

REPORT

ACADEMIC AND ADMINISTRATIVE AUDIT

(2018-2023)



TYAGBIR HEM BARUAH COLLEGE
(Affiliated to Gauhati University)
Jamugurihat, Assam : : India

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT TYAGBIR HEM BARUAH COLLEGE

Introductory note from the Auditors

This report is prepared by the following members on getting a request from the Tyagbir Hem Baruah College authority to audit academic activities carried out in the College during the academic session 2018-2023. Both the auditors submitted the Academic and Administrative Audit Report of the college based on their earlier data and by physical verification and interactions, prepared by us based on the facts received from the academic departments and administration of the college during our visit to the college on the below-mentioned date. The IQAC Coordinator supported and facilitated us during our visits to the departments followed by departmental presentations. All the academic departments presented their departmental profiles in PPT formats demonstrating their academic and co-curricular activities during their presentations in the conference rooms where the Principal and the IQAC Coordinator were also present.

On the basis of the report received, checking at the individual department, office and also from the interactions with the presenting teams of each department whatever found is presented in facts and figures.

We solemnly declare that the report has no facts which lessen the reputation of the college.

Members of the Academic Audit Team

**PROF. BHABEN TANTI
PROF. RATUL MAHANTA**

Visit Date:13-06-2023

Session: 2018-2023

---:::Visit Schedule :::---

Members of the AAA	Time	Agenda	Venue
Prof. Rtul Mahanta & Prof. Bhaben Tanti	10.00 am	Academic & Administrative Audit for the Session 2018-23	Conference Room THB College
			Principal THB College
DEPARTMENTAL INTERACTION & HOD'S PRESENTATION			
HOD, Assamese	10.30am	Departmental Presentation	Seminar Room
HOD, Botany	11.00 am	Departmental Presentation	Meeting Room
HOD, Chemistry	11.15am	Departmental Presentation	Seminar Room
HOD, Education	12.00 pm	Departmental Presentation	Meeting Room
HOD, Economics	12.15pm	Departmental Presentation	Seminar Room
HOD, English	12.30 pm	Departmental Presentation	Meeting Room
HOD, Geography	12.45 pm	Departmental Presentation	Seminar Room
HOD, History	1.00 pm	Departmental Presentation	Meeting Room
HOD, Mathematics	1.15 pm	Departmental Presentation	Seminar Room
HOD, Nepali	1.15 pm	Departmental Presentation	Meeting Room
HOD, Physics	1.30 pm	Departmental Presentation	Seminar Room
HOD, Political Science	1.45 pm	Departmental Presentation	Meeting Room
HOD, Statistics	2.00 pm	Departmental Presentation	Seminar Room
HOD, Zoology	2.30 pm	Departmental Presentation	Meeting Room

Profile of the Tyagbir Hem Baruah College

Brief introduction of the College

Tyagbir Hem Baruah College came into existence in the realm of higher education in Jamugurihat on July 16, 1963 as a result of noble endeavors of a few torch bearers with enormous support from hundreds of enlightened minds from the locality in their own capacity, guided by the ideals of optimism, courage and sacrifice. At the time of inception, the college was named as “Jamuguri College” which later on renamed after the famous freedom fighter Tyagbir Hem Baruah College as per decision of the Executive Committee of the college on February 8, 1965. The college has presently a sprawling campus of about 30 acres of land with natural wetlands, converted to fish farms by the Alumni Association of the college. There is a Botanical garden with fruit bearing tree and quite a large number of medicinal plants and valuable timber woods. The Tea Garden of the college under “Seuj Udyug” scheme, the first of its kind in any college in the entire Brahmaputra Valley started with the aim of generating resources for making the college self-reliant to some extent. The college received its deficit grants-in-aid of the University Grant Commission (UGC) in 1974. With major development like introduction of science stream in 1989, the college completed its glorious journey of 50 years in 2013.

The college, which was once started with seven department *viz.*, English, Assamese, Economics, Education, History and Political Science at intermediate and undergraduate level, are now offering courses to about 2000 students in Arts and Science. Integrated Teacher Education Programme is going to be launched from the year 2023-2024 with grant of recognition from NCTE. The college has undergone assessment by National Assessment and Accreditation Council (NAAC) three times first in 2004 and later in 2011 and 2020. On the first assessment the college was accredited with grade C+ while in the next two assessments the college was awarded Grade-B. Besides imparting knowledge to the students, the college is contributing a bit towards social and economic upliftment of the community.

