REPORT

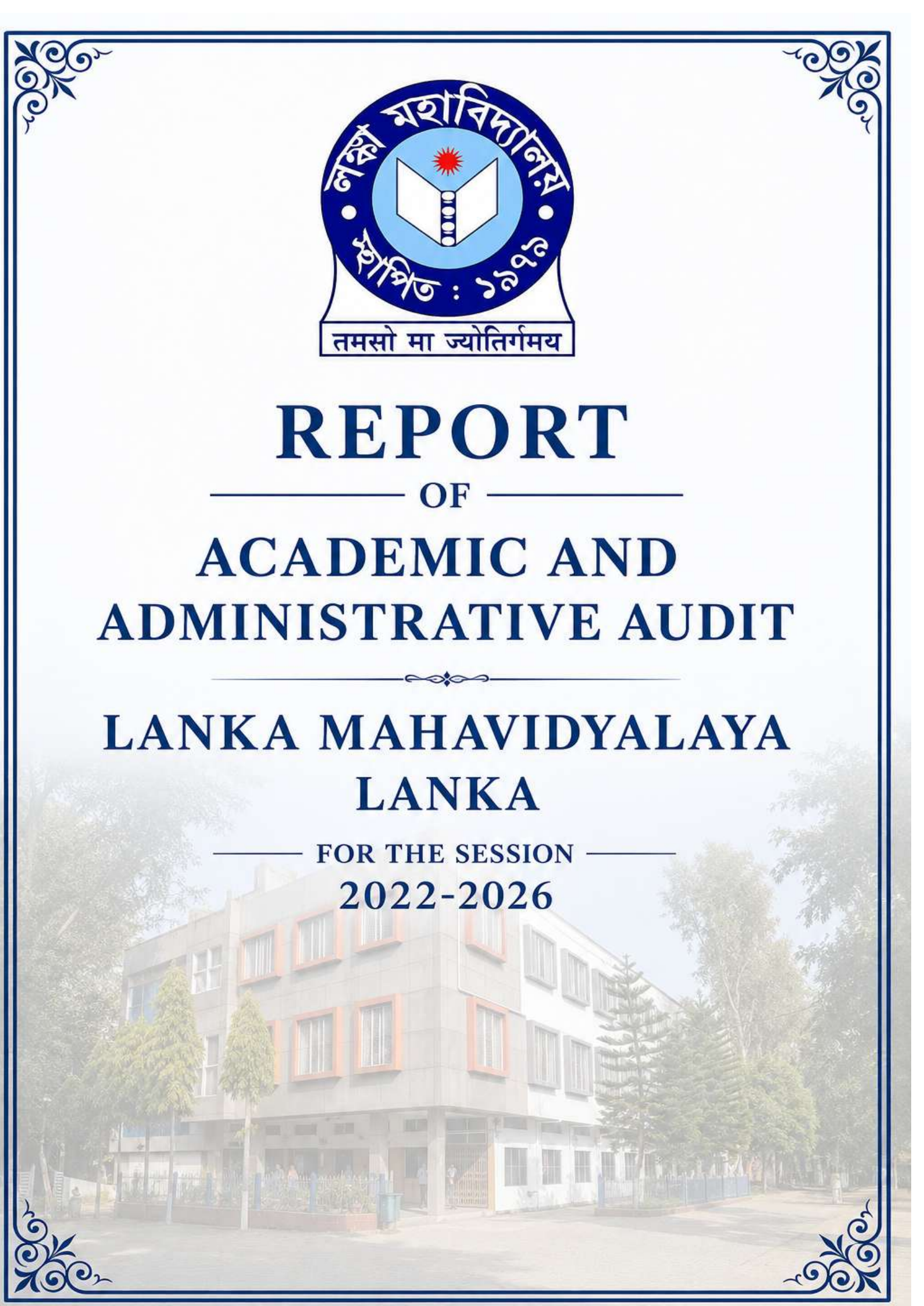
OF

ACADEMIC AND ADMINISTRATIVE AUDIT

LANKA MAHAVIDYALAYA
LANKA

FOR THE SESSION

2022-2026



Introductory Note from the Auditors ……

This Academic and Administrative Audit (AAA) Report has been prepared at the request of the authorities of **Lanka Mahavidya, Lanka**, to evaluate and assess the academic and administrative activities undertaken by the College during the academic sessions **2022–2023, 2023–2024, 2024–2025, and 2025–2026**.

