

**AUDIT TEAM REPORT ON**  
**ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) OF KHOWANG COLLEGE,**  
Khowang Ghat, P.O. Khowang Ghat, Dist-Dibrugarh,  
PIN-785676 State: Assam  
**Date: 19-11-2025**

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<b>Section I: GENERAL</b>	<b>Information</b>
<b>1.1 Name &amp; Address of the Institution:</b>	<b>Khowang College, Khowang Ghat, Dibrugarh, PIN-785676</b>
<b>1.2 Year of Establishment:</b>	<b>1982</b>
<b>1.3 Current Academic Activities at the Institution (Numbers):</b>	
• <b>Faculties/ Schools:</b>	3 <b>Faculties</b> B.A. (Honours) B.Com. (Honours)
• <b>Departments/ Centres:</b>	9 <b>Departments (Arts &amp; Commerce)</b> (Geography introduced in 2024) 02 <b>Study Centers (Computer Training Center and KKHSOU)</b>
• <b>Programmes/ Courses offered:</b>	B.A. (Honours) B.Com. (Honours) U.G. and P.G. Programmes under KKHSOU.
• <b>Permanent Faculty Members:</b>	23 (Sanctioned) and 12 (Guest Faculty)
• <b>Permanent Support/Office Staff:</b>	11
• <b>Students:</b>	1044 (Sessions 2023-24, 2024-25)
<b>1.4 Three major features in the institutional context (As perceived by the Peer Team):</b>	<ul style="list-style-type: none"> <li>• Green, Eco friendly, Joyful campus</li> <li>• Engaged in extension activities- recognition received from local bodies for blood donation activities, online education support.</li> <li>• Well planned and documented curricular implementation and teaching learning mechanism.</li> </ul>
<b>1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):</b>	19-11-2025
<b>1.6 Composition of the Peer Team which undertook the on- site visit:</b>	
<b>Chairman</b>	<b>Prof. Gopal Ch. Hazarika</b>
<b>Member</b>	<b>Prof. Ankur Bharali</b>



<b>Section II: CRITERION WISE ANALYSIS</b>	<b>Observations (Strengths and/or Weaknesses) on Key-Aspects</b> <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>• Good Practice of Student Diary, Teachers' Diary and Department HoDs' Diary</li> <li>• College has a practice of Preparing and Executing of Annual Curricular Plan</li> <li>• Optimum Use of ICT based teaching learning and evaluation process</li> </ul>
<b>2.1.2 Academic Flexibility:</b>	<ul style="list-style-type: none"> <li>• College is conducting 08 Add On courses and 4 Professional Courses (Computer) during these sessions.</li> <li>• College has inter-disciplinary courses, (Viz. Certificates Courses, SEC, GE etc.)</li> <li>• Supplementary enrichment programmes- Webinar, Popular Talk, Workshop, Best Library User Award (Motivational programme on use of library), and Best Graduate of Khowang College Award (Motivational programme).</li> </ul>
<b>2.1.3 Curriculum Enrichment:</b>	<ul style="list-style-type: none"> <li>• GE, DSE, SEC courses offered includes cross cutting issues like Human Rights, Gender, Environment, Ethics etc.</li> <li>• Focus on experiential learning- Field Trip, Students Exchange, Project Work, and Internship.</li> <li>• Activities like Seminar, Popular Talk, Workshop, Field Trip, Exchange Programme etc. on cross cutting issues.</li> </ul>
<b>2.1.4 Feedback System:</b>	<ul style="list-style-type: none"> <li>• The college has a coherent feedback system for all stakeholders. The feedback are analysed by the IQAC and placed the drawbacks and suggestions to the management for its improvement.</li> </ul>

