • **Long-Term Sustainability**: Consider the long-term financial sustainability of the university while planning for growth and development. Explore alternative revenue sources and efficient resource management. By implementing these strategies, universities can cultivate a culture of shared vision, leadership excellence, and continuous improvement. Effective leadership is essential for guiding institutions toward a planned and sustainable future while serving as inspirational role models for all stakeholders.
4	**Institutional Values**	Empathy and Equity with Empowerment are the core values of Girijananda Chowdhury University (GCU) which are the basis of all other universal human values quintessential for a world that is humane, just and harmonious.	Future institutional core values may be redefined in the future depending on the quality and the need keeping in view of inclusivity, excellence, integrity, innovation and sustainability.
5	**Vision**	Girijananda Chowdhury University (GCU) shall create a culture of education that will provide students a transformative experience-intellectual, ethical, cultural and social. We envision a society where our students shall contribute with unparalleled professionalism, competence and integrity while upholding the basic human values of liberty, justice and equality.	Vision of the University is formed by following its long term goals, values and ethical principles, global and local relevance, stakeholder involvement, etc. Depending upon the requirement and need of the society vision may change to encompass its fundamental values.For a long-term, opportunity-driven vision and a shift from present-forward to future-backward thinking, here are some ideal plans for GCU to consider for the future: • **Long-Term Strategic Planning:** To develop a comprehensive, long-term strategic plan that outlines the university's vision for the next decade or more. Focus on identifying opportunities and leveraging strengths rather than dwelling on constraints. • **Future-Centric Curriculum**: Revise the curriculum to

			align with future-forward thinking, emphasizing emerging fields, interdisciplinary studies, and adaptable skill sets. Encourage students to explore innovative ideas and trends that will shape the future. • **Research and Innovation Centers**: Establish research centers and innovation hubs dedicated to exploring and addressing future challenges and opportunities. • **Partnerships and Collaborations**: Forge strategic partnerships with organizations, industries, and research institutions that share the university's vision of a bold and ambitious future. • **Global Vision and Outreach**: Expand the university's global reach by engaging in international research collaborations, student exchange programs, and global partnerships. • **Innovation Incubators:** Create innovation and entrepreneurship incubators that support students and faculty in developing and commercializing ground-breaking ideas.
6	**Trust among stakeholders and outsiders**	Building trust among stakeholders and outsiders is essential for the success and sustainability of a university. Trust can be cultivated through various strategies and actions. Girijananda Chowdhury University (GCU) encourages following strategies to maintain trust among stakeholders and outsiders: • Transparency in decision making • Open and Inclusive Governance • Accountability and Responsibility • Effective Communication Channels • Ethical conduct and Integrity • Community Engagement • Conflict Resolution Mechanisms • Recognition and Appreciation	Some ideal plans for GCU to consider for the future: • **Transparency in decision making**: Ensure that all decisions, especially those with significant implications, are made transparently and with clear communication to all stakeholders. • **Open and Inclusive Governance**: Encourage participatory governance by involving representatives from various stakeholder groups, including faculty, staff, students, alumni, and community members, in university governance. Hold regular meetings, forums, and town halls to discuss university policies, plans, and priorities. • **Accountability and Responsibility**: Establish clear lines of accountability for university leaders and administrators. • **Effective Communication Channels**: Develop and maintain effective two-way communication channels that enable stakeholders to voice their concerns, suggestions, and feedback.

			• **Recognition and Appreciation**: Acknowledge and celebrate the contributions and achievements of stakeholders, including faculty, staff, students, and alumni. Highlight success stories and showcase the positive impact of their involvement with the university**.**
7	**Institutional Tradition Rituals**	To carry forward institutional traditions and rituals as part of the university's culture and foster a strong emotional connection among stakeholders, here are some ideal strategies those are followed by Girijananda Chowdhury University (GCU): • Celebration of Milestones • Formalize institutional values • Alumni Involvement- in preserving and promoting institutional traditions and values, to share their experiences and insights with current students and participate in mentoring programs. • Leaderships Exemplification • Annual Rituals and Ceremonies-EUPHUISM (Cultural Event), KBM Cricket Tournament, Annual Sports Week, Engineers' Day, Pharmacist Day, World Environment Day, Teachers' Day, Fresher's Day, etc.	Some ideal strategies for GCU to consider for the future: • **Document and Preserve Traditions**: Document the historical traditions, rituals, and values of the university and make them easily accessible to all stakeholders. To create a digital or physical repository that showcases the university's heritage. • **Senior student Mentorship Programs**: Establish mentorship programs that pair senior students with newer students to pass on institutional traditions, rituals, and values. • **Institutional Memory Maintenance:** Appoint a dedicated team or committee responsible for maintaining and promoting institutional memory. Organize events or exhibitions that highlight the university's history and traditions. • **Cultural and Heritage Initiatives**: Integrate cultural and heritage initiatives into the curriculum to educate students about the institution's history, values, and traditions. • **Leaderships Exemplification**: Encourage university leaders, including faculty and administrators, to exemplify and promote institutional traditions and values. • **Cross-Generation Engagement**: Create platforms for intergenerational dialogue and engagement, allowing alumni, faculty, staff, and students from different eras to connect and share experiences.

8	**Alternative strategy & Support Network**	Ensuring the delivery of promised services and having alternative strategies and support networks in place is crucial for maintaining stakeholder satisfaction and trust in a university. Here are some ideal strategies those are followed by Girijananda Chowdhury University (GCU): • Service-Level Agreements (SLAs) • Facility Maintenance and Upkeep-regular maintenance and improvement of college facilities, hostels, and transportation infrastructure to ensure uninterrupted service. • Faculty Redundancy Planning-Maintain a pool of adjunct faculty members or guest lecturers who can step in to cover syllabus requirements in case of faculty shortages. • Online learning resources are used up to a limited extent. • ERP (Enterprise Resource Planning) facility. • Disaster Preparedness- Fire extinguishers, emergency exit fluorescent. • Feedback Mechanisms: Implement feedback mechanisms that allow students, faculty, and staff to report service issues or suggest improvements	Here are some ideal strategies for GCU to consider for the future in relation to the mentioned facilities and services: • **Service-Level Agreements (SLAs):**Establish clear and well-defined SLAs for all essential services, including college facilities, hostels, food and drinking water, transportation, faculty availability, and examination processes. • **Alternative Service Providers**: Identify and maintain relationships with alternative service providers for critical services in case of unexpected disruptions. Develop contingency plans for scenarios where the primary service providers are unable to deliver. • **Supply chain diversification**: Diversify supply chains for essential resources like food and drinking water to reduce dependency on a single source. Online Learning Resources: Develop an online learning infrastructure that can be deployed in case of emergencies or disruptions, ensuring continuity of education
9	**Goal Setting in Every Student**	Motivating and supporting students to set and achieve their goals is a crucial responsibility for universities. Girijananda Chowdhury University (GCU) encourages following strategies to set goals in every student: • Career Counseling Services • Mentorship Programs • Goal Setting Workshops • Experiential Learning-AICTE IDEA Lab, Sophisticated Analytical Instrumentation Facilities (SAIF), Computer Aided Drug Design, Computer Aided Engineering Drawing, etc.	Some ideal strategies forGCU to consider for the future in this regard: • **Leadership Development**: Promote leadership development programs that encourage students to take on leadership roles in academic, extracurricular, or community activities. Recognize and celebrate student leadership achievements. • **Career Networking Events**: Organize career fairs, networking events, and industry panels that connect students with potential employers and mentors. Facilitate opportunities for students to learn from successful

