

ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)
OF
MANGALDAI COLLEGE

REPORT


Submitted by the duly appointed committee
(Vide letter No. GU/M/5818-6188)

Members of the committee:

Prof. Dilip Kumar Kakati, Department of Chemistry, Gauhati University
Prof. Ashok Kumar Bora, Department of Geography, Gauhati University
Dr. Satyendra Nath Barman, Principal, B. Borooah College, Guwahati

Attested

Principal
Mangaldai College, Mangaldai


Principal
Mangaldai College
Mangaldai



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Mangaldai College, Mangaldai

Report on the Academic and Administrative Audit of Mangaldai College for the Session 2021-22.

Peer Team:

Chairman : Prof. Dilip Kumar Kakati, Department of Chemistry, Gauhati University.

Members : 1.Prof. Ashok Kumar Bora, Department of Geography, Gauhati University.

2.Dr. Satyendra Nath Barman, Principal, B Borooah College, Guwahati.

Date of Visit to the College: 26th December,2022.

Principal of the College: Dr Kamala Kanta Bora.

Brief Information on the College:

- Mangaldai College was established in the year 1951. It is a multidisciplinary college imparting UG degree programme in Science, Arts & B Voc. and PG programme in Assamese.
- The college has a total area of 33.33 acres, with a built-up area of 13.33%. It has an open area of 34.67%.
- The college has twenty academic departments with a total student enrolment of 3000.
- The academic activities of the college are managed and monitored by the Departmental Academic Committee (DAC), Academic Council (AC) and Internal Quality Assurance Cell (IQAC).
- NAAC assessment (2nd Cycle) was held in the year 2018 and the college was awarded C Grade.
- The college has sports facilities in the forms of a playground, basketball court, volley ball court, gymnasium facility and an indoor stadium under construction.
- The college has a canteen and drinking facilities.
- The college has large capacity meeting hall.
- The college has an active NCC unit under 5 Assam BN, Tezpur with Major Hariman Deka in Charge.
- The college has a central library with 62310 books alongwith 6540 nos. of reference books.
- The college administration is run by the Principal through the office of the Principal.
- The college has a functional Governing Body. The Governance and Management of the college are well structured.
- The college has clear-cut Vision and Mission Statement.

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- The college rationally prepared financial budget and all expenditures are appropriately audited.
- There are various decentralized committees in the college to look after various academic and administrative affairs including purchase, maintenances of the infrastructure and campus beautification.
- The student union of the college is active and works in coordination with the college administration.
- The college has good alumni network.

Observations:

- **Faculty Strength:** The college has 70 sanctioned posts out of which 65 are filled up. As per records 19 posts are filled up during the last five years. Further there is an additional post in the Sanskrit department which is directly under Rastriya Sanskrit Sansthan, New Delhi.
- **Academic Practices:**

The academic calendar of the college is prepared for the academic session keeping in view of the academic calendar of the affiliating university.

The class time-tables are prepared centrally.

The DAC distributes the courses among the faculty members and decides the teaching plan. The teachers maintain the teaching plan and teachers' diaries. In many departments ,it was observed that the teaching plan and teachers' diaries are not maintained properly.

The evaluation of result and follow-up corrective measures is a desired practice for an academic institute. Though the departments do this exercise, it is felt that there is ample scope to improve the process. Further, it is expected that the departments keep a record on drop-out students, identifying the causes, whether the causes are social or financial.


The college has reported an elaborate system of taking feedbacks from the stakeholders, viz. students, parents and alumni. However, it is not clear what kind of action the college initiates on the feedbacks received.

- **Research and Publications:**

The number of publications per teacher per year is far from being satisfactory.

