


REPORT

ACADEMIC AND ADMINISTRATIVE AUDIT

(2022-2023)



MANGALDAI COLLEGE
(Affiliated to Gauhati University)
Mangaldai, Darrang, Assam :: India


Principal
Mangaldai College
Mangaldai

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT MANGALDAI COLLEGE

INTRODUCTORY NOTE FROM THE AUDITORS

This report is prepared by the following members on getting a request from the Mangaldai College authority to audit academic activities carried out in the College during the academic session 2012-2023. Both the auditors submitted the Academic and Administrative Audit Report of the college based on their submitted 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
DR. SATYENDRA NATH BARMAN

Visit Date: 30-12-2023

Session: 2022-2023

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

Members of the AAA	Time	Agenda	Venue
Prof. Bhaben Tanti & Dr. Satyendra Nath Barman	10.00 am	Academic & Administrative Audit for the Session 2022-23	Conference Room
			Principal Mangaldai College
DEPARTMENTAL INTERACTION & HoD'S PRESENTATION			
HOD, Assamese	10.30 am	Departmental Presentation	Seminar Room
HOD, Arabic	10.40 am	Departmental Presentation	Seminar Room
HOD, Bengali	10.50 am	Departmental Presentation	Seminar Room
HOD, Bodo	11.00 am	Departmental Presentation	Seminar Room
HOD, Botany	11.10 am	Departmental Presentation	Meeting Room
HOD, Chemistry	11.20 am	Departmental Presentation	Meeting Room
HOD, Computer Science	11.30 am	Departmental Presentation	Seminar Room
HOD, Economics	11.40 am	Departmental Presentation	Seminar Room
HOD, Education	11.50 am	Departmental Presentation	Seminar Room
HOD, English	12.00 pm	Departmental Presentation	Seminar Room
HOD, Food Processing Technology	12.10 pm	Departmental Presentation	Meeting Room
HOD, Geography	12.20 pm	Departmental Presentation	Meeting Room
HOD, History	12.30 pm	Departmental Presentation	Meeting Room



HOD, Mathematics	12.40 pm	Departmental Presentation	Seminar Room
HOD, Medical Lab & Molecular Diagnostic Technology	12.50 pm	Departmental Presentation	Seminar Room
HOD, Philosophy	1.00 pm	Departmental Presentation	Seminar Room
HOD, Physics	1.10 pm	Departmental Presentation	Meeting Room
HOD, Political Science	1.20 pm	Departmental Presentation	Seminar Room
HOD, Sanskrit	1.30 pm	Departmental Presentation	Meeting Room
HOD, Statistics	1.40 pm	Departmental Presentation	Meeting Room
HOD, Zoology	1.50 pm	Departmental Presentation	Seminar Room
Librarian	2.20 pm	Library Presentation	Meeting Room
Office Staff	3.00 pm	Interaction with the Office Staff	Administrative Office
Exit Meeting	4:00 pm	Interaction with the faculties and office staff	Conference Room



Principal
Mangaldai College
Mangaldai

Profile of the Mangaldai College

Brief Introduction of the College

Mangaldai College (affiliated to Gauhati University), established in 1951, is a multidisciplinary pioneer Higher Educational Institute of Darrang District offering Degree Programmes in both Science and Arts along with skill based B.Voc. and BCA Programs. Situated on the North bank of mighty Brahmaputra in central Assam, Mangaldai College was established in the year 1951 by some leading visionary citizens of the district to spread higher education in this backward region of the state. Over the years, with the enthusiastic efforts of the administration of the college, teachers, students and the public, the college has grown into a leading higher education institute of the district with more than 3000 students, enrolled annually. At present, the college has twenty departments offering twenty two under graduate degree programmes, including three self sustaining UG programmes, and one post graduate programme, MA in Assamese. Apart from these, the College has also been offering a number of certificate courses for academic enrichment of students. The alumni of the college have earned their names in various fields across the country and also have global presence.

Spread over a 33.33 acres, the college has a green environment with more than 50 per cent area of the college under green cover. The college has a decent infrastructure and is trying to provide the best possible academic, sporting and cultural facilities to students for their all round development. With the vision of academic excellence and integrity of character, the college has been providing access to higher education to economically and socially disadvantaged sections of the society for the development of an inclusive society. The governance of the college is decentralized and the college promotes participation of all stakeholders to create and facilitate an environment for knowledge, research, skill and humanitarianism which will motivate the young minds to build a caring and sharing society.

Mangaldai College has been accredited by NAAC on 26th September, 2018 for the 2nd Cycle and the college have been persistently working towards its

quality improvement. The college organises regularly various important events and observes important days, holds awareness programmes and extends services to the community in sanitation, environment, sustainability, literacy, etc. The NSS, NCC (Boys & Girls), Youth Red Cross, and other cells and units of the college are involved in various extension activities with visible impact in the society. The faculties of the college are engaged in research activities and have publications to their credit in reputed international journals indexed in global database.

Vision and Mission

A. VISION

Promotion of higher education, social uplift and development of scientific temperament among the masses in the socially and educationally backward areas where the college is situated.

