

REPORT

ACADEMIC AND ADMINISTRATIVE AUDIT

(2017-2022)



**PANDIT DEENDAYAL UPADHYAYA ADARSHA
MAHAVIDYALAYA, DALGAON**

(Affiliated to Gauhati University)

Darrang, Assam :: India

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

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MAHAVIDYALAYA, DALGAON**

Introductory note from the Auditors

This report is prepared by the following members , Prof. Dilip Kumar Kakati, Prof. Bhaben Tanti and Prof Dandadhar Sarma of Gauhati University ,on getting a request from the Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya, Dalgaon authority to audit academic and administrative activities of the College during the academic sessions 2017-2022. The auditors have prepared the Academic and Administrative Audit Report of the college based on the data provided by the college administration and academic departments and their authentication by physical verification and interactions with Principal and teachers. The IQAC Coordinator supported and accompanied us during our visits to the academic department. All the academic departments presented their departmental profiles in PPT formats highlighting their academic and co-curricular activities during their presentations in the respective departments. This was preceded by a general presentation by the IQAC coordinator on the overall performance of the college in presence of the Principal and all the teachers.

We solemnly declare that the report is based on the information provided by the college, after verification and has no unverified facts.

Members of the Academic Audit Team

**PROF. DILIP KUMAR KAKATI
PROF. BHABEN TANTI
PROF. DANDADHAR SARMA**

DATE OF VISIT: 17-05-2023

SESSION: 2017-2022

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

Members of the AAA	Time	Agenda	Venue
Prof. Dilip Kumar Kakati, Prof. Bhaben Tanti & Prof. Dandadhar Sarma	10.00 am	Academic & Administrative Audit for the Session 2017-22	Conference Room, PDUAM, Dalgaon
			Coordinator, IQAC PDUAM, Dalgaon
DEPARTMENTAL INTERACTION & HoD'S PRESENTATION			
HOD, Mathematics	12.00 pm	Departmental Presentation	Conference Room
HOD, Computer Science	12.20 pm	Departmental Presentation	Conference Room
HOD, Chemistry	12.40 pm	Departmental Presentation	Conference Room
HOD, Zoology	01.10 pm	Departmental Presentation	Conference Room
HOD, Physics	01.30 am	Departmental Presentation	Conference Room
HOD, Botany	01.50 pm	Departmental Presentation	Conference Room
HOD, English	02.00 pm	Departmental Presentation	Conference Room
HOD, Assamese	02.20 pm	Departmental Presentation	Conference Room
Librarian	2:45 pm	Conference Room	Library
Office Staff	2:55 pm	Conference Room	Office Room
Exit Meeting	3:30 pm	Interaction by the audit team members with Principal, IQAC Coordinators, faculty members, Librarian and office staff	Conference Room

Profile of the PDUAM, Dalgaon

Brief introduction of the College

Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya, Dalgaon also known as PDUAM, Dalgaon is a newly established Govt. model degree college at Dalgaon, Dist.-Darrang, Assam named after Pandit Deendayal Upadhyaya, a great thinker, philosopher, economist, sociologist of the country. The college was established in 2017 and is funded by Rashtriya Uchchattar Shiksha Abhiyan (RUSA), Ministry of Education, Government of India. PDUAM, Dalgaon is a higher education institution dedicated to provide a holistic education in the field of science. The institution believes in fostering an environment that nurtures intellectual growth, creativity, and critical thinking. As this is the only Govt. College in the entire 68-Dalgaon LAC, the college receives young minds from diverse linguistics and religious groups aspiring for science education. The college campus is about 300 meters on the southern side of NH 15 and is well connected with roads. The campus is eco-friendly and covers an area of 14.94 acres and it is surrounded with concrete walls. The college has faculty as well as staff quarters, making it a residential campus.

Present Status of the College

The college has successfully obtained temporary affiliation from Gauhati University. It has already produced 3 batches of science graduates with honours in Botany, Chemistry, Computer Science, Mathematics, Physics, and Zoology. A satisfactory number of passed out students have been enrolled in post graduate courses of different universities of Assam & outside Assam. Out of only three alumni batches, a good number of students have already got their jobs in Govt. & private sectors. One of the alumni, Narottam Bhattacharya has successfully enrolled into PhD programme at Tezpur University under the “Visvesvaraya PhD scheme”. Another student, Prankrishna Nath has also successfully cleared JAM 2023.

At present, the college has 309 student enrolled in different major courses. It has 28 nos. of Assistant Professors, out of which 27 are NET/SLET qualified and 16 faculty members also have their Ph.D. degrees. The college has a Library with reading facility and digital infrastructure.

The college is currently preparing for implementation of NEP 2020 under the guidelines laid down by Gauhati University and Department of Higher Education, Govt. of Assam.

