

**ACADEMIC
&
ADMINISTRATIVE AUDIT
(2024-2025)**



TIHU COLLEGE
(Affiliated to Gauhati University)
Tihu, Nalbari - 781371
Assam :: India

ACADEMIC & ADMINISTRATIVE AUDIT REPORT TIHU COLLEGE

INTRODUCTORY NOTE FROM THE AUDITORS

This report has been prepared by the undersigned members at the request of the authorities of Tihu College to conduct an audit of the academic activities undertaken during the academic session 2024–2025. The Academic and Administrative Audit (AAA) report has been compiled on the basis of data submitted by the college, physical verification of records, and detailed interactions with faculty members and administrative personnel during our visit to the institution on the date mentioned below.

The IQAC Coordinator extended full cooperation and support throughout the audit process by facilitating departmental visits and coordinating departmental presentations. All academic departments presented their profiles through PowerPoint presentations, highlighting academic, co-curricular, and extension activities. These presentations were conducted in the conference room in the presence of the Principal and the IQAC Coordinator.

The findings presented in this report are based on the documents submitted, departmental verifications, office records, and interactions with the presenting teams of each department. The observations have been documented objectively in the form of facts and figures.

We solemnly declare that this report contains no statements or observations that may adversely affect or diminish the reputation of the college.

Members of the Academic Audit Team

**PROF. DWIPEN BEZBARUAH
PROF. BHABEN TANTI**

Visit Date: 23-12-2025

Session: 2024-2025

---::: Visit Schedule :::---

Members of the AAA	Date & Time	Agenda	Venue
Prof. Dwipen Bezbaruah & Prof. Bhaben Tanti	23 rd December 2025 (10.00am)	Academic & Administrative Audit for the Session 2024-25	Conference Room
			Principal Tihu College
DEPARTMENTAL INTERACTION & PRESENTATION			
HOD, Assamese	11.00 am	Departmental Presentation	Seminar Room
HOD, Accountancy	11.15 am	Departmental Presentation	Seminar Room
HOD, Botany	11.30 am	Departmental Presentation	Meeting Room
HOD, Chemistry	11.45 am	Departmental Presentation	Meeting Room
HOD, Computer Science	12.00 am	Departmental Presentation	Seminar Room
HOD, Economics	12.15 pm	Departmental Presentation	Seminar Room
HOD, Education	12.30 pm	Departmental Presentation	Meeting Room
HOD, English	12.45 pm	Departmental Presentation	Meeting Room
HOD, Finance	1.00 pm	Departmental Presentation	Meeting Room
HOD, Geography	1.15 pm	Departmental Presentation	Meeting Room
HOD, History	1.30 pm	Departmental Presentation	Seminar Room
HOD, Management,	1.45 pm	Departmental Presentation	Meeting Room
HOD, Mathematics	2.00 pm	Departmental Presentation	Seminar Room

HOD, Philosophy	2.15 pm	Departmental Presentation	Seminar Room
HOD, Physics	2.30 pm	Departmental Presentation	Seminar Room
HOD, Political Science	2.45 pm	Departmental Presentation	Meeting Room
HOD, Sanskrit	3.00 pm	Departmental Presentation	Seminar Room
HOD, Zoology	3.15pm	Departmental Presentation	Seminar Room
Librarian	4.00 pm	Library Presentation	Meeting Room
Office Staff	4.15 pm	Interaction with the Office Staff	Administrative Office
Exit Meeting	4:30 pm	Interaction with the faculties and office staff	Auditorium



Profile of the Tihu College

BRIEF INTRODUCTION OF THE COLLEGE

Tihu College has been one of the premier institutions of higher education in Assam. With over 58 years of dedicated service in spreading the light of education, the College celebrated its Golden Jubilee in March 2013. Established on the auspicious day of **4 July 1963**, Tihu College was founded to fulfil the long-cherished aspiration of providing quality higher education to the people of the region. This vision was nurtured by a group of illustrious personalities with the active support of the rural masses of the greater Tihu area.

Under the dynamic leadership and relentless efforts of **Late Sailendra Prasad Medhi**, the Founder Principal, the institution steadily grew into one of the leading rural colleges, imparting education from the Higher Secondary (HS) to the TDC level. Over more than five decades of its eventful journey, the College has catered to the educational needs of students from the greater Tihu, Namati, Baksa, Khetri, and Dharmapur areas across the districts of Nalbari, Baksa, and Barpeta in Assam. Despite the emergence of several other colleges in the surrounding region, Tihu College has continued to uphold its rich intellectual heritage and strong academic ethos.

