



# **GOLAGHAT COMMERCE COLLEGE**

**Jyoti Nagar, Golaghat, Assam 785621**

<https://golaghatcommercecollege.org>

**THIRD CYCLE NAAC ACCREDITATION 2022**

## **Criterion 6**

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities**

*Submitted to*



**NATIONAL ASSESSMENT AND  
ACCREDITATION COUNCIL**

# ***CRITERION 6***

## **Governance, Leadership and Management**

### **Indicator- 6.5 Internal Quality Assurance System**

<b>Metric No</b>	<b>Sl. No</b>	<b>Content</b>
<b>6.5.2- The institution reviews its teaching learning process, structures &amp; methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities</b>	1.	Academic and Administrative Audit
	2.	ISO Certificate
	3.	AISHE
	4.	Feedback Mechanism <a href="#">Click here</a>

*Academic Audit for Quality and Excellence in Higher Education*

Report  
on  
Institutional Academic and Administrative Audit  
(2016-17- to -2020-21)

OF  
Golaghat Commerce College, Golaghat, Assam

Dates of visit

6<sup>th</sup> -7<sup>th</sup> May, 2022

*Golaghat Commerce College, Golaghat, Assam*

*Amol*


*[Signature]*  
8/5/2022

Academic Audit Report  
of  
GOLAGHAT COMMERCE COLLEGE  
GOLAGHAT  
(Date: 07-05-2022)

The report prepared is the result of the inspection of the facts and documents as regards the total academia and academic governance of the college. The committee examines and cross-verifies the records and facts that are prepared by the college in strict adherence to the Terms of Reference (NAAC 7 Criteria). Upon thoroughgoing checks and vetting, the Committee records/endorsees few observations, recommendations/suggestions, felt needs and anticipated needs which are given in tabular form as follows.

It is to be noted that records presented by the college authorities bear testimony of the facts. The Committee testifies what are presented in the colleges.

  
(Sarat Chandra Kakaty)

  
(Gopal Ch. Hazarika)

**AUDIT TEAM REPORT ON  
ACADEMIC AND ADMINISTRATIVE AUDIT OF GOLAGHAT COMMERCE  
COLLEGE- 2022**


**Place : Golaghat Pin: 785621 State: Assam**

<i>Section I: GENERAL</i>	<i>Information</i>
<b>1.1 Name &amp; Address of the Institution:</b>	Golaghat Commerce College, Jyoti Nagar, P.O. and Dist. Golaghat, Assam-785621  <a href="mailto:pcomm_glt@bsnl.in">pcomm_glt@bsnl.in</a>
<b>1.2 Year of Establishment:</b>	1972
<b>1.3 Current Academic Activities at the Institution (Numbers):</b>	
• <b>Faculties/ Schools:</b>	<i>NIL</i>
• <b>Departments/ Centres:</b>	16 Departments 1 Centre
• <b>Programmes/ Courses offered:</b>	Programmes <ul style="list-style-type: none"><li>• Bachelor of Arts (Hons)</li><li>• Bachelor of Commerce (Hons)</li><li>• Master of Commerce</li><li>• Post Graduate Diploma in Tea Plantation Management</li></ul> Courses: <ul style="list-style-type: none"><li>• BA in Assamese</li><li>• BA in Economics</li><li>• BA in Education</li><li>• BA in English</li><li>• BA in Geography</li><li>• BA in History</li><li>• BA in Political Science</li><li>• B.Com (Accounting and Finance, Hons)</li><li>• B.Com (Banking, Hons)</li><li>• B.Com (HRM, Hons)</li><li>• B.Com (Marketing, Hons)</li><li>• M.Com in Finance</li><li>• M.Com in Marketing</li></ul>