<b>2.2 Teaching-Learning &amp; Evaluation:</b>	
<b>2.2.1 Student Enrolment and Profile:</b>	<ul style="list-style-type: none"> <li>On an average, 400-600 students are newly enrolled every year.</li> <li>The enrolment in last two years (UG 1<sup>st</sup> Semester only): 572 (2023-24) 472 (2024-25)</li> <li>SC/ST/OBC/Divyangjan students have been proportionately represented throughout the academic years as per statutory provision including special quota created by the administration for Adopted Village, Adopted Schools, NCC, NSS, Sports and Employees.</li> </ul>
<b>2.2.2 Catering to Student Diversity:</b>	<ul style="list-style-type: none"> <li>Identification of slow and advanced learners and need based approach for different categories of learners.</li> <li>Slow Learners: Identifying their strengths and the weaknesses, in order to customise and devise a study plan that caters to skills and aptitudes. Learning at own pace, set realistic expectations, focus on multiple intelligence and to explore multiple avenues of communication. Focus on creativity, innovation and flexibility. Teamwork, support network and peer-learning.</li> <li>For Advanced Learners: Additional reading materials, Audio-Visual and Web-based resources. problem-based and project based learning, teamwork with individuals of different aptitudes, organisation of thought, communication and presentation skills, and overall personality development, focus on properly groomed academic rigour.</li> <li>Equal and just treatment to the students belonging to the category of Third Gender and Persons with Disabilities etc.</li> </ul>
<b>2.2.3 Teaching-Learning Process:</b>	<ul style="list-style-type: none"> <li>Along with classroom interactions, experiential learning such as field visit, usage of labs, hands-on-learning, seminars and workshops. Students Exchange and Teachers Exchange Programmes are part of college's Teaching-Learning Process.</li> <li>LCD Projectors and Smart Boards are used for Smart Classes.</li> <li>Seminars, workshops, group discussions,</li> </ul>

	<p>popular talks, quiz competitions etc. are organized for enrichment of students. The college regularly organizes memorial lectures.</p> <ul style="list-style-type: none"> <li>• The college has a literary body called POLOX, which organizes literary meets, workshops, book gifting programmes, exhibitions, publishes, poetry collections etc.</li> <li>• The College has a Research and Publication Cell, which, besides organizing various seminars, workshops etc. also publishes seminar proceedings and research oriented books.</li> </ul>
<p><b>2.2.4 Teacher Quality:</b></p>	<ul style="list-style-type: none"> <li>• Though the college possesses 23 permanent faculty members, they regularly attend enriching programmes like Faculty Development Programme, Workshops, Seminars, and Training Programmes and passionately engage in multifarious activities for the holistic development of the institution.</li> </ul>
<p><b>2.2.5 Evaluation Process and Reforms:</b></p>	<ul style="list-style-type: none"> <li>• Internal Assessment is handled by respective Departments.</li> <li>• Transparency is maintained in the evaluation process.</li> </ul>
<p><b>2.2.6 Student Performance and Learning Outcomes:</b></p>	<ul style="list-style-type: none"> <li>• The pass percentage for Arts: 74.82% (2023-24) 91.18% (2024-25)</li> <li>• The pass percentage for Commerce: 81.88% (2023-24) 100% (2024-25)</li> </ul>
<p><b>2.3 Research, Consultancy &amp; Extension:</b></p>	
<p><b>2.3.1 Promotion of Research:</b></p>	<ul style="list-style-type: none"> <li>• Seminars organized regularly for teachers and students.</li> <li>• Workshop on Research Methodology organized for teachers and Students.</li> <li>• MoU with different organizations for collaboration in the field of research as well as academic exchange programmes.</li> <li>• Research Committee exists.</li> </ul>
<p><b>2.3.2 Resource Mobilization for Research:</b></p>	<ul style="list-style-type: none"> <li>• Revenue generated from two fisheries and vermicomposting is used for infrastructure development.</li> </ul>
<p><b>2.3.3 Research Facilities:</b></p>	<ul style="list-style-type: none"> <li>• The central library of the college named Benudhar Rajkhowa Library and Information Centre, two laboratories viz. the laboratory of the department of Education and the Language laboratory facilitate the research facilities of the college.</li> </ul>