The audit was conducted through a comprehensive review of the documents and data submitted by the College, supplemented by physical verification of facilities, interactions with stakeholders, and visits to the academic departments and administrative units. The observations, findings, and recommendations contained in this report are based on the information provided by the College authorities and the evidence gathered during the audit visit.

The audit team was facilitated throughout the process by the Internal Quality Assurance Cell (IQAC), particularly the IQAC Coordinator, who provided the necessary support and coordinated departmental visits and presentations. Each academic department presented its profile through PowerPoint presentations, highlighting academic achievements, teaching-learning practices, research activities, extension programmes, student support initiatives, and co-curricular and extracurricular engagements. These presentations were conducted in the presence of the Principal, the IQAC Coordinator, and members of the audit team.

In addition to examining the submitted records and departmental reports, the auditors interacted with faculty members, administrative staff, and departmental representatives to obtain a comprehensive understanding of the functioning of the institution. The report has been prepared on the basis of these observations, documentary evidence, physical verification, and interactions with various stakeholders.

The findings presented herein are factual and objective, reflecting the status of the institution as observed during the audit process. The purpose of the audit is to support quality enhancement, institutional growth, and continuous improvement in academic and administrative practices. The observations and recommendations are intended to be constructive and developmental in nature, contributing to the further strengthening of the College's commitment to excellence in higher education.

We hereby affirm that this report has been prepared with utmost fairness, integrity, and professional responsibility, and that all observations and recommendations are based solely on the information and evidence made available during the audit process.

Members of the Academic and Administrative Audit Team:

Prof. Dwipen Bezbaruah (Chairman)

Prof. Bhaben Tanti (Member Secretary)

LANKA MAHAVIDYALAYA
LANKA-782446, HOJAI, ASSAM

ACADEMIC ADMINISTRATIVE AUDIT
SESSION 2022-2026
Saturday 16 May 2026

---::: Schedule :::---

Peer Team Members:

1. Prof. Dwipen Bezbaruah (Chairman)
   Professor, Department of Anthropology
   Gauhati University, Guwahati
2. Prof. Bhaben Tanti (Member Secretary)
   Professor, Dept. of Botany, &
   Director UGC-MMTTC, Gauhati University, Guwahati

TIME	DETAILS	VENUE
09.55 AM	Guard of Honour by NCC cadets and NSS volunteers	College field
10.00 – 10.15 AM	Welcome to peer team members by the principal	Principal's Chamber
10.15 – 10.30 AM	Presentation by Coordinator, IQAC	Principal's Conference Room
10.30 AM – 1.30 PM	Presentation by Departments	Seminar Room
01.30 – 02.15 PM	Lunch	
02.15 – 03.00 PM	Visit to the departments	Departments concerned
03.00 – 03.30 PM	Visit to Centres and facilities	Facilities concerned
03.30 – 03.45 PM	Visit to college office	College office
03-45 – 04.00 PM	Interaction with various cells	Seminar Room
04.30 – 05.30 PM	Exit Meeting	Auditorium

Coordinator, IQAC
Lanka Mahavidyalaya, Lanka

About the College ……..

Lanka Mahavidyalaya is one of the premier institutions of higher education in central Assam, established on **20 July 1979** with the objective of extending quality higher education to the socially and economically disadvantaged sections of the greater Lanka region. Located on the northern outskirts of Lanka town in **Hojai district, Assam**, the college was founded through the collective efforts of local educationists, philanthropists, and the community at a time when no institution of higher education existed within a radius of nearly 20 kilometres. Since its inception, the institution has played a transformative role in enhancing educational access and promoting socio-economic development in the region.

The college initially commenced its academic activities with **130 students** at the premises of Lanka Higher Secondary School before shifting to its permanent campus in **1982**. The present campus, spread over approximately **7 acres** amidst a serene green environment, provides a conducive atmosphere for teaching, learning, research, and co-curricular activities. Over the years, the institution has witnessed substantial growth in enrolment, academic programmes, infrastructure, and student support services, reflecting its sustained commitment to inclusive and quality education.

The college commenced its journey with an enrolment of only 130 students, operating from the premises of Lanka Higher Secondary School. In 1982, it was shifted to its present campus, which is spread over a spacious area surrounded by lush greenery, providing a serene and conducive environment for academic pursuits. Over the years, the institution has witnessed remarkable growth, and at present it has a total student enrolment of **2,717**, reflecting its steady progress, expanding academic outreach, and increasing public confidence.