<ul style="list-style-type: none"> <li>• <b>Permanent Faculty Members:</b></li> </ul>	45
<ul style="list-style-type: none"> <li>• <b>Permanent Support Staff:</b></li> </ul>	13
<ul style="list-style-type: none"> <li>• <b>Students:</b></li> </ul>	1280
<b>1.4 Three major features in the institutional Context (As perceived by the Peer Team):</b>	<ul style="list-style-type: none"> <li>• The college hosts a Centre for Tea Plantation Management which offers formal education on Tea</li> <li>• PG in Commerce Program under Dibrugarh University is conducted in the regular mode</li> <li>• The college takes initiatives to provide Entrepreneurial Education with the objective of producing skill full, enterprising and employable graduates.</li> </ul>
<b>1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):</b>	<p>Visit Schedule of Academic and Administrative Audit, Golaghat Commerce College, Golaghat (06-05-2022 to 07-05-2022)</p> <p><b>Day 0 (06-05-2022):</b>            <b>Arrival 6:00 PM</b></p> <p>Team Discussion at place of stay 7:00 PM onwards</p> <p><b>Day 1 (07-05-2022):</b></p> <p>09-15am                            : Arrival at the College</p> <p>09-30am to 10-15 am : Meeting with the Principal and Principal's presentation</p> <p>10-15am to 10-45am : Meeting with IQAC members and presentation of IQAC</p> <p>10-45 am to 12-30pm : Visit to Departments and Departmental Presentation</p> <p>12-30pm to 1-00 pm : Visit to Acc., Admin branch, Accounts branch and common facilities like Canteen, sports etc.</p> <p>1-00pm to 1-45 pm : Lunch on meeting with the GB Members</p> <p>1-45pm to 2-15pm : Interaction</p>

	2-15pm to 3-00 pm : Preparation presentation of the report 3-30pm
<b>1.6 Composition of the Peer Team which undertook the on- site visit:</b>	
<b>Chairman</b>	<b>G. C. Hazarika</b> <b>Professor of Mathematics, DU</b>
<b>Member</b>	<b>S. C. Kakaty</b> <b>Professor of Statistics, DU</b>

<i>Section II: CRITERION WISE ANALYSIS</i>	<i>Observations (Strengths and/or Weaknesses) on Key-Aspects</i> <i>(Please limit to three major ones for each and use telegraphic language (It is not necessary to indicate all the three bullets each time; write only the relevant ones))</i>
<b>2.1 Curricular Aspects:</b>	
<b>2.1.1 Curricular Design and Development:</b>	<ul style="list-style-type: none"> <li>• The College is affiliated to Dibrugarh University and it follows the syllabus, academic calendar and guidelines framed by the university. Some of the faculty members of the college are also involved in revising the course curriculum by offering suggestions in the board meeting convened by the University.</li> <li>• At the beginning of each academic session, the curriculum concerning the departments is discussed among the faculty members. The total curriculum is thereafter divided and allotted to the concerned teachers.</li> </ul>

	<p>On the basis of the allotted portion of the curriculum, concerned teachers chalk out teaching plans.</p> <ul style="list-style-type: none"> <li>• Sessional examinations, group discussions, case study presentations, presentations on course contents are conducted as a part of internal assessment and for the overall development of the students.</li> </ul>
<p><i>2.1.2 Academic Flexibility:</i></p>	<ul style="list-style-type: none"> <li>• Teaching plans are drawn out in such a way so that sufficient time for revision can be spared, besides completing the entire volume of the course. For the slow learners and other students desirous of clearing their doubts, provision for remedial and tutorial classes are also made in the class routine.</li> <li>• The respective teachers specialized in their disciplines; apart from following the syllabus formed by the university, they also engaged in different academic activities like excursion, field-study for practical exposures.</li> <li>• Teachers play flexible roles to adhere the needs of both the advanced and slow learners without defying the academic calendar of the college which gives benefits to selected students of the college.</li> </ul>



<p><i>2.1.3 Curriculum Enrichment:</i></p>	<ul style="list-style-type: none"> <li>• In order to make curriculum student centric, students have to take part in filed work, project work and excursion etc. for which a specific period is selected as a part of their academic activities. The report of the same is prepared to keep record. The students; with the help of their teachers conduct survey in some select areas about the socio-economic conditions of the locality.</li> <li>• Seminar presentations for development of presentation and communication skills of the students are also conducted as per scheduled academic calendar. These class room presentations carry marks and the marks are also considered for internal assessment.</li> <li>• Departments conduct departmental meetings at regular intervals to analyze the progress of the course and discuss about any other important issues relating to the students, department as well as for the college.</li> </ul>
<p><i>2.1.4 Feedback System:</i></p>	<ul style="list-style-type: none"> <li>• Feedback of the students is collected in each academic session to find out the positive and negative aspects regarding the effectiveness of the curriculum delivery by the</li> </ul>

teachers as well as of the institution as a whole.

- Parents- teachers meets are also conducted for more effective curriculum delivery by taking suggestions and other aspects to develop a better environment for curriculum delivery. Action plan are also prepared on the basis of the feedbacks given by various stake holders i.e. from students, alumni, parents and teachers.
- Feedback from the teachers of the college is also collected from time to time for the overall development of the academic and administrative environment.