The college has a number of societies, like Economic Planning Forum, Women Cell, Geographical Society, Education Society, Political Science Forum, Biological Society, TRIDHARA (a literary society of the Department of Nepali, English, and Assamese of the college) etc. to conduct different activities of academic and social importance. Holding of seminars/ symposium/ training programs/ workshops on areas of greater academic and social importance is a regular exercise of almost all the departments of the college aiming at benefiting the college fraternity and the local community. The works undertaken by NSS cell, NCC and the Women Cell, UBA cell of the college are working in this regard. The Career Guidance & Counseling Cell (CGCC) extends all moral support and career guidance to all students by regularly organizing various talks on emerging career options in the present context.

Present Status of the College

A. Vision

To impart higher education for uplifting human resources and to bring and brought out responsible citizens with a distinct ambition to cope with the changing global environment with the motto - "May the Divine Light Enlighten Us"

B. Mission

Our Mission is to produce a number of committed and responsible human being who can serve the huge area in particular and the nation in general in the years to come.

C. Objectives

- i. To generate and transmit quality education and to provide specialized and demanding education to the students so that they can be gainfully employed in future life.
- ii. To impart education for inculcation of democratic and secular value and to imbibe commitment towards the society.
- iii. To strengthen national integration and universal brotherhood, progressive outlook and to ensure preservation and transmission of rich cultural heritage of the nation.
- iv. To inculcate the spirit of sportsmanship to attain perfection as human being.
- v. To bring the woman folk and the underprivileged classes to the field of higher education

D. Number of Streams: 02 (Arts and Science)

E. Number of Subjects: 14 (Assamese, Economics, Education, English, Geography, History, Nepali, Political Science, Mathematics, Statistics, Botany, Zoology, Chemistry, and Physics)

INFRASTRUCTURE FACILITIES OF THE COLLEGE

Facilities	2022-23	2021-22	2020-21	2019-20	2018-19
Campus Facility					
Campus area	100 Bighas	100 Bighas	100 Bighas	100 Bighas	100 Bighas
Class rooms	40	35	35	30	30
Classrooms with Wi-Fi	11	11	11	08	08
Laboratories	13	12	12	12	12
Seminar Halls	02	02	01	01	01
Meeting Room	03	03	03	03	03
Auditorium	01	01	01	01	01
Classrooms with smart board	11	11	11	08	08
Language Lab	-	-	-	-	-
Water Supply Plant	-	-	-	-	-
Parking place	03	03	02	02	02
Teachers' Common Room	01	01	01	01	01
Museum	01	01	01	-	-
Boy's Common Room	01	01	01	01	01
Girl's Common Room	01	01	01	01	01
College Canteen	01	01	01	01	01
Solar power Unit	05	05	03	-	-
Boundary wall	Yes	Yes	Yes	-	-
Value of equipments purchased during the year (Rs. Lakh)	4 Lakh	15 Lakh	3 Lakh	2 Lakh	2 Lakh
Computer Facility					
Total Computer	36	30	30	30	20
Students Browsing Centre	01	01	01	01	01
Computer lab	01	01	01	01	01
Sports Facility					
Foot ball/ Cricket/ outdoor sports Ground	01	01	01	01	01
Badminton Court	02	02	02	02	02
Gymnasium Hall	01	01	01	01	01
Volleyball Court	01	01	01	01	01
Xerox Centre	04	04	03	01	01
Boys/Women Hostel	01	01	01	01	01
Indoor Sports Complex	-	-	-	-	-
Distance Education Centre (Study Centre of KKH State Open University, IDOL, GU and ASOS, AHSEC)	02	02	02	02	02