Lanka Mahavidyalaya is a provincialised institution that has been affiliated with Gauhati University since its inception. With the implementation of the new affiliating jurisdiction, the college was brought under the affiliation of Rabindranath Thakur Vishwavidyalaya from 2024. The institution is recognised by the University Grants Commission (UGC) under Sections 2(f) and 12(B) of the UGC

Act, 1956, making it eligible to receive financial assistance and participate in various UGC-sponsored academic and developmental programmes. A duly constituted Governing Body governs the institution in accordance with the Government of Assam regulations and operates within a robust framework of academic governance and administrative accountability.

The college currently offers undergraduate programmes in **Arts and Commerce** under the **Four-Year Undergraduate Programme (FYUGP)** in accordance with the National Education Policy (NEP) 2020 and the curriculum framework prescribed by Gauhati University. In addition, it provides Higher Secondary education under the Assam State School Education Board (ASSEB). The institution has gradually strengthened its academic ecosystem by incorporating skill enhancement courses, value-added programmes, ICT-enabled teaching-learning practices, career guidance initiatives, and extension activities aimed at holistic student development.

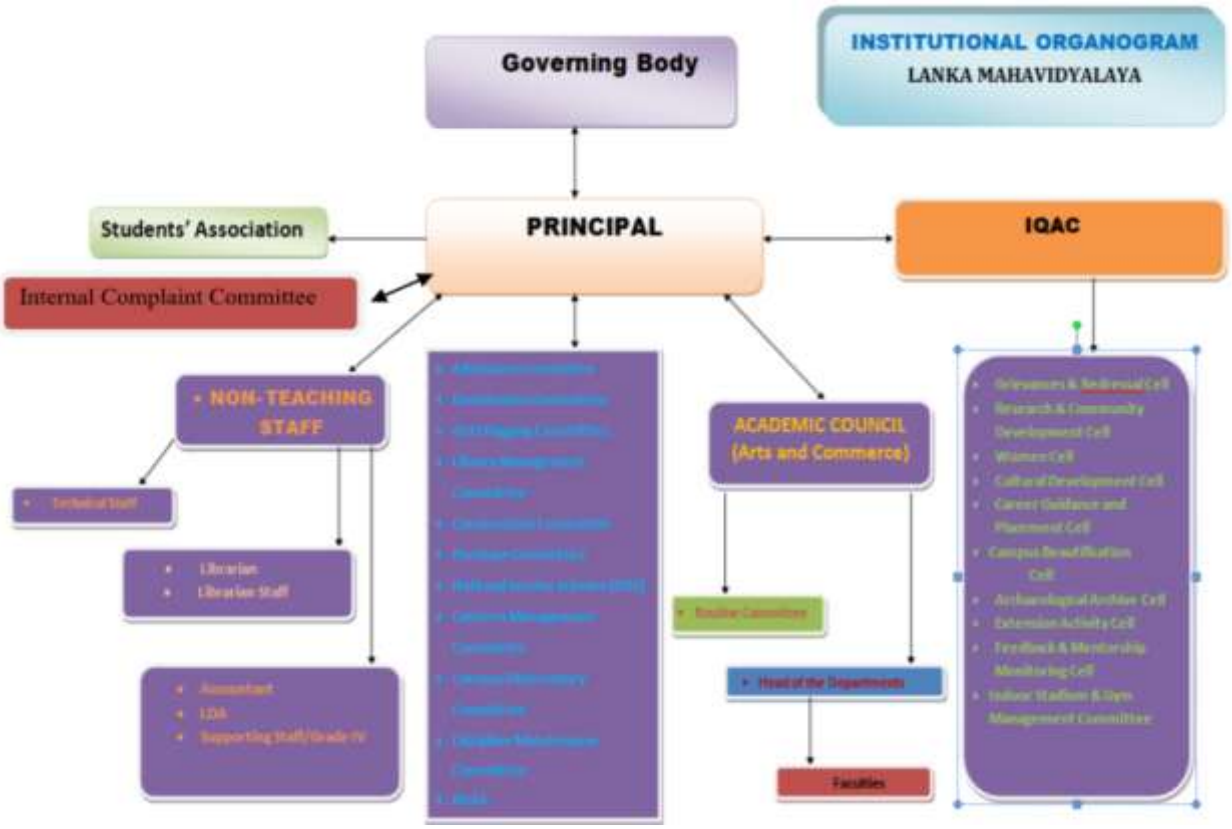
The college has developed essential academic infrastructure, including well-equipped classrooms, departmental facilities, laboratories, a central library with print and digital resources, ICT-enabled classrooms, career counselling and placement support, a girls' hostel, sports facilities, a health centre, a canteen, and other student-centric amenities. The institution actively promotes experiential learning, community engagement, environmental consciousness, gender sensitisation, and social responsibility through the activities of NSS, Students' Union, various academic departments, and extension cells.