		• Skill Enhancement Workshops-through AICTE IDEA Lab, DST-FIST Lab • Recognition and Awards • Scholarships and Financial Aid • Feedback and Monitoring • Personal Development Courses such as Universal Human Values is implemented.	professionals. • **Diverse Career Resources**: Provide access to a wide range of career resources, including job databases, resume building tools, and interview preparation resources. Ensure that students have the information they need to pursue various career paths. By implementing these strategies, universities can empower students to set and pursue meaningful goals, foster a culture of aspiration, and equip them with the skills and support needed to thrive academically and professionally. This approach contributes to the holistic development and success of every student.
10	**Safety and Security**	Ensuring safety and security on GCU campus is of paramount importance, as it directly impacts the well-being and overall experience of students, faculty, staff, and visitors. Here are some key points those are considered in GCU campus: • **Physical Safety:**GCU prioritizes the physical safety of its community members. This includes well-lit pathways, regular maintenance of buildings and infrastructure, and emergency response systems. Adequate security personnel are available to address any safety concerns promptly. • **Crisis Management**: The University has a well-defined crisis management plan in place, covering scenarios such as natural disasters, fires, accidents, or security threats. • **Campus Police or Security:**Employing trained campus police or security personnel enhance safety on campus. They respond to emergencies, provide assistance to students, and ensure that rules and regulations are enforced. • **Surveillance Systems:** Installing security cameras at key locations across the campus deter criminal activity and provide valuable evidence in case of incidents. These systems are being regularly maintained and upgraded. • **Preventing Harassment and Discrimination**:	Following measures may be taken as future plan with respect to safety and security in GCU: • **Safety Education**: GCUwill provide safety education programs for students and staff. These programs will include guidance on personal safety, emergency procedures, and reporting suspicious activities. • **Collaboration with Local Authorities:** The university should establish strong ties with local law enforcement agencies and emergency services. Collaborative efforts can lead to a faster response in times of crisis. • **Mental Health and Counseling Services**:Promoting mental health and offering counseling services are essential components of campus safety. Students facing emotional or psychological challenges should have access to professional help. • **Community Involvement:**Encouraging a sense of community and responsibility among students and staff can also contribute to a safer campus. Everyone should be encouraged to look out for one another. By implementing these strategies, a university can prioritize safety and security while creating a hassle-free and inclusive ambiance for all students and stakeholders. This proactive approach not only ensures the well-being of the campus community but also enhances the overall reputation and attractiveness of the

		Ensuring a campus free from harassment and discrimination is crucial for the well-being of all students. GCU has clear policies and procedures for reporting and addressing such issues. For example: Anti-discrimination cell, Gender Sensitization Cell, Internal Complaint Committee (ICC), etc. • **Safe Transportation:**GCU offers transportation services, it prioritize the safety of students who use these services. Regular vehicle maintenance and responsible drivers are crucial for safe transportation. • **Student Orientation**: Incorporate safety and security information into new student orientation programs. Provide students with resources and contact information for reporting safety concerns and seeking assistance.	institution.
11	**Search for proximity (Local friends, Local food, local culture)**	Creating an environment that fosters proximity to local friends, local food, and local culture can greatly enhance the overall student experience and help prevent feelings of loneliness among first-year students. Following initiatives are taken in GCU: • **Orientation and Welcome Week:**During orientation and welcome week activities, emphasize the importance of exploring the various Schools, Departments, Offices, etc., of the University. The main objective of this orientation is to introduce the first year students to the University system. • **Cultural Clubs and Organizations:**Support and promote student-run cultural clubs and organizations that celebrate the diverse cultures within the local community. These clubs can organize events, workshops, and cultural showcases. • **Local Food Options:**Collaborate with local restaurants and vendors to offer a variety of local cuisine on campus. • **Student Mentorship Programs:** GCU has a robust mentoring system that encourages a healthy	Here are some ideal plans for GCU to follow in the future: • **Regular Feedback Channels:**Establish feedback channels where students can voice their concerns and suggestions for improving the university's efforts in promoting local proximity and preventing loneliness. • **Community Resource Center**:Create a resource center on campus that provides information about local attractions, cultural events, and local services. This center can also offer assistance in connecting students with local resources.

		relationship between a mentee and a mentor.	
12	**Comfortibility but need not luxury**	Creating a comfortable yet not luxurious campus environment that prioritizes students' basic needs is essential for ensuring a positive and supportive academic experience. GCU is having following facilities to encourage its students: • Affordable Housing i.e., Boys' and Girls' hostels • Dining Services/Canteen services • Health and Wellness Centers • Financial Aid and Scholarships • Textbook and Course Material Support-Institute and Departmental Libraries. • Transportation Services • Career Services and Employment Opportunities-T & P office, placement assistanceship, etc. • Internet facilities& Wireless connectivity • On campus ATM, Pharmacy, cafeteria facilities, etc. • Indoor Stadiums • Outdoor playground • Auditorium • Guidance for various competitive examinations	Future initiatives for comfortable yet not luxurious campus environment: • **Community Building and Social Activities**: Organize inclusive and affordable social activities, clubs, and events on campus that encourage students to connect with their peers and build a sense of community. • **Student Input and Feedback**: Establish regular channels for students to provide feedback on campus services and facilities, ensuring that their needs and concerns are heard and addressed. • **Mental Health and Counseling Services**: Expand mental health and counseling services, making them affordable or covered by student health insurance. Promote mental health awareness and provide resources for stress management.
13	**Legacy of the System**	To implement and uphold the legacy of the system, maintain organizational hierarchy, and foster a rich cultural and educational environment, GCU considers the following strategies and plans: • **Alumni Engagement**:Foster strong connections with alumni and involve them in mentoring programs, guest lectures, and sharing their experiences with current students. An alumni association is maintainedfor a sense of belonging and pride among graduates. • **Ethical and Values-Based Education:**Instilling ethical and values-based education into the curriculum to inculcate a sense of responsibility and integrity among students. Promotes discussions and workshops on ethics and values within the university community.	GCU considers the following strategies and plans for future: • **Cultural Preservation and Promotion:**GCU will establish a dedicated department or committee responsible for preserving and promoting the cultural heritage of the institution. Moreover, GCU will organize annual cultural festivals, exhibitions, and heritage weeks to celebrate the diversity of cultures within the university community.Encourage student clubs and organizations to host cultural events and activities. • **Legacy-Centric Courses**: GCU will develop courses and programs that focus on the history, traditions, and culture of the university and the broader society. Promote collaborationamong faculties and experts to offer interdisciplinary courses on the history and traditions of the region. • **Museum and Archives:**GCU willcreate a university

		• **Community Engagement:**Encouraging students, faculty, and staff to engage with the local community through volunteer programs, outreach initiatives, and partnerships.Host community-oriented events and workshops to strengthen ties with the surrounding area. • **Reports and Publications**: Annual Magazines, Newsletters, departmental magazines highlight the university's achievements, milestones, and contributions to society, etc.Sharing these documents with stakeholders and the broader public is a regular activity of GCU. • **Continuous Assessment and Feedback:**Regularly assessing the effectiveness of these strategies through surveys, feedback sessions, and focus groups involving students, faculty, and staff. Adjust and improve the plans based on the input received.	museum and archives to showcase the history and achievements of the institution.Collect and preserve artifacts, documents, and memorabilia related to the university's past. • **Leadership Development:**GCU willimplement leadership development programs for faculty and staff to maintain a dignified organizational hierarchy. To offer training and mentorship opportunities to nurture future leaders within the university. By implementing these strategies, a university can honor its traditions and legacy, maintain a dignified organizational hierarchy, and create a vibrant, culturally rich, and educationally enriching environment for its community members. This approach can help the institution thrive and evolve while preserving its heritage.
14	**Respect & perception about the organization**	To ensure that every individual stakeholder of the university holds a positive perception and respects it as their alma mater, GCU focuses on building a strong and positive reputation. Here are some strategies and plans that is practiced in GCU: • **Academic Excellence**: GCU prioritizes academic excellence by investing in quality faculty, research facilities, and innovative teaching methods.Encourage faculty to publish research in reputable journals and participate in academic conferences. • **Student-Centered Approach:**Implementing student-centered initiatives such as mentorship programs, career counseling, and academic support services.Ensuring that students have a voice in decision-making through feedback mechanisms. • **Alumni Engagement and Success:**Establish a robust alumni network to connect graduates with current students and provide career guidance and networking opportunities.Celebrate the achievements of alumni	Some strategies and plans that will be implemented in GCU in future • **Communication and Branding:**Develop a strong and consistent brand identity for the university that reflects its values and mission.Utilize various communication channels to share university achievements, research breakthroughs, and positive news with stakeholders and the public.

