

# ACADEMIC AND ADMINISTRATIVE AUDIT



## 2018 - 2023

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**DARRANG COLLEGE**  
**TEZPUR-784001**  
**ASSAM**

[www.darrangcollege.ac.in](http://www.darrangcollege.ac.in)

# Academic and Administrative Audit Report

Darrang College, Tezpur, Assam  
April 26-27, 2024

## Introduction:

Darrang College, a premier institute of Higher Education on the North Bank of the Brahmaputra in Assam was established in the year 1945. The College has 15.07 acres of land as a campus area with classrooms, library, laboratories, auditorium, seminar hall, indoor stadium, gymnasium, canteen, car parking, cycle stand and a playground. The College is headed by a Principal who is assisted by a Vice Principal. There are three Academic Vice Principals to look after academic matters. The College runs 33 programmes in three different streams – Arts, Science, and Commerce along with four PG Courses in Assamese, Geography, Botany and Zoology. There are currently 123 faculty members and 3262 UG and 137 PG students.

## Observations:

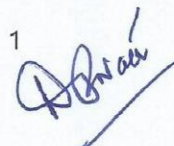
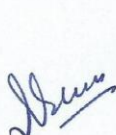
### I Curricular Aspects:

The College follows the Academic Calendar of Gauhati University. NEP2020 based curriculum is offered for the recent one batch. Previous batches used to follow the earlier CBCS curriculum of the University. Some departments of the College have designed certificate courses on socially relevant areas. A few faculty members are involved in university-level exercises such as syllabus preparation and members of Boards of Studies.

The university provides an academic calendar every year. The College prepares its own academic calendar in alignment with the one provided by the university and provides it to the departments. Some of the departments prepare their departmental calendar incorporating their specific activities. This practice however needs to be implemented properly across the departments. The calendar should specify the dates of examinations, including the sessional exams, and the important events such as College Sports/ Cultural Week.

The issues of professional ethics, gender sensitivity, human values, environment, and sustainability etc. are yet to be incorporated in the curriculum. The College tries to address these by organizing invited talks, workshops, extracurricular activities such as tree plantation, blood donation, vaccination, village adoption.

Project works, field works/ field visits are part of the curriculum for most of the programs. Project works done in teams provides for imbibing the ability to work in team. It is necessary to retain this practice. Internships have been implemented



in some departments. Extension activities and field trips are conducted as part of most of the programmes.

## II Teaching Learning and Evaluation

There is good demand for admissions and almost all the seats get filled-up. However, 10-15% of the admitted leave to join professional courses. The admissions are carried out strictly following the Government of Assam's reservation criteria.

Teachers maintain lesson plans. However, the basic format for the same can be improved and it should be standardized. The number of contact hours for different courses should be more clearly linked to the credit values of the courses.

Most of the programmes include practicals and field works. 80% evaluation is based on University level examinations and 20% is internal evaluation. Students sometimes have grievances related to the University level evaluations and the College provides support to the students in resolving these issues. Answer scripts of class tests are shown to the students.

Most of the departments identify slow and advanced learners based on their performances in the sessional tests and university examinations. A few departments carry out scientific analysis of student performance data to classify the students. Remedial classes are conducted for slow learners. The College provides guidance for competitive examinations to interested learners.

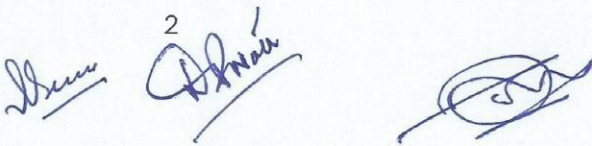
The departments conduct Induction programme for newly admitted students. Some departments have also created a fund through faculty contributions for meeting certain expenses.

Student project is part of the curriculum for most of the programmes. Field trips/industry visits are carried out across the departments. Departments try to arrange for internships for the students. However, it remains a challenge. Laboratory-based learning is used in the science departments.

Some teachers use ICT tools such as LCD projectors, smart classrooms for curriculum delivery through PPT presentations. Some of the teachers have developed video contents for the courses which are made available to the students through a YouTube channel maintained by the college. There is scope for enhancing the use of ICT tools.

Groups of students are assigned to each faculty member for mentoring. Counselling to students has been given in some cases. There are some instances of remarkable positive effects of mentoring. The interactions of mentors and mentees need to be increased and the important steps and outcomes should be recorded.

More than half the teachers have PhD degrees while some other are pursuing PhD. The College has defined the Course Outcomes (COs) of most of the courses. However, for some courses these are not in the format of enumerated points. Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) are identified for a few programmes only. Attainment of COs, POs, and PSOs is not



being evaluated. Some initiatives towards Outcome Based Education (OBE) are there, but the philosophy of modern OBE needs to be studied, disseminated, and followed.