Lanka Mahavidyalaya has consistently pursued quality enhancement through institutional planning, participatory governance, faculty development, and continuous academic reforms. The college has undergone accreditation by the National Assessment and Accreditation Council (NAAC) and continues to implement quality assurance measures through its Internal Quality Assurance Cell (IQAC). With a learner-centric approach, emphasis on inclusive education, and commitment to academic excellence, the institution aspires to emerge as a centre of excellence in higher education while responding effectively to regional aspirations and national educational priorities.

The college has been accredited by the National Assessment and Accreditation Council (NAAC) with a **'B' Grade** in all three accreditation cycles—February 2005 (First Cycle), November 2015 (Second Cycle), and March 2024 (Third Cycle). This consistent accreditation reflects the institution's sustained commitment to quality assurance, academic excellence, and continuous improvement in higher education.

As an institution deeply rooted in community values, Lanka Mahavidyalaya has made significant contributions to educational empowerment, particularly among rural, economically weaker, and first-generation learners. Guided by its vision of imparting accessible, equitable, and value-based education, the college continues to nurture responsible citizens equipped with knowledge, skills, ethical values, and social commitment, thereby contributing meaningfully to the educational and socio-economic development of Assam and the nation.

Organogram of the College ……



The Vision and Mission of the College …….

Vision

The prime vision of Lanka Mahavidyalaya is to provide and promote quality and value education to instil a spirit of inquiring humanistic value, inculcate the sense of scientific temperament among the students in particular and society in general, and to equip themselves with the changing scenario as citizens of Democratic India.

Mission

- To stimulate the academic environment for the promotion of quality teaching, learning, and research in the institute.
- Make arrangements for periodic assessment and accreditation of the institution for academic programmes.
- To encourage self-evaluation, accountability, autonomy and innovations in the institute.
- Undertake Collaborative Partnership with other Higher Education Institutions for facilitating exposure and sharing.

Number of Streams: 02 (Arts and Commerce).

Number of Subjects: 13 (Assamese, Bengali, Commerce, Economics, Education, English, Hindi, History, Mathematics, Philosophy, Political Science, Nepali, Manipuri).



Infrastructure Facilities of the College……

Facilities	Assessment Year (2022-2026)
Campus area	44.18 Bighas
Built-up area	21.18 Bighas
Class rooms	42
Smart Classroom	06
Total floor area	12 Bighas
Campus Wi-Fi	Yes
Language Lab.	Yes
Laboratories	Yes (Psychological Lab)
Total number of textbooks and reference books available for UG and PG	19000
Seminar/Conference Halls	Yes
Meeting Room	Yes
Language Lab	Yes
Parking place	Yes
Teachers' Common Room	Yes
Boy's Common Room	Yes
Girl's Common Room	Yes
College Canteen	Yes
Boundary wall	Yes
Total Computer	65
Students Browsing Centre	Yes
Computer Lab.	Yes
Total Computer	65
Football/ Cricket/outdoor sports Ground	Yes
Badminton Court	Yes
Gymnasium Hall	Yes

Yoga and Wellness Centre	Yes
Volleyball Court	Yes
Women Hostel	Yes
Indoor Sports Complex	Yes
Distance Education Centre (Study Centre of KKH State Open University, GUCDOE)	Yes (KKHSOU)





--::: Academic Strength :::--

Name of the Department	UG/ PG	Number of Teachers
Assamese	UG	03
Bengali	UG	04
Economics	UG	05
Education	UG	02
English	UG	03
Hindi	UG	01
History	UG	02
Philosophy	UG	03
Political Science	UG	03
Commerce	UG	04
Mathematics	UG	01
Nepali	UG	01
Manipuri	UG	01