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2.3.4 Research Publications and Awards :	<ul style="list-style-type: none"> <li>23 research papers published (2023-24 to 2024-25)</li> <li>44 Book chapters and conference proceedings published (2023-24 to 2024-25)</li> <li>01 Awards received (2024-25)</li> </ul>
2.3.5 Consultancy/Counseling :	<ul style="list-style-type: none"> <li>College offers counselling services related to socio-political-economic-and-cultural issues.</li> <li>Counselling at adopted villages for socio-political-economic-and-cultural upliftment.</li> <li>Counselling at adopted schools for academic upliftment of the students.</li> <li>Counseling services for career building and social awareness.</li> </ul>
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> <li>Extension Activities by NSS/NCC/Eco Club/Environment Cell/Women Cell/Teachers Unit/Students Union in last two years: 28 (2023-24 to 2024-25).</li> </ul>
2.3.7 Collaborations	<ul style="list-style-type: none"> <li>MOU's with Institutions and Industries: 13</li> <li>Regular Activities under MoU/ Collaboration.</li> </ul>
2.4 Infrastructure and Learning Resources:	<ul style="list-style-type: none"> <li>Total Classrooms: 34 ICT based: 03</li> <li>Conference Hall: 01</li> <li>Laboratory: 03</li> <li>Library (College): 01 (Every Department has its own library)</li> <li>Auditorium : 01</li> <li>Girls' Hostel : 01 (Capacity: 40 Seats),</li> <li>Canteen: 01</li> <li>Cycle stand: 02</li> <li>Parking shades: 02</li> </ul>
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> <li>GYMNASIUM: The College is equipped with a Gymnasium named <i>Khowang College Body Fit Centre</i> which is used by the students, teachers and employees of the college.</li> <li>Khowang College has a spacious playground where all the outdoor games are conducted. The college has a indoor stadium well-equipped with a synthetic badminton and table tennis courts with the latest ground-light.</li> <li>The college has been declared a plastic and tobacco-free zone.</li> </ul>
2.4.2 Library as a Learning Resource:	<p>Books in College Library: 20,730 (Text+ Reference) (Till June, 2025)</p> <ul style="list-style-type: none"> <li>Periodicals: 08 (05 Magazine, 3 Journals, 1,99,500 e-books and 6000 e-journals through NLIST)</li> <li>News Paper: 3</li> <li>NLIST E-Database, Radio Frequency</li> </ul>

	<p>Identification (RFID), Web-OPAC, ONOS, Campus OPAC, SOUL, DSpace.</p> <ul style="list-style-type: none"> <li>• Fully digitized library with Barcode system.</li> <li>• Extensive online learning support with e-books, e-Journals, e-Question Papers, e-learning Resources etc.</li> <li>• The college has an alumni association which contributes for the allround development of the college.</li> </ul>
2.4.3 IT Infrastructure	<ul style="list-style-type: none"> <li>• Online Teaching Learning Mechanism with subscription of Workspace.</li> <li>• e-Governance: Admission, Examination, Feedback, Scholarship, Salary, Bill Payment, ID cum Library Card Printing, Reprographic Service in Library, Online Transaction.</li> <li>• Wi-Fi facility is available at Office and Library.</li> </ul>
2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> <li>• The faculty members under the leadership of Principal along with NCC cadets, NSS Volunteers and Students Union ensure the proper maintenance of campus facility.</li> <li>• Regular maintenance of academic and physical infrastructures.</li> </ul>
2.5 Student Support and Progression:	
2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> <li>• There are provisions for various scholarships in the college both at the institutional level and from the government. During the Academic Year 2023-24 and 2024-25, a total of 1014 students benefitted from the schemes with an amount of Rs. 7087310/-.</li> <li>• College has four mentoring houses where teachers as mentors cover issues like constitutional obligations, human values, rights, duties and responsibilities of citizens, professional ethics, career opportunities etc.</li> <li>• The reasons behind the high student drop-out rate need to be analysed, and necessary measures should be adopted to reduce it.</li> </ul>
2.5.2 Student Progression and Placement:	<p>Students enrolled in Higher Education at various universities):</p> <p>2023-2024= 18 2024-2025= 22</p> <p>Placement:</p> <p>2023-2024= 16 2024-2025= 36</p>

