

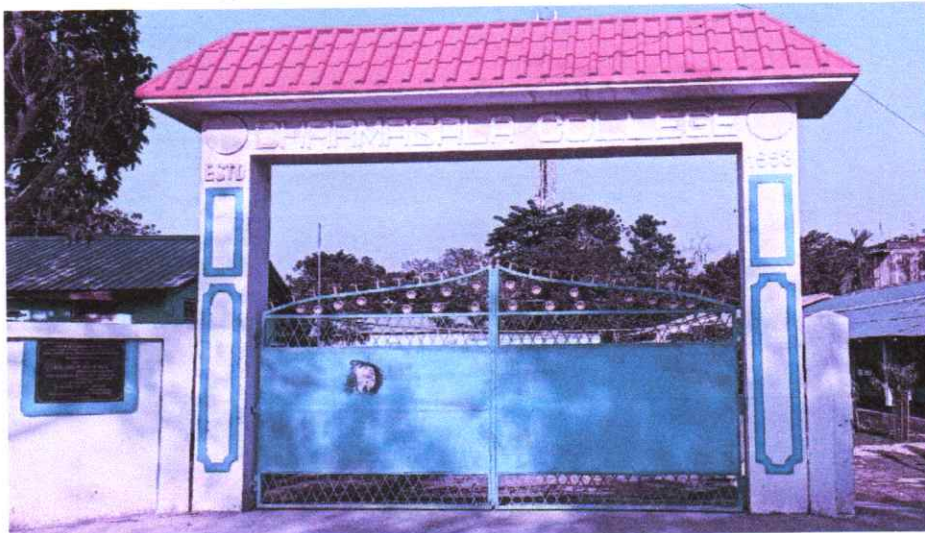
ACADEMIC & ADMINISTRATIVE AUDIT

DHARMASALA COLLEGE

DHARMASALA, DHUBRI

ASSAM-783324

ACADEMIC YEAR: 2019-20 TO 2023-24



AFFILIATED TO GAUHATI UNIVERSITY

Website: www.dharmasalacollege.com

Email Id: dharmasala.college175@gmail.com

Academic & Administrative Audit (AAA)
Dharmasala College, Dharmasala, Dhubri, Assam
Period of Audit: 2019-20 to 2023-24 (Five Academic Years)

Subject to the approval of the Hon'ble Vice Chancellor, Gauhati University vide letter no. GU/AFF/Audit/2024/7970-75 dtd. 30/05/2024 a team of two members consisting of Dr. Upendrajit Sarma, Associate Professor, BN College (Autonomous) and Mr. Prakash Chakraborty, Associate Professor, Chilarai College, Dhubri visited the college on 22/08/2024 with a view to conducting Academic and Administrative Audit of the Institution. It is being carried out with a view to reviewing, assessing, evaluating Academic and Administrative aspects of the College based on a number of predetermined parameters and to suggest measures for strengthening all important aspects of the College.

During the visit, the team has interacted with the Principal, IQAC, GB Members, Teaching & Non-Teaching staffs and other stakeholders of the College on various benchmarks in relation to the availability of different documents and verified all important papers. Initially, Dharmasala College has constituted an Internal Academic & Administrative Audit Committee to carry out the entire process of the said audit. The said Internal Audit Committee of the college has submitted all the important documents to the External Members of the Audit team on the day of visit for verification.

Internal A & A Audit Committee:

Sl. No.	Name of the Person	Position in Internal Committee	Designation
1.	Dr. Mazibar Rahman Prodhani	Chairperson	Principal
2.	Dr. Lohit Kumar Roy	Member	Asstt. Prof. & Coordinator, IQAC
3.	Dr. Farhad Hussain	Member	Asstt. Prof. & Asstt. Coordinator, IQAC
4.	Sri. Bhaskar Jyoti Sharma	Member	Asstt. Prof. (HoD), Assamese
5.	Sri. Shafiqul Hoque Prodhani	Member	Asstt. Prof. (HoD), English
6.	Sri. Hamidul Islam	Member	Asstt. Prof. (History)

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General Information of the College:

Year of Establishment of the College	1993
Year of Provincialization of the College	2021
Location of the Institution	Rural Situated in a very remote area adjacent to Indo-Bangla International Border.
Number of Stream in the College	Arts (One)
Academic Programme of the College	1. Arabic 2. Assamese 3. Economics 4. Education 5. English 6. History 7. Philosophy 8. Political Science 9. Sanskrit
Number of Add-On Course offered by the College	04
Number of Teaching & Non-Teaching Staffs	Teaching- 17 Nos. (Sanction- 10 Nos & Non-Sanction- 07 Nos) Non-Teaching- 10 Nos. (Sanction- 05 Nos & Non-Sanction- 05 Nos)
Enrollment in the Current Academic Year	Total- 576 Nos. Male- 366 Female- 210
Status of Accreditation of the College	Applied for the 1st Cycle & SSR is going to be submitted by 23rd August, 2024.

