



# KALIABOR COLLEGE

Report of Academic and Administrative Audit

2022-2023

Date of visit: December 23, 2023

## 1. Preface

Kaliabor College initiated an Academic and Administrative Audit (AAA) by extending an invitation to a two-member committee. The esteemed committee consisted of (i) Prof. Debendra Chandra Baruah, Professor in the Department of Energy, Director of the Internal Quality Assurance Cell (IQAC) and Director of the Centre for Multidisciplinary Research at Tezpur University, Tezpur, Assam, and (ii) Dr. Nripen Chandra Das, Principal of Dr. B.K.B. College, Puranigudam, Nagaon, Assam. This invitation was extended through letter numbers KC/IQAC/AAA/23/12 and KC/IQAC/AAA/23/13 respectively dated 20-12-2023 following a resolution in the college's Governing Body.

The members of the AAA committee conducted a thorough audit of the College on 23-12-2023. The audit encompassed visits to various administrative sections, academic departments, the library, canteen, sports facilities, and other locations hosting notable activities, along with an assessment of various infrastructure facilities. Additionally, the committee held a series of meetings with pertinent stakeholders of the College, including the Governing Body, Teaching and Non-Teaching Staff, Students, Hostel Wardens, Parents, and Alumni.

The outlined agenda for the AAA visit is provided below, reflecting the comprehensive scope of the audit:

Time	Programme
09:00 am	Meeting of AAA team
09:30 am	Introductory meeting with the Principal of the College
09:45 am	<b>Presentation of Report by the Principal of the College</b>  (The report covers the brief introduction of the college and broadly highlight the important aspects covering all the key indicators of NAAC accreditation viz., (i) Curricular Aspects; (ii) Teaching- Learning and Evaluation; (iii) Research, Innovations and Extension; (iv) Infrastructure and Learning Resources; (v) Student Support and Progression; (vi) Governance, Leadership and Management; (vii) Institutional Values and Best Practices)  Highlight of the implementation of NEP2020 will also be mentioned.
10:45 am	Visit to the select Departments  The AAA team will attempt to understand specially the status concerning Criteria #1, #2 and #3 of NAAC manual during the visit and interaction with the Departments
1:00 pm	Break for lunch
1:45 pm	Visit to library, canteen, sports facilities, NSS, NCC etc.
2:30 pm	Interaction with different stakeholders represented by management, teachers, non-teaching staffs, students, alumni, and society
3:20 pm	Meeting of AAA team and Preparation of AAA report

4:00 pm	Submission of AAA report and Exit meeting <i>(in presence of Principal, Teachers, IQAC Coordinator and other members as decided by the College)</i>
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The details of the report of the AAA Committee are given below:

### 1.1 Kaliabor College: A Brief Overview

Established in 1969, Kaliabor College has garnered recognition as an institution committed to academic excellence. Accredited by the National Assessment and Accreditation Council (NAAC), the college received a 'B++' grade in 2005 and subsequently achieved an 'A' grade in 2015. It operates under the provisions of Sections 2(f) and 12(B) of the UGC Act, aligning its academic pursuits with the standards set by Gauhati University.

Kaliabor College offers a comprehensive academic portfolio, encompassing a total of 23 programs distributed across the different departments. This diverse array of academic offerings is administered through 17 academic departments offering 23 programmes, contributing to the overall educational landscape of the institution. A detailed breakdown of the academic programs available at Kaliabor College is presented in Table 1:

Table 1: Details of Academic Programs at Kaliabor College

Programme	Department	Intake Capacity (as per 2023-year data)	Stream
1. B.A. Honours in Political Sc.		40	Bachelor in Arts
2. B.A. Honours in Education		30	
3. B.A. Honours in Assamese		50	
4. B.A. Honours in Economics		20	
5. B.A. Honours in History		40	
6. B.A. Honours in English		30	
7. B.A Regular		300	
8. B.Sc. Honours in Mathematics		20	Bachelor in Science
9. B.Sc. Honours in Physics		20	
10. B.Sc. Honours in Zoology		20	
11. B.Sc. Honours in Botany		20	
12. B.Sc. Honours in Chemistry		20	
13. B.Sc. Honours in Statistics		10	
14. B.Sc. Regular		25	
15. B.Com Honours in Accountancy		30	Bachelor's in Commerce