		and prominently feature their success stories. For example: Masterchef Nayanjyoti Saikia & Deeplina Deka are two notable alumni of GIMT Guwahati, a constituent college of GCU. • **Ethical and Inclusive Culture:**Promoting a culture of inclusivity, diversity, and respect within the university community.Conducting workshops and training on ethical behavior, cultural sensitivity, and communication skills for all stakeholders. • **Quality Assurance and Accreditation:**Seek accreditation from recognized accrediting bodies (UGC, AICTE, PCI, etc) to ensure that the university meets or exceeds established standards of quality and excellence.Regularly assess and improve academic programs based on accreditation feedback. By implementing these strategies, GCUis fostering a culture of respect, positive perception, and pride among all stakeholders, including students, faculty, staff, alumni, and the broader community. This, in turn, contributing to the university's enduring legacy and reputation as an institution of excellence and integrity.	
15	**Openness in terms of information**	Maintaining openness and transparency in various aspects of university operations is crucial for building trust among stakeholders and ensuring the institution's credibility. GCU practices following strategies and plans with respect to openness in terms of information: • **Open Admission Process:** GCU publishes clear and comprehensive admission criteria, procedures, and deadlines on the university's website. Providing detailed information on the selection process, including the weighting of various admission criteria**.** • **Transparent Teaching-Learning Processes:**Sharing course syllabi, learning objectives (lesson plans), and grading criteria with students at the beginning of each semester. Encouraging faculty to provide regular updates on course progress and assignments through	Here are some future strategies and plans for GCU to implement greater openness and transparency: • **Whistleblower Protection:**Establish a confidential reporting system for whistleblowers to report concerns or unethical behavior without fear of retaliation.Ensure that allegations are thoroughly investigated and addressed. • **External Auditing and Oversight:** Engage external auditors to conduct periodic financial audits and performance evaluations of the university. Share audit reports and recommendations with stakeholders. • **Data Protection and Privacy:**Adhere to data protection and privacy laws and regulations to safeguard the personal information of students and staff.Educate the university community about their rights and responsibilities regarding data privacy.

		online/offline platforms. • **Examination and Evaluation Transparency:**Publishing examination schedules, grading policies, and assessment criteria for each course. Sharing aggregated examination results without revealing individual student identities to ensure fairness. • **Public Forums and Q&A Sessions**: GCO organizes regular meetings, webinars, or online forums where university leadership can address questions and concerns from the community.Create platforms for open dialogue between students, faculty, staff, and administration.	• **Continuous Improvement:**Establish a committee or office responsible for monitoring and enhancing transparency practices.Regularly review and update transparency policies and practices based on best practices and stakeholder feedback.
16	**The ability of the institution to fulfil the promises**	Fulfilling promises and delivering on commitments is crucial for building and maintaining trust within a university community and with external stakeholders. Here are some strategies and plans GCU practices to enhance its ability to fulfill promises and establish a strong reputation for reliability: • **Academic Program Accountability:**Regularly assessing the quality and relevance of academic programs through program reviews, surveys, and external evaluations. Taking action to address deficiencies and align programs with evolving industry and student needs. • **Student Support Services:**Enhancing and expanding student support services, including tutoring, counseling, and career services, to ensure that students receive the assistance they need to succeed academically and personally. • **Clear Communication:** Improving communication with all stakeholders, including students, faculty, staff, alumni, and the community, regarding changes in policies, procedures, and programs.Provide updates and progress reports on major initiatives and	Some strategies and plans GCU will practice in future : • **Transparency in Financial Management**:Provide transparent financial reporting, including the allocation of tuition and fees, fundraising activities, and budgetary decisions. Involve key stakeholders in financial planning and decision-making processes. • **External Partnerships and Accountability:**Collaborate with external partners, such as accreditation bodies, government agencies, and industry associations, to uphold and enhance accountability standards.Comply with external requirements and standards to maintain credibility. • **Performance Metrics and Accountability:** Establish performance metrics and key performance indicators (KPIs) for various university departments and units. Hold administrators and staff accountable for meeting established performance targets.

		projects. • **Regular Review and Evaluation:**Conducting periodic self-assessments and external reviews of university operations to identify areas where promises have not been fulfilled.Develop action plans to address shortcomings and track progress.	
17	**Accountability measures**	To enhance accountability among stakeholders and create a more structured and effective evaluation process, GCU is implementing the following strategies and plans with respect to Accountability measures: • Clear Performance Metrics • Annual Evaluation Process • Positive Incentives • Negative Consequences • Performance Improvement Plans • Regular Feedback and Check-Ins • Transparent Evaluation Criteria • Complaint and Grievance Mechanisms • Transparency in Decision-Making	To enhance accountability among stakeholders and create a more structured and effective evaluation process, GCU will implement the following strategies and plans with respect to Accountability measures • **Accountability Committees:**Establish committees or task forces responsible for overseeing the accountability process and ensuring its fairness and consistency. Include representatives from various stakeholder groups on these committees. • **Professional Development Opportunities:**Offer professional development opportunities to help stakeholders enhance their skills and competencies.Encourage continuous learning and growth**.** • **Recognition Programs:**Create formal recognition programs that celebrate and showcase the achievements of stakeholders who consistently meet or exceed performance expectations.Promote a culture of excellence and recognition.
18	**Mental Health**	Promoting and maintaining good mental health among students is crucial for their overall well-being and academic success. Here are some strategies and plans GCU is practicing to implement in order to ensure the mental well-being of its students: • Educational Programs • Peer Support Programs • Mental Health Awareness Campaigns • Wellness Activities (yoga, meditation, and mindfulness classes on campus)	Some strategies and plans GCU will implement in order to ensure the mental well-being of its students: • **Mental Health Services Center:**Establish a dedicated mental health services center on campus staffed with qualified counselors, therapists, and psychiatrists. Ensure that the center provides confidential and accessible mental health support to students. • **Crisis Helpline and Support:** Set up a 24/7 crisis helpline for students to reach out for immediate support during emergencies or times of distress. Train staff to

		• Anonymous Reporting System	handle crisis situations and provide appropriate assistance. • **Online Mental Health Resources:** Develop a comprehensive online resource portal with articles, videos, self-help tools, and information on mental health services.Ensure that students can access these resources anytime, anywhere. • **Faculty and Staff Training:** Train faculty and staff to recognize signs of student distress and refer them to appropriate support services.Create a supportive environment in which students feel comfortable discussing their mental health concerns. • **Collaboration with Local Services:** Partner with local mental health organizations and clinics to ensure that students have access to off-campus mental health services when needed.Facilitate referrals and transportation for students seeking external support. • **Budget Allocation:** Allocate sufficient resources and funding to sustain mental health initiatives and services. Consider seeking grants or donations to support mental health programs. By implementing these strategies, a university can create a supportive and nurturing environment that prioritizes the mental health and well-being of its students. This holistic approach to mental health can contribute to a more resilient and successful student body.

Annexure-6 List of Networking and Collaboration Requirements			
Sl No	**Types of academic infrastructure**	**Existing at GCU**	**Proposed plan for 5-10 years in GCU**
1	Collaborations — Horizontal, Vertical& Diversified	• As per the NEP 2020, requirement for collaborations regarding research and teaching partnerships with higher education institutes and industry, GCU has signed Memoranda of Understanding (MOUs) with several industries, Higher education and Research institutions.	• Signing more MoUs with industries in relevant sectors and local units to promote research and skill development. • Forging partnerships with INIs (Institutes of National Importance). • Collaborating with rural and urban local bodies and communities, particularly through initiatives like Unnat Bharta Abhiyaan (UBA), to address societal challenges and promote sustainable development
2	Alumni Association & Networks	• The Girijananda Chowdhury Institute of Management and Technology (Guwahati) Alumni Association and the Girijananda Chowdhury Institute of Pharmaceutical Science Alumni Association, both established under the Societies Registration Act 1860, have embarked on a significant transformation. With the elevation of GIMT and GIPS to Girijananda Chowdhury University through Act No. XLVII of 2022 by the Assam Government, a new process has been initiated to create a unified Alumni Association for Girijananda Chowdhury University, which will amalgamate the alumni networks of both GIMT and GIPS. • The association also periodically arranges various alumni engagement activities to maintain connections with our former students. An example of such an event is the felicitation ceremony held on April 21, 2023, honoring our alumnus Mr. Nayanjyoti Saikia, who emerged as the champion in Masterchef India Season 7.	• The Alumni Association & Networks at Girijananda Chowdhury University will focus on fostering strong connections among alumni and the institution through various initiatives: • Organizing alumni conclaves and regular meetings to facilitate networking and information exchange among graduates. • Hosting domain-specific workshops and research collaborations, with alumni playing a pivotal role as partners and mentors. • Encouraging alumni contributions for research, infrastructure development, and other university enhancements. • Establishing mentorship programs with alumni actively engaged as central stakeholders to guide current students. • Encouraging alumni to actively contribute their expertise, resources, and support to various university and college programs and initiatives. • Setting up incubation centers to provide funding and

