



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION  
(Effective from July 2017)**

**Accreditation - (Cycle - 1)**

**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
MANGALDAI COMMERCE COLLEGE  
C-17131**

**MANGALDAI  
Assam  
784125**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission  
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

**Section I:GENERAL INFORMATION**

1.Name & Address of the institution:	MANGALDAI COMMERCE COLLEGE MANGALDAI Assam 784125	
2.Year of Establishment	1982	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	1	
Departments/Centres:	7	
Programmes/Course offered:	2	
Permanent Faculty Members:	22	
Permanent Support Staff:	16	
Students:	1167	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. College caters to the needs of poor rural communities for last 40 plus years affiliated to Gauhati University imparting coeducation. 2. Only commerce college in Darrang district across 120KM 3. Beneficial Extension activites for the betterment of local population	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 03-11-2023 To : 04-11-2023	
6.Composition of Peer Team which undertook the on site visit:		
	<b>Name</b>	<b>Designation &amp; Organisation Name</b>
Chairperson	DR. PREETI BAJAJ	FormerVice Chancellor,Galgotias University
Member Co-ordinator:	DR. BIBHUTI BHUSHAN LAL DAS	Professor,LALIT NARAYAN MITHILA UNIVERSITY (LNMU)
Member:	DR. KIRAN REDDY	Principal,ACHARYA INSTITUTE OF MANAGEMENT AND SCIENCES
NAAC Co - ordinator:	Dr. B.s. Ponmudiraj	

## Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	<b>The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment</b>
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	<b><i>Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum</i></b>
1.4	Feedback System

### Qualitative analysis of Criterion 1

Mangaldai Commerce College established in 1982 at Mangaldai, Assam affiliated to Gauhati University offers two UG courses in Commerce, B.Com General and B.Com Honors. The college follows the academic curriculum and calendar of the affiliating University and plans the academic delivery accordingly. Choice Based Credit System (CBCS) pattern is followed. NEP is introduced from academic session 2023-24.

Cross cutting issues like Gender equality, Environmental Sustainability, Human Values and Professional Ethics etc., are part of affiliating University curriculum. The college has established environmental department and conducting some workshops and events to address the same.

Need to establish mechanism to ensure effective curriculum delivery which leads to good academic performance in terms of University result and further progression of the students. The course delivery is mostly chalk and board method complimented by few ICT methods like google classrooms, presentations etc by few teachers.

28 Certificate Courses have been offered by the institution such as Entrepreneurship Development, Retail Management, Office Management and Secretarial Practice, Customer Relationship Management, Corporate Social Responsibility.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Student Teacher Ratio
2.3	Teaching- Learning Process
2.3.1 QIM	<b>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT-enabled tools including online resources for effective teaching and learning process</b>
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	<b>Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient</b>
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	<i>Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website</i>
2.6.2 QIM	<i>Attainment of POs and COs are evaluated.</i>  Explain with evidence in a maximum of 500 words
2.7	Student Satisfaction Survey

#### Qualitative analysis of Criterion 2

Being the only commerce college in the region, the college is getting good admissions however the overall admissions are declining because of program being not so popular and lack of placement opportunities.

The ERP/ digital board/ MIS needs to be improved to provide the live information about policies/ schemes and facilitates amongst various stakeholders .

22 full time faculty members in the College with 5 faculty members with Phd degree, which needs to be improved.

The assessments happen through sessional exams, assignments, performance and participation in different activities of the department. The affiliating university has defined the outcomes and objectives of each program however awareness about implementation, importance and calculations needs to be strengthened. The college is yet to define proper rubrics for evaluation of Program Outcomes (POs), Program Specific Outcomes (PSOs) and each Course Outcomes (COs). Academic Audit is being conducted by the affiliating university at fixed intervals.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	<b>Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident</b>
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	<b>Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.</b>
3.4.2 QIM	<b>Awards and recognitions received for extension activities from government / government recognised bodies</b>
3.5	Collaboration

<b>Qualitative analysis of Criterion 3</b>	
<p>The college is in the remote part of the State and focused efforts are needed for streamlining the policies on Research and Innovation which to be shared with all the stakeholders. The eco system on research and innovation needs to be developed. The College has adopted thirteen neighbouring schools and contributes to their holistic development through visiting classes and extension activities.</p> <p>Conservation of nature and biodiversity, preservation of culture, traditional knowledge, the environment, and gender related issues have been focal areas of the extension activities to involve and also sensitize the students. Issues like self-defence for girls and children, legal awareness, corruption and its evil, the importance of Yoga and healing, hygiene and cleanliness, etc. have been the highlights of the activities, along with the college students and local people of nearby villages. other activities does includes Career counselling for the students, short term skill training sessions on soft skills, self-defence, yoga, hygiene, organic vegetable cultivation.</p> <p>College also organizes health camps for the rural population.</p> <p>The NSS unit of the college has been organizing programs related to cleanliness, gender issues, etc. in the nearby areas.</p> <p>The college has 25 MOUS for collaborations/linkages for faculty exchange, student exchange, internship, field trip, Industry visit, Exhibition, Digital literacy programme, on-the job training, etc</p>	

