



Report of the Academic and Administrative Audit,

P.B. College, Gauripur

Academic Session 2020-2021

Date: 29.09.2021

The Objective: With a view to evaluate the academic and administrative performance of the college for the academic session 2020-2021 the authority initiates the Academic Administrative Audit on 29.09.2021. The institution is to review the standards of institutional activities to ensure the quality education as per the recommendation of the report for effective performance of the programs, departments and administrative section of the college.

The Members and Expert of the Team:

1. Mansur Ali Sarkar --- Principal i/c, P.B. College, Gauripur
2. M.R. Joddar --- Associate Professor and Academic-in-Charge, P.B. College, Gauripur
3. Dr. Gopal Ch. Barman --- Coordinator, IQAC, P.B. College, Gauripur
4. Diganta Biswas --- Convener, Examination Cell.
5. Dr. Santosh Kr. Sarkar --- Ex-Principal, Chilarai College, Golokganj & Expert, Academic Administrative Audit, P.B. College, Gauripur.

Aspects of parameters covered in the Audit:

The team evaluates the following aspects of academic and administrative parameters, such as, students enrolled, classes conducted, internal evaluation, external evaluation, results of the final year students, co-curricular activities, activities of each departments of Arts and Commerce, central library, departmental library, teachers training etc.

The Administrative Aspects which were evaluated by the team were: Role of the Governing Body of the college, Ease of Admission process, MIS (Management Information System), Training and Efficiency of the Non-Teaching Staff members, Professionalism programme for Non-Teaching members, Infrastructure developed and utilized.

General Observations:

The deliberations started with a presentation by Dr. Gopal Ch. Barman, IQAC Coordinator in presence of Principal i/c Mr Mansur Ali Sarkar and other IQAC steering committee members and Conveners of the Sub-Committee for Seven Criterion followed by physical survey of office and ICT facilities and Departments. The overall impression is very positive. Some observations are made with a view to helping the College to move forward towards ensuring quality enhancement.

1. The students are from diverse socio-cultural background in terms of language, culture, religion, caste and regions.



2. Amid Covid-19 Pandemic protocols, the overall pedagogic and evaluation processes are conducted smoothly.
3. Online mechanism for collecting student's feedback for courses is in place. The overall issues recognized in the student feedback may be analysed and discussed in the Academic Council meetings or departmental meetings. The inputs to individual teachers may be communicated by the authority from time to time.
4. Online or Offline feedback from other stakeholders needs to be collected and analysed. If possible, the action taken report may be disseminated to the concerned stakeholders.
5. The mentoring system for the students is in place in the college. It needs to be strengthened.
6. Students Induction Programme and Orientation programme for awareness of students on the availabilities of facilities, services, grievance redressal mechanism etc. may be organised time to time for sharing information.
7. The infrastructure, maintenance of documents and other facilities in the IQAC need to be streamlined.
8. Structured mechanism of collaboration with other institutions including NGOs need to be strengthened in the college.
9. Teachers with Ph.D. degree are to be motivated to take up research projects and receive more research grants from various government agencies and industries.
10. The College has visionary management. A Perspective plan document needs to be prepared in tune with NEP 2020 for attaining the status of autonomy.
11. Management Information System need to be strengthened.
12. The Central Library of the college need to be fully automated.
13. The cells and centers for co-curricular, extra-curricular and extension activities of the college like Career Guidance and Counselling cell, Entrepreneurship cell, Yoga centre etc need to be streamlined.
14. Alumni Association of the college need to be registered at the earliest.
16. The Wi-Fi internet facilities are available to all the students in the campus. But it needs proper regulation.
17. Online and Offline workshops, seminars are organized. More seminars need to be organized for effective academic impact on the students and teachers.



Observations on various departments:

The college has 15 (Fifteen) departments in both Arts and Commerce Stream, such as, Assamese, Bengali, English, Arabic, Sanskrit, Hindi, Economics, Education, History, Political Science, Mathematics, Philosophy, Accountancy, Finance, and Management Departments. Out of 36 fulltime teachers 15 teachers have been awarded PhD, and 24 teachers have obtained M.Phil degrees. Besides, 15 teachers have completed UGC Minor Research Projects till date. The teachers are involved in several academic activities like publication of research papers, attending international, national and state level seminars and have shown their academic zeal in organizing class room seminars for their students especially who pursue honours course in UG level. The college has MOU with B.N. College, Dhubri in regard of faculty exchange and recently a few teachers of the college have exchanged their thoughts with the students of B.N. College. Often, teachers are found to be invited as guest lecturer and as resource person in different national and state level seminars.

The teachers are working as mentor to inspire students to participate in different district level competitions like quiz, extempore speech, spot poetry writing competition etc. Even the teachers act as facilitator to students who want to join district level sports competition and provide their support as guide.

Analysis of Institutional Strengths, Weaknesses, Opportunities & Challenges (SWOC) by the Team:

Institutional Strengths:

1. Caters to the need of rural population:
3. Qualified and dedicated teachers
4. Well maintained campus with very good physical and ICT infrastructural facilities
5. Environment friendly campus
6. Catering to the educational needs of rural tribal population
7. Multicultural academic and social atmosphere.
8. The institution acts and gives scope for the first generation learners

Institutional Weaknesses

1. Limited programmes
2. Students are from poor economic background
3. The alumni participation is not noteworthy.
4. Limited institutional and industrial collaborations.
5. Less emphasis on research and professional publications
6. Three different campuses in distant places.
7. Non-availability of sufficient land in the main campus

Institutional Opportunities

1. Potential for introduction of Add on certificate/ professional courses and training programmes at UG level.



2. Opportunity for institutional and industry collaborations
3. Creating training Centre for competitive examinations and career guidance
4. Scope for introduction of skill development initiatives
5. Strengthening the linkages with industries.
6. To transform into an autonomous degree granting institution in line with NEP 2020

Institutional Challenges

1. Diversification of programmes
2. Capacity to accommodate more students
3. Growing challenge for preparing students to face global competition.
4. Mobilisation of more funds for development of the college.
5. Creating more modern infrastructure facilities.
6. Upgradation of technology and ICT based teaching and learning.
7. Poor local transport facilities

(M.A. Sarkar)

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