			support for start-ups, with alumni as potential investors and mentors.
3	Industry Integrated Collaborations	Collaborative engagements of GCU with industry have been in practice since long. Collaboration is undertaken by signing of MOUs to fulfill the following criterias: • Collaborate in research & development, capacity building, skill development, joint diploma programs. • Offer specialized Vocational Training program Both Online as well as Offline for students of GCU • Offer joint certified course in Optical Fiber Networks, Mobile Network, Data Communication, Power Plant & UG cable etc. • Organize Vocational Training Programs like Summer/Winter/Weekend/Project trainings, Industrial visits • Conduct development programs on soft skills, motivational programs, leadership programs, and, team building programs, etc. • Organize and conduct seminars, conferences, events, conclaves, annual conference and Business plan contest etc. in joint collaboration subject to the availability of funds. • Conduct Hackathons or ideation events to encourage students to come up with ideas.	Following are the university future plans: • Implementing industry-based internships and apprenticeships, facilitating captive placements for students. • Establishing strong partnerships with industries to co-create curricula and content across various disciplines. • Continuously updating the curriculum to align with emerging and future industry skills. • Encouraging open and live projects that benefit both learners and industries. • Collaborating with industries to establish centers of excellence (CoEs) to meet dynamic industry demands and to enhance employability opportunities to the students. • Integrating hands-on skilling into the curriculum through extensive industry stakeholder consultations. • Facilitating industry-sponsored research and innovation projects to foster a culture of cutting-edge advancements and problem-solving within the university.
4	Academics Integrated Collaborations	• Academic integrated collaborations play a pivotal role in enhancing the quality of education, promoting innovation, and preparing students for success in their careers and in addressing global challenges. The academic integrated collaborations have been well in practice by various department of	• Establishing partnerships with academically proficient institutions for joint research, curriculum development, and more. • Facilitating student exchange programs to enhance intermobility among collaborating institutions. • Creating synergy for dual-degree programs and

		the university. Collaborations with academic institutions have been established to fulfill the holistic learning, innovation research, career opportunities, and problem solving and global perspectives'.	research internships. • Signing subject-specific Memorandums of Understanding with domain institutions for specialized training. • Pursuing international collaborations to broaden academic horizons. • Sharing workshop and laboratory resources and implementing joint on-the-job training arrangements for mutual benefit.
5	Research Collaborations	Research Collaborative MOUs at national and international platform have been signed with institutes, universities and research laboratories involving (a) North East Cancer Hospital and Research Institute, Jorabat, (b) Assam Agricultural University (AAU)-Assam Rice Research Institute, Titabar, (c) Russian State University for the Humanities (RSUH) (d) Assam Biotech Park, Amingoan, Guwahati, and other institutes of eminence to carry out research activities. The cooperation shall also include: • Joint scientific research • Exchange of scientific papers and publications, research materials (AI based image processing, image data, transcriptome analysis of rice plants and related biological materials), within the ethical framework. • Exchange of relevant academic information and publications • Promotion of participation of the faculty members in the courses, conferences, seminars, etc. • joint organization of conferences, seminars, workshops, etc. • Joint publications of academic work	• Over the next few years, Girijananda Chowdhury University will foster robust research collaborations. • Multiple research entities will converge in shared domains, multiplying their research potential. • Collaborators will share databases, ensuring access to richer data sources and research tools. Additionally, access to each other's physical and cloud-based libraries and journals will be facilitated, enhancing resource availability. • Partnerships among research associates will be actively promoted to drive better research outcomes. The university will also embark on international and government-led research projects to further bolster its research initiatives.

		To initiate the exchange of scientific papers and publications, research materials (AI based image processing, image data, transcriptome analysis.)	
6	Consultancy Collaborations	Research and innovation are the core focus areas of GCU. GCU guides and provides hands-on training to the students in different streams of their studies in their research that have academic importance and which can shed new lights on the current understanding of their subject matter. The faculty members and the research students of the GCU are encouraged to get engaged in research and innovation in the areas of societal relevance and significance. The GCU community strives for excellence in generating knowledge and innovations which can be extended towards the services of the society. Against this broad perspective, GCU promoting an attitude of serving the society amongst its teachers, students and researchers to build stronger industry-academia and academia –society interfaces, aimed at creating quality consultants amongst the faculty members and the research workers of the university and also to earn revenue for such consultancy services to make these efforts sustainable. Consultancy services offered by the faculty members/staff of the GCU include but not limited to the following services. • Developing customized Product, Process and Services • Innovating design industrial and technology • Assessing technology • Conducting feasibility study • Designing software • Conducting Environment Impact Assessment	• Girijananda Chowdhury University will focus on its future plans in promoting faculty-based consultancy. This initiative aims to generate additional revenue while keeping faculty members updated on industry practices. As a result, we anticipate strengthening industry-institute relationships and fostering enhanced synergy through networking opportunities. • Some of the future plans and strategies for enriching the consultancy collaborations include: ✓ Maintaining potential network and outreach with businesses, government agencies, non-profits, and other potential clients. ✓ Enhance Alumni and industry partnership ✓ Build a consultancy services office to serve as centralized hub for managing consultancy projects. ✓ Having a clear consultancy process and policies ✓ Providing training and professional development opportunities to faculty and staffs who are involved in consultancy projects to enhance their skills and capabilities. ✓ Maintaining financial sustainability.

		study • Conducting Energy Audit, etc.	
7	Placement Collaborations	The Training & Placement Cell established at the University plays a pivotal role in building an interface between academia and corporate houses by organizing various seminars, pre-placement talks, work-shops, training programs, industrial visits, summer placements and campus placements. The Cell maintains a close liaison with the Corporate Houses and other employers in order to facilitate the placement of the students. Moreover, the Cell tries to arrange interaction of the students with professionals from industry regularly so as to provide them with first-hand knowledge of the ever changing technology. Processes are on-going to attract the best of the recruiters to pick up our students both via on-campus and off-campus recruitment process. The Cell has the requisite state- of- the- art infrastructure to conduct various programs such as campus drives, seminars, workshops and training sessions. The Training and Placement Cell plays a vital role in providing various training programs both in-house and out-house -such as summer placement, workshops, seminars, industry visit, personality development programs, etc. to imbibe in the students and make them acquaintance with the corporate culture and the practical implication of the various theoretical subjects. The Cell handles all aspect of campus placements. The office is well equipped with excellent infrastructure to support every stage of the placement process. Arrangements for pre-placement talks, interviews, group discussions etc., are handled by the Cell. Earnest efforts are made to attract the best of the recruiters to pick up	Over the next few years, Girijananda Chowdhury University will enhance its placement collaborations through strategic networking with local, national, and international companies across diverse industries. This initiative will prioritize student involvement, ensuring their active participation in internship programs and campus job placement services. The university aims to foster strong industry connections to facilitate career opportunities for its students.