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Criterion Wise Observation & Comments:**(a) Curricular Aspects:**

Key Indicators of the Criterion	Observation & Comments
Curricular Planning & Implementation	<ul style="list-style-type: none"> A well planned & documented mechanism is in practice for curricular delivery. Based on the Academic Calendar of the affiliating University, the College prepares its own Academic Calendar for the smooth functioning of the academic activities in the college.
Academic Flexibility	<ul style="list-style-type: none"> CBCS & FYUGP mode is implemented in all academic programme. Students have the freedom to select any subject combination out of the nine subjects offered by the College. Apart from the core subjects, the Institution runs four certificate courses.
Curriculum Enrichment	<ul style="list-style-type: none"> Cross-cutting issues such as Gender, Human Values, Environment & Sustainability, Professional Ethics etc. are integrated into the curriculum. Students are involved in Project work, Home Assignment, Field Work etc.
Feedback System	<ul style="list-style-type: none"> Feedbacks from the various stakeholders are collected through a well planned mechanism such as questionnaire benchmark. After analyzing the feedback report, the college takes measures to fulfill suggestion of its stakeholders.

(b) Teaching-Learning & Evaluation:

Key Indicators of the Criterion	Observation & Comments
Student Enrollment & Profile	<ul style="list-style-type: none"> Admission process of the college is transparent & well administered. Statutory Reservation Policy of the concerned authority is strictly followed.
Student Diversity	<ul style="list-style-type: none"> Enrollment of students is carried out with diverse socio-economic background. Majority of the students are belonging to BPL, Minority, OBC & SC families get admission in the college.
Teaching, Learning Process	<ul style="list-style-type: none"> Teachers of the College implemented variety of teaching method to make teaching-learning process more effective and successful. Teachers use ICT tools in teaching & also various online platform such as Google Classroom etc.
Teacher Profile & Quality	<ul style="list-style-type: none"> Out of 17 faculty members, four faculty members have Ph.D.

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	<ul style="list-style-type: none"> • Three faculty members have cleared NET & SLET • One faculty member has submitted Ph.D thesis.
Evaluation Process & Reforms	<ul style="list-style-type: none"> • Internal Evaluation is conducted as per the guidelines provided by the affiliating University.
Student Performance & Learning	<ul style="list-style-type: none"> • Considering the location of the college & socio-economic background of the locality, the college maintains a satisfactory pass percentage.
Student Satisfaction Survey	<ul style="list-style-type: none"> • SSS is conducted through online mode.

(c) Research, Innovation & Extension:

Key Indicators of the Criterion	Observation & Comments
Resource Mobilization for Research	<ul style="list-style-type: none"> • The college has not received any grants from Governmental & Non-Governmental agencies for conducting research project Major/Minor.
Innovation Ecosystem	<ul style="list-style-type: none"> • The institution has a limited opportunity & resources to create a well design ecosystem for innovation, IKS, Incubation Centre etc. • The college has designed some certificate courses in order to create self-employment & self-reliant.
Research Publication & Awards	<ul style="list-style-type: none"> • As per as research publication is concerned, it is not upto the level of satisfactory in terms of UGC Carelist journals. • There are some number of articles in Books/Chapters with ISBN is published by the faculty members.
Extension Activities	<ul style="list-style-type: none"> • An energetic & vibrant NSS Unit of the College carries out the extension activities like cleanliness drive, plantation drive, Swachh Bharat, Amrit Brikshya Andolan etc. are celebrated. • NSS Unit is trying to instill social responsibility & create social awareness by conducting survey in the adopted village.
Collaboration	<ul style="list-style-type: none"> • In the greater interest of students, the college has established MoUs with following institutions. • Alamganj Rangamati College • Chilarai College • Progati College • AMTRON • Koch Rajbanshi Sahitya Sabha

(d) Infrastructure & Learning Resources:

Key Indicators of the Criterion	Observation & Comments
Physical Facilities	<ul style="list-style-type: none"> • Infrastructural facilities are found not adequate to carry out or to meet needs of the students for their overall development.

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Library as a Learning Resource	<ul style="list-style-type: none"> The College Library is not automated. The text and reference books need to be included more & also equipped the library with the advancement of technology.
IT Infrastructure	<ul style="list-style-type: none"> There are number of desktop for administrative & official purpose. There are three laptops for official use. Other IT tools like Projector & Wifi facilities have been installed in the campus.
Maintenance of Campus Infrastructure	<ul style="list-style-type: none"> The college authority has constituted different cells & committees to look after the infrastructure and other facilities in the campus.

(e) Student Support & Progression:

Key Indicators of the Criterion	Observation & Comments
Student Support	<ul style="list-style-type: none"> Free Admission is provided to more than 90% students of the college under Fee Waiver Scheme of Govt. of Assam. The students are benefited by the facilities of Scholarship under various schemes of central & state govt.
Student Progression	<ul style="list-style-type: none"> Some of the passed out students enrolled into higher studies. Some of the passed out students get placement in govt. & private firm.
Student Participation & Activities	<ul style="list-style-type: none"> The participation of students at various University/state/national/international level is very much minimal. Only one student has participated at University level and won medal.
Alumni Engagement	<ul style="list-style-type: none"> There is a Alumni Association but it is not registered. The College authority should encourage and strengthen the alumni association for extension activities.