<p><b>2.2 Teaching-Learning &amp; Evaluation:</b></p>	
<p>2.2.1 <i>Student Enrolment and Profile:</i></p>	<ul style="list-style-type: none"> <li>• Demand Ratio during the year (Average of last five years) - 87.8%</li> <li>• <i>Number of sanctioned seats - 540</i></li> <li>• Average percentage of seats filled against reserved categories – 121.5% (<i>Number of OBC/MOBC students admitted are more than available seats</i>)</li> </ul>
<p>2.2.2 Catering to Student Diversity:</p>	<ul style="list-style-type: none"> <li>• End semester exam results, mid-term test, presentations, class participation etc</li> <li>• Mentor-mentee programs, peer learning, tutorial and remedial classes, bilingual approach, Incentives</li> <li>• Student- Full time teacher ratio – 18:1</li> </ul>
<p>2.2.3 Teaching-Learning Process:</p>	<ul style="list-style-type: none"> <li>• Presentations, discussions, debates, assignments, experimental group activities such as group discussions, film screening, drama play etc</li> <li>• Student seminars, Case studies and micro-concept teaching, field trips and study tours</li> </ul>




	<ul style="list-style-type: none"> <li>• Smart Classrooms online teaching by using digital tools like Google Classroom, Google Meet, Zoom, WhatsApp</li> </ul>
2.2.4 <i>Teacher Quality:</i>	<ul style="list-style-type: none"> <li>• Teachers use the laptops, smartphone, internet, three smart classrooms with overhead projectors and white interactive boards.</li> <li>• Average percentage of full-time teachers against sanctioned posts - 84.09%</li> <li>• Average percentage of full-time teachers with Ph. D. - 23.61%</li> <li>• Number of full-time teachers with Ph. D. in 2020-21: 14</li> <li>• No. of Associate Professor in 2020-21: 6</li> <li>• Average teaching experience of full-time teachers: 17.62 years</li> </ul>
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> <li>• University guidelines mandated 20% marks for internal assessment and 80% marks for End-semester examination</li> <li>• Continuous internal assessment system in which different tools such as objective tests, written tests, assignments, paper presentation, laboratory work, etc.</li> </ul>

	<ul style="list-style-type: none"> <li>• IA displayed in the college notice boards and website within 2 days of assessment completion. College adopts instant and time-based approach to resolve grievances of students</li> </ul>
2.2.6 Student Performance and Learning Outcomes:	<ul style="list-style-type: none"> <li>• Teachers explain the learning objective and the outcomes in the beginning of the semester</li> <li>• Efforts are also made to experience the course outcome through various co-curricular and extra-curricular activities. Students are encouraged to imbibe the course outcome in the learning process.</li> <li>• Average pass percentage of Students during last five years - 62.11</li> </ul>
<b>2.3 Research, Consultancy &amp; Extension:</b>	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> <li>• Seminars, Workshops, Webinar has been conducted in the last 5 five years</li> <li>• 9 programmes were conducted during the year 2016-17</li> <li>• 1 programme was conducted during the year 2017-18</li> <li>• 1 programme was conducted</li> </ul>

	<p>during the year 2018-19</p> <ul style="list-style-type: none"> <li>• 12 programmes were conducted during the year 2020-21</li> </ul>
2.3.2 Resource Mobilization for Research:	<ul style="list-style-type: none"> <li>• 4 Grants received from UGC for Minor Research Project</li> <li>• Dr. Dipali Gogoi, Dept. of Assamese received an amount of ₹ 2,30,000 in the year 2016</li> <li>• Dr. Pranjal Pratim Dutta, Dept of Accountancy received an amount of ₹ 1,75,000 in the year 2017</li> <li>• Mrs. Neetima Sarmah, Dept of Geography received an amount of ₹ 1,55,000 in the year 2017</li> <li>• Mr. Biman Arandhara, Dept of Education received an amount of ₹ 1,60,000 in the year 2019</li> </ul>
2.3.3 Research Facilities:	<ul style="list-style-type: none"> <li>• The College has constituted a research committee in 2015 known to facilitate and monitor research activities in the college.</li> <li>• The College publishes a peer reviewed journal sponsored by ICSSR "Research Promoter".</li> <li>• A language laboratory was established in 2012 to help students who are keen to develop their speaking skills and</li> </ul>