Academic Strength

Name of the Department	UG/PG	Number of Teachers	No. of Students		Seat Capacity		No. of Value Added/Certificate Courses offered
			UG (H+R)	PG	UG(H)	PG	
Department of Assamese	UG	05	1250	-	160	-	01
Department of Botany	UG	04	108	-	110	-	-
Department of Chemistry	UG	03	102	-	110	-	-
Department of Education	UG	04	1100	-	160	-	-
Department of Economics	UG	04	172	-	160	-	01
Department of English	UG	05	350	-	160	-	01
Department of Geography	UG	04	447	-	160	-	-
Department of History	UG	03	342	-	160	-	01
Department of Mathematics	UG	04	95	-	110	-	01
Department of Nepali	UG	02	144	-	-	-	-
Department of Physics	UG	04	52	-	110	-	-
Department of Political Science	UG	04	1064	-	160	-	01
Department of Statistics	UG	02	18	-	100	-	-
Department of Zoology	UG	04	116	-	110	-	01

Methodology of Audit

The inputs received from the departments as per the proforma (Annexure-1) have been validated from the supporting documents, interaction with the Head of the Department, and visits to the departments.

Observations

- **Curricular Aspects**

Tyagbir Hem Baruah College, Jamugurihat is affiliated with Gauhati University. The College follows the curriculum developed by Gauhati University. For effective delivery of curriculum, the departments are maintaining lesson plans and course progress records. Departments follow the academic calendar of Gauhati University and the college has its own in alignment with Gauhati University's calendar. However, no any Add-on/ Certificate Programmes are conducted by any departments during the assessment period.

- **Teaching learning aspects**

Assessment of learning levels to identify slow and advanced learners is carried out through sessional examination, seminars, and assignments. Though the College follows students' centric learning method for effective curriculum delivery, however, a detailed unit-wise plan for experiential and participative learning needs to be maintained for enhancing the learning experiences of the students. The College maintains a mentoring system. But documentation of the mentoring system is not adequate. All the departments conduct internal examinations as per the requirement of the affiliating University. The College may incorporate more different modes for continuous internal evaluation.

Program Outcomes, Program Specific Outcomes, and Course Outcomes are described in the syllabus. Evaluation of the attainment of the learning outcomes to be evaluated properly.

- **Research, Innovation, and Extension**

The college has recently started various research activities. However, the overall research culture in the College needs to be strengthened. Several departments are conducting very effective extension activities. The involvement of the students in those activities should be encouraged.

- **Infrastructure**

The College has adequate infrastructure facilities for all academic and other extracurricular activities. The indoor and outdoor play area is adequate. The library and IT facilities need to be improved including increased internet bandwidth.

Student Support and Progression

Several Departments conduct capacity-building and skill enhancement activities for the students. The placement of the students and progression to higher education is encouraging. Students need more encouragement for participation in extra-curricular activities.

- **Professional Development Activities**

A few teachers have participated in FDP. But more teachers need to be participated in FDPs.

SWOT Analysis

Strength of the Institution

1. The teaching community of the college demonstrates remarkable zeal and proficiency in transaction of curriculum and updating of their knowledge, and engagement in research activities. The college has a sizeable number of faculty members possessing Ph.D. degrees.
2. There is constant rise in number of research publication by the faculty members.
3. The college also runs parallel courses under open universities namely K. K. Handiqui State Open University, Institute of Distance and Open Learning, Gauhati University.
4. The library of the college is well equipped with a rich and constantly growing collection of books and journals. The computerization of the library has been accomplished and it is an active member of INFLIBNET.
5. There has been continuous effort at converting traditional lecture halls to smart class rooms. Efforts are on to promote the laboratory facilities in different departments further.
6. A stadium has been built in the college campus with the fund of Rs. 36 lac from UGC. Additionally the college offers facilities of basket ball, volley ball and badminton courts in the college premises.
7. The NCC unit of the college has been offering training to large number of students for years and it has greatly benefitted those opting for recruitment in the armed forces.
8. The extension activities of the college are being gradually stepped up with involvement of more students and teachers.
9. The college frequently hosts different important vents like youth festival, national level seminars and workshops of academic and cultural importance which helps in growth of an environment conducive to research and academic development.
10. The college organizes football and volley ball workshops, and programmes of self defense for the budding and aspiring students.

11. The college has about 20 hectare of land resource which has been used for tea, betel nut and lemon plantation besides construction of buildings. The college has a number of natural ponds converted to fish farms.