		our students both via on-campus and off-campus recruitment process. The placement policies and other related activities are handled by the Training & Placement Officer in consultation with the Faculty Coordinators and Student Representatives. The entire process of recruitment starting from identifying, contacting the possible recruiting corporate houses to organizing campus interviews is handled by the Placement Cell which consists of the TPO, Faculty Coordinators and nominated students from the departments	
8	Collaborations for students-Earn While Learn model	Collaborations for Earn While Learn model hasn't been implemented yet.	Over the next three years, Girijananda Chowdhury University will implement a dynamic "Earn While Learn" model for students through collaborative efforts. This plan will involve: ● Establishing live project initiatives: We will create live project opportunities within the university curriculum, allowing students to simultaneously learn and earn. ● Hybrid learning approach: We'll introduce a flexible, hybrid learning model that enables students to seamlessly integrate these earning opportunities into their education. ● Industry partnerships: We'll collaborate with various industries to provide students with a diverse range of earning prospects, aligning their education with real-world experiences and financial benefits
9	Collaborations with NGOs & Social service Organizations	At present, though no formal agreements have been signed between the University and NGO or Social Service Organizations, many joint events have been carried. A list of students co-currciluar and extra-curricular activities events carried out are listed in Annex-K	For future prospects the university aims to enhance its collaborations with registered NGO's through the following strategies ● Focus on vocational courses in partnership with industry and NGOs so as to enhance the employability of the youths of Assam and the sister

			states of the North-east region. ● Conducting rural outreach and fieldwork with Participatory Rural Appraisal (PRA) to sensitize both faculty and students to rural immersion. ● Partnering with government programs like Unnat Bharat Abhiyan (UBA) and National Service Scheme (NSS) to advance our shared goals. ● Engaging in technical and non-technical initiatives, including capacity building, extension services, and product development, to uplift the catchment area. ● Facilitating rural internships and development internships for students. ● Collaborating with local, national, and global NPOs, NGOs, and development organizations to identify key areas of development in the vicinity.
10	Membership with National & International Accreditation bodies for Quality & Credibility	Presently, the University's B. Tech (Mechanical Engineering) and B. Pharm progammes of the University are accredited by the National Board of Accreditation (NBA). Additionally, the Girijananda Chowdhury Institute of Pharmaceutical Sciences (GIPS), Guwahati attained National Institutional Ranking Framework (NIRF) – 2023 ranking within the 101-125 bands. The University also received approval from AICTE and PCI (Pharmacy Council of India) for its programmes in Engineering, Computer Applications, Management and Pharmacy from the academic session 2023-2024. The Girijananda Chowdhury Institute of Pharmaceutical Sciences (GIPS) and Girijananda Chowdhury Institute of Management and Technology (GIMT) was awarded "Fund for Improvement of S&T Infrastructure (FIST)" from the *Department of Science and Technology* (DST), Government of India, and an *All*	The university will continue to diligently maintain its existing accreditation while also setting its sights on achieving NAAC accreditation in the near future. Following strategies will be implemented in the future: ● Enhancing quality service through educational innovations and best practices. ● Enhancing research and development and consultancy services. ● Aligning courses with international accreditation standards to ensure global recognition and competitiveness. ● Obtaining certifications, accreditations, and rankings to elevate the university's brand value and attractiveness to students. ● Implementing quality assurance frameworks within the institution to improve internal quality assurance and learning outcomes.

		India Council for Technical Education (AICTE) sponsored IDEA-Lab facility apart from various research projects and fellowship from the DST, AICTE etc The University has also established Committee/s to monitor the progress of various Regulatory Bodies and accreditation committee/s.	
11	**Startup Network Infrastructure**	At present the University does not have Start-ups or Incubation Centers.	Future strategies: • Establishing versatile incubation centers, catering to both generic and domain-specific needs, to nurture and mentor startups. • Creating funding tracks tailored to the unique requirements of startups, ensuring access to financial support at different stages of growth. • Implementing ideation and network boards dedicated to fostering innovation and collaboration among startups, faculty, and industry experts. • Developing robust digital infrastructure to provide startups with the necessary technological resources and tools for their growth and success.

Annexure-7 List of Effective Governance Structure			
Sl No	**Types of academic infrastructure**	**Existing at GCU**	**Proposed plan for 3 to5 years in GCU**
1	**BoG/Senate/ Syndicate**	When implementing an Institutional Development Plan (IDP) for a university, it's essential to consider key elements related to the functioning and staffing of the Board of Governors (BoG), Senate, Syndicate, and the involvement of alumni as major stakeholders. Girijananda Chowdhury University (GCU) has a fully functional BoG. The members of this group are as follows. 1. Chancellor (Chairperson), GCU 2. Prof. Kandarpa Das (Vice-Chancellor, GCU), Member 3. Shri Jasodaranjan Das , Member 4. Shri Bijoyananda Chowdhury, Member 5. Smt. Gita Das Chowdhury, Member 6. Dr. Jayanta Deka, Member 7. Prof.Amarendra Kumar Das, Member 8. Shri Arabinda Rahang, Member 9. Ms.Kunki Chowdhury, Member 10. Dr.Bhupati Das, Member 11. Registrar,GCU, Member Secretary	Girijananda Chowdhury University (GCU) will pursue following important execution plans under its effective governance structure: • Fully Functional Governing Body • Representation and Expertise • Transparent and participating governance • Defined Roles and Responsibilities • Actively engage Alumni in decision making processes • Alumni Networking and Outreach • Alumni Fundraising and Support • Academic Excellence and Innovation • Financial Oversight and Sustainability • Strategic Planning and Vision • Quality Assurance and Accreditation • Student and Faculty Representation • Community Engagement
2	**Quality Assurance**	When implementing a Quality Assurance framework for a university, it's crucial to have well-defined processes, mechanisms to capture various aspects of governance, and clearly defined deliverables and outcomes. Here are some important points that are practiced by GCU: • IQAC: The University has an active IQAC cell. It is aimed at continuous improvement of quality and achieving academic excellence. It adopts quality management strategies in all academic and administrative aspects. The IQAC adopts a participatory approach in managing its provisions. • **Documented Processes:** Documenting all key	GCU will implement following plans in future with respect to quality assurance: • **Data Collection and Analysis:** Develop a system for collecting data on various aspects of university operations, including student performance, faculty productivity, and financial sustainability. Analyze data to identify areas for improvement and evidence-based decision-making. • **External Benchmarking:** Benchmark the university's performance against peer institutions regionally and internationally. Use benchmarking data to identify areas where the university can excel and areas

		processes related to governance, academic affairs, administration, and student services. Ensure that these processes are easily accessible to stakeholders through a centralized repository or online platform. • **Stakeholder Engagement:** Involve various stakeholders, including faculty, students, staff, alumni, and external experts, in the development and review of quality assurance processes. Establish mechanisms for regular feedback and input from stakeholders. • **Academic Quality Assurance** • **Administrative Efficiency** • **Key Performance Indicators (KPIs)/ERP** • **Continuous Training and Development**	requiring improvement. • **Compliance and Accreditation:** Ensure that the university complies with all UGC regulations and accreditation requirements. - Prepare for accreditation reviews and assessments.
3	**Financial autonomy**	The quality of institutions hinges on the management and faculty running them, their approach to policymaking, and the governance structures that underlie them. Funds are required to quality education at affordable price and to carry out the various reforms - modernization and strengthening of laboratories, class rooms, capacity enhancement (training of faculty and staff), transfer of knowledge and of best practices in the form of capacity development services, etc.	Financial autonomy and self-sustainability are crucial goals for universities, and there are several strategies and points to consider when implementing them in an Institutional Development Plan (IDP) with the support of the University Grants Commission (UGC).Following plans may be utilized in GCU: • Diversification of Revenue Sources • Endowment Building • Research Chair Establishment • Industry Collaboration • Continuing Education Programs • Internationalization • Online Education and E-Learning • Efficient Resource Management • Grants and Research Funding • Alumni Engagement • Student Entrepreneurship • Transparency and Accountability • Risk Management • Monitoring and Evaluation
4	**Leadership**	Effective functioning of an institution can be gauged by the policies and practices it has evolved in the matter of planning	In order to implement leadership-related strategies in an Institutional Development Plan GCU consider following key