	<p>personality by organizing workshop, linguistics classes etc.</p> <ul style="list-style-type: none"> <li>• The college has a well equipped laboratory for the Departments of Education and Geography</li> <li>• The College has M.Com in regular mode under Dibrugarh University providing specialization in Finance and Marketing enabling students in progressing to Higher Education.</li> </ul>
2.3.4 Research Publications and Awards:	<ul style="list-style-type: none"> <li>• 2 faculty members recognized as Ph. D guides during the year 2016-17</li> <li>• 33.9% teachers are engaged in publishing research papers in the Journals notified on UGC website during the last five years</li> <li>• 94.9% teachers are engaged in publishing books and chapters in edited volumes/books published and papers in national/international conferences proceedings during last five years</li> </ul>
2.3.5 Consultancy:	<ul style="list-style-type: none"> <li>• MoU with Assam Startup – The Nest: The College has joined hands with Assam Startup – The Nest through IIM Calcutta Innovation Park (IIMCIP) in March, 2021 which is the state incubation center at Guwahati</li> </ul>




	<ul style="list-style-type: none"> <li>• The cell (ECGPC) of Golaghat Commerce College was established for collaborative activities in areas of training and to arrange field/industrial visits and campus interviews</li> </ul>
<p>2.3.6 Extension Activities and Institutional Social Responsibility:</p>	<ul style="list-style-type: none"> <li>• Letter of Appreciation by the Golaghat District Administration in recognition of the College fraternity's active participation and support to administration in the Election process in Assembly and Panchayat Elections</li> <li>• The college's NCC and NSS Units, cells and committees actively participate in the extension activities</li> <li>• 16 activities by NSS and NCC consisting of 375 students during 2016-17</li> <li>• 14 activities by NSS and NCC consisting of 224 students during 2017-18</li> <li>• 10 activities by NSS and NCC consisting of 48 students during 2018-19</li> <li>• 10 activities by NSS and NCC consisting of 162 students during 2019-20</li> <li>• 19 activities by NSS and NCC consisting of 214 students during 2020-21</li> </ul>

 7/5/22





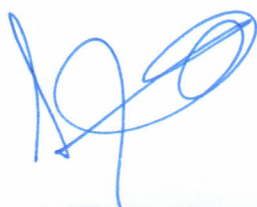
	<ul style="list-style-type: none"> <li>• College supported the Institute of Chartered Accountants of India by providing examination center for CA aspirants appearing in Foundation, IPCE and Final Exams for November 2020, January 2021 and December 2021.</li> </ul>
2.3.7 Collaborations	<ul style="list-style-type: none"> <li>• The college has entered into MoUs with various education institutions as well as business units</li> <li>• The “Centre for Tea Plantation Management”, Golaghat Commerce College is a joint outcome of the efforts of The North Eastern Tea Association (NETA) and Golaghat Commerce College.</li> <li>• Furkating College on 1<sup>st</sup> October 2019</li> <li>• HPB Girls’ College on 2<sup>nd</sup> January 2021</li> <li>• Assam Startup - The Nest, IIM Calcutta Innovation Park (IIMCIP) on 17<sup>th</sup> March 2021</li> <li>• Stationery World on 6<sup>th</sup> April 2021</li> <li>• Sunderlal Sushil Kumar on 6<sup>th</sup> April 2021</li> <li>• North East Tea Association on 2<sup>nd</sup> August 2021</li> </ul>




	<ul style="list-style-type: none"> <li>• Assam Agriculture University on 31<sup>st</sup> August 2021</li> <li>• Dhekeripeta LP School on 4<sup>th</sup> December 2021</li> </ul>
<b>2.4 Infrastructure and Learning Resources:</b>	
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> <li>• The physical facilities are maintained and monitored by administration and respected committees. All classrooms are laid out with adequate infrastructure befitting teaching and learning. Classrooms with furniture, teaching aids are maintained by the attendants and supervised by the respective Head of the Department. The entire college campus along with the classrooms has been enabled with CCTV for effective monitoring.</li> <li>• The auditorium facilitates in conducting various cultural programme, memorial lectures, meetings, International, National, regional and state level seminars and workshops. The playground forming an essential part of the outdoor stadium has been there since the inception of the college. The indoor stadium and the gallery of the outdoor stadium were constructed from UGC aids to facilitate the stakeholders.</li> <li>• There are at present 30 classrooms</li> </ul>