(f) Governance, Leadership & Management:

Key Indicators of the Criterion	Observation & Comments
Institutional Vision & Leadership	<ul style="list-style-type: none"> The college practices an active participatory and decentralized management through various cells and committees. Extension activities have been conducted to make the students towards the leadership.
Strategy Development & Deployment	<ul style="list-style-type: none"> The college has introduced Add-on

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	certificate course programs with a view to improve employability.
Faculty Empowerment Strategies	Due to want of College fund, the faculty members participated in research works incurring own expenses
Financial Management & Resource Mobilization	After the provincialization in the year 2021, the college regularly conducted Internal & External financial audit and verified by CA.
Internal Quality Assurance System	The IQAC of the college has taken initiative in terms of enhancing quality education with the introduction of ICT in teaching-learning process, conducting field survey by students, feedbacks from stakeholders, signing MoUs for faculty and students exchange programme etc.

(g) Institutional Values & Best Practices:

Key Indicators of the Criterion	Observation and Comments
Institutional Values & Social responsibilities	<ul style="list-style-type: none"> ➤ The college takes various measures for an effective promotion of gender equality. ➤ The college has formulated different committees to provide safety and security to the girls student. ➤ A special statutory body has been formed which address the issues of sexual harassment in the college campus. ➤ The institute has taken several measures for initiating the use of alternate source of energy, management of degradable and non-degradable waste in the campus. ➤ As the green campus is concerned, the college has been maintaining for making the campus green by conducting tree plantation drive. ➤ The institute has made ramp and rail to support the disabled-friendly and making the campus barrier free environment.
Best Practices	<ul style="list-style-type: none"> ➤ “Steps towards the social responsibility” which addresses the students to make the environment green. ➤ “Making digitalized campus” is an initiative for transforming the campus into digitalized one.
Institutional Distinctiveness	<ul style="list-style-type: none"> ➤ Emerging as an institution to support and provide quality as well as holistic education in the locality.

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SWOC:

Institutional Strength:

- The college has been provincialized on 5th Feb, 2021.
- The college campus is under CCTV surveillance.
- Active NSS Unit in the college.
- Dedicated and Sincere faculty members.
- Eco-friendly & barrier free environment campus.
- Separate Girls' Common Room with attached washroom.
- The college has an auditorium.
- Cooperative and supportive Governing Body.

Institutional Weakness:

- Insufficient land for campus expansion.
- Lack of Collaboration with industries & commercial enterprises for facilitating campus placement.
- Inadequate Infrastructure.
- Lack of adequate number of permanent faculty members.
- Inadequate number of permanent office staffs.
- Lack adequate number of classroom.
- Lack of well-equipped digitalized library facilities.
- Less number of well-equipped ICT based classroom.

Institutional Opportunities:

- To update the library into a well-equipped digitalized one.
- To impart the skill-based programmes for generating employability.
- Scope for starting NCC wings in the college.

Institutional Challenges:

- To increase the number of posts of the faculty and non-teaching staffs.
- To build indoor stadium.
- To ease the socio-economic condition of students.
- To increase maximum number of enrollment.
- Being a single stream college, the proper implementation of NEP2020 is a big challenge especially in the rural area.

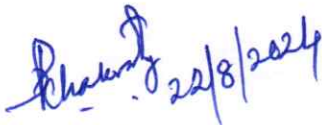
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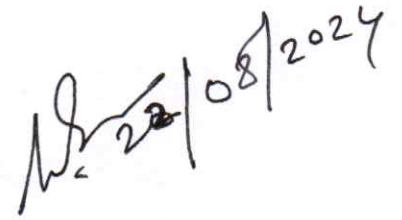
Recommendations & Suggestions:

1. The academic department of the college should work on the well planned curriculum delivery mechanism.
2. The college should keep all valuable records or documentation of the entire activities.
3. Infrastructure needs to be improved more.
4. The college needs for more collaboration to be established in terms of faculty exchange, student exchange etc. with the neighbouring institutions.
5. Research & publication culture needs to be increased more.
6. The college should motivate more students for participation in the inter-college, inter-university, National levels games & sports competition.
7. The college library should be improved in terms of collection of texts book, reference book, journals as well as enhance the library with the installation of technology.
8. The college should upgrade the traditional classroom into a ICT based classrooms.
9. The college needs to construct Boys' Common room in relation to gender equity.
10. The college needs to improve the Canteen facilities in the campus.
11. The IQAC should organize the Regional, National & International seminars & conferences for maintaining quality ambience in the college premises.
12. The college needs to focus to strengthen the Alumni Association & also measures should be taken in terms of massive participation in alumni association.
13. The college should take a measure for NCC wings for the better development of the students.
14. The college needs to install the solar energy in the campus.
15. The college should constitute a parents-teachers committee.
16. The Best Practices of the college should focus on student centric.

Signature of the External Auditors of Academic & Administrative Audit:



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Date: 22/08/2024