The average success rate of students in the university examinations is above 90%. Students of several of the departments in the college regularly achieve top ranks in the university examinations.

### **III Research, Innovation and Extension**

There are some funded research projects running in the College. However, the number is small. Some faculty members have published in good journals and a good number of books. However, the overall research activities need significant thrust. Some faculty members engage UG/ PG students in research oriented projects. This practice needs to be expanded. One faculty member is a recognized PhD supervisor.

The Department of Physics has a set-up to produce LED bulbs which have found encouraging utilization. Similarly, there is a mushroom cultivation unit and a vermi-compost unit that carries out training programs for students and have been able to generate some revenue. There are museums of spices, zoological specimens, plantations of rare horticultural and medicinal plants maintained by the departments. In addition, the departments of Assamese and History have set-up small museums with relevant collections.

The College has established Institutional Innovation Centre (IIC) that has been carrying out promotional programs among the students in the recent years.

The College has adopted a nearby village where it has conducted some extension activities.

The College has an active NSS unit and two NCC units – one boys' and one girls'. These units have carried out commendable service and received recognitions at various levels. In recent years a few NCC cadets have participated in National Republic Day Camps.

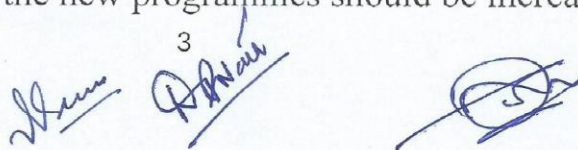
The College has several MoUs with other educational, research and technical institutions.

### **IV Infrastructure and Learning Resources**

The College has good infrastructures for academic, co-curricular and administrative purposes. Adequate classrooms are there, and some classrooms have ICT facilities.

A well-stocked College library with about 72000 books is housed in a dedicated building. It is automated using SOUL software. Reading facilities, digital section and a section for rare books are there in the library. The library has generally good footfalls. There is a book bank with a modest repository of textbooks. Barcode technology is used for identifying the books and the users. Funds for procuring more books, particularly for the new programmes should be increased.

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The page ends with three handwritten signatures in blue ink. The first signature is on the left, the second is in the middle, and the third is on the right. The second signature has a small number '3' written above it. To the right of the signatures is a circular stamp, possibly a library or administrative mark.

Each department maintains a Departmental Library with books mainly obtained through contributions from faculty members, outgoing students, alumni and other well-wishers. Some departments publish wall magazines and hand-written magazines.

The Science departments have the required laboratories. There is room for better maintenance and upkeep of some of the laboratories. The safety measures need to be improved in some of the laboratories.

The College has an Internet connection of 30Mbps through BSNL-leased line.

There is an indoor stadium that houses badminton courts, table tennis boards and other minor sports facilities. There is a large playground for football, cricket and volleyball.

There is a large auditorium with a seating capacity of over 1500. Apart from it there are two adequately furnished halls suitable for big conventions.

There is a boys' hostel and a girls' hostel. There is scope for enhancing the capacity. There is a canteen within the campus.

Though the infrastructure is maintained reasonably well, the College at times faces hurdles in allotting funds for their maintenance.

## **V Student Support and Progression**

In recent years the state Government has made provision for tuition fee support to the students from low-income families.

Departments provide career guidance to the students through talks by external resource persons and alumni. There is an Entrepreneurship Development Cell (EDC) in the College that conducts various programmes. There is a Public Service Examination Guidance Cell that provides coaching to students for state level and national public service selection examinations.

A significant percentage of the students go for higher education after completing their studies in the College. Some students have joined reputable institutions of higher education in the country. A good number of students have been able to get placements too, and a few have become entrepreneurs.

There is a Students' Union in the College whose executive members are elected by the students. Various sports, cultural and literary activities are conducted by the Students' Union. Many students have participated in various sports and cultural events at the University level and secured positions. Some students have participated in state and national-level events too.

The departments have contact with their alumni and they have helped the College in various ways. In some departments the alumni have delivered guest lectures and provided guidance for examinations such as NET. As a premier college of this region, there are several alumni who have been highly successful. Recently an impressive auditorium has been constructed with alumni contribution of about Rs 65,00,000/-. There is room for further streamlining the alumni engagement in the departments and the College.

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## **VI Governance, Leadership and Management**

The College has a Governing Body chaired by an eminent retired academician. It meets regularly and the records are maintained. The regular functioning of the College is looked after by the principal who is also a successful faculty member and researcher. There is an Academic Council chaired by the Principal that monitors the academic processes in the colleges. There is a Vice-principal and three Academic Vice-Principals to assist the Principal in the administration. The Heads of the Departments are appointed on rotation.

The College has a Perspective Plan and the recent developments have been carried out as per this plan.