The College began its academic journey with the Arts stream (night shift) at its inception and was initially housed at **Tihu Gandhi Bhawan**. It was affiliated with **Gauhati University in 1963** and later shifted to its present campus on **15 August 1966**. In 1969, the institution was brought under the Deficit Grants-in-Aid system of the Government of Assam. Since then, the College has made steady progress in all spheres, earning the confidence and satisfaction of students, guardians, and education enthusiasts across the region. The serene, eco-friendly campus, surrounded by lush greenery, provides a tranquil environment conducive to academic pursuits.

Over the years, Tihu College has evolved from its nascent stage into a centre of quality education, nurturing both scholastic and co-scholastic activities. Its long history has been marked by commendable academic performance in

examinations conducted by **Gauhati University** and **AHSEC**, along with notable achievements in extracurricular activities year after year.

With fully developed **Arts and Science streams** and Major courses in all teaching departments, the College continues to enhance its academic stature. In response to emerging academic demands, self-financed undergraduate courses in the **Commerce stream** with Major courses in **Accountancy and Management** were introduced from the academic session **2015–16**. The College has also expanded into professional and career-oriented education by introducing **three-year BCA** and **one-year PGDCA** programmes. Since the academic session **2011–12**, the semester system has been successfully implemented at the undergraduate level as per Gauhati University norms, and the College has subsequently adopted the **Choice Based Credit System (CBCS)**. Moreover, in the academic session **2023–24**, the **Four Year Undergraduate Programme (FYUGP)**, a flexible, multidisciplinary degree structure under India's National Education Policy (NEP 2020) was implemented as per Gauhati University norms.

Furthermore, regular **Postgraduate programmes in Education and History**, each with an intake capacity of 20 students, were introduced under Gauhati University from the academic session **2017-18**. To strengthen teaching-learning processes, the College has developed well-equipped digital classrooms, multimedia rooms with audio-visual facilities, and an IT laboratory.

The overarching aim of all educational programmes at Tihu College is to foster academic excellence, encourage critical thinking, and promote innovation and intellectual curiosity. Alongside academic growth, the College remains deeply committed to the holistic development of students by nurturing their inherent talents in extracurricular domains. Notably, the College successfully organized the **Gauhati University Inter-College Football Tournament in 1987** and the **GU Inter-College Zonal Youth Festival in October 2017**.