Infrastructure facilities of the College

Facilities	2021-22	2020-21	2019-20	2018-19	2017-18
Campus Facility					
Campus area	60468.56 sq. mtr.	60468.56 sq. mtr.	60468.56 sq. mtr.	60468.56 sq. mtr.	60468.56 sq. mtr.
Class rooms	20	20	16	16	16
Classrooms with Wi-Fi	-	-	-	-	-
Laboratories	4	4	4	4	4
Seminar Halls	4	4	4	4	4
Meeting room	1	1	1	1	1
Classrooms with smart board	2	2	2	2	2
Language Lab	0	0	0	0	0
Water Supply Plant	1	1	1	1	1
Parking place	Yes	Yes	Yes	Yes	Yes
Teachers' common room	0	0	0	0	0
Museum	0	0	0	0	0
Boy's Common room	1	0	0	0	0
Girl's Common room	1	1	0	0	0
College Canteen	Yes	Yes	Yes	Yes	Yes
Solar power Unit	Yes	No	No	No	No
Boundary wall	Yes	Yes	Yes	Yes	Yes
Value of equipments purchased during the year (Rs. Lakh)	0.6	0	8.70	0	2
IT Infrastructure					
Total Computer	25	22	20	20	20
Students Browsing Centre	1	1	1	1	1
Computer lab	1	1	1	1	1
Sports Facility					
Foot ball/ Cricket/ outdoor sports Ground	1	1	1	1	1
Badminton Court	-	-	-	-	-
Gymnasium Hall	-	-	-	-	-

Academic Strength

Name of the Department	UG/PG / Both UG PG	No. of Teachers (Sanctioned Fulltime Regular)	No. of students		Seat Capacity		No. of value added/ Certificate programme offered
			UG	PG	UG (H)	PG	
Assamese		3	-	-	-	-	1
Botany	UG	4	64	0	90	0	2
Chemistry	UG	4	48	0	90		3
Computer Science	UG	4	66	0	120	0	3
English		3	-	-	-	-	2
Mathematics	UG	4	44	0	120	0	2
Physics	UG	4	33	0	90	0	2
Zoology	UG	4	54	0	90	0	2

Methodology of Audit

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

Observations

a) Curricular Aspects

Pandit Deendayal Upadhyaya, Dalgaon is affiliated to Gauhati University. The College follows the curriculum developed by Gauhati University. For effective delivery of curriculum, the departments are maintaining lesson plans and teachers, diaries. Departments follow the academic calendar of Gauhati University and the college has its own in alignment with Gauhati University's calendar. However, no add-on/ certificate program was conducted by any of the departments during the assessment period.

b) 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 additional innovative 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.

c) 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.

d) 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.

e) Professional Development Activities

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

SWOC Analysis

Strength of the Institute

- The environment is eco-friendly and away from hustle and bustle of the city life.
- Good connectivity - as the college is situated nearby the NH 15.
- Wide range of students from diverse demographics.
- Young and energetic teaching and non-teaching staff.
- Furnished library.
- Playground for sports activities.
- Active NSS Wing.
- Open air theatre for cultural activities.
- Solar power generation of 10 KW.
- Rain water harvesting and fish breeding tanks.

Weakness of the institute

- The college does not have an auditorium and sports complex.
- The college does not have a building for the college canteen.
- No functional gymnasium.
- The boy's hostel is under construction.
- The girl's hostel is non-functional as students are from the minority community and the parents do not approve living in hostel.
- Limited number of ICT class rooms.
- Some of the sanctioned posts are still vacant.
- Inadequate number of teaching laboratories.
- Research activities of the teachers are yet to peak up.

Opportunities

- Only Govt. College in this 68-Dalgaon LAC region.
- Free unused land available for future prospects.
- Dynamic students and faculties with vision of nation building.
- The college has potential for botanical and herbal gardens.
- The college has potential for restoration of the ecosystem in the college.
- The college has potential for initiating various skill-based certificate courses.
- The college has potential for extending various outreach programs.

Challenges

- Due to poor economic status, some students are forced to be breadwinners at their early stage of life, hence, don't turn up for higher education.
- Most of the students are first generation learners.
- Very low number of parents participates in Parent-teacher's meet.
- Students leave early from college due to lack of proper transportation.
- Lack of Campus recruitment.
- Less number of trees in the campus as constructions are underway and saplings are often damaged by domestic animals from the locality.
- Less support and participation from the local public.

Comments by the Auditors

1. Maintenance of cordial relations with neighbouring villagers

It appears that there is absence of cordial relation with the adjacent villages, which leads to failure of the administration in controlling the ingress of cattle in to the college campus. The administration needs to take proactive steps by involving the children, women and men of the neighbouring villages in various innovative programs. This will create a bond of them with the college and this menace will stop.

2. Psychological Counselling of the Students

In the NEP-2020, there is a suggestion that every educational institution should have an in-house psychologist. As a first step, the college may arrange a lecture –cum- interactive session with a psychologist/psychotherapist for the students at the beginning of the academic session.

3. Arrangement of a bimonthly lecture by persons acquiring excellence in different fields

The college may arrange a bimonthly lecture by locally available experts in different fields, for the benefit of the students.



4. Institutional Development Plan

The college should prepare a institutional development plan, with a roadmap to convert the college to a multidisciplinary one.

Recommendations

- 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 Dalgaoon areas.
- Add-on vocational courses/ certificate course may be started.
- 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 participate in the FIP/FDP program.
- Proper documentation should be maintained for all activities.
- Best practices of individual departments should be identified and need to be institutionalized.

Signature of the Members

Name of the Members of the Audit	Signature
Prof. Dilip Kumar Kakati Department of Chemistry Gauhati University	
Prof. Bhaben Tanti Head, Department of Botany Gauhati University	
Prof. Dandadhar Sarma Department of Zoology Gauhati University	