B. MISSION

Component - 1: Inclusive Expansion of Higher Education

- i. To encourage the enrolment of students from socially and economically deprived sections of the society as the College is situated in the district declared as Educationally Backward District (EBD) and Minority Concentrated District (MCD) by UGC and MHRD, Govt. of India.
- ii. To develop the physical and infrastructure facilities to accommodate the growing number of learners.
- iii. To introduce new programmes including vocational and skill-based courses and equip the faculty members with modern teaching-learning aids to meet the challenges of modern times.

Component - 2: Development of Scientific Temperament

- i. To encourage research activities among the students and teachers by setting up a research centre.
- ii. To encourage students' participation in developing scientific temperament in the College and nearby Schools by forming "Mangaldai

College Student Science Forum” along with the existing branch of Assam Science Society.

- iii. To modernize the Science laboratories with latest equipment to meet the requirement of the changing syllabus.
- iv. To organize lecture and awareness programme on present issues with scientific explanation in the campus and nearby villages/schools.
- v. To develop the College campus a full-fledged Botanical Garden rich in Rare, Endangered and Threatened (RET), and local fruits plants of Assam.
- vi. To organize Science Model Competition time to time in National and International important days.

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

D. Number of Subjects: 21 (Assamese, Arabic, Bengali, Bodo, Botany, Chemistry, Computer Science, Economics, Education, English, Food Processing Technology, Geography, History, Mathematics, Medical Lab & Molecular Diagnostic Technology, Philosophy, Physics, Political Science, Sanskrit, Statistics, and Zoology).



Principal
Mangaldai College
Mangaldai

INFRASTRUCTURE FACILITIES OF THE COLLEGE

Facilities	2022-23
Campus area	33 acre
Built up area	3.62 acre
Class rooms	84
Smart Class Room	25
Total floor area	25749 sq. m.
Campus Wi-Fi	YES (28 no. of Jio Fibre connection; 20 connection with 50 MBPS and 8 connection with 100 MBPS)
Language Lab.	1
Laboratories	24
Total number of text books and reference books available for UG and PG	68522
Seminar/Conference Halls	3
Meeting Room	1
Auditorium	1
Language Lab	1
Water Supply Plant	1
Water Treatment Plant	1
Parking place	3
Weather Station	1
Teachers' Common Room	1
Museum	1
Boy's Common Room	1
Girl's Common Room	1
College Canteen	2
Roof Top Solar Plant (Grid Connected)	1
Boundary wall	YES
Total Computer	158
Students Browsing Centre	1
Computer lab	5 + 1 common computer centre
Total Computer	236
Auditorium	1

Principal
Mangaldai College
Mangaldai

Foot ball/ Cricket/ outdoor sports Ground	1
Badminton Court	1
Basketball court	1
Gymnasium Hall	1
Yoga and Wellness Centre	1
Volleyball Court	1
Swimming pool (under construction)	1
Women Hostel	2
Indoor Sports Complex	1
Bank (A Branch of Bank of Baroda)	1
ATM Facility	2
Distance Education Centre (Study Centre of KKH State Open University, GUCDOE)	1 each



Principal
Mangaldai College
Mangaldai

Academic Strength

Name of the Department	UG/ PG	Number of Teachers
Assamese	UG & PG	6 (R); 2 (C)
Arabic	UG	2 (R); 1 (C)
Bengali	UG	1 (R)
Bodo	UG	1 (R); 1 (C)
Botany	UG	7 (R)
Chemistry	UG	6 (R)
Computer Science	UG	3 (R); 1 (C)
Economics	UG	4 (R); 1 (C)
Education	UG	3 (R); 2 (C)
English	UG	4 (R); 2 (C)
Food Processing Technology	UG	1 (R); 1 (C)
Geography	UG	6 (R)
History	UG	3 (R); 1 (C)
Mathematics	UG	4 (R); 1 (C)
Medical Lab & Molecular Diagnostic Technology	UG	1 (R); 1 (C)
Philosophy	UG	3 (R); 1 (C)
Physics	UG	5 (R)
Political Science	UG	3 (R); 2 (C)
Sanskrit	UG	2 (R); 1 (C)
Statistics	UG	2 (R); 1 (C)
Zoology	UG	7 (R)


Principal
Mangaldai College
Mangaldai

Student Intake

Sl. No.	Title of the Programme	Course Level (UG/PG/Diploma)	Department Name	Sanctioned Strength
1	BA Honors Course	UG	Assamese	60
			Arabic	30
			Economics	35
			Education	40
			English	35
			Geography	40
			History	40
			Philosophy	30
			Political Science	40
			Sanskrit	30
2	BA Regular Course	UG	Assamese	200
			Arabic	50
			Bengali	50
			Boro	50
			Economics	100
			Education	250
			English	200
			Geography	100
			History	200
			Philosophy	200
			Political Science	250
			Sanskrit	50
3	B.Sc. Honors Course	UG	Botany	40
			Chemistry	40
			Mathematics	40
			Physics	40
			Statistics	20
			Zoology	40
4	B.Sc. Regular Course	UG	Botany	100
			Chemistry	100
			Mathematics	100
			Physics	100
			Statistics	50
			Zoology	100
5	B.Voc.	UG	Medical Lab and Molecular Diagnostic Technology	50
			Food Processing Technology	50
6	BCA	UG		40
7	MA (Assamese)	PG		30
8	PGDCA	Diploma		30


 Principal
 Mangaldai College
 Mangaldai

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.