Student Intake

Sl. No.	Title of the Programme	Course Level (UG/PG/ Diploma)	Department Name	Sanctioned Strength
1	BA Honors Course	UG	Assamese	50
			Economics	50
			Bengali	50
			Education	50
			English	50
			History	50
			Political Science	50
			Hindi	50
	B.Com. Honours	UG	Commerce	150
2	BA Regular Course	UG	Assamese	200
			Bengali	200
			Economics	200
			Education	200
			English	200
			History	200
			Philosophy	200
			Political Science	200
			Mathematics	200
			Manipuri	200
			Nepali	200

Methodology of the Academic and Administrative Audit

The Academic and Administrative Audit (AAA) of Lanka Mahavidyalaya, Lanka was conducted with the objective of assessing the effectiveness, quality, and performance of the institution in fulfilling its academic, administrative, research, extension, and governance responsibilities. The audit adopted a comprehensive, participatory, and evidence-based approach to evaluate institutional practices and identify areas of strength, opportunities for improvement, and future development.

1. Constitution of the Audit Team

The Academic and Administrative Audit was carried out by an external team comprising experienced academicians with expertise in higher education administration, quality assurance, and institutional development. The audit team consisted of:

- Prof. Dwipen Bezbaruah, Gauhati University – Chairman
- Prof. Bhaben Tanti, Gauhati University – Member Secretary

The audit was conducted independently while maintaining objectivity, transparency, and professional integrity throughout the process.

2. Review of Institutional Documents

Before the audit visit, the College submitted relevant academic and administrative documents for scrutiny. The audit team reviewed the following:

- Institutional profile and organisational structure
- Academic and administrative reports
- Strategic and perspective plans
- IQAC reports and quality assurance initiatives
- NAAC-related documents and Annual Quality Assurance Reports (AQARs)
- Academic regulations and curriculum documents
- Examination and evaluation records
- Faculty profiles and performance records

- Research publications, projects, patents, and consultancy reports
- Student support and progression records
- Extension and outreach activity reports
- Financial and administrative records
- Minutes of statutory and non-statutory bodies

This preliminary review enabled the auditors to understand the institutional framework and identify key areas for verification during the visit.

3. Departmental Presentations

All academic departments were required to present their departmental profiles through PowerPoint presentations. The presentations covered:

- Departmental vision, mission, and objectives
- Student enrolment and progression
- Curriculum implementation and innovations
- Teaching-learning processes
- Outcome-based education initiatives
- Faculty achievements and professional development
- Research publications and funded projects
- Student mentoring and support activities
- Extension, outreach, and community engagement programmes
- Best practices and plans

The presentations were made before the audit team in the presence of the Principal and the IQAC Coordinator, facilitating detailed discussions and clarification of issues wherever required.

4. Physical Verification of Infrastructure and Facilities

The audit team conducted on-site inspections to assess the adequacy and utilization of institutional infrastructure and facilities, including:

- Classrooms and smart classrooms
- Science laboratories and research facilities
- Central library and departmental libraries
- Computer laboratories and ICT infrastructure
- Seminar halls and conference facilities

- Examination and evaluation sections
- Administrative offices
- Student support centres
- Sports and recreational facilities
- Hostel facilities and common amenities
- Campus environment and green initiatives

The observations made during the physical verification were correlated with the information submitted by the College.

5. Interaction with Stakeholders

To gain a comprehensive understanding of institutional functioning, the audit team interacted with various stakeholders, including:

- Principal and administrative officers
- IQAC Coordinator and IQAC members
- Heads of Departments
- Faculty members
- Administrative and technical staff
- Student representatives
- Coordinators of various committees, cells, and centres

These interactions provided qualitative insights into academic practices, governance mechanisms, student support systems, institutional culture, and quality enhancement initiatives.