- **NCC:**

The college has a very vibrant NCC unit for both boys and girls under 5 Assam BN NCC, Tezpur and a good number of cadets have qualified the C-certificate examination

Accredited

 Principal
 Mangaldoi College, Mangaldoi

Suggestions:

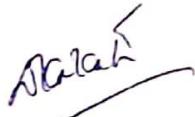
- 1.The college has more than 30% of teaching faculties in the very young age, which is a positive aspect.The administration should channelize their energy ,ideas etc. for the overall growth of the college.
- 2.The data acquisition, analysis and action on the result is the mainstay of any organization for its strategy for growth and development and a College is no exception. There is ample scope for improvement on this front. The work of the department of chemistry in this regard is observed to be systematic and other departments may be encouraged to follow the process.
- 3.The college has a large unused land area and the administration may explore the plantation of resource generating plant species like "Sachi (Agaru) plant". Further, the total number of trees may be counted and each tree be labeled.
- 4.There is shortage of laboratory equipments in a few science departments. The administration may provide them in an expeditious manner. It is advised that the mathematics department may be provided with their own computer laboratory.
- 5.The computer center is well equipped. The Government should be approached for conversion of it to an independent department offering degree courses. The two B Voc. departments are doing well and student enrolment may be increased.
- 6.The departments should be encouraged to implement the scheme of add-on courses and the selection of courses may be made in such a manner that the employability of the students is enhanced.
- 7.The college may hold one Alumni Meet and one Parent-Teachers meet annually. Further the departments may be encouraged to hold at least one parent-teacher meet annually. The departments may be encouraged to form WhatsApp groups among the students with a teacher coordinator, enabling the tracking of the students.
- 8.The college may arrange a lecture on general psychological counseling for all students at the beginning of the session every year.
- 9.The College may for a Youth Empowerment center with three components, viz. NCC unit, Yoga-center and a Counselling and Coaching Center. The counseling and coaching center should have a coordinator. The courses of the APSC examination may be taught, one class per day at the end of the regular classes, to a group of students selected on the basis of a test.

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10. Action taken report be prepared centrally on the students' feedbacks.

11. A financial resource generation cell be formed to plan and execute strategies for financial resource generation by the college.



(Dilip Kumar Kakati)

Chairman,AAA Committee



(Ashok Kumar Bora)

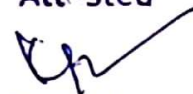
Member,AAA Committee



(Satyendra Nath Barman)

Member,AAA Committee

Attested



Principal

Mangaldoi College, Mangaldoi

ACADEMIC AND ADMINISTRATIVE AUDIT Proposed Itinerary of Peer Team Visit at Mangaldai College Date- 26-12-2022

8:30 am- Arrival of all College Staff

9.30 am: Arrival of the Peer Team at Mangaldai College

9.45-10.00 am: Assembly with All Faculty Members at

Conference Hall for formal welcome by the Principal and College Family

10.00-10.20 am: Overall Presentation about the activities of the College by Dr. Santosh Barkakati, Coordinator, IQAC, Mangaldai College

10.20-10.30am: High Tea

10.30am -2.30pm: Department Visit by Peer Team

2.30pm -3.00 pm: Lunch

3.00- 4.00pm: Cell and Centers Visit

4.00pm - 4.30pm : Exit meeting



Principal
Mangaldai College
Mangaldai

Dr Kamala Kanta Borah
Principal, Mangaldai College



গুৱাহাটী বিশ্ববিদ্যালয়
Gauhati University
Gopinath Bardoloi Nagar, Jalukbari, Guwahati-781014
:: OFFICE OF THE REGISTRAR ::



Email: registrar@gauhati.ac.in :: website: www.gauhati.ac.in :: Phone: 0361 2570415

NOTIFICATION No. 71

It is notified for information of all concerned that as per approval of the Hon'ble Vice Chancellor, Gauhati University, a List of Peer Team Members is hereby notified to carryout Academic and Administrative Audit in the affiliated colleges of Gauhati University with the following terms and conditions as conditions as and when requested by the concerned Colleges.