	<p>enabled with Wifi, 07 smart classrooms with LMS facilities and 02 Seminar Halls</p>
<p>2.4.2 Library as a Learning Resource:</p>	<ul style="list-style-type: none"> <li>• The 'Chinta Taranga Chora' Library of Golaghat Commerce College is a spacious and well-ventilated library with a collection of 19,614, where Text Books-15,012 and Reference Books number 4,559. The institution has 9 numbers of journal and ,5 E.journal and membership of N-LIST for e-books and e-journals, Sodh-Sindhu and other remote e-resources.</li> <li>• It is partially automated using SOUL 2.0, with average annual expenditure Rs. 3,03,088 per year.</li> <li>• The Average per day attendance of Teachers is 13.28 and Students is about 02 in the last academic year.</li> </ul>
<p>2.4.3 IT Infrastructure</p>	<ul style="list-style-type: none"> <li>• The college has upgraded its IT facilities frequently as per the needs and requirements during the last five years. These includes increase in the number of computers, internet connectivity, new institutional portal, time to time updating of portal, setting up of smart classrooms and ICT-enabled classrooms and seminar halls, online admission, library digitization, etc.</li> <li>• Internet connection bandwidth has been upgraded to 50 M bps on 19-4-</li> </ul>

	2021, as necessitated to support the all-round digitization of the institute. The ratio of Students: Per Computer=10.26:1
2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> <li>The College has a proper mechanism for development and maintenance of infrastructure and other facilities. Under the direction of the Governing Body, the College Administration utilizes the funds received from RUSA and other agencies to initiate any developmental works and upkeep of the college infrastructure. An active Planning Body is operating in the college to monitor and evaluate the infrastructural, curricular, co-curricular and extracurricular areas.</li> <li>The Faculty Members as Instructors along with their head of the department bear the responsibility of maintaining their respective laboratories. There are laboratory bearers (both sanctioned and non-sanctioned) responsible for maintaining the laboratory facilities, as per instruction from the departmental heads.</li> </ul>
<b>2.5 Student Support and Progression:</b>	
2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> <li>Average percentage of students benefited by scholarships and free-ships provided by the Government</li> </ul>

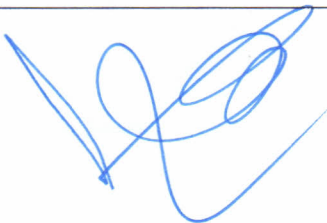



	<p>during last five years is 55.9</p> <ul style="list-style-type: none"> <li>• Capacity building and skills enhancement initiatives taken by the institution during last five years include Soft skills , Language and communication skills, Life skills (Yoga, physical fitness) and ICT/computing skills.</li> <li>• A major part of students are benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years.</li> <li>• The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. There are grievance redressal Cell, Anti-ragging Committee and Anti Sexual Harassment Cell. All the cells create awareness. Also there is provision for submission of offline students' grievances.</li> </ul>
2.5.2 Student Progression:	<ul style="list-style-type: none"> <li>• Average percentage of placement of outgoing students during the last five years is 19.26</li> <li>• Total 80 students progressed to higher education during the last five years.</li> <li>• 6 Number of students qualified in state/ national/ international level examinations during the last five</li> </ul>

	years.
2.5.3 Student Participation and Activities:	<ul style="list-style-type: none"> <li>• Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level during the last five years is 44</li> <li>• The college has a Student Union elected every year by holding election through ballot paper voting. The students Council Union follow Lyngdoh Commission report under UGC.</li> </ul> <p>The activities of the Students Union include Creating awareness about students' rights, Organizing College functions including the Annual College Week and participation in Youth Festival held every year by the affiliating university, bringing out the Annual College Magazine.</p> <p>Apart from Student Union there are several committees where students play active roles in realizing their full potential.</p>
<b>2.6 Governance, Leadership and Management:</b>	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> <li>• Dedicated towards its vision of creating conscious, integrated and wholesome human beings and mission of catering academic and professional needs.</li> </ul>

	<ul style="list-style-type: none"> <li>• Decentralized and participatory nature of governance followed for all round development</li> <li>• Existence of various Committees, Cells and Bodies.</li> </ul>
2.6.2 Strategy Development and Deployment	<ul style="list-style-type: none"> <li>• Principal and IQAC coordinator actively coordinates with the Governing Body in the policy making process.</li> <li>• Adherence to the Assam Provincialised Colleges and Assam Non Government Management College Rules, 2001 (amended from time to time)</li> <li>• Partial implementation of e-governance</li> </ul>
2.6.3 Faculty Empowerment Strategies:	<ul style="list-style-type: none"> <li>• Monetary and Non monetary welfare measures undertaken for teaching and non teaching staff</li> <li>• Dedication towards increase the number of professional development /administrative training Programmes for both teaching and nonteaching staff</li> <li>• Student feedback system plays a key role in faculty performance appraisal</li> </ul>
2.6.4 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> <li>• Institution conducts internal and external financial audits regularly.</li> <li>• Optimum utilisation of Infrastructural resources, enabling use by various stakeholders</li> <li>• Human resources are widely engaged in community support and welfare activities</li> </ul>
2.6.5 Internal Quality Assurance System:	<ul style="list-style-type: none"> <li>• IQAC organises programs such as National and International Webinars, Digital initiatives,</li> </ul>