6. Assessment of Academic Processes

The audit evaluated the effectiveness of academic processes with reference to:

- Curriculum planning and implementation
- Teaching-learning methodologies
- Continuous internal assessment mechanisms
- Examination and evaluation systems
- Learning outcomes and programme outcomes
- Student performance and progression
- Use of ICT-enabled teaching tools
- Academic flexibility under autonomy
- Skill enhancement and value-added courses

- Feedback systems and corrective measures

7. Assessment of Administrative Processes

Administrative performance was assessed through an examination of:

- Institutional governance and leadership
- Organisational structure and decentralisation
- Functioning of statutory and non-statutory bodies
- Financial management and resource mobilisation
- Human resource management
- E-governance initiatives
- Grievance redressal mechanisms
- Transparency and accountability measures
- Documentation and record maintenance

8. Evaluation of Research, Innovation, and Extension Activities

The audit team reviewed:

- Research output and publication quality
- Funded research projects
- Intellectual Property Rights (IPR) initiatives
- Innovation and entrepreneurship activities
- Consultancy and collaboration programmes
- Community outreach and extension activities
- NSS, NCC, and other student engagement programmes
- Special emphasis was placed on the contribution of these activities to institutional development and societal welfare.

9. Verification and Validation of Data

All major claims and achievements reported by the College and its departments were verified through:

- Documentary evidence
- Institutional records
- Physical observation
- Cross-verification during stakeholder interactions

- Supporting reports and certificates

This process ensured the reliability and authenticity of the information considered during the audit.

10. Preparation of the Audit Report

Following the completion of the audit visit, the observations and findings were systematically analyzed and compiled. The report was prepared under the following broad dimensions:

- Institutional Profile
- Academic Practices
- Governance and Leadership
- Research and Innovation
- Infrastructure and Learning Resources
- Student Support and Progression
- Extension and Community Engagement
- Quality Assurance Mechanisms
- SWOC Analysis
- Recommendations for Quality Enhancement

The final report presents evidence-based observations, commendable practices, areas requiring attention, and recommendations aimed at strengthening institutional quality and promoting continuous improvement.

Overall, the Academic and Administrative Audit of B. Borooah College (Autonomous), Guwahati was conducted through a rigorous and participatory methodology involving document review, departmental presentations, stakeholder interactions, physical verification, and evidence-based assessment. The methodology ensured a holistic evaluation of the institution's academic and administrative performance and provided a reliable basis for identifying strengths, challenges, and future directions for quality enhancement and institutional excellence.

SWOC Analysis

A. Strength of the Institution

1. A well-established institution with a long history of serving the higher educational needs of the greater Lanka region.
2. Affiliated with Rabindranath Tagore University (formerly affiliated with Gauhati University) and recognised by the University Grants Commission under Sections 2(f) and 12(B) of the UGC Act, 1956.
3. Accredited by the National Assessment and Accreditation Council with a **'B' Grade**, reflecting its commitment to quality assurance and continuous improvement.
4. Strategically located to cater to students from rural, semi-urban, and economically weaker sections of society.
5. Spacious green campus with a peaceful academic environment conducive to teaching and learning.
6. Qualified, experienced, and dedicated faculty committed to student mentoring, academic progression, and extension activities.
7. Effective implementation of the Four-Year Undergraduate Programme (FYUGP) in accordance with the National Education Policy (NEP) 2020.
8. Well-established library with digital resources, ICT-enabled classrooms, laboratories, and adequate academic infrastructure.
9. Active Internal Quality Assurance Cell (IQAC) promotes quality initiatives, academic audits, and institutional development.
10. Strong student support mechanisms, including scholarships, career counselling, mentoring, NSS, NCC, sports, and cultural activities.
11. Good participation in community outreach, environmental awareness programmes, and social responsibility initiatives.
12. A healthy teacher-student relationship fosters an inclusive and student-centric learning environment.

B. Weakness of the Institution

1. Limited research output in terms of externally funded projects, patents, consultancy, and technology transfer.
2. Inadequate number of academic programmes and interdisciplinary courses.
3. Need for strengthening industry-academia linkages and internship opportunities aligned with employability.
4. Limited international collaborations, faculty exchange, and student mobility programmes.
5. Scope for enhancing ICT infrastructure, smart classrooms, and digital learning resources.
6. Placement opportunities require further strengthening through collaborations with industries and employers.
7. Alumni engagement needs to be institutionalised further for academic, financial, and professional support.
8. The college website requires regular updating with comprehensive and user-friendly information.
9. Limited hostel accommodation and student amenities to cater to increasing enrolment.
10. Need for greater commercialisation of research and innovation activities through incubation and entrepreneurship initiatives.



