YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	**Maharaja Bir Bikram College**
• Name of the Head of the institution	**Dr. Nirmal Bhadra**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	03812516728
• Mobile No:	9862973971
• State/UT	**Tripura**
• Pin Code	**799004**
2.Institutional status	
• Type of Institution	**Co-education**
• Location	**Urban**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Maharaja Bir Bikram University, Agartala, Tripura (earlier affiliated to Tripura University, Suryamaninagar, Tripura)**

• Name of the IQAC Coordinator	**Nilima Biswas**
• Phone No.	**9436502673**
• Alternate phone No.	**9862973971**
• IQAC e-mail address	**iqacmbbc@gmail.com**
• Alternate e-mail address	**mbbc.agt2015@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	**http://www.mbbcollege.in/db/common/252.pdf**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**http://www.mbbcollege.in/db/common/321.pdf**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.74**	**2004**	**16/09/2004**	**15/09/2009**
Cycle 2	**B+**	**2.55**	**2016**	**16/09/2016**	**15/09/2021**

6.Date of Establishment of IQAC	**12/06/2006**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
MBB College	**College Biotech Club**	**Department of Science, Technology & Environment, Govt. of Tripura**	**2021. One Year**	**1,25000.00**
MBB College	**Seminar Conduction**	**Higher Education Council,Tripura**	**2021, One Year**	**20,000.00**

MBB College	Awareness Programme	Ditectorate of Tribal Welfare, Govt of Tripura	2022, One year	17,000.00
MBB College	Climate Change Initiatives	Department of Science, Technology & Environment, Govt. of Tripura	2021, One year	25,000.00

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	**View File**
9.No. of IQAC meetings held during the year	10
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

11.Significant contributions made by IQAC during the current year (maximum five bullets)

As per plan of action set out by the IQAC in the beginning of the academic year, the following significant contributions could be achieved: 1. Academic Audit 2.Feedback from students and teachers collected, analysed and action taken. 3. Introduction of PG courses in Humanities. 4. Organising of expert lecture, seminar and workshop with greater frequency. 5. Set-up of Open-gym

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1.NAAC Accreditation.	1. AQAR 2021-22 and SSR in the final stage of completion.
2. Academic Audit.	2. Completed Successfully.

3. Feedback from students and Teachers.	3.Data Collected/analysed and action taken.
4. Introduction of PG Courses.	4. PG Course in English and Bengali started.
5. Organising of expert lecture, seminar and workshop with greater frequency.	5. Conducted with relative success.
6. Set-up of open gym.	6. Installed successfully.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Teachers Council, MBB College	04/02/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	18/01/2023

15.Multidisciplinary / interdisciplinary

The college is affiliated to MBB University, Agartala. The University has adopted CBCS pattern from 2017-18 session. As per the CBCS pattern, the University offers various multi-disciplinary subjects across the streams. For example, English is offered as a compulsory subject for all streams. Likewise, Environmental Science, Physical Education, one modern Indian language are offered to the students of Science, Arts and Commerce. Again 'Media and Communication skill' is offered to both Science and Arts students, Computer science is taught to Science and Commerce students, and Statistics is taught to the students from Science and Commerce streams. The affiliating university is likely to implement NEP2020 and will offer multidisciplinary courses as per the guidelines and regulations of NEP.

16.Academic bank of credits (ABC):

As per the guidelines of NEP 2020, the Academic Bank of Credit (ABC) is going to be implemented by the affiliating University to facilitate the academic mobility of the students. Our college is also going to adopt the guidelines for appropriate credit transfer. The college has been following the CBCS pattern but the University has already informed the college about the necessary action to be taken for implementation of ABC. The college administration and the faculties have already instructed the stakeholder regarding the same. The university is likely to conduct workshop seminar for implementing ABC.