		human resources, recruitment, training, performance appraisal, financial management and the overall role of leadership. Effective leadership by setting values and participative decision making process is key not only to achieve the vision, mission and goals of the institution but also in building the organizational culture. The formal and informal arrangements in the institution to co-ordinate the academic and administrative planning and implementation reflects the institutions efforts in achieving its vision. Effective leadership is essential for the success and growth of a university.	points: • Strategic Management: Vision and Mission, Strategic Planning, Resource Allocation, Performance Metrics. • Laying Down Objectives and Targets: SMART Goals, Alignment, Stakeholder Engagement, and Regular Review. • Leadership Development: Leadership Training, Succession Planning, Diversity and Inclusion. • Communication and Collaboration: Transparency, Collaboration, Effective Communication. • Ethical Leadership: Ethical Standards, Accountability. • Adaptability and Resilience.
5	**Vision, Mission and Roadmap for the HEIs**	Girijananda Chowdhury University (GCU) shall create a culture of education that will provide students a transformative experience-intellectual, ethical, cultural and social. GCU envisions a society where our students shall contribute with unparalleled professionalism, competence and integrity while upholding the basic human values of liberty, justice and equality. **Vision and Mission of the University is attached in the** Annexure-L	Vision of the University is formed by following its long term goals, values and ethical principles, global and local relevance, stakeholder involvement, etc. Depending upon the requirement and need of the society vision may change to encompass its fundamental values. Following parameters are being utilized to inculcate Vision, Mission and Roadmap for the HEIs. • **Long-Term Strategic Planning:** To develop a comprehensive, long-term strategic plan that outlines the university's vision for the next decade or more. Focus on identifying opportunities and leveraging strengths rather than dwelling on constraints. • **Future-Centric Curriculum:** Revise the curriculum to align with future-forward thinking, emphasizing emerging fields, interdisciplinary studies, and adaptable skill sets. Encourage students to explore innovative ideas and trends that will shape the future. • **Research and Innovation Centers:** Establish research centers and innovation hubs dedicated to exploring and addressing future challenges and opportunities. • **Partnerships and Collaborations:** Forge strategic partnerships with organizations, industries, and research institutions that share the university's vision of a bold and ambitious future.

			• **Global Vision and Outreach:** Expand the university's global reach by engaging in international research collaborations, student exchange programs, and global partnerships. • **Innovation Incubators:** Create innovation and entrepreneurship incubators that support students and faculty in developing and commercializing groundbreaking ideas.
6	**Close monitoring by IT/ Web-based based Management Information System**	Implementing a close monitoring system through IT and a web-based Management Information System (MIS) is crucial for the efficient management of a university. Following strategies/tools are used in GCU for monitoring various activities: • ERP (Enterprise Resource Planning) • Security Cameras (CCTV)	Girijananda Chowdhury University (GCU) will consider the following important parameters: • **Purposeful Implementation**: for enhancing administrative efficiency, improving decision-making, and ensuring data accuracy. • **Data Integration:** Ensure that the MIS integrates data from various departments and functions across the university, including academic, financial, human resources, and student services. • Real-Time Data Access • User-Friendly Interface • Data Security and Privacy • Customizable Reporting • Key Performance Indicators (KPIs) • Automation of Processes • Feedback Mechanisms • Training and Support • Strategic Decision Support • Sustainability and Green IT Consider sustainability aspects in the implementation by optimizing server infrastructure and promoting eco-friendly practices.
7	Risk Management Analysis	The university currently has the following Risk Management Strategy 1. **Natural Disaster Preparedness:** Review and update the university's disaster preparedness plans, including responses	1.To analyze campus safety protocols and their alignment with insurance policies, especially for student injuries, workplace accidents, and visitor incidents. 2. To review liability coverage and ensure it adequately protects

		to earthquakes, floods, hurricanes, wildfires, and other relevant natural disasters. 2. **Environmental Risks**:Discuss potential environmental risks, such as hazardous material spills, pollution, or contamination. 3. **Student and Faculty Health**: Discuss risks related to health, including pandemics, and ensure that insurance policies cover medical expenses, quarantine facilities, and liability related to health crises. 4. **Training and Education**: Ensure that university staff and key stakeholders are educated about risk management and insurance-related matters.	the university in case of legal claims. 3. To address cybersecurity risks and potential data breaches, ensuring that the university has cyber liability insurance to cover data loss and recovery expenses. 4. To valuate financial risks, including budget shortfalls, investment losses, and revenue disruptions, and determine if there is insurance coverage available for such scenarios. 5. To discuss legal liability risks and compliance with regulations affecting the university. 6. To stay informed about emerging risks like emerging technologies, changing regulations, and evolving threats to ensure the insurance portfolio remains up-to-date.
8	External Advisory Boards	The university has External Advisory Board consisting of the following members: 1. Prof. Maitrayee Chaudhuri (Former Professor, Centre For The Study Of Social Systems / School Of Social Sciences Jawaharlal Nehru University) 2. Dr. Deiter Reinhard (Senior Researcher, South Asia Institute (SAI), Heidelberg University) 3. Professor Sudipta Sarangi (Professor Of Economics At Virginia Tech. University, USA & Program Director For Economics At The National Science Foundation, USA) 4. Professor Samir Bhattacharya (INSA Senior Scientist At Visva-Bharati) 5. Prof. Ranjan Chakrabarti (Eminent Historian And Former Vice-Chancellor Of Vidyasagar University, West Bengal) 6. Professor Prabuddha Ganguli (Renowned IPR Expert And Advisor VISION IPR, Mumbai) 7. Dr. Antu Dey (Senior Vice President Of Vaccines R&D At Green Light Biosciences Inc.) 8. Dr. Paramananda Saikia (Senior Scientist, Millipore Sigma, Boston, MA-01803, USA) 9. Professor Santanu Borah (Professor Of Management,	• To act as ambassadors for the university in the broader community, promoting its achievements and advocating for its interests with government bodies, industry associations, and other stakeholders. • To ensure that the university maintains the highest ethical standard in all its operations. • To collaborate with the university to establish key performance indicators and assessment metrics to ensure that the institution is meeting its goals and objectives.

		University Of North Alabama, USA) 10. Dr. Mustafa A. Barbhuiya (Medical Director Of Clinical Chemistry And Point Of Care Testing At The Department Of Pathology, Baystate Medical Center, Springfield, MA, USA) The role of the board is to • Assist in the development and refinement of the university's strategic plan. • To serve as a quality assurance mechanism, reviewing and assessing academic programs and research initiatives to ensure they meet high standards. • To offer guidance on university governance, including best practices in board management, ethics, and compliance.	
9	Student Feedback	University has an effective student feedback system to improve teaching quality, enhancing student learning experiences, and fostering a culture of continuous improvement. Objectives are communicated to all faculty members and students so that they understand the purpose and importance of the feedback process. Feedback results are shared with individual faculty members in a constructive and non-confrontational manner. It create a positive culture around feedback by emphasizing its role in personal and institutional growth	• To ensure that feedback is collected anonymously to encourage honest and constructive feedback from students. • To develop a set of standardized feedback categories that encompass various aspects of teaching, including content delivery, communication skills, availability for student queries, and responsiveness to student needs. • To establish a process for analyzing the feedback data promptly. • To regularly evaluate the effectiveness of the feedback system and make necessary adjustments based on faculty and student input. • To stay open to changes in the methodology or frequency as the university's needs evolve.

Annexure-8 List of Financial Independence, Stability and Funding Models

Introduction:
This Finance Policy is established to ensure effective financial management and controls of Girijananda Chowdhury University, Assam. It outlines the principles and procedures of managing finances in compliance with standard accounting practices applicable to educational institutions.

1. Objectives of the Policy:
The primary objective of the policy is as follows:

1. **Efficient Financial Management:**

   To develop, maintain, promote sound financial management systems, procedures and controls that enhance effective and efficient financial practices in the University.

2. **Transparency and Accountability:**

   To maintain high level of transparency and accountability in financial reporting.

3. **Compliance:**

   To comply with all applicable laws, regulations and accounting standards.

4. **Efficient Resource Allocation/Budgetary Control:**
   To plan, coordinate and control revenue inflows and expenditures related to:

   i. Academic Research
   ii. Outreach activities/programs
   iii. Student Development and Welfare
   iv. Development and Welfare of Teaching and Non-Teaching Staff
   v. Capital budgeting
   vi. Procurement and Maintenance

5. **Reporting and Communication:**

   To provide regular financial reports and updates to the government, sponsoring body, governing body, board of management, members and other stakeholders of the University fostering open communication and clear accountability.

6. **Ethical Financial Practices:**

   To adhere to ethical financial practices and principles by avoiding unethical financial transactions/practices and misappropriation of funds.

7. **Evaluation and Improvement:**

   To periodically evaluate the financial policy and related procedures, making necessary changes, improvements and revisions to adapt to the changing financial landscapes and needs of the University.

2. Definitions

I. **Accounting Documents** means physical records or evidence of financial transactions, such as checkbooks, receipts, invoices, payment vouchers, bank statements and audit reports.