<p><b>2.5.3 Students' Participation and Activities:</b></p>	<ul style="list-style-type: none"> <li>Students of the college participated in various sports and cultural activities and received awards in college, university, regional and national level competitions. The women football team of the college has earned the championship award in Dibrugarh University Inter-College Women Football Tournament for 15 consecutive years till 2025. Moreover, the achievements of students in football (Men), boxing, taekwondo, athletics, Iron Games is praiseworthy. In cultural domain, the students of the college brought laurels in Inter-College Youth Festival. The NSS Unit of the college representing Dibrugarh University and the State was adjudged as the best team in National Integration Camp (Women) held at Jammu, in 2025. Moreover, the Programme Officer of the NSS Unit received the best Programme Officer award in Women Category from the affiliating University in 2023-24.</li> </ul>
<p><b>2.6 Governance, Leadership and Management:</b></p>	
<p><b>2.6.1 Institutional Vision and Leadership:</b></p>	<ul style="list-style-type: none"> <li>Institution has a well-structured Mission and Vision and activities of the institution are planned as per the Mission and Vision.</li> <li>Authority and IQAC has successfully led the entire family where all stakeholders participate in decision making and decision execution process.</li> <li>The formal and informal arrangements in the institution to coordinate the academic and administrative planning and implementation reflects the institutions efforts in achieving its vision</li> </ul>
<p><b>2.6.2 Strategy Development and Deployment</b></p>	<ul style="list-style-type: none"> <li>IQAC in tandem with Committees and Cells constituted by college authorities work for the development of the college. All the decisions are taken using transparent mechanism.</li> <li>IQAC formulates future plan for upcoming years. Academic Calendars are prepared for the academic years. College has adopted one Master Plan in all developmental works are taken based on these Master Plans.</li> <li>E-Governance in: Admission, Feedback, Examination, Salary, Bill payment, Student Support, Scholarship</li> </ul>



	etc.
2.6.3 Faculty Empowerment Strategies:	<ul style="list-style-type: none"> <li>• Institution encourages faculties to take part in different Faculty Development Programmes, Workshops, and Seminars etc organized by college and other institutions.</li> <li>• Faculties are promoted to higher stage following the Annual Performance Indicators system based on DHE Regulation.</li> </ul>
2.6.4 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> <li>• External Financial Audit done and utilization submitted for the years: 2023-24 2024-25</li> <li>• Fund received from: State Govt. BCPL, CSR Individuals And Alumni</li> <li>• Funds are utilized in developing infrastructure.</li> <li>• Annual Budget Preparation, Transparent Fund Management, Timely Utilizations Report Submission, Participatory Financial Decision.</li> </ul>
2.6.5 Internal Quality Assurance System:	<ul style="list-style-type: none"> <li>• IQAC has been formed as per NAAC guideline and IQAC ensures quality academic and administrative practice in each and every sphere.</li> <li>• IQAC annually meets to review and plan academic activities of the college. Decisions are taken in IQAC Meeting and recorded in minutes. ATR are prepared regularly.</li> <li>• Participation in NIRF, Green Audit, Gender Audit by competent authority and Feedback from all stakeholders.</li> </ul>
2.7 Innovations and Best Practices:	
2.7.1 Environment Consciousness:	<ul style="list-style-type: none"> <li>• Frequent on-campus and off-campus environment promotional activities, including awareness programme, plantation programme and observation of days related to environment.</li> <li>• Reduced use of non-biodegradable waste and recycling of generated waste as well as production of manure from biodegradable wastes.</li> <li>• Harvesting and harnessing of rain water, recycling of waste water, and promotion of energy conservation policy including adoption of solar energy and installation of sensor based</li> </ul>

	machines and energy efficient equipments.
2.7.2 Innovations:	<ul style="list-style-type: none"> <li>The college has an Incubation centre named UDBHANA facilitating the innovating ideas of the students.</li> </ul>
2.7.3 Best Practices:	<ul style="list-style-type: none"> <li>College has been organizing training programmes, consultancy/counselling service, workshops, motivational sessions are organized for the economic development of the adopted villages.</li> <li>College has adopted an inclusive policy for environment where all the students need to plant and grow saplings. Students take active part in environment protection activities. Regular awareness programmes, activities, plantation drive, cleanliness drive etc are carried forward for protection and promotion of the environment. College has undergone quality audits like Green Audit and Gender Audit.</li> <li>The college has various fund generating resources.</li> </ul>

Section III: OVERALL ANALYSIS	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)
3.1 Institutional Strengths:	<ol style="list-style-type: none"> <li>Committed teaching staff and dedicated non-teaching staff who are ready to devote time round the clock.</li> <li>College has a participatory governance system where all stakeholders involve in decision making.</li> <li>Khawang College is well connected with the neighbouring community. It has its adopted villages. The engagement of the college in community development activities is notable.</li> </ol>
3.2 Institutional Weaknesses:	<ol style="list-style-type: none"> <li>College is remotely located.</li> <li>Research support to the faculties needs to be augmented.</li> </ol>
3.3 Institutional Opportunities:	<ol style="list-style-type: none"> <li>College has diversity in terms of student enrolment and staff working. These diversities may help in catering a diverse knowledge base for all.</li> <li>There is a huge scope and potential to be tapped from the disadvantaged and vulnerable population that surround the college.</li> </ol>