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	<p><b>The Institution has adequate infrastructure and other facilities for,</b></p> <ul style="list-style-type: none"> <li>• teaching – learning, viz., classrooms, laboratories, computing equipment etc</li> <li>• ICT – enabled facilities such as smart class, LMS etc.</li> </ul> <p><b>Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)</b></p>
4.2	Library as a Learning Resource
4.2.1 QIM	<i>Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students</i>
4.3	IT Infrastructure
4.3.1 QIM	<p><b>Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection</b></p> <p><i>Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words</i></p>
4.4	Maintenance of Campus Infrastructure

#### Qualitative analysis of Criterion 4

Mangaldai Commerce College functions from its own campus of 8.25 acres with a built-up area of 3000 sq. meters. The college has 10 classrooms with 4 having ICT facilities amongst which 2 are digital classrooms. The college has 2 computer labs having 36 computers with I3 configuration and internet facility, and a well-stocked library with 10751 text and reference books, 6 print journals and e-resources through N-LIST. The library management system is with the help of open source software KOHA.

College has outdoor sports facilities but because of frequent floods its maintenance is a challenge. There are also facilities for a basic gymnasium. There is an open air theatre for Cultural activities.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.4	Alumni Engagement
5.4.1 QIM	<b>There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services</b>

#### Qualitative analysis of Criterion 5

. Students all round development is achieved through 28 short term courses. Mentor Mentee scheme needs to be strengthened. With the help of alumni and various collaborations some placements are happening though there is no structured process.

The Institution has many committees which needs to be constituted as per the norms and to be made

functional.

International Yoga Day and awareness campaigns on health and hygiene have been organized regularly.

25 collaborations with the outside agencies and few workshops and meetings have taken place. Regular meetings with industry and corporate representatives be organized to provide platform to the students for planning their future programs. Skill and entrepreneurship activities be encouraged through establishing an equipped incubation centre.

There is a functional unregistered alumni association which contributes to the development of the college by donating books, fund raising, building canteens, classrooms and auditorium and other required infrastructure.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)

6.1	Institutional Vision and Leadership
6.1.1 QIM	<i>The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.</i>
6.2	Strategy Development and Deployment
6.2.1 QIM	<i>The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc</i>
6.3	Faculty Empowerment Strategies
6.3.1 QIM	<b>The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression</b>
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	<b>Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)</b>
6.5	Internal Quality Assurance System
6.5.1 QIM	<b>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures &amp; methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities</b>

Qualitative analysis of Criterion 6

The college is achieving its mission by providing higher education to the students coming from rural part of the state and nearby districts. For execution of day to day activities college has various committees including an IQAC. In spite of having first cycle of NAAC, IQAC is established. It should be as per NAAC guidelines and needs to be strengthened.

The college needs to empower the teaching and nonteaching staff. Few welfare measures like leave facility, group insurance and NPS for a few is being undertaken. The perspective plan is available which needs to be updated and its regular review to be taken up in the GB meetings. Few programs for health check-up of the faculties have been taken up. The college has adopted performance appraisal mechanism.

University conducts academic audit however scientific way of auditing needs to be undertaken.

Financial audits are conducted by a qualified CA.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)

7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	<b>Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.</b>  <i>Describe the gender equity &amp; sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words</i>
7.1.4 QIM	<b>Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)</b>
7.2	Best Practices
7.2.1 QIM	<b>Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual</b>
7.3	Institutional Distinctiveness
7.3.1 QIM	<b>Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words</b>

Qualitative analysis of Criterion 7

College has taken measures to sensitise on gender equality, few safety measures like CCTV surveillance, security guards, common rooms and women cell establishment. Girls common rooms are equipped with Sanitary napkin vending machines.

College has taken initiatives to keep the campus clean and green. A solid waste management system has been introduced in association with the Mangaldai Municipality Board.

To facilitate the Divyanggan students, a few ramps, disabled friendly toilets have been constructed on the campus. College code of conduct is followed.

There is an existence of natural water harvesting system because of having ponds and river beside the college, cultivation of vegetables, green house, led lights, few solar lights towards few green initiatives.

First best practice is having close connect with the local community and the alumni who are supporting college.

The other best practice is imparting of digital literacy among women of the weaker sections of society,

Second-Best Practice of the College is adopting the village and 13 schools, conducting digital literacy programs for village women, training the farmers on usage of organic fertilisers through students

Distinctive feature of the college is that this is the only commerce college in the vicinity of 100 km imparting education in commerce at undergraduate level.



The college is celebrating birth and death anniversaries of the national hero's and conducting programs like 'Ek Bharat Shresth Bharat, Rashriy Ekta Shapath , Voters awareness program , international yoga day for the promotion of tolerance and harmonious atmosphere in the campus and aware towards citizens' rights and duties and building the character of the students. The college is also inculcating the rich cultural and traditional heritage of the state amongst the students.