- **Curricular Aspects**

Mangaldai College, Guwahati 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.

- **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. 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.



Principal
Mangaldai College
Mangaldai

- **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.



Principal
Mangaldai College
Mangaldai

SWOC Analysis

Strength of the Institution

Mangaldai is a semi urban township, in Darrang District having good communication facilities with the nearby villages and rural areas. Majority of the population constitute SC, ST and OBC categories. Hence, provides an ideal location to fulfill the college's mission of empowering students from rural areas. The strengths include:

- S1. High enrolment of Students
- S2. Motivated Principal and Committed teaching and nonteaching Staff
- S3. Big campus with sufficient open area and green ambience with ample scope for extension of infrastructure facilities
- S4. Central Library with considerably large number of reserved books for SC and ST students
- S5. NSS, NCC, Red Cross and teacher's active participation promote social responsibility among the students.
- S6. Moderate PTR upkeeps the academic environment in the departments.
- S8. Institutional initiatives to organize and participate in FDP, SDP, seminars, workshops, research activities and publications by both faculties and students.
- S9. Mental health and psychological counselling sessions for students and faculties.
- S10. Grievance Redressal Cell to address the needs of the students.
- S11. Proactive IQAC upkeeps quality of the Institute.
- S12. Good road connectivity and proximity to the state capital

Weakness of the Institute

- W1. Non ideal PTR
- W2. Inadequate financial assistance for library books and automation,
- W3. Insufficient fund mobilization from funding agencies like DBT, DST, ICSSR etc.


Principal
Mangaldai College
Mangaldai

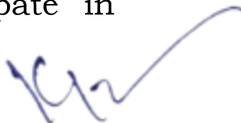
- W4. Inadequate sports facilities
- W5. Lack of modern Boys Hostel and Guest House
- W6. Up gradation of existing laboratories in some departments are yet to be accomplished.
- W7. Incomplete modern and spacious Central Library Project.

Opportunities

- O1. More scope to provide quality higher education to rural and underprivileged ie. EDG students
- O2. Ample scope for innovation and research in rural and traditional practices in the locality.
- O3. Tie-up opportunities with various Governmental organisations and NGOs
- O4. Scope for development of more vocational courses based on local products and practices
- O5. Adequate scope to establish Academia- Industry linkage through MoUs with industries, GOs and NGOs.
- O6. Initiative for extension activities like adoption of nearby villages, schools etc.
- O7. Provision for more extension activities including village adoption, enhancement of women literacy and awareness on health and hygiene.

Challenges

- C1. Ever growing competitiveness among the students in various entry level examinations in PG courses and demanding eligibility criteria for recruitment in various services.
- C2. Shortage of permanent faculty and sanctioned posts in Humanities Departments.
- C3. Lack of college transport facility.
- C4. Lack of boarding facility for all the degree students.
- C5. Poor interest among the parents and alumni to participate in college developmental activities.
- C6. Employability at the desired level.




Principal
Mangaldai College
Mangaldai

- C7. Open up PG Courses in all departments.
- C8. To meet the acute shortage of permanent faculty in certain arts departments.
- C9. To provide public transport facilities to the learners.
- C10. To provide accommodation to the students of other districts
- C11. Lack of Internationalization
- C12. To involve alumni and parents in the developmental activities of the Institute.
- C13. Lack of autonomy.

Recommendations

- Few bigger classrooms need to be created with ICT facilities to conduct common classes to conduct the common courses of FYUGP.
- The college needs to evolve a structured methodology for identifying the slow learners and remedial measures for their improvement.
- The college may arrange a motivational lecture/counseling for the entire fresher at the beginning of the session.
- The teachers may be encouraged to enhance their research output, fund mobilization, consultancy services. To that end, the Principal may arrange brainstorming sessions time to time among the teachers to listen to their views and prepare a strategy for increasing research output of the teachers.
- Adequate ICT enabled class room facility may be made available to the academic departments.
- For effective delivery of curriculum, the course file of Academic departments should be assessed by IQAC
- The existing language lab may be strengthened.
- 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 participated 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.
- More collaboration needs to be established for faculty exchange, students exchange, internship etc.
- RFID based digitalization of the central library of the college
- Master list of all the office related documents with document number and retention time, SOPs and vendors feedback need to maintain.
- Certification from the district PHE is to be displayed at the common drinking water facility.
- Safety issues like fire extinguishers to be placed in some selected areas; distinct markings for emergency exits should be there in the multistoried buildings.

Name of the Members of the Audit	Signature
Prof. Bhaben Tanti Head, Department of Botany Director, IQAC & RDC Gauhati University	
Dr. Satyendra Nath Barman Principal, B. Borooah College Guwahati	