

ACADEMIC AUDIT REPORT

Year: 2023

PART I: General Information

[This format will be filled up by the Academic Audit Team]

1. a) Name of the College : BARPETA GIRLS' COLLEGE
b) Address : KRISHNA NAGAR, SUNDARIDIA
P.O. & DIST: BARPETA (ASSAM)
PIN.781301
2. a) Status and affiliation : Affiliated under Gauhati University
b) Date of establishment of the college : 7th September, 1978
c) Whether the College belongs to Rural/ : Urban Area
Urban Area
d) Whether recognized by UGC under 2f : Yes, recognized
&12 B(If Yes ,Give details)
3. Date of visit : 15-06-2024
4. Members of Visiting committee : 1. Dr. Hiranya Kumar Sarma, Principal, Suren
Das College, Hajo.
2. Dr. Jagadish Sarma, Professor, Dept. of Sanskrit,
& Secretary (i/c), University Classes, Gauhati
University

5. Academic programme conducted in the College:				
Sl.No.	Name of the Programme	Sanctioned Intake	Actual number of total students	
	B.A	500	288	
	B.Com	-	-	
	B.Sc	-	-	
	M.A	-	-	
	M.Com	-	-	
	M.Sc	-	-	
	Other	-	-	

6. a)	Programme wise list of Faculty	:		
	BA	:	22 Nos.	
	BSc	:	-	
	MA	:	-	
	MSC	:	-	
b)	Time table for odd and even semesters	:	9-15 AM to 4-15 PM	

PART-II : ACADEMIC STANDARDS

Sl.No.	Particulars	Score																		
7	Status of Accreditation (by NAAC): 2 nd Cycle in the year 2016. (End Year-2021) Assessed & Accredited with "B" Grade CGPA-2.22	10																		
8	<p>Status of the Faculty a)Teacher :Student Ratio</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">S. No</th> <th style="text-align: center;">Programme</th> <th style="text-align: center;">Ratio</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">(1)</td> <td>B.A</td> <td style="text-align: center;">1:13</td> </tr> <tr> <td style="text-align: center;">(2)</td> <td>B.Com</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">(3)</td> <td>B.Sc</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">(4)</td> <td>M.A</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">(5)</td> <td>M.Sc</td> <td style="text-align: center;">-</td> </tr> </tbody> </table> <p>UG Programme-1:13 PG Programme- Doesn't Arise</p>	S. No	Programme	Ratio	(1)	B.A	1:13	(2)	B.Com	-	(3)	B.Sc	-	(4)	M.A	-	(5)	M.Sc	-	10
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(5)	M.Sc	-																		
9	Quality of the Faculty																			
	<p>a) Number of Faculty Members possess degrees of M.Phil /M.Tech /Ph.D:</p> <ul style="list-style-type: none"> • M.Phil: 03 Nos. • Ph.D : 11 Nos. 	9																		
	<p>b) Number of Research Publications to their credit in referred journals excluding the journal published by the College.</p> <ul style="list-style-type: none"> • National: 02 • International: Nil 	5																		
	<p>c) FDPs/Conferences/Seminars attended by the faculty.</p> <ul style="list-style-type: none"> • National: 5 • International: Nil 	5																		
	<p>d) Is the faculty imparting instructions as per the under mentioned methodologies:</p> <ul style="list-style-type: none"> • Preparing the course plan with detail of number of lectures to be delivered on each unit of the curriculum. • * Yes • Imparting instructions on each unit with the help of PPT presentation or by method integrating 	7																		

	<p>ICT.</p> <ul style="list-style-type: none"> • * Yes • Provide the list of essential books to be read by the students. • * Yes <p>Giving Home Assignment</p> <ul style="list-style-type: none"> * Yes 											
	<p>e) Length of Teaching Experience of the faculty</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Tenure</th> <th>Number of Faculty</th> </tr> </thead> <tbody> <tr> <td>More than 5 years</td> <td>19</td> </tr> <tr> <td>Between 3-5 years</td> <td></td> </tr> <tr> <td>Between 1-3 years</td> <td>03</td> </tr> <tr> <td>Below 1 year</td> <td></td> </tr> </tbody> </table>	Tenure	Number of Faculty	More than 5 years	19	Between 3-5 years		Between 1-3 years	03	Below 1 year		10
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Below 1 year												
	<p>f) Research Project awarded to the faculty</p> <ul style="list-style-type: none"> • Minor project : Nil • Major project : Nil 	0										
	g) Collaborations:	0										
	<p>h) Extension activities and institutional social responsibility:</p> <p>* Yes, Every year, numbers of Programme are initiated</p>	8										
10.	<p>College support for faculty development</p> <p>a) Existence of awards like best teachers etc. to motivate faculty's contribution. : Nil</p> <p>b) Evidence of grant of Study Leave with pay for faculty to pursue higher study or attend FDPs.: Nil</p> <p>c) Leave to attend conferences/seminars etc.: Yes</p> <p>d) Providing of computing facility to individual faculty. (Computer/Internet): Yes. Provided one PC to each Department with Internet Facilities</p>	6										
11.	<p>College support for University's End Term Evaluation.</p> <p>a) No. of faculty who participated in the Evaluation Process: 18 Nos.</p> <p>b) No. of days of faculty participation in evaluation system: 7-15 Days.</p>	10										
12.	<p>Special Programme received from UGC/DBT/other national agencies:</p> <p>a) DBT's Star College scheme : Not Yet.</p> <p>b) Institutional biotech hub : Not Yet.</p> <p>c) Bio-informatics facility : Not Yet.</p> <p>d) UGC Community college : Not Yet.</p> <p>e) Vocational course : Not Yet.</p>	0										