17.Skill development:

The present CBCS University curriculum integrates Skill Enhancement Courses for both Honours and General students with the objective of developing the skills of students in diverse areas. Besides, the curriculum based skill development courses, the college also offers crash courses in Spoken English, IT based Office Skills, Mushroom Cultivation, Vermicomposting and Basic Land Surveying etc.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The promotion of Indian languages, Arts and Culture through education is very important and it could effectively be done by integrating Indian Languages, arts and culture into the main curriculam. Accordingly our college has adopted multlingual teaching method at UG and PG level keeping in mind the linguistic diversity of students. However all other languages like Kokborok, Hindi, Sanakrit etc are taught in their respective languages. Besides that the college puts equal emphasis on co-curricular activities like music, drawing, photography, essay writing competitions, celebration of various international and national days and events like international language day, international womens Day, Republic Day, Independence Day, teachers day, Kokborok language Day etc. All these days are celebrated to make the students acquainted with the regional, national and international culture and heritage.

19. Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome-based education is a pedagogical model which entails the reconstruction of curriculum, pedagogy and evaluation process. The college follows as a CBCS based pattern of curriculum and multiple pedagogical teaching-learning process, using smart classrooms and other technological advantages. We also adopt both formative and summative evaluation technique to achieve the desire programme and course outcomes. All the faculty members of different disciplines are fully aware of the programme outcomes and course outcomes of their respective subjects and courses. At the end of each semester analysis of Programme Outcomes and Course Outcomes are done by the teachers of each department.

20. Distance education/online education:

Our college is affiliated to MBB University and as per the guidelines of the University, all the class lectures, practical, etc. are to be conducted in physical mode. During Pandemic, we changed the system and adopted virtual mode of teaching-learning by using learning management system like Google Classroom, Google Meet, Google drive etc. Now this virtual mode has been replaced by physical mode but continued in blended form also. ICT tools are used by most Departments with some having presence on platforms like YouTube, WhatsApp etc. The students are also provided learning contents and other study materials in the college portal besides learning management like Google Classroom. The evaluation process in the college is done regularly through regular mode. Sometimes, it is also conducted through online mode by conducting online

quizzes, assignments, etc. The MCQ test are also arranged for instant assessments.

So, we can say that our college uses blended technique (online and offline) in both teaching and evaluation.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	6

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	3798

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	893

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	618

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	76

File Description	Documents
Data Template	View File

3.2	73

Number of Sanctioned posts during the year

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	53
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1435688.00
4.3 Total number of computers on campus for academic purposes	90

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

A well-structured teaching strategy is followed to facilitate optimum learning and it is recorded in the teacher's diary. Study materials are uploaded on the college portal and some departments also simultaneously upload on learning management platforms like Google classrooms.

Further, workshops, seminars, webinars, invited lectures and field visits are conducted to achieve effective curriculum transaction. The frequency of extra tutorial classes has been increased by few departments for both the advanced and slow learners. The college has a well-equipped library with access to books, international journals, INFLIBNET and other e-resources.

Learning assessment is done on a continuous basis using a range of combination of written examination, viva or presentation and home assignments with departments having some flexibility on that front.

Feedbacks from students and other stake holders are obtained at regular intervals to make necessary improvement in the concerned area.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	http://mbbcollege.in/db/common/321.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Academic Calendar is prepared by the Academic Committee of Teacher's Council adhering to the University Academic Calendar and as per the Teachers Council decisions on the tentative schedule of Continuous Internal Evaluation and plan of actions collected from departments, right before the commencement of the academic year. The common calendar is published in the College website summarizing the academic schedule for the upcoming year, tentative schedule of internal and external examinations, co-curricular and extra-curricular activities.

Also, a centralised schedule for each semester's classes is prepared by the Academic Committee integrating multiple subject combinations and shared with respective Departments at the commencement of every new semester for them to customise accordingly. The class schedules are displayed in the website as well as in multiple students' notice boards in the college.

The allotment of classes to faculties following UGC guidelines along with distribution of syllabus and curricular activities including evaluation process are decided in the respective Department Meetings also held at the commencement of every new semester. The performance of the students is assessed on a continuous basis by conducting the internal exams as per the MBB University guidelines every semester. Thus, meticulous planning and careful implementation are ensured.