3.4 Institutional Challenges:	<ol style="list-style-type: none"> <li>1. Government coverage of Commerce Department of the college.</li> <li>2. The health and sanitation situation of the college has scope for further improvement.</li> <li>3. Digital divide requires to be addressed at administrative/policy level.</li> </ol>
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#### **Section IV: Recommendations for Quality Enhancement of the Institution**

(Please limit to *ten major ones* and use telegraphic language)

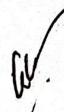
*(It is not necessary to indicate all the ten bullets)*

#### **Recommendation(s)**

- Strengthen faculty publications and research projects. Encouragement to faculties to enhance their qualifications.
- Motivate faculties for financial resource mobilization through research and consultancy work, and also to publish quality research papers
- Laboratory 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, Colleges and Universities should be encouraged and supported.
- The college and its surroundings hold legacy of sports, rich cultural diversity, and biodiversity that deserve further exploration. The fishery and other Cash avenues could possibly be managed professionally to generate funds.
- Enhance collaborations with industries for internships and placements. In enhancing the recruitment opportunity for students after completion of the courses in the nearby industries such as OIL, ONGC, BCPL, Tea Industris etc.
- Mapping of learning outcomes, mentor-mentee system, impact assessment of various initiatives, gender audit and equity promotion, and innovative teaching pedagogies need to be strengthened.
- Expand digital competency programmes for students and staff.

#### **Strong/ Encouraging Features of the College**

- Strong and active IQAC with consistent planning and monitoring.



- Adequate physical infrastructure including smart classrooms, laboratories, indoor stadium, gymnasium, library, and ICT facilities.
- Rich student support ecosystem with scholarships, mentoring, grievance redressal, and co-curricular clubs.
- Active engagement in community services through NSS and extension programmes.
- Value-based institutional culture promoting green campus, gender sensitization, and national integration.

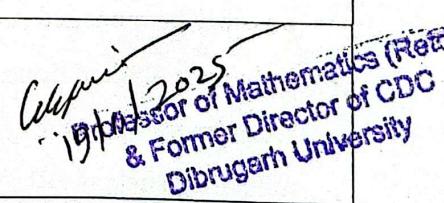
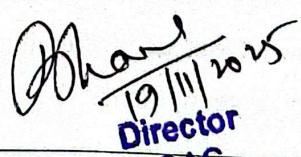
### Epilogue

Opportunities- Location of the college is good for demographic inclusion - location has scope for creation of demographic dividend.

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

  
*Signature of the Head of the Institution  
 Principal  
 Khowang College of the Institution  
 Khowang Ghat*

*Signatures of the Audit Team Members*

Name and Designation		Signature with date
Prof. G. C. Hazarika	Chairperson	 <i>19/11/2025    Professor of Mathematics (Retd.)    &amp; Former Director of CDC    Dibrugarh University</i>
Prof. Ankur Bharali	Member	 <i>19/11/2025    Director    IQAC    Dibrugarh University</i>

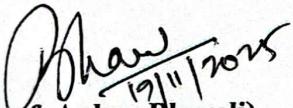
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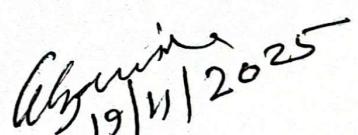
Date: 19-11-2025

**Academic and Audit Report**  
**of Khowang College**  
**Khowang Ghat, Dibrugarh, Assam**

The report is the result of the inspection/ examination of the facts and documents as regards the total academia and administrative and academic governance of Khowang College. The Committee examines and cross verifies the records and facts that are prepared by the college in strict adherence to the NAAC guidelines based- Terms of Reference (ToR) given by the academic and administrative audit Committee. Upon thoroughgoing checks and verification, the Committee records/ endorses few observations, recommendations and suggestions 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 college.

  
(Prof. Ankur Bharali)  
**Director**  
IQAC  
Dibrugarh University

  
(Prof. Gopal Ch. Hazarika)  
Professor of Mathematics (Retd.)  
& Former Director of CDC  
Dibrugarh University