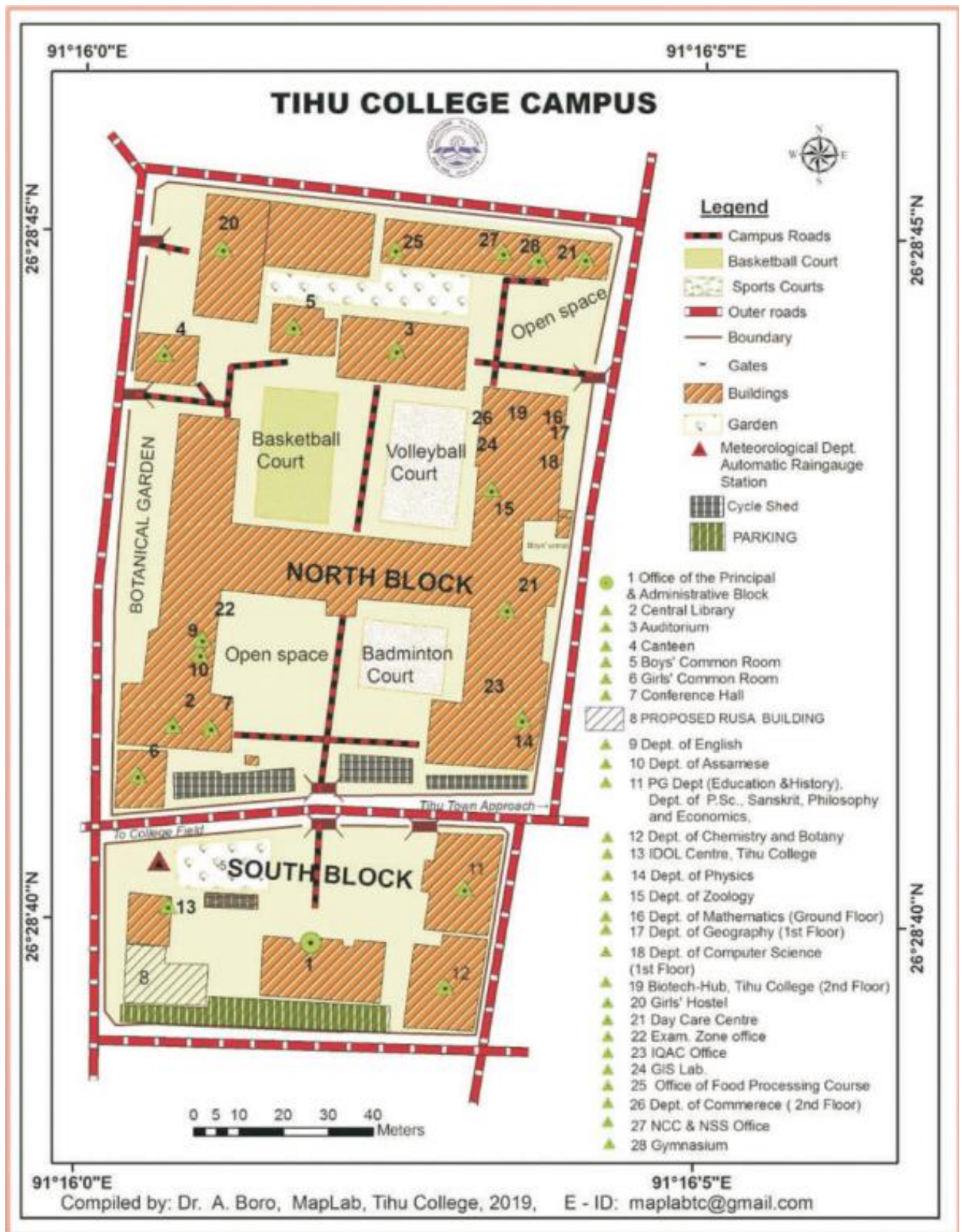
Tihu College actively encourages student participation in co-curricular activities and provides due weightage to talent during admissions, supported by adequate infrastructural facilities. The institution is staffed by well-

qualified, dedicated faculty members across all departments. It is also noteworthy that Tihu College was the **first institution in Nalbari district to be assessed by NAAC** in 2004, receiving a **'B+' grade**, and was re-accredited with the same grade during the academic session **2016–17**, and in **2023**, reaccredited with **'B' grade**.

With the collective efforts of teachers, students, guardians, alumni, and all stakeholders, Tihu College remains committed to continuous improvement and aspire to achieve greater academic and institutional excellence in the years ahead.



Tihu College Campus



COLLEGE MOTTO

“MARCH AHEAD FOR EXCELLENCE”

GOALS:

1. The College facilitates one of the best teaching-learning processes for the rural based students who will learn how to move ahead with the time.
2. The College tries to make higher education more accessible and more affordable.
3. It enables students to overcome backwardness and helps generate national outlook and national integration.
4. It helps them to cultivate and boost cultural awareness.
5. It makes learning a helpful instrument to earn better means of livelihood.

OBJECTIVES:

The Students after successfully completing their Academic programmes- will be able to learn better about life, its needs and cope up better with the changing world.

1. will earn better means of livelihood by employment in both public and private institutions or in self-employed management.
2. will contribute effectively to nation building through leadership, teaching and self- conscious citizenship.
3. will identify and utilise locally available natural resources for their upliftment and development.



Vision and Mission

A. VISION

To make quality the defining element of higher education through a combination of internal and external quality evaluation, along with initiatives for promotion and sustainability, thereby achieving the college motto, **“March Ahead for Excellence.”**

B. MISSION

- To stimulate the Academic Environment of promotion of quality teaching learning and research environment.
- To encourage self-evaluation accountability, autonomy and innovations.
- To encourage the faculty members in quality training, research-based programmes, workshops and innovations.
- To familiar with new ICT and smart technology for teaching learning process.