	<p>Institutional collaboration, Block &amp; room numbering initiative, signage of various types, Plastic-free and tobacco-free campus.</p> <ul style="list-style-type: none"> <li>• M. Com regular course in Marketing and Finance, Self financing course- Tea plantation Management.</li> <li>• Renovation of the college library.</li> </ul>
<p><b>2.7 Innovations and Best Practices:</b></p>	<ul style="list-style-type: none"> <li>•</li> </ul>
<p>2.7.1 Environment Consciousness:</p>	<ul style="list-style-type: none"> <li>• The college has taken measures to reduce plastic pollution on campus, with a particular focus on the elimination of plastic bottles, single-use plastic bags etc.</li> <li>• Every year World Environment Day is celebrated to encourage awareness and environmental protection.</li> <li>• The college has conducted Environment and Energy Audits.</li> <li>• Various initiatives have been taken to ensure effective waste management of solid, liquid and E-wastes generated in the campus</li> <li>• Rain water is harvested and used to water the garden in the campus.</li> <li>• LED and Motion sensor bulbs are used to conserve energy.</li> <li>• Bio gas fuel is produced and used in the canteen.</li> </ul>






	<ul style="list-style-type: none"> <li>• The college maintains ornamental garden, medicinal garden and other precious trees.</li> <li>• The vehicles of only the staff members are permitted to enter and park inside the campus.</li> </ul>
2.7.2 Innovations:	<ul style="list-style-type: none"> <li>• The College has constituted a research committee in 2015 known to facilitate and monitor research activities in the college. The Research Committee facilitates and provides necessary guidance to the faculty members in submitting research proposals to UGC and other funding agencies. The College publishes a peer reviewed journal sponsored by ICSSR “Research Promoter”</li> <li>• A Vermi Compost plant is run and managed by college to recycle waste materials from the college campus into nutrient rich fertilizer. It also helps in sensitizing students and college staff about organic decomposition, the soil food web, and the relationships between earthworms and ecological sustainability.</li> <li>• The college has a well equipped laboratory for the Departments of Education and Geography consisting of equipments such as Tachistoscope (Electrical and Manual), Mirror Drawing Apparatus (Electrical and Manual), Human Maze Learning Electrical, Colour</li> </ul>

	<p>Preference Test (Electrical and Paper), Alex Pass Along Test, Memory Drum Apparatus, TAT Card, KOH's Block Design Test in the Education Laboratory. The Geography Laboratory is equipped with Planimeter, Rotameter, Barometer, GPS Navigator, Weather Map, Plane Table Survey Instrument, Theodolite, Parismatic Compass etc.</p>
<p>2.7.3 Best Practices:</p>	<p><b>Best Practice: 1. Fostering Community Empowerment and Capacity Building through Social Service</b></p> <ul style="list-style-type: none"> <li>● In the last five years, the college has been taking various social service and community development initiatives with partner organizations and members from the local communities around topics of development, education, health care, gender rights etc.</li> <li>● This practice is aimed at working collaboratively and productively with the community and is in consonance with the initiatives taken by Ministry of Human Resource Development on "Fostering Social Responsibility in Higher Education Institutions" in 2012.</li> <li>● The college has organized awareness programmes, financial literacy camps, health camps, skill development workshops for</li> </ul>

community children, Yoga workshops etc. The college staff and students offer volunteer services periodically. The local community is given access to different facilities such as the playground, stadium, street etc.

- The welfare services provided by Golaghat Commerce College have brought about the spirit of cooperation and collaboration with the neighbouring communities of Golaghat district.