Weakness of the Institute

1. Fund crunch, needless to say, is the major problem that hinders and delays the good things to happen on the ground.
2. Though the college has enough space for different activities, yet it is without an indoor stadium. Besides, the college requires a new girls' hostel for the girls coming from the remote areas.
3. The college needs more computers proportionate to the rising number of students.
4. The college needs better system of waste management.
5. Toilet system to be updated further.

Opportunities

1. The college has a great pool of sports talent among the students from SC and ST communities like the Bodo, Mising and Tea tribes. Proper training, workshops and competitions can certainly boost their talents to grow.
2. By means of proper planning and use of technology, land resources of the college can be exploited for income generation to make the college self-reliant.
3. The college can go for collaborative activities with different social groups from the nearby villages with assistance from the Panchayat offices and NGOs like Kanyaka.
4. Introduction of new courses like M.L.T., diploma in Entrepreneurship etc. if carried out properly, can open new opportunities for self-employment and private enterprise.

5. Other self-financing courses can be introduced to attract students of the locality and beyond the state. In this regard initiatives may be taken for introduction of courses like integrated B.A./B.Sc. programmes.
6. The authority can maximize the use of existing infrastructure for more student oriented activities with proper planning and stimulation.
7. The college is bountifully endowed with natural resources which can be utilized for its further growth.
8. There is scope for engaging the students in different initiatives taken by the college like tea plantation, manufacturing of green tea, bee keeping and bottling etc. for remuneration.

Challenges


1. Making arrangements every year for accommodating rising number of students enrolled for different courses in the college is a real challenge before the authority .Every year the authority has to appoint more teachers on contract, increase infrastructural facilities and other support. The most challenging task is to maintain the quality of teaching-learning experiences.
2. The teacher-student ratio is a real menace that constantly keeps the authority under pressure. In view of the socio-economic changes the college has to be constantly in search of new income generating sources.
3. More than 90 percent of the students belong to the BPL category which is a big challenge to this institution for maintaining motivation and reducing the dropout rate.

Such challenges jeopardize smooth functioning and development of the college, still the authority works with the conviction that challenge of any stature can be overcome with a visionary leadership and missionary zeal.

Recommendations

- Few bigger classrooms need to be created with ICT facilities to conduct common classes which will be required from the next academic year for implementation of FYUGP.
- The College should prepare an Institutional Development Plan as desired in the NEP-2020.
- The college needs to evolve a structured methodology for identifying the slow learners and
- Remedial measures for their improvement.
- As under NEP-2020, it is desirable for a college to be multidisciplinary in nature, attempts should be made to create regular teaching posts for the commerce stream so as to avoid running it with contractual teachers.
- The department of Political Science is found to be innovative to attract and retain good students for the major course. The other departments may also follow the modus operandi of the political science department.
- The college may arrange a motivational lecture for the entire fresher at the beginning of the session.
- The teachers may be encouraged to enhance their research output. To that end, the Principal may arrange a brainstorming session among the teachers to listen to their views and prepare a strategy for increasing research output of the teachers.
- The college caters to the educational needs of a large population of minority community of immigrant Muslim origin. As girls' education is by and large neglected among them, the college may chalk out a plan for spreading awareness among them on the need of girls' education.
- The college may ask the geography department to prepare a campus map to be displayed at the entrance of the college.
- Adequate ICT enabled class room facility may be made available to the academic department
- For effective delivery of curriculum, the course file of Academic departments should be assessed by IQAC

- A centre for local culture and tradition along with a museum may be set up based on the culture and tradition of greater Naduar area.
- More add-on vocational courses/ certificate course may be initiated.
- A language lab may be set up.
- Research culture needs much improvement and interdisciplinary research to be initiated.
- More departments and students should be involved in the extension activities.
- More teachers should be participating in the FIP/FDP Programmes.
- Proper documentation is required for all activities.
- Best practices of individual departments should be identified and need to be institutionalized.
- Students and society need to be engaged while formulating policies specific to students' welfare and society.
- Best practices of individual department for various aspects need to be institutionalized.
- More collaboration needs to be established for faculty exchange, students exchange, internship etc.

Name of the Members of the Audit	Signature
Dr. Bhaben Tanti Professor & Head, Department of Botany Director, IQAC Director, Research and Development Cell Gauhati University	
Dr. Ratul Mahanta Professor & Head Department of Zoology Academic Registrar Gauhati University	