1. A peer team will consist of two to three members. The senior most member will be the chairperson of the peer team.
2. The Colleges may invite any two or three members for Academic and Administrative Audit.
3. The standard format for assessment endorsed by the Vice Chancellor, Gauhati University has to be followed.
4. The College has to bear the Honorarium/TA/DA and contingency expenditure for the Academic and Administrative Audit team.
5. Respective teams are requested to submit the evaluation report to the college within 7 days after the visit.

Members	
Sl No.	Name
1.	Prof. Nandana Dutta, Dept of English
2.	Prof. Ashok Kumar Bora, Dept of Geography
3.	Prof. Dilip Kumar Kakati, Dept of Chemistry
4.	Prof. Dhruva Kumar Jha, Dept of Botany
5.	Prof. Bimal Kr Kar, Dept of Geography
6.	Prof. Shikhar Kumar Sarma- Dean, Faculty of Technology
7.	Prof. Buddhadeb Bhattacharjee, Dept. of Physics
8.	Prof. Akhil Ranjan Dutta, Dept of Political Science

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9.	Prof. Bhaben Tanti, Dept of Botany
10.	Prof. Asha Kuthari Chaudhuri, Dept. of English
11.	Prof. Chandana Sarmah, Dept of Anthropology
12.	Prof. Madhurjya P Bora, Dept of Physics
13.	Prof. Dandadhar Sarma, Dept of Zoology
14.	Prof. Dhrubajyoti Sahariah, Dept of Geography
15.	Prof. Jagadish Sharma, Dept of Sanskrit
16.	Prof. Kanak Chandra Saharia, Dept of Assamese
17.	Prof. Bibhash Choudhury, Dept. of English
18.	Prof. Parag Phukon, Dept of Geological Sciences
19.	Prof. Partha Pratim Barua, Dept of Botany
20.	Prof. Polee Saikia, Dept of Education
21.	Prof. Prasanta Kumar Saikia, Dept of Zoology
22.	Prof. Prodeep Phukan, Dept of Chemistry
23.	Prof. Rajib Handique, Dept of History
24.	Prof. Ratul Mahanta, Dept of Economics
25.	Prof. Rudra Kanta Deka, Dept of Mathematics
26.	Prof. Sanjay Kumar Singh, Dept of Library & Information Science
27.	Prof. Santosh Kumar Mahapatra, Dept of Commerce
28.	Prof. Sudeshna Bhattacharjya, Dept of Sanskrit
29.	Prof. Utpal Sarma, Dept of Instrumentation & USIC
30.	Dr. Ajit Hazarika, T H B College
31.	Dr. B C Neog, Jagiroad College
32.	Dr. Dhruba Chakraborty, B N College
33.	Dr. Hiranya K Chaliha, Kaliabor College
34.	Dr. Hiranya Kumar Sarma, Suren Das College
35.	Dr. Hrishikesh Baruah, K C Das Commerce College
36.	Dr. Manoj Kumar Mahanta, Pragjyotish College
37.	Dr. Nabajyoti Das, D K College
38.	Dr. Pranab Sandilya, Guwahati College

39.	Dr. Sarat Borkataki, Nowgong College
40.	Dr. Satyendra Nath Barman, B. Borooah College
41.	Dr. Utpal Dutta, Handique Girls' College

Issued with the approval of the Hon'ble Vice Chancellor, G.U. dated 18.11.2022.

Sd/-
Registrar
Gauhati University

Memo No.: GU/M/ 5818-6188

Dated: 21-11-2022

Copy for information to:

- 1 Treasurer, G.U.
- 2 Members Concerned
- 3 Director, College Development Council, G.U.
- 4 Director, IQAC
- 5 Principals of all affiliated colleges/institutes
- 6 Secretary to the Hon'ble Vice Chancellor, G.U.
- 7 Secretary to the Registrar, G.U.
- 8 GU Website (for information of all affiliated college Principals)
- 9 Office file


Registrar

Gauhati University


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Mangaldai College
Mangaldai