The College has developed a set of policies, rules and procedures for the governance of the college in a transparent manner. It has its own software modules for e-Governance. However, for uniformity across institutions, it is now in the process of adopting the SAMARTH platform of MoE, GoI for e-Governance, as per direction of the State Government

Faculty members participate in the administration of the college through various committees. Administrative responsibilities are delegated to the department heads and other functionaries.

The College has provided seed money to young faculty members for starting research in recent years. It has also provided support to faculty for attending conferences etc.

Some departments have conducted FDPs in the recent years. Faculty members have attended in-house as well as external FDPs and Refresher and Orientation courses. Most of the departments are conducting additional certificate courses. Some such courses are run in collaboration with other institutions.

There is an active Internal Quality Assurance Cell (IQAC) in the College. It conducts various events in the College in collaboration with the departments and external organizations. The IQAC maintains the annual performance appraisals of the teachers. Feedback from the students is collected centrally by the IQAC. Some departments collect feedback and carry out an analysis of the same. Course-wise feedback and specific follow-up actions need to be taken. The internal members of the IQAC have frequent meetings. The number of meetings of the full IQAC Committee should be increased.

The College maintains its accounts well and these are audited regularly.

## **VII Institutional Values and Best Practices**

The College has a green campus. There is rainwater harvesting provision. Green audit and energy audits are conducted.

Programmes on gender sensitization are conducted from time to time.

There is a small but successful mushroom cultivation unit and a vermicompost production unit that have been able to sell the produce.

Darrang College is one of the most reputed colleges of Assam. For a long time now, the college has been catering to the needs of a wide geographical area, including the entire North Bank of the Brahmaputra and even areas of neighbouring states like Arunachal Pradesh. During its nearly eighty years of existence, the college has created a pool of accomplished and well-placed alumni spread across the globe. Many alumni are presently working as faculties in prestigious educational institutions around the world.

## SWOC Analysis

### Strengths:

1. Seventy-nine years of service to the nation
2. Reasonably good infrastructure
3. Well qualified (56% with PhD) and good mix of young and experienced faculty
4. Strong alumni base and support received
5. Socially relevant courses and commendable extension services
6. Excellent sports infrastructure
7. Very good student performance at university level
8. Achievement of the students in extracurricular activities
9. 47% of faculty and 56% of students are female

### Weaknesses:


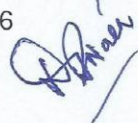
1. Limited research activities
2. Some departments are understaffed.
3. Inadequate space for some departments
4. Lack of space for future growth

### Opportunities:

1. Government's thrust on higher education
2. Implementation of NEP 2020
3. Emphasis on multidisciplinary education
4. Skill-oriented programs
5. Catering to needs of diverse cultural communities

### Challenges:

1. Enhancing IRG, in the context of government restriction on fees, and mobilization of external funding to be able to develop the required infrastructure, fund the desired activities and to suitably engage and the contract staff.
2. Establishing a greater national and regional presence through active collaborations with national institutions
3. Building a more productive research culture across all departments

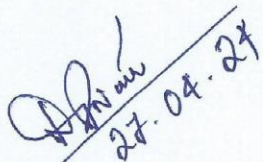
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4. Aligning with greater academic flexibility of NEP 2020
5. Attracting a wider pool of students from across the state and the region
6. Many students are engaged in other activities and miss classes.
7. Finding ways to avoid vacancies created due to admitted students dropping out to join professional programs elsewhere.

### Recommendations:

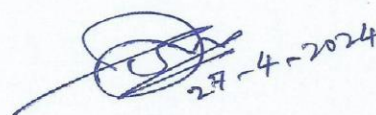
1. Allow students from the College as well as from other institutions to join as interns in units such as the LED bulb production, Mushroom Cultivation and Vermi-Compost Units.
2. The stakeholders' feedback collection and follow-up need to be strengthened and standardized.
3. In some departments regular faculty strength needs to be enhanced.
4. Recurring funds for the library should be increased. More books for the new programmes are required.
5. Explore ways to improve the welfare of teaching as well as non-teaching staff engaged full-time on contractual basis. Performance incentives may also be extended to the long-term contract staff.
6. In-service training should be arranged for non-teaching staff members from time to time.
7. As a college affiliated to an University, certain aspects of OBE are to be specified by the University, however, the College can take initiative to fill in the missing portions.
8. The College should work aggressively to get autonomous status to be able to effectively implement NEP and excel.
9. Stock-verification needs more emphasis.
10. Implement a clearly defined structure for feedback analysis and learning outcomes.
11. The College may think of admitting appropriate number of additional students to minimize vacancies created due to admitted students dropping out.

  
27.04.24

Prof. D. P. Nath  
Member

  
27.04.24

Prof. U. Sarma  
Member

  
27-4-2024

Prof. D. K. Saikia  
Chairman



  
Principal  
Darrang College  
Tezpur, Assam