Best Practice no. 2

**Title of the Practice: Centre for Tea Plantation and Management (CTPM)**

- The Centre for Tea Plantation and Management (CTPM) offers vocational education in the field of Tea Plantation Management
- The centre was formed in collaboration with North East Tea Association (NETA) in 2016-17
- The centre conducts a Post Graduate Diploma course in Tea Plantation Management (PGDTTPM) which is realistic and market oriented.
- The course is experiential, learner-centric and industry driven with strong industry



	<p>linkage. The students pursuing the course visit various tea gardens of Assam for obtaining firsthand knowledge on tea cultivation, processing and labor management.</p> <ul style="list-style-type: none"> <li>• A soil testing laboratory has been developed to analyse different soil chemical and physical parameters.</li> <li>• Sstudents after successful completion of this course have received employment in Tea Estates across Assam as Assistant Managers of tea plantations or entrepreneurs focusing on profitable and sustainable tea cultivation.</li> </ul>
--	--

<p><b>Section III: OVERALL ANALYSIS</b></p>	<p>Observations (Please limit to five major ones for each and use telegraphic language) (It is not necessary to denote all the five bullets for each)</p>
<p>3.1 Institutional Strengths:</p>	<ul style="list-style-type: none"> <li>• Well ventilated, ICT enabled classrooms, seminar halls, conference hall, auditorium and library.</li> <li>• Well maintained Botanical garden with vegetables, medicinal, ornamental plants, provides aesthetic satisfaction.</li> <li>• Many Teaching and Non teaching staff serving our college from last decades.</li> </ul>

	<ul style="list-style-type: none"> <li>• Cooperative and devoted teaching and non teaching staff.</li> <li>• Initiatives are taken to go beyond the campus and reach out to the underprivileged in nearby communities and provide them access to entrepreneurial knowledge and skill sets. The idea is to introduce students to social entrepreneurship and teach them the importance of giving back to their communities.</li> <li>• The College has undergone Energy and Academic Audit.</li> <li>• The College is ISO Certified</li> <li>• MOUs signed with various agencies for different purposes.</li> <li>• E-Governance in the field of Admission, Examination, Finance and Accounts.</li> <li>• The college publishes an ICSSR Sponsored Peer reviewed journal Research Promoter where students are encouraged to publish research articles on entrepreneurship and allied areas.</li> </ul>
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> <li>• Research atmosphere is difficult to maintain.</li> <li>• Most of the students come with poor academic background</li> </ul>




	<ul style="list-style-type: none"> <li>• Maximum vernacular media students especially Assamese and Hindi medium needs more efforts to upgrade them</li> <li>• Drop out of students</li> </ul>
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> <li>• College seeks to strengthen the quality of community outreach activities planned in collaboration with industries.</li> <li>• Technology mediated teaching and learning offers opportunities for evolving flexible curriculum.</li> <li>• To improve Add on courses and other post graduation courses to make students confident and knowledgeable for getting placement</li> <li>• The college has collaborated with Assam Startup - The Nest, an initiative of the Government of Assam to promote entrepreneurship and the growth of startup culture in the state.</li> <li>• Active participation of all stakeholders in all programmes</li> </ul>
3.4 Institutional Challenges:	<ul style="list-style-type: none"> <li>• Shortage of funds makes difficulties to provide quality education.</li> <li>• To increase pass percentage &amp; completion rate</li> <li>• To reduce the dropout rate</li> </ul>




#### Section IV: Recommendations for Quality Enhancement of the Institution

##### Recommendation(s)

- Assamese Department be advised to develop a “Collocation Dictionary” in collaboration/conjunction with the Department of English. This exercise will surely enrich our language and culture.
- Encouragement to faculty members to enhance their qualifications
- Motivate faculties for financial resource mobilization through research and consultancy work, and also to publish quality research papers
- Laboratories and ICT infrastructure and library services may be suitably upgraded to avoid its obsolescence, and meet the requirements of the stake holders
- Collaborations and interactions with Industry, research organizations, institutions and Universities should be encouraged and supported.
- Enterprise Resource Planning (ERP) be fully implemented.
- Soft skills be introduced in the College.
- Ramps be provided to every building of the College.
- Location of the college is good for demographic inclusion i.e., location has scope for creation of demographic dividend.
- Compliances of the Recommendations of the previous NAAC visit be put on record
- SSR be crosschecked before presenting it to the NAAC Peer Team
- Basics First: The teachers, college/university administrators must reach out to the students.
- Teaching be improved in order to instill in students (the critical bent of mind) the original thinking
- Steps be taken to appreciate the quality of overall education and then social returns in terms of quality graduates capable of addressing social concerns, and responsibilities of society and societal problems. Steps may be:
  - i. Good teaching is the Mantra
  - ii. Strict vigilance/monitoring in teaching-learning process
  - iii. Weekly/monthly assignments by concerned faculty members
  - iv. Fortnightly/Monthly/Bimonthly colloquium be organized to update the

students with latest/current social/economic/political/banking issues.

