



Academic and Administrative Audit

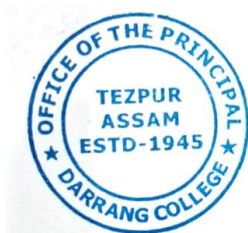
Action Taken report

Name of External Auditors:

- **Dr. Dilip Kumar Saikia (Chairperson)**
Retired Professor, Department of Computer Science and Engineering,
Tezpur University & Former Director, NIT Meghalaya
- **Dr. Utpal Sharma (Member)**
Professor, Department of Computer Science and Engineering, Tezpur University
- **Dr. Debarshi Prashad Nath (Member)**
Professor, Department of Cultural Studies, Tezpur University

Criteria	Observations and Suggestions given by Audit Committee	Action Taken
1. Curricular Aspects	<ul style="list-style-type: none">● The departmental activity calendar needs to be implemented properly across the department	<ul style="list-style-type: none">● The department activity calendar will be prepared and implemented from the new academic session by all departments.
2. Teaching Learning and Evaluation	<ul style="list-style-type: none">● Basic format for lesson plan should be standardized● Internship must be arranged for students● Enhance the use of ICT tools● Attainment of CO and PO should be evaluated	<ul style="list-style-type: none">● Departments have been informed to maintain a uniform and standardized lesson plan by all the faculty members.● Discussions are going on to make more industry linkage with industries and to engage our students as interns.● Training of faculty members on effective use of ICT tools will be conducted. More ICT support will be provided to the departments for effective teaching-learning process.● A committee has been formed to look after the attainment and evaluation of CO and PO of the department.

3. Research, Innovations and Extension	<ul style="list-style-type: none"> • More funded research project should be there in the college 	<ul style="list-style-type: none"> • Faculty members having Ph.D. degree will be encouraged to apply for Ph.D. Guideship and research projects.
4. Infrastructure and Learning Resources	<ul style="list-style-type: none"> • Funds for procuring more books for new programmes should be increased 	<ul style="list-style-type: none"> • To increase the recurring fund for the library, a proposal will be placed in the governing body meeting for approval. In addition to this, a proposal will also be sent to DHE, Assam, for funding.
5. Student, Support and Progression	<ul style="list-style-type: none"> • Streamlining the alumni engagement in the department 	<ul style="list-style-type: none"> • All the departments will be instructed to create an alumni management platform which will maximize the involvement of alumni in the overall growth of the college.
6. Governance, Leadership and Management	<ul style="list-style-type: none"> • Course wise feedback and follow up action need to be taken • Meeting of the full IQAC Committee should be increased 	<ul style="list-style-type: none"> • Feedback from all the stakeholders has been given priority for the overall improvement of the college. More emphasis will be given on follow-up action from the new academic session. • From new academic session, meeting of full IQAC committee will be held twice in an academic session.
7. Institutional values and best practices	<ul style="list-style-type: none"> • Limited mushroom and vermicompost production 	<ul style="list-style-type: none"> • Planning is going for the expansion of mushroom cultivation and vermicompost production to cater to the growing need of the produce. • Training have been already imparted to our students and to the people of adopted village of Darrang College for self-sustainability. From the upcoming academic session more training programme will be organised for the unemployed youth.



Principal
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