C. NUMBER OF STREAMS: 03 (Science, Arts and Commerce)

D. NUMBER OF SUBJECTS: 18 (Accountancy, Assamese, Botany, Chemistry, Computer Science, Economics, Education, English, Finance, Geography, History, Management, Mathematics, Philosophy, Physics, Political Science, Sanskrit, Zoology)



INFRASTRUCTURE FACILITIES OF THE COLLEGE

Facilities	2024-2025
Campus area	8 Acres
Class rooms	50 + Smart Classroom 18
Smart Class Room	5
Total No. of Computers and internet connectivity	YES (65 connected points with 100 MBPS)
Language Lab.	1
Laboratories	14
Total number of text books and reference books available for UG and PG	41616
Seminar/Conference Halls	2 (Conference Halls- 86 Capacity each)
Meeting Room	1
Auditorium	1 (KCDM Auditorium- 600 Capacity)
Parking place	3
Teachers' Common Room	2 (Teaching and Non-Teaching Staff)
Day Care Centre	1
Museum	1
Girl's Common Room	1
Boy's Common Room	1
College Canteen	2
Boundary wall	YES
Total Computer	74
Students Browsing Centre	1
Computer lab	1
Outdoor sports Ground	1
Badminton Court	1

Basketball court	1
Gymnasium Hall	1
Yoga and Wellness Centre	1
Volleyball Court	1
Women Hostel	1
Boys' Hostel	1
Indoor Sports Complex	1
Examination Control Room	2
Distance Education Centre (Study Centre of KKH State Open University, GUCDOE)	2 (GUCDOE and KKHSOU)



Academic Strength

Name of the Department	UG/PG & Intake	Number of Teachers
Assamese	UG (35)	6
Botany	UG (29)	4
Chemistry	UG (25)	4
Commerce	UG (40)	2
Computer Science	UG (20) & PGDCA (20)	2
Economics	UG (35)	3
Education	UG (44) & PG (25)	6
English	UG (35)	4
Geography	UG (35)	4
History	UG (38) & PG (20)	4
Mathematics	UG (25)	4
Philosophy	UG (35)	4
Physics	UG (25)	4
Political Science	UG(35)	3
Sanskrit	UG (25)	2
Zoology	UG (32)	4
Office	Office works	30



Methodology of Audit

The inputs received from various departments, as per the prescribed proforma, were validated through verification of supporting documents, interactions with the Heads of the Departments, and physical visits to the departments.

1. Curricular Aspects

Tihu College, Tihu is affiliated with Gauhati University and follows the curriculum prescribed by the University. For effective curriculum delivery, departments maintain lesson plans and course progress records. Academic activities are conducted in accordance with the Gauhati University academic calendar, and the college also prepares its own calendar aligned with it.

2. Teaching–Learning Aspects

Assessment of students' learning levels, including identification of slow and advanced learners, is carried out through sessional examinations, seminars, and assignments. The college follows student-centric teaching methods; however, detailed unit-wise plans for experiential and participative learning need to be systematically maintained to further enhance learning outcomes. A mentoring system is in place, and all departments conduct internal examinations as per university norms. The college may adopt additional modes of continuous internal evaluation. Program Outcomes, Program Specific Outcomes, and Course Outcomes are defined in the syllabus, but systematic evaluation of outcome attainment needs to be strengthened.

3. Research, Innovation, and Extension

The college has recently initiated several research activities; however, the overall research culture requires further strengthening. Many departments conduct effective extension activities, and greater student participation in these initiatives should be encouraged.

4. Infrastructure

The college has adequate infrastructure to support academic and extracurricular activities. Indoor and outdoor sports facilities are satisfactory. However, library resources and IT facilities, including internet bandwidth, need further enhancement.

5. Student Support and Progression

Several departments organize capacity-building and skill enhancement programmes. Student placement and progression to higher education are encouraging, though greater motivation is required to increase participation in extracurricular activities.

6. Professional Development Activities

A few faculty members have participated in Faculty Development Programmes (FDPs). Greater participation of teachers in FDPs and similar professional development activities is recommended.



