

Bapujee College, Sarukshetri
Academic & Administrative Audit Report
2023-24

It is to certify that the Academic Audit of the Bapujee College, Sarukshetri was conducted on 10th August, 2024 by the team constituted by Honourable Vice Chancellor, Gauhati University with the following members:

Prof. Partha Pratim Baruah, Gauhati University
Prof. Prasanta Kumar Saikia, Gauhati University

Audit Outcome:

Percentage acquired : 78 %
Grade accorded : B⁺

Observations:

- Bapujee College, Sarukshetri is located in Sarthebari town, a small commercial hub under Barpeta district, Assam. It is one of the pioneer higher educational institutions in the greater Sarthebari-Sarukshetri area which renders academic services to cater the underprivileged students, most of whom were first generation learners of the region.
- The Committee is happy to see the positive developments in the College in the post pandemic situation.
- Out of 25 faculty members, about 52 % are having either Ph. D or M.Phil degree.
- Faculty strength is not proportionate in some departments which need to be strengthened.
- The College has the provision of recording data on Class register, student's progression and alumni data.
- Though a few faculty members have research publications, overall research enthusiasm is found to be missing amongst the seniors.
- The initiatives on faculty development in teaching learning are appreciable.
- Students' progression is satisfactory.
- Almost 70 % of the faculty members are trained with the use of ICT.
- The college has one well equipped Computer lab with dedicated browsing centre for teachers and students.

- The College Library is voluminous with 14700 books along with 14 numbers of journals.
- The decentralization and participation in the institutional governance was reflected in the activity of the Governing body's activities and the activities/participation of the teaching faculty and administrative staffs of the college through management system and empowered committees.
- The college has perspective development plan and strictly follow the rules and guidelines as set by Govt. of Assam and Gauhati University.
- Finance management is overall monitored by the college Governing bodies
- The Principal being the potent executive officer, manage and maintain the campus with the collective help of teachers and students.
- Internal quality assurance cell is sound and supportive to students and teachers.
- Admission policy is standard and student support system noticeable.
- The college gets ready to welcome 3rd cycle NAAC accreditation very soon.

Specific Suggestions:

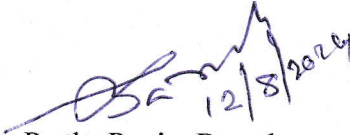
The committee feels it as a duty to offer certain suggestions for the improvement of the academic atmosphere of the college. However, these are not stand-alone activities; rather they would be a part of continuous efforts of the faculty members and administration of the college in their relentless pursuit towards achieving the highest academic standard.

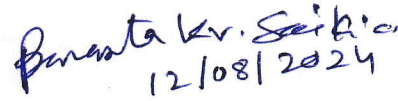
- Lesson plans be kept ready based on the PO-CO matrix for all programmes.
- More Student-friendly wellness programmes incorporating Yoga etc. along with regular courses may be started.
- Besides maintaining students' progression records along with their performances, the record could be displayed in each Department to encourage the budding students stepping into the department/ college.
- Efforts may be initiated on an urgent basis for eradication of drop outs particularly in general courses (and in some of the major subjects also).
- A database on slow learners may be kept ready so that more and more remedial classes/doubt clearing sessions/one-to-one contact counseling may be arranged at a

time mutually convenient for faculty and such struggling students with the initiative of administration.

- Departments may be awarded based on performances. A teacher award may also be instituted.
- Research works should be promoted among the faculty and they may be encouraged to publish in reputed Journals only. To create a more conducive publication atmosphere in the college, best researcher award may be instituted for the faculty members. Constitution of one Research and Development Cell is suggested to help in submission of MRPs. Faculty members may be encouraged to publish text and reference books only through peer review mechanism.
- If budget permits every faculty should be allotted a PC with a dedicated LAN connection.
- Teachers may be encouraged to take part in more quality improvement programmes offered by reputed institutions even in offline mode without disrupting the regular academic activities.
- Students' Satisfaction Survey should be conducted regularly preferably after completion of each Semester so that the issues if any of the previous Semesters could be traced and resolved.
- Office automation may be helpful for strengthening the office activities. Specific strategies may be developed for record keeping both in the department as well as in the office. Though the office management is sound, little encouragement is necessary.
- The College has tremendous potential to bring academic laurel to the state.

Signature of the Team Member(s)


Partha Pratim Baruah
Gauhati University


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Gauhati University