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Programme	Department	Intake Capacity (as per 2023-year data)	Stream
16. B.Com Honours in Management		30	PG
17. B.Com Regular		40	
18. M. Com		40	
19. MA in Education		25	Professional/Vocational
20. Bachelor of Computer Application		20	
21. Bachelor of Business Administration		20	
22. B. Sc. in Biotechnology		20	
23. Bachelor in Vocations (B. Voc) in Travel and Service Industry & Small Tea garden Management.		100	

Consistent with academic practices, Kaliabor College also supports the Higher Secondary programs conducted by the Assam Higher Secondary Council (AHSEC).

### 1.2 Curricular, Teaching-Learning, and Related Aspects

Kaliabor College houses seventeen academic departments viz. Political Science, English, Education, Assamese, History, Economics, Physics, Chemistry, Mathematics, Botany, Zoology, Biotechnology, Statistics, Commerce, B.Voc., BBA and BCA. These departments adhere to the structured course curriculum outlined by Gauhati University, meticulously following the examination and evaluation schedule through established governance and academic management units.

Key points regarding the curricular aspects of Kaliabor College include:

- Enrichment of the curriculum through student seminars, fieldwork and projects is a practice followed by the College.
- Course allotment among the Faculty is done based on the expertise and experience.
- Regular participation of faculty members in capacity-building programs, particularly focused on the assessment and evaluation of examinations in accordance with Gauhati University directives.
- Implementation of the Choice Based Credit System (CBCS) by all 17 departments since the 2019-20 session, with the Four Year Undergraduate Programme (FYUGP) introduced under the National Education Policy (NEP) 2020 since 2023.
- Certificate and add-on courses are offered periodically for the benefit of students.
- College made provision to support academic activities through the application of available IT technologies and e-resources during the Covid-19 pandemic.
- Serious consideration of the drop-out issue, with efforts made to address student attrition caused by prevailing socio-economic conditions in the region.



- Encouraging academic performance across the majority of departments, reflected in high pass percentages and the presence of university rank holders among Kaliabor College students. Departments with a higher rate of unsuccessful students are actively analysing and implementing improvement plans based on the analysis.

### 1.3 Research, Innovations, and Extension Activities of the College

- Overall, the performances of the College in terms of research, innovations, and extension activities, conservation of natural elements and cultural heritage led by the competent and experience Faculty members are notable. Some key highlights in these above are mentioned as below:
- Out of 49 sanctioned teaching positions, 28 teachers currently hold a Ph.D. degree. In addition to the regular position, college is also appointing additional 32 faculty members on a contractual full-time basis for teaching purposes.
- Faculty members from various departments, including Economics, Education, English, History, Physics, Political Science, and Zoology, have contributed a total of 24 research publications in the last five years. Additionally, 84 other publications, encompassing books, chapters in edited volumes, and papers in national/international conference proceedings, are credited to faculty members of which 25 were in the current academic session.
- Successful endeavours by faculty members in innovation have led to the grant of patents.
- The college actively engages in extension activities covering significant areas such as Swachhata Abhiyan/Cleanliness, Awareness on Yoga, Awareness AIDS, Awareness of legal provisions against sexual harassment, In-service Teachers' Training, Observance of events like World Disabled Day, etc. These activities, over the last five years, are relevant to regional and national importance, with detailed information available on the college website.
- The college fosters collaboration with various organizations through the signing of Memoranda of Understanding (MoUs), as indicated in Table 2. As reported by the Governing body of the college, regular assessment of the functioning of MoUs is planned.