SWOC Analysis

Strength of the Institution

1. The College is proud of being one of the reputed institutions of higher education in the state. It has a glorious history to look back which has left a legacy of enduring spirit of marching ahead with excellence giving the institution a brand name.
2. The college offers 21 numbers of programs in arts, science, commerce, computer science and food processing.
3. The atmosphere of the College is serene and peaceful the campus being eco-friendly and pollution free.
4. The college has filled up teachers' strength as per govt. norms who are qualified and dedicated.
5. Most of the faculty members have obtained Ph. D. and M. Phil. degrees some of whom are actively involved in research works.
6. Students' enrolment is satisfactory. The college is boast of having receptive, imaginative and enthusiastic students.
7. The college has an illustrious and high-profile alumni occupying top positions in society, politics, culture and administration.
8. Evaluation system of the internal examinations of the college is transparent and it strictly follows the norms of Gauhati University examination procedure.
9. The College has all the basic academic infrastructures such as auditorium, playground, tennis court, volleyball court, basketball court etc.
10. The College has 18 ICT classrooms and a fully digital conference hall with Internet and Wi-Fi facilities.
11. The college library is fully digitalized with spacious reading rooms for both teachers and students. It has a huge collection of books, journals and magazines including book bank facility.
12. The College is showing excellent academic results in university examinations.
13. It has a well-equipped Women's Hostel and the Men's hostel.

14. Facilities like uninterrupted power supply, pure drinking water are provided.
15. Admission is strictly done on the merit basis. Cut-off marks system is followed during admission.
16. There is Botanical Garden with rare and endangered species of plants.
17. The Map Lab (GIS Laboratory) is available in the College.
18. The College is under DBT Star College scheme.
19. The College has good accessibility and could be reached easily from all corners.
20. The college has 3 computer labs, laboratories with modern equipment, 2 museums, one balance room and one dark room and also installed solar plant in the campus.

শুকুৰবাৰ, ২০২৫

গুৱাহাটী বিশ্ববিদ্যালয়ৰ সদ্যঘোষিত স্নাতক চূড়ান্ত পৰীক্ষাৰ ফলাফল

টিহ কলেজলৈ গৌৰৱ কঢ়িয়ালে ৫ শিক্ষার্থীয়ে



আমাৰ বিশেষ খবৰ, টিহ, ১০ জুলাই : সদ্য ঘোষিত গুৱাহাটী বিশ্ববিদ্যালয়ৰ স্নাতক চূড়ান্ত পৰীক্ষাৰ কলা আৰু বিজ্ঞান বিভাগৰ ফলাফলত ঐতিহ্যমণ্ডিত টিহ মহাবিদ্যালয়ৰ পাঁচগৰাকী শিক্ষার্থীয়ে সুখ্যাতিৰে উত্তীৰ্ণ হৈ টিহ অঞ্চললৈ গৌৰৱ কঢ়িয়াই আনিছে। শিক্ষানুষ্ঠানখনৰ পৰা কলা শাখাত নিকুমণি কলিতাই অসমীয়া বিভাগত বৰ্ত্ত স্থান, ডলীস্মিতা শৰ্মাই শিক্ষা বিভাগত সপ্তম স্থান, ধৃতিস্মিতা কলিতা আৰু ধনজিত নায়কে ভূগোল বিভাগত সপ্তম স্থান দখল কৰাৰ বিপৰীতে বিজ্ঞান শাখাত মধুস্মিতা শৰ্মাই উদ্ভিদ বিজ্ঞানত নৱম স্থান দখল কৰি টিহ মহাবিদ্যালয়কে ধৰি বৃহত্তৰ টিহ অঞ্চললৈ গৌৰৱ কঢ়িয়াই আনিছে। তেওঁলোকৰ সাফল্যত টিহ মহাবিদ্যালয়ৰ অধ্যক্ষ ড° সুৰেশ ভৰালী, পৰিচালনা সমিতিৰ সভাপতি ডাঃ নাৰায়ণ শৰ্মা, মহাবিদ্যালয়খনৰ ছাত্ৰ একতা সভা, টিহ মহাবিদ্যালয় আছু গোট, টিহ মহকুমা সাংবাদিক সন্থা, টিহ আঞ্চলিক ছাত্ৰ সন্থা, টিহ মহাবিদ্যালয় শিক্ষক-কৰ্মচাৰী সন্থা, টিহ মহাবিদ্যালয় পৰিচালনা সমিতি, অসম জাতীয়তাবাদী যুৱ ছাত্ৰ পৰিষদৰ টিহ আঞ্চলিক সমিতি আদিকে ধৰি অঞ্চলটোৰ বিভিন্ন অনুষ্ঠান-প্ৰতিষ্ঠান, দল-সংগঠন, ব্যক্তি বিশেষে সন্তোষ প্ৰকাশ কৰি অভিনন্দন জ্ঞাপন কৰে।

Weakness of the Institute

1. The college lacks a residential campus for the teachers as well as the office staff.
2. Even when the college is trying hard to cater the needs of the differently abled students, advanced infrastructural facilities cannot be provided owing to shortage of funds.
3. PG courses in all the departments have not been possible due to insufficient number of faculty members and inadequate infrastructure.
4. More job-oriented courses are yet to be introduced.
5. Many classrooms are yet to be made ITC enabled. 6. The college has little scope for resource mobilization.