II. **Asset** means any resource with economic value owned or controlled by the university, expected to provide future economic benefits.

III. **Budget** means a formal financial plan detailing future expenses for a specified period.

IV. **Sponsoring Body** means the Shrimanta Shankar Academy Society, Guwahati.

V. **Governing Body** means the Governing Body of Girijananda Chowdhury University, Assam.

VI. **Board of Management (BoM)** means the Board of Management of Girijananda Chowdhury University, Assam.

VII. **Finance Committee** means the Finance Committee of Girijananda Chowdhury University, Assam.

VIII. **Treasurer** means the Treasurer of the Sponsoring Body i.e., Shrimanta Shankar Academy Society, Guwahati.

IX. **Expenditure** means the outflow of financial resources during ordinary activities.

X. **Fixed Assets** means tangible assets acquired for continuous use beyond one year.

XI. **Financial Statements** means includes Income and expenditure Statement, Balance Sheet, and Schedules prepared for the financial

year.

XII. **Accounting Standards** means principles of accounting adopted by the Finance Department for preparing accounts.

XIII. **AIE** means the Authority to Incur Expenditure.

3. Financial Administration

Financial Year

The financial year of the University shall run from April 1st to March 31st each year.

Management of University Finances

The overall responsibility for managing the university's financial resources lies with the University Board of Management. The Board of Management is responsible for:

(a) Approving the University Annual Budget.

(b) Approving policies.

(c) Setting fees and other charges.

(d) Administering university property and funds.

(e) Approving the Annual Financial Statements.

(f) For effective management, the BoM may delegate specific responsibilities to various university organizations/committees and individuals.

Finance Committee

The Finance Committee shall have the following powers and shall discharge the following functions:

(a) to advise the Governing Body and the BoM on any financial matter pertaining to the University for smooth functioning of the University.

(b) to monitor and review the financial position of the University quarterly.

(c) to regularly monitor the progress of income and revenue generation by the University and to make allocation to different heads from time to time for making expenditure on the basis of actual fund position.

(d) to examine and review the reports of the regular audit of the Accounts.
(e) to exercise such other powers and perform as assigned by the Governing Body and the Sponsoring Body.

Chief Finance and Accounts Officer

The Chief Finance and Accounts Officer is a salaried officer of the University with the following powers and functions:

(i) General supervision over university funds and advising on financial policy.

(ii) Performing functions assigned by the BoM and the Sponsoring Body.

(iii) Managing university property, investments, and endowments.

(iv) Ensuring compliance with budget limits.

(v) Preparing annual accounts and budgets.

(vi) Monitoring cash and investments.

(vii) Ensuring revenue collection and advising on collection procedures.

(viii) Requesting necessary information from university offices with Competent Authority's approval.

(ix) The Chief Finance and Accounts Officer is also the Member-Secretary of the Finance Committee and Fee Committee but does not have voting rights.

Treasurer

The Treasurer reporting to the Sponsoring Body, is responsible for:

(i) Managing the university's financial resources.

(ii) Coordinating and controlling budgets.

(iii) Managing the investment portfolio.

(iv) Preparing financial reports and statements.

(v) Coordinating internal and external audits.

(vi) Advising the sponsoring body on financial matters.

(vii) Liaising with banks and ensuring statutory compliance.

(viii) Additional duties may be assigned by the Sponsoring Body as needed.

Internal Auditor

There shall be an Internal Auditor, reporting to the Sponsoring Body. The Internal Auditor's primary responsibilities include:

(i) Evaluating risk management, control, and governance systems.

(ii) Assessing information security and regulatory compliance.

(iii) Reporting on risk management issues and control deficiencies.

(iv) Recommending improvements to enhance internal controls and mitigate risks.

Sources of University Funds

The University's funds shall be derived from various sources, including:

(i) Student fees.

(ii) Research grants from government and non-government agencies.

(iii) Income from investments and services.

(iv) Endowments, gifts, and donations.

(v) Grants from government and private agencies.

(vi) Consultancy fees.

(vii) Loans from financial institutions.

(viii) Any other sources approved by the BoM and the Sponsoring Body from time to time.

All received funds must be deposited into designated university bank accounts.

Application of University Funds

University funds shall be allocated to various areas, including:

i. Salaries
ii. Operating expenses, including administration, student services, and finance
iii. Library resources and research
iv. Education delivery and assessment expenses
v. Capital expenditures
vi. Investments and contributions to the corpus/reserve fund
vii. Other expenses authorized by the BoM and the Sponsoring Body

Annual Budget

Before the start of each financial year, the Finance Committee, in consultation with the Board of Management, shall prepare the annual budget. This budget shall account for expected revenues and expenses, including:

(i) Salaries, allowances, and benefits.

(ii) Administrative and support services.

(iii) Institutional scholarships and other support services for teaching and research.

(iv) Development of physical facilities and infrastructure.

(v) Maintenance of buildings, grounds and equipments.

(vi) Creation of reserve/corpus funds for future or contingent liabilities.

4. Final Accounts and Audit

Responsibility and Timelines

(a) Proper books and records of income, expenditure, assets, and liabilities shall be maintained.

(b) The university's accounts shall be audited annually by external auditors.

(c) The Finance Committee shall submit draft accounts to the BoM within four (04) months of the financial year's end for approval and audit.

(d) Draft final accounts shall be submitted to external auditors within the prescribed statutory time frame.

Accounting Standards

The University financial statements shall adhere to Indian Accounting Standards (GAAP).

5. Recurring Expenditure

General Guidelines

(a) Recurring expenses must adhere to approved budgetary limits of the annual budget.

(b) Proposals to revise budget allocations may be approved by the Finance Committee and the BoM.

(c) Increased expenditures in certain categories, such as salaries and wages, shall require supplementary estimates.

6. Payments to Suppliers

(a) The university shall maintain good relationships with suppliers.

(b) Payments for goods or services shall be made promptly, preferably within 15-20 days, subject to conditions and credit agreements.

(c) The Accounts Officer is responsible for making payments on behalf of the University, except for petty cash disbursements.

(d) AIE holders shall verify and certify invoices for payment.

(e) Certifying officers must ensure accuracy, adherence to budgets, and proper receipt of goods or services.

(f) Queries regarding pricing and quantity shall be promptly addressed.

(g) The Purchase department shall record relevant information on each order.

7. Imprest/Petty Cash

Imprest/Petty Cash Accounting

(i) The Accounts Officer in consultation with the Treasurer of the Sponsoring Body may make any imprest/ petty cash advances to specific offices/departments for the payment of basic and or minor items that may require for use from time to time.

(ii) Any officer to whom an office petty cash advance has been made shall:

(a) Obtain and retain vouchers as evidence for each payment made from their respective funds.

(b) Ensure the secure custody of petty cash while it is within their possession.

(c) Adhere to the predefined limits for each separate payment as approved in writing by the Accounts Officer.

(d) Seek prior approval from the Accounts Officer and the Treasurer in cases where the estimated expenditure for a particular transaction is expected to exceed the initially authorized limit.

Processing of Petty Cash/Imprest Funds

The procedure for processing petty cash/imprest funds within the University shall follow these guidelines:

(a) The authorized member of staff or any other officer requiring petty cash/imprest funds shall submit a formal requisition duly approved by the Competent Authority at least seven days in advance of the anticipated use to the Accounts Officer. The requisition shall include detailed information regarding the purpose for which the funds are required.

(b) The Accounts Section shall verify that the applicant has no outstanding petty cash balances before approving the release of any additional

funds.

(c) Payment for petty cash may be made either in cash or by cheque, depending on the amount involved. The processing of petty cash requests is expected to take a minimum of five working days.

(d) No new imprest/petty cash shall be granted until the previous one has been properly accounted for and settled, unless exceptional circumstances warrant an extension, in which case approval must be sought from the Treasurer upon the recommendation of the Accounts Officer.

(e) The Accounts department retains the right to recover outstanding imprest balances through the payroll system to ensure timely settlement.

(f) All imprest/petty cash balances must be surrendered within one week after the completion of the planned trip or activity for which the funds were disbursed.

(g) A petty cash float with a predefined limit shall be maintained under the imprest system to cater to minor office expenses, with an initial limit of Rs. 50,000/-. Any adjustments to this limit shall be made with the approval of the Treasurer of the Sponsoring Body.