Table 2: MoUs signed during last reported by Kaliabor College in the last five years:

Organisation with which MoU is signed	Name of the institution/ industry/ corporate house	Year of signing MoU	Duration (in years)
North East Regional Institute of Water and Land Management	North East Regional Institute of Water and Land Management	2018	1
Mindset, Tezpur	Mindset, Tezpur	2018	1
Jungle Travels	Jungle Travels	2018	1

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Tezpur University	Department of Chemical Sciences	2019	5
BKB College	BKB College	2019	2
Lokapriya Gopinath Bordoloi Regional Institute of Mental Health	Department of Psychiatric Social Work and Clinical Psychology	2019	1
Assam Skill Development Mission	Assam Skill Development Mission	2019	0.5
Tourism Studies, Guwahati	Tourism Studies, Guwahati	2019	1
KUHIPAT, Gohpur	KUHIPAT, Gohpur	2019	1
B.H. Mini Tea Plantation	B.H. Mini Tea Plantation	2019	1
C.N. Travels, Guwahati	C.N. Travels, Guwahati	2019	1
North East Regional Institute of Water and Land Management	North East Regional Institute of Water and Land Management	2020	3
JDSG College	JDSG College	2022	3
SRD Group	SRD Group	2022	2
Oi-Qua	Oi-Qua	2022	2
Royal Global University	Royal Global University	2023	5
Nabanita Nandini Makeup Studio	Nabanita Nandini Makeup Studio	2023	3
AMTRON, Assam	AMTRON, Assam	2023	1

- Sports facilities at Kaliabor College extend beyond meeting internal requirements, regularly providing local youth with access for practice and organizing various competitions.
- Faculty members actively encourage students to pursue higher education. Graduates from all departments enrol in Higher Education Institutes (HEI) for advanced degrees such as B. Lib, B.Ed., D. El. Ed, BT (DIET), LAW, PGDCA, MBA, and MA.



- Students from departments like Assamese, Education, Political Science, and English have successfully qualified for the National Eligibility Test (UGC), demonstrating the college's commitment to fostering academic excellence.
- Noteworthy achievements include students' success in State Level Eligibility Test (SLET) and Teacher Eligibility Test (TET), showcasing the effectiveness of the academic programs.
- The provision of financial assistance for top-performing students in various departments contributes to fostering a culture of academic achievement.
- A significant number of Kaliabor College students, have received free ships/scholarships in the current session.
- The college has an impressive track record of placing students in diverse sectors, including government (schools, police department, etc.) and non-government and banking sectors.
- Recognizing and celebrating meritorious students and achievers is a regular practice, with the college actively considering publicizing records of such students.
- Initiatives by Kaliabor College include ground-water testing in nearby localities, particularly focusing on removing arsenic from drinking water. A dedicated cell, 'NEER,' is formed for raising awareness about arsenic contamination.
- An innovative capsule for arsenic removal from drinking water has been developed, and the application for a patent has been duly registered.
- The Department of History hosts a cultural museum aimed at conserving the historical and cultural resources of the locality, reflecting the college's commitment to preserving heritage.

#### **1.4 Infrastructure and Learning Resources**

- Kaliabor College, spanning an area of about 23 acres and strategically positioned 0.4 kilometers from the national highway, is characterized by well-designed structures housing classrooms, offices, laboratories, a museum, hostels and sports facilities. Some of the classrooms are also equipped with ICT facilities, enhancing the academic milieu.
- The college library, maintained by a dedicated staff uses the latest library software in its premises and employs appropriate IT tools to record footfall data. It contains valuable resources, including historically significant items. Despite limited hostel facilities, the majority of students being local residents, there are both a boys and girls hostel in the college.
- The laboratories are well maintained, and Science Departments also encourages innovative projects developed by faculty members which are systematically showcased in the laboratories.
- A distinctive feature of Kaliabor College is the Orchidarium, housing many local species. Furthermore, the college's museum preserves endangered species of animals and snakes as specimens, collected by the Zoology department faculty members based on information from local sources. Despite its primary focus on students, these resources also serve as educational tools for the local community on environmental issues.