- v. Students be trained to:
    - Problem formulation
    - Problem Solving
    - Case Studies
  - vi. Stress be given on remedial teaching/doubt clearing sessions, tutorial and extra classes twice/thrice a week
  - vii. UG students be rigorously trained/taught Grammar,Composition,Translation etc.
  - viii. Students be trained/acquainted with writing skills such as precis/letters (business/Advertising/Communication etc.), Assignments writing,Statement of purpose etc.
  - ix. Students should be trained in Spoken and Communicative English
  - x. Faculty members of English and Assamese be given space (incentives/time etc.)to get engaged in assignments
- College Academics should go hand in hand with the University and the UGC guideline and reforms
  - UG students be given space/opportunities or they may be trained how to formulate problems and solve problems
  - Instill/nurture in students the Exercise Solving Habit especially in Mathematics and Science
  - Academic Audit is encouraging to the overall good of the college. Exercise of this sort will stimulate/fillip the quality journey of education of the college
  - Adopt right mix of Chalk and Talk /Lecture and ICT applications in the teaching-learning process
  - Solutions to quality education solely lies in how the teachers deliver so,we should reach out to students.
  - Efforts may be directed for recruitment and retention of quality faculty with appropriate cadre ratio.
  - Efforts can be made to acquire full autonomy from the University



**Strong points:**

- Soil Testing Laboratory is functional in the College to provide service to the nearby Tea gardeners.
- Rain Water Harvesting is in vogue on the college campus.
- Bio Gas Project is in place.
- Vermi Compost Plant is functional.
- There is a strong collegiality in the College. There exists a plenary discussion and discourse while making decisions for the college.
- Green Audit is also encouraging to maintain a pollution free, conducive atmosphere in the college
- ISO certification of the college.
- Gender Audit is in process.

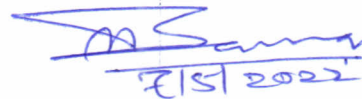
**Felt-need:**

- Concurrence to the faculty positions to be commensurated.
- To elevate the college to an autonomous status by creating right ambience (Academic, Finance and Administrative) on the college campus. Meaning is that college requires to be financially and academically well endowed.

**Anticipated Need:**

- To implement NEP 2020 and addressing its ramifications (offshoots).
- Number of Boys Hostels to be augmented

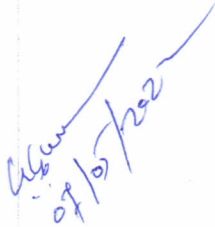

I agree with the Observations of the Team as mentioned in this report.



21/11/2022

*Signature of the Head of the Institution*  
Seal of the Institution  
**Principal**  
**Golaghat Commerce College**  
**Golaghat, Assam**

**Signature of the Peer Team Members:**

Name and Designation	Designation	Signature with date
Prof. G. C. Hazarika Former Director, College Development Council & Centre for Computer Studies; Prof. Dept. of Mathematics, Dibrugarh University, Dibrugarh-786004	Chairperson	 07/05/2022
Prof. Sarat Chandra Kakaty Dean, Faculty of Science and Engineering; Professor of Statistics, Dibrugarh University-786004	Member	

**Place:** Golaghat, Assam

**Date:** 7<sup>th</sup> May, 2022



Government of India  
 Ministry of Education  
 Department of Higher Education  
 Statistics Division  
 New Delhi

# Certificate



**Reference No.** C-8396-2020

This is to certify that Shankar Jyoti Doley of Golaghat Commerce College P.O. Golaghat- 785621 has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2020-2021.

*R Rajesh*

( Shri R. Rajesh )

Deputy Director General

**Dated:** 16/04/2022



# Certificate

This is to certify that

**GOLAGHAT COMMERCE COLLEGE**

**JYOTI NAGAR, GOLAGHAT,  
ASSAM-785621, INDIA**

has been found in Compliance with requirements of

**Quality Management System**

**ISO 9001:2015**

for the following scope:

**COMMERCE, ART, UG AND  
PG COURSES**

Certificate No. : 9272/QMS/0322

Issue Date : 30-March-2022

Expiry Date : 29-March-2025

To check this certificate status visit:

“<http://uasl.uk.com/certifiedorganization.html>”

Authorised Signature

**International Accurate Certification**

60 Mill Mead Business Centre,  
Mill Mead Road, London N17 9QU, United Kingdom  
[www.iacert.com](http://www.iacert.com) & [info@iacert.com](mailto:info@iacert.com)



This certificate remains the property of International Accurate Certification (IAC) to whom it must be returned on request. IAC accredited by UASL (England) UK