(h) Petty cash held within the premises of the University shall be stored securely overnight in a safe under the dual custody of responsible accounts officials.

8. Establishment of Employee Records and Salary Payments.

Records

(a) Staff Payroll will be prepared every month by the Accounts Officer.

(b) Any changes to the payroll, like addition and removal of staff need due approval from the Registrar.

(c) The Accounts Officer will maintain employee records for salary payments, contributions and taxes

(d) Any adjustment to employee earnings will need necessary approval from higher authority.

Payments

(a) The Accounts Officer with due approval from the Finance Committee and the BoM will decide new salary, scales, wages and allowances for teaching and non-teaching staff.

(b) The Accounts Officer will handle salary, wage and compensation under the Treasurer's direction.

9. Capital Expenditure

(a) Before giving the green light to any spending plan involving capital expenses, the Governing Body must review a report from the Accounts Officer. This report will outline the financial impact of the proposal and specify any budgeted amount for the project.

(b) Having a capital expense in the annual budget does not automatically imply that it is approved. The BoM must specifically authorize it only after the Governing Body's approval and confirmation of available funds from the Finance Committee.

(c) If a project's total cost is likely to exceed the approved budget, the Accounts Officer will report to the BoM. The Board can recommend the Governing Body for additional funding. Budget provisions will be made only after the due approval of the Governing Body.

(d) If the Governing Body approves a capital project not originally in the capital expenditure plan, it becomes an amendment to the budget.

(e) When capital projects are completed, their costs and authorized provisions will be reported to the relevant committee. The report will also mention any extra funding needed, subject to approval from the Finance Committee, Board of Management and the Governing Body.

(f) The Accounts Officer will periodically update the Board of Management on the progress of the capital budget.

10. Expenditure Control

The Accounts Officer shall be in charge of closely monitoring, controlling, supervising expenditures and reporting the BoM on any contemplated expenditure or any other expenditure incurred exceeding the amount allocated in the estimates.

11. Recovery

Collection and Recovery of Income

(a) The oversight of recording and calculating all recoveries owed to the University shall fall under the general supervision of the Accounts Officer.

(b) Any funds owed to the University must be deposited into a designated bank account of the university and deposit slips should be submitted to the Accounts Department for acknowledgment once they have been verified.

(c) University employees authorized to receive such funds are required to maintain a record, as approved by the Accounts Officer, detailing all received amounts, which should then be deposited either with the Accounts Department or the University's banking institution.

(d) No deductions from cash collections are allowed without the prior recommendation of the Accounts Officer, in consultation with the Finance Committee. University officials

receiving funds on behalf of the institution bear personal responsibility for safeguarding these funds and should deposit them with the Accounts Department within 24 hours of receipt.

(e) All funds received on behalf of the University should be deposited in the designated university's bank account within a period of at least 24 hours.

Recovery of Dues

(a) The Finance Committee shall take measures to recover dues owed to the University.

(b) Regarding the recovery of outstanding student fees and charges, the BoM shall be authorized to initiate any necessary actions for debt recovery in accordance with the approved fees policy.

(c) In situations arising from the pursuit of paragraph (ii) above, where legal action becomes necessary and is deemed beneficial for the University's interests, the matter will be referred to the Governing Body, which will authorize the commencement of such legal proceedings.

(d) The Accounts Officer, under the direction of the Finance Committee shall be responsible for designing, ordering, and overseeing all receipt forms and tickets used to acknowledge payments made to the University.

(e) No debt shall be written off without prior approval from the Finance Committee.

12. Banking

Banking Procedures

(a) Bank accounts will be established upon approval by the Sponsoring Body and the Board of Management (BoM), with designated

signatories appointed by the Finance Committee.

(b) Any changes to bank signatories and signing authorities can only be made with Sponsoring Body and the BoM's approval.

(c) The Treasurer and the Accounts Officer will be responsible for all dealings with the University's banking partners regarding bank accounts and related transactions.

(d) Approval from the Sponsoring Body and the BoM is required for establishing an overdraft facility on the primary bank account.

(e) The Accounts Officer, in consultation with the Treasurer will be responsible for ordering cheques, and suitable arrangements will be made for their secure storage both at the bank and in the office.

(f) All cheques currently in use should be recorded in the check register maintained by the Accounts department.

(g) Every cheque must have two authorized signatories as approved by the Sponsoring Body and the BoM.

Bank Reconciliation Statement

(a) To enhance internal control and cash movement monitoring, the Treasurer and the Accounts Officer will have access to all bank accounts through e-banking services provided by banks offering such facilities.

(b) The Accounts Officer will also be responsible for preparing a monthly cash flow report, which must be submitted to the Treasurer weekly.

(c) Bank reconciliation statements for all bank accounts will be prepared monthly and submitted to the Treasurer by the first week of the following month.

13. Accountable Documents

Custody

(a) All accountable documents must be logged in an Accountable Documents Register and entrusted to a designated officer within the Accounts department. Loss of serialized accounting documents should be promptly reported to the Accounts Officer and Treasurer.

(b) Unauthorized copying or sharing of accounting documents and records with university employees or third parties is strictly prohibited without the authorization of the Accounts Officer.

(c) Accounting documents must be stored in accordance with relevant guidelines and treated with utmost confidentiality.

14. Accounting Arrangements

Stock and Stores (including consumables)

(a) A University Store shall be established within the Purchase Department for departments to place orders for necessary items and consumables.

(b) The store manager is responsible for ensuring that the stock levels do not exceed reasonable requirements.

(c) The store manager is accountable for the care and safekeeping of all items, equipment, and materials within the store.

(d) Each store unit shall maintain records of physical stock, its usage, and the remaining balance, in a format approved by the Accounts Officer.

(e) The Accounts Officer shall establish general principles governing the accounting for materials and consumables drawn from these stores, including pricing.

(f) The Internal Auditor has the authority to inspect and audit stocks and consumables in any University unit at a reasonable time and request necessary explanations and information for cost, accounting, or security purposes.

(g) The storekeeper shall conduct continuous stocktaking and provide the Accounts Officer with a certified inventory report as of March 31st each year, marking the end of the financial year.

(h) In the event of a deficiency or surplus discovered during stocktaking, the Accounts Officer, in consultation with the President, shall recommend appropriate corrective actions.

(i) The disposal of obsolete or unserviceable items or assets requires approval from the Board of Management (BoM).

Fixed Assets

(a) As a policy, the University shall acquire assets only to fulfill its objectives.

(b) The acquisition of assets shall result from a deliberate consideration of requests made through the planning process.

(c) A register shall be maintained for all assets, recording each item's cost, revaluations (if any), and location. For certain assets, details of reconditioning, improvements, or bonding shall also be documented.

(d) Upon acquisition, all assets must be recorded in the fixed assets register, which will include physical details and location. Each asset will receive an identification number.

(e) The location and custody of any asset, regardless of size or duration, must be clearly identifiable from the asset register and the respective department or section responsible.

(f) Depreciation of assets, except for land, shall be determined based on their estimated useful life, with the depreciation method being applied to the written-down value.

15. Internal Audit

(a) An Internal Auditor, under the Treasurer's direction, is responsible for conducting continuous examinations and audits of accounts, financial records, transactions, and inventories.

(b) The Accounts Officer and all other University officers and employees must provide the Internal Auditor(s) with any records and documents they may require during the course of their duties.

(c) The Internal Auditor has the authority to inspect any University section or department and access relevant reports and documents. They may request the production of cash, inventory, and other property, and receive explanations as deemed necessary to produce an informed report for the Audit Committee.

(d) Despite the provisions in this clause, the Internal Audit division shall adhere to best practices and Indian Auditing Standards in performing their duties.

16. Irregularities

If the BoM or the Finance Committee determines that an irregularity has occurred in the handling of university finances, inventory, or other assets, an investigation shall be initiated to ascertain the nature and extent of the irregularity or fraud.

The BoM, upon advice from the Governing Body, will determine how the results of these investigations shall be addressed.

17. Review and Effectiveness

This Policy may be amended by the BoM as needed, with recommendations for amendments being presented by the Finance Committee to the BoM.

This Policy shall become effective on the date it receives approval from the BoM and the Governing Body.

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