Opportunities

1. Considering the strength and quality of faculty members PG courses can be introduced in some departments.
2. Introduction of agro based vocational courses can open new vistas for students from rural background.
3. The College can help the local farmers by collaborating with some local farming agencies.
4. Research orientation can be inculcated in the students' mindset.
5. The College can hold talks to orientate the students towards ethical and moral values.
6. Students and teachers have lot of research opportunities in various social issues of the locality.

Challenges

1. The college cannot accommodate more students due to lack of sufficient classrooms.
2. The continuance of H.S. course has not only created scarcity of faculties but also hinders the College from opening PG and other vocational courses.

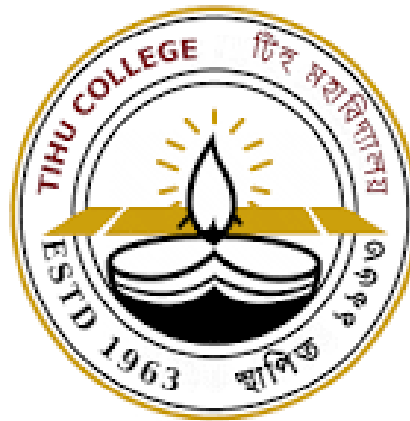
3. Owing to the non-availability of source of income from any other source than UGC grants and some other govt. agencies' grant, the college is not able to introduce some innovative practices which may benefit the students.
4. The P.W.D. road connecting Tihu town with the adjacent rural areas runs through the college campus. As a result, vehicles plying along the road create havoc among the students crossing it for classes.
5. Most of the departments are running with insufficient number of faculty members. Therefore, the growing number of students in such departments has posed problems.
6. The college needs some vocational courses which have not been possible due to financial and other issues.
7. The graduates produced in the college find it difficult to get a job matching their qualification since the government also is not in a position to absorb all the graduates of the state.
8. Due to lack of Campus placement, the outgoing students are deprived from proper job opportunities.





Recommendations

1. The academic, outreach and student progression data at the department level needs to be arranged in a more systematic manner authenticated by relevant documents.
2. Extension and extracurricular activities should be carried out in a more focused way with justified numbers of committees with preference to UGC/government mandated committees and cell.
3. Faculty members should make urgent effort to procure externally funded research projects and organize regional and national level workshops and seminars.
4. Teachers may be encouraged to enhance their research output, fund mobilization, and consultancy services. To this end, the principal may arrange periodic brainstorming sessions with faculty members to gather their inputs and formulate strategies for improving research productivity.
5. The research culture needs significant improvement, and interdisciplinary research initiatives should be promoted.
6. For effective curriculum delivery, course files of academic departments should be assessed periodically by the IQAC.
7. More teachers should be encouraged to participate in FIP/FDP programmes.
10. Proper and systematic documentation should be maintained for all academic and administrative activities.
11. Best practices of individual departments should be identified and institutionalized. Additionally, two institutional best practices need to be restructured in accordance with NAAC guidelines.
12. More collaborations should be established for faculty exchange, student exchange, internships, and related academic activities.

13. A master list of all office-related documents, including document numbers, retention periods, SOPs, and vendor feedback, should be properly maintained.
14. Certification from the District Public Health Engineering (PHE) Department should be displayed at the common drinking water facility.
15. Safety measures such as installation of fire extinguishers in selected locations and clear markings for emergency exits in multistoried buildings should be ensured.



Name of the Members of the Audit	Signature
Prof. Dwipen Bezbaruah Professor, Department of Anthropology Gauhati University	
Prof. Bhaben Tanti Professor, Department of Botany Gauhati University	

টিহু মহাবিদ্যালয়, টিহু

Tihu College, Tihu

An ISO 9001:2015 Institution

Affiliated to Gauhati University, Assam