C. Opportunities of the Institution

1. Effective implementation of NEP 2020 through multidisciplinary education, Academic Bank of Credits (ABC), skill-based courses, and multiple entry-exit options.
2. Introduction of postgraduate programmes, certificate courses, vocational education, and value-added courses.
3. Establishment of research centres, innovation hubs, incubation centres, and entrepreneurship development cells.
4. Greater collaboration with industries, government agencies, NGOs, and research institutions for internships, training, and funded projects.
5. Expansion of online education, MOOCs, blended learning, and digital academic services.
6. Development of consultancy services leveraging faculty expertise.
7. Promotion of start-ups, innovation, and skill development aligned with regional and national priorities.
8. Increased participation in national funding schemes of agencies such as UGC, DST, DBT, ICSSR, SERB/ANRF, and other government organizations.
9. Strengthening alumni and philanthropic support for institutional development.
10. Development as a regional centre of excellence serving the educational aspirations of Central Assam.

D. Challenges of the Institution

1. Increasing competition from autonomous colleges, universities, and private higher education institutions.
2. Declining enrolment in some conventional programmes due to changing career preferences.
3. Retaining talented faculty and attracting highly qualified professionals in

emerging disciplines.

4. Keeping pace with rapid technological advancements and digital transformation in higher education.
5. Mobilizing adequate financial resources for infrastructure expansion and modernization.
6. Enhancing graduate employability in a highly competitive job market.
7. Addressing the diverse socio-economic backgrounds and learning needs of first-generation learners.
8. Adapting effectively to evolving regulatory frameworks and quality benchmarks under NEP 2020 and accreditation agencies.
9. Strengthening research culture despite limited funding and infrastructural constraints.
10. Building stronger national and international visibility through quality research, innovation, and academic collaborations.



Recommendations

Based on the review of documents, departmental presentations, interactions with stakeholders, and physical verification of facilities, the Academic and Administrative Audit Team makes the following specific recommendations for further strengthening the academic and administrative performance of the College:

1. **The college website** should be comprehensively upgraded and regularly maintained to serve as a dynamic, user-friendly, and informative digital platform
2. **Strengthen the implementation of autonomy** by periodically revising curricula in accordance with the National Education Policy (NEP) 2020, industry requirements, emerging knowledge domains, and regional developmental needs.
3. **Develop a comprehensive research ecosystem** by establishing a dedicated Research and Development (R&D) Cell with clear targets for funded projects, publications in high-impact journals, patents, consultancy, and innovation activities.
4. **Promote interdisciplinary and multidisciplinary education** through the introduction of new academic programmes, electives, and value-added courses involving collaboration among departments.
5. **Enhance industry-academia linkages** through formal collaborations, internships, industrial visits, apprenticeship programmes, and skill-development initiatives to improve graduate employability.
6. **Establish a Centre for Career Guidance, Placement, and Competitive Examination Coaching** to provide structured support for higher education, employment, entrepreneurship, and civil service aspirations.
7. **Upgrade laboratory, ICT, and research infrastructure** with advanced instrumentation, digital learning resources, smart classrooms, and modern teaching-learning facilities to support quality education and research.

8. **Increase faculty participation in national and international research collaborations** and encourage greater involvement in funded research projects, faculty exchange programmes, and academic networking activities.
9. **Expand internationalization efforts** through academic collaborations, student and faculty exchange programmes, joint research initiatives, and partnerships with reputed national and international institutions.
10. **Enhance digital governance and e-administration** by integrating all academic and administrative functions through a comprehensive Management Information System (MIS) and ERP platform.
11. **Strengthen alumni engagement** by developing a structured alumni mentoring and networking programme to support internships, placements, fundraising, research collaborations, and institutional development.
12. **Prepare a long-term Institutional Strategic Development Plan (Vision 2035)** with measurable goals for academic excellence, research productivity, infrastructure expansion, national rankings, accreditation, and global visibility.

The Audit Team appreciates the significant achievements of the College under the leadership of Dr. Phatik Tamuli, Principal, in academic excellence, governance, research, and student development. The above recommendations are intended to further strengthen the institution and facilitate its transformation into a recognized centre of excellence in higher education, research, innovation, and community engagement.

Names of the Members of the Audit Team	**Signature**
Prof. Dwipen Bezbaruah - Chairman Professor, Department of Anthropology Gauhati University	
Prof. Bhaben Tanti – Member Secretary Professor, Department of Botany Director, UGC-MMTTC Gauhati University	