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- Kaliabor College's commitment to environmental education is evident through its Orchidarium, showcasing local flora, and the museum's role in preserving and educating about biodiversity. The college serves as a community resource, providing valuable information and insights to both students and local residents in matters pertaining to the environment.

### **1.5 Governance, Leadership and Management**

The governance and management framework of Kaliabor College is characterized by a well-structured system. The Governing Body, composed of the President, Principal, Local MLA, University-nominated members, Librarian, teaching and non-teaching representatives and parents, adheres to the guidelines established by the Higher Education Department of the Government of Assam.

Key points concerning the governance, leadership, and management of Kaliabor College are outlined below:

- The Principal of the College takes central leadership role, orchestrating institutional affairs through a carefully coordinated action plan.
- Vision and Mission of the college are displayed prominently for all stakeholders on the college website and visibly displayed in the campus.
- As reported, financial matters are prudently managed, with a well-considered budget subject to statutory auditing processes.
- Regular meetings of the Governing Body are convened to deliberate on pivotal issues related to the college's operational aspects. It is also learnt that comprehensive minutes from these meetings are systematically disseminated among stakeholders.
- There are decentralized committees formed to oversee academic and administrative affairs, including procurement, infrastructure maintenance, and campus beautification.
- The student union operates effectively collaborating with the college administration and mentored by Faculty members.
- Governance take care the proposal for Financial assistance to faculty members to facilitate their attendance at conferences, workshops, and cover membership fees for professional bodies. The governance of the college encourages professional development programs for faculty, emphasizing key areas crucial for the enhancement of academic quality.
- Information on faculty members who have successfully completed Faculty Development Programs (FDP) in areas such as ICT, Pedagogy, MOOCS, E-Content development, and human rights is readily accessible on the college website within comprehensive faculty profiles.
- The college regularly update its website for timely dissemination of information.

### **1.6 Quality Assurance, Community Engagement/Outreach, Best Practices**

Internal Quality Assurance Cell (IQAC) of the college is active and carry out several programmes to sustain quality. The IQAC collaborates with teaching departments, cells, and college authorities, periodically orchestrating programs with comprehensive reports available on the official college website.





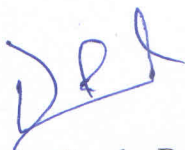
In alignment with the environmental awareness initiative of the academic fraternity, the college prioritizes resource conservation, advocates for renewable energy, and adopts environmentally friendly practices. Furthermore, the institution actively commemorates significant national events, fostering engagement from both students and faculty.

The cordial teacher-student relationship as seen through the records of participation in the events organized by the College is seen. The establishment of specialized clubs aim to promote healthy practices of students' engagement and learning beyond classrooms. The college adheres to the academic plan, progressively integrating information and communication technology (ICT) in teaching methodologies, engaging in systematic student mentoring, and showcasing adeptness in revenue generation within the campus.

The academic hassles witnessed during the recent lockdown has been successfully overcome by the team spirit demonstrated by the academic fraternity of the college supported by the IQAC. Participation of faculty members in scholarly endeavors, including the publication of books (including textbooks) through reputable publishers deserves appreciation. Such scholarly contributions are potential to enrich academics of the college.

### 1.7 Recommendations

- a. Augment the prescribed curriculum through local flavour of art, culture, skill.
- b. Enhance the technology integration in the curriculum delivery through development of standard e-contents.
- c. Better visibility of successful programmes (in terms of employment and engagement) such as commerce and management are suggested.
- d. Recognised PhD supervisors with experiences of research guidance may take lead to initiate research programmes in the college.
- e. More works on cultural heritage and skill integrated business for graduates.
- f. Several unique resources including sports complex, museum, tea garden etc. may be converted into ventures of revenue generation.
- g. Explore the engagement of vast alumni resources for development of the College taking the advantage of the current Chairman of Governing body being one of the distinguished Alumni of the college.
- h. Use stakeholder inputs for implementation of provisions of NEP2020

  
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