13	Status of Library <table border="1" data-bbox="341 230 1059 577"> <tr> <td>a)</td> <td>Number of Titles</td> <td>1862</td> </tr> <tr> <td>b)</td> <td>Total volumes of Books</td> <td>17500</td> </tr> <tr> <td>c)</td> <td>Number of Journals</td> <td>03</td> </tr> <tr> <td>d)</td> <td>Library automation</td> <td>Partially done</td> </tr> <tr> <td>e)</td> <td>Internet connectivity</td> <td>yes</td> </tr> <tr> <td>f)</td> <td>Photocopier facility</td> <td>yes</td> </tr> </table>	a)	Number of Titles	1862	b)	Total volumes of Books	17500	c)	Number of Journals	03	d)	Library automation	Partially done	e)	Internet connectivity	yes	f)	Photocopier facility	yes	10
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14.	a) Status of Laboratories <ul style="list-style-type: none"> • Number : 03 (Deptt. of Education; Anthropology & Home Science) • Major Equipment : Yes, as per requirements 	6																		
	b) Status of Computer Lab <ul style="list-style-type: none"> • Number of Lab : 01 • Number of PCs : 20 • Internet facility : Yes • Printers : 01 	7																		
15.	Co-curricular activities conducted by the College <ul style="list-style-type: none"> a) Conferences : Nil b) Seminars : 03 Nos. c) Workshops : 02 Nos. d) Continuing education programme: 03 Nos. e) Training programme: "Faculty Training o programme of Basic Computer Education" 	8																		
16.	Publications of the College <ul style="list-style-type: none"> • Annual College Magazine titled "TARANGINI" • Publication of Abstract & Full Paper of Seminar Proceedings of ICSSR Sponsored National Seminar 	5																		
17.	Student Personality Development related activities: <ul style="list-style-type: none"> • College week : yes, One in a year • Social service work : Yes, Indoor & Outdoor • Counseling : Yes, 2-3 programme in a year • Other activities : Participation in all programme and event under District Administration and college itself. 	8																		
18.	Other facilities available in the College																			

PART -III
OVERALLOBSERVATIONSANDRECOMMENDATIONS

19.	Total Mark Secured out of 200	:	124
20.	Over all observations and Recommendations	:	Grade Awarded C
<p>The audit was conducted through a meticulous evaluation of various departments and aspects of BARPETA GIRLS' COLLEGE on June 15, 2024, considering best practices, policies, and standards relevant to higher education institutions. The objective was to identify areas of improvement, streamline operations, and ensure the optimal utilization of resources to achieve organizational goals and objectives.</p> <p>Some of the strengths identified during the visit are mentioned below:</p> <p>Strengths:</p> <ol style="list-style-type: none">1. Team spirit of the teachers-students and staff2. Adequate Teacher-Student ratio3. Best utilization of resources despite limitations4. Encouragement of female students through community participation5. Diversification of the learning environment <p>Weaknesses:</p> <ol style="list-style-type: none">1. Although some of the individual teachers have contributed to the research paper and books/book chapter writing a generalized culture needs to be developed.2. There is a scope to develop library management and reading environment3. Land resources are not utilized to its full potential.4. The administrative office needs modernization and the allocation of more Space5. Lack of proper maintenance of Laboratory facilities6. There is scope for ICT Classrooms7. Activities without proper documentation8. Minor involvement in outreach work9. Lack of adequate facilities to Girls student10. There is a scope for strengthen the existing Committees and Cells			

Recommendations:

1. Encourage faculty to employ diverse teaching methodologies, including experiential learning, collaborative projects, and technology integration, to enhance student engagement and understanding.
2. Strengthen student support services such as counseling, academic advising, and career guidance to ensure the holistic development and well-being of students.
3. Implement a system to optimize resource allocation and utilization, aligning with institutional priorities and goals.
4. Digitize and automate administrative tasks where feasible to reduce manual workload and enhance accuracy and speed.
5. Establish a structured professional development plan for staff to enhance their skills, knowledge, and capabilities, contributing to a more competent and motivated workforce.
6. Foster a culture of open communication and transparency within the organization, promoting effective information flow and collaboration among all stakeholders.
7. Implement regular feedback mechanism to gather input from both staff and students, allowing for continual improvement in administrative processes.
8. Increase learning atmosphere with community engagement which enhance the social responsibility among the students and the staffs.
9. The College needs to determine PO/CO/PSO in line with the College's Vision and Mission statements and ascertaining of Learning Outcome of students in a methodical way
10. The College should undertake "green" initiatives such as installation of solar panels and initiation of proper waste management including e-wastes.
11. Research Culture needs to be enhanced by way of undertaking community centric research projects by the faculty-members and engaging the students thereof.

12. IQAC needs to be overtly proactive in ensuring of the quality assurance strategies of the College.

These recommendations are based on the audit findings and aim to propel the institution towards excellence, ensuring a conducive environment for learning, growth and development.

J. Sarma
20/06/2024

(Dr. Jagadish Sarma)
Professor, Dept. of Sanskrit,

&

Secretary (I/C),
University Classes,
Gauhati University

Prof. (Dr.) Jagadish Sarma
Professor, Dept. of Sanskrit
Gauhati University

Hiranya Kumar Sarma
20/6/2024

(Dr. Hiranya Kumar Sarma)
Principal, Suren Das College,
Hajo, Kamrup, Assam

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