### **Section III:OVERALL ANALYSIS**based on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)

#### **Overall Analysis**

##### **Strength:**

- College has sufficient land for developing it as a valuable institution for the community
- Centrally located solitary institution of commerce education in the vicinity of 100 KM with coeducation system.
- Institution is located in healthy natural environment
- Brand and goodwill of the Governing body members and College
- Young, committed and dedicated faculty members
- Permanent Affiliation
- Alumni are well placed and having own businesses
- The college has a good social touch.
- Financial help to poor but meritorious students is made available for Catering to economically weaker sections of society

##### **Weaknesses:**

- College is situated in flood prone area
- Being affiliated to Guwahati University, the flexibility in the curriculum changes is limited.
- Because of lack of autonomy, NEP and other scope like CTS etc is limited
- The majority of students are underprivileged and from economically weaker section and needs lot of attention
- Being affiliated, institution is having limited scope for reforms in the examinations.
- In spite of good brand image, admissions are less
- Limited Research, Consultancy & Industrial interaction
- Lack in Research Orientation and innovations
- Lack of orientation for modern teaching learning platforms like blended learning / flip classes etc
- In spite of being located in the agricultural and business belt, the courses and entrepreneurship related to local needs are missing
- Sports, gym Facilities needs to be improved.
- limited sources to generate its own income
- Limited Staff in sanctioned posts
- Less efforts towards career counselling cell and placements

##### **Opportunities:**

- 8.25 acres land
- To commence PG courses and Skill oriented courses

- Attract more girl students
- Exchange opportunities with established colleges in Guwahati
- Promotion of MOOCs for benefit of students
- Begin Skill development and diploma programs and Vocational training
- To have collaboration and forming cluster with leading research and academic institutions and industries
- To offer certificate courses in the domains related to Tea Garden management/ multi-cropping/entrepreneurship
- PG programs in Commerce
- All faculty members to be registered for doctoral programs
- Empowering the faculty members to undertake consultancy
- Strengthening the Career Counselling Cell
- Creating opportunities for the internships in the Nearby industries through their goodwill
- A part of available land of the college could be used for income generation.
  - Establishing the Incubation Center and exploring start up opportunities for the students through Make- in India, Digital India, Start-up India initiatives
  - Harnessing the potential of alumni to orient the students for better career opportunities
  - NEP Implementation
  - Getting the seats fully filled with the brand image
  - Capacity building programs for teaching and nonteaching
  - Creating facilities in the Research areas
  - Good and quality publications and patents
  - Training on Outcome Based Education needs to be undertaken for teachers.
  - Students can be trained with various skills of handiworks and entrepreneurial opportunities connected with heritage of culture of Assam.
  - Establishing Hostels for boys and girls

- Coordinating with MSME and establishing ED cell

**Challenges:**

- Environmental disasters
- Compensate the academic loss arises due to every year floods
- Take a steps for mobilisation of funds from different agencies
- Filling up of teaching positions by state government
- Student dropout rate
- To keep pace with the rapid change of the system of higher education. Involving the guardians in various activities of the college.
- Establishment of incubation centre
- Creating awareness about latest reforms in education amongst all stakeholders Regularisation of existing faculty
- Getting qualified faculty members and maintaining the cadre ratio
- To create employment/placement opportunities
- Enhancing the quality of Intake and faculty
- Financial Constraints to support the research activities
- Qualification updation of faculties in absence of research centre Obtaining Grants through funding agencies
- Create ecosystem for research culture

#### **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)

- All Sanctioned positions have to be filled up to ensure better faculty student ratio
- limited exposure for teachers and students on ICT based teaching learning which can be addressed
- Welfare measures for teachers and supporting and non teaching staff needs to be addressed
- The teachers should be motivated and encouraged for research paper writing specially in indexed journals, applying for projects from various external funding agencies
- Competitive exams coaching to be initiated
- The college needs to attempt increasing enrolment of the students.
- NEP orientation for students and teachers needs to be initiated
- Establishment of Institute innovation council, Institute Industry cell and establishing Incubation Centre would encourage students to get into entrepreneurship specially on local skills and businesses.
- Encouraging teachers and industries for creating opportunities for internship, strengthening alumni bond , More Faculty Empowerment needed. Areas towards Consultancy and Revenue generation through local needs to be identified
- Demand driven certificate courses and courses on Disruptive technologies like AI, Data Science and stock market are required and training to the faculties in these areas is need of an hour.
- Efforts to be taken for PG Programs to be initiated
- Expediting the construction of the hostels is required.
- Promoting the level of sports and games is to be undertaken

**I have gone through the observations of the Peer Team as mentioned in this report**

**Signature of the Head of the Institution**

**Seal of the Institution**

Sl.No	Name		Signature with date
1	DR. PREETI BAJAJ	Chairperson	
2	DR. BIBHUTI BHUSHAN LAL DAS	Member Co-ordinator	
3	DR. KIRAN REDDY	Member	
4	Dr. B.s. Ponmudiraj	NAAC Co - ordinator	

Place

Date