File Description	Documents
Upload relevant supporting documents	**View File**
Link for Additional information	http://mbbcollege.in/db/common/321.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	**View File**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

06

File Description	Documents
Any additional information	**View File**
Minutes of relevant Academic Council/ BOS meetings	**View File**
Institutional data in prescribed format (Data Template)	**View File**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

00

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

| MBB College follows MBB University syllabi which integrates professional ethics, gender, human values, environment and sustainability into the curriculum. Most subjects have some units on some of these issues while subjects like Philosophy, Sociology, |

Political Science, Geography, Environmental Science etc have dedicated papers on the issues. All the courses have Research Methodology paper in any one semester of the three-year programme where besides the teaching the nuances of research, emphasis is also made on due references and avoiding plagiarism. In addition, Environmental Studies is a compulsory paper in the First Semester as Ability Enhancement Compulsory Course (AECC) which has focus on environment and sustainability.

The college has volunteer organizations such as the NCC and NSS which regularly organize socially relevant awareness and outreach programmes besides blood donation programmes and cleanliness drives to engage participating students to learn and to engage with socio-cultural issues in a constructive manner.

File Description	Documents
Any additional information	**View File**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**View File**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

09

File Description	Documents
Any additional information	**View File**
Programme / Curriculum/ Syllabus of the courses	**View File**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**View File**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**View File**

1.3.3 - Number of students undertaking project work/field work/ internships

273

File Description	Documents
Any additional information	**View File**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**View File**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	**C. Any 2 of the above**

institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	**View File**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**View File**
Any additional information(Upload)	**View File**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	**http://mbbcollege.in/others/common.php?page=IQAC&group=aca**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1861

File Description	Documents
Any additional information	**View File**
Institutional data in prescribed format	**View File**

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

769

File Description	Documents
Any additional information	**View File**
Number of seats filled against seats reserved (Data Template)	**View File**

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

At the time of admission, students are counselled about the course, examination system,curricular and co-curricular activities. Teachers assess the learning levels of students in the class through interaction and communication and by the help of mentoring system.

Advanced and slow learners are identified on the following criteria:

1. Performance in the class.

2. Result of internal assessment.

3. Regularity in attendance.

Special activities conducted for the advanced learners are:

1.Taking tutorial classes to address their special queries.

2. Guiding them for extended library use.

3.Motivating the learners by encouraging them to take few practical classes of junior students in presence of the concerned teacher.

3. Encouraging them giving PowerPoint presentation or lectures in front of other students in the presence of the teacher.

4.Guiding them for career planning.

5.Encouraging them to participate in various college and state level programs and competitions like quize,debate, poster presentation, science exhibition, conferences and seminars.

6.. Encouraging them to prepare for university entrance examinations and competitive examinations.

Special activities conducted for slow learners are:

1. Extra tutorial and remedial classes are conducted focusing on the subject in which he or sheneeds advancement.

File Description	Documents
Link for additional Information	**http://mbbcollege.in/db/common/328.pdf**
Upload any additional information	**View File**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3798	76

File Description	Documents
Any additional information	**View File**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The major objective and strength of this college is its teaching-learning process. Both traditional and modern methods are used to make teaching-learning effective, student-centric and rewarding.

Practical courses are part of curriculum that helps students to learn important skills, understand the scientific investigation and develop a broad understanding of scientific concepts. Students are encouraged to conduct field studies that will help them to collect data in natural settings. Students participate in seminars and presentations, both in regular classroom and in different institutional settings other than their parent institution. Departments inspire students to participate in debate, recitation, art competitions organized by the college itself or by other institutions of the state and country.

Students regularly participate in various programmes organized by the state Government for educational and cultural enhancement. Activity based learning, Group discussions, viva-voce, quiz are used to encourage students.

Departments periodically arrange for expert lectures and workshops on topics relevant to the respective departments.

Case studies and project-based learning methods which are participatory, discussion and demonstration based are used by some of the departments. Assignments are allocated to the students to encourage their self-learning, problem solving and skill development and to understand whether they have achieved the learning goals.

File Description	Documents
Upload any additional information	**View File**
Link for additional information	**http://www.mbbcollege.in/others/common.php?page=IQAC&group=aca**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Information and communication technology makes the teaching-learning process more dynamic and now our college also substituting traditional resources with educational technology in an attempt to keep up with their digital learning population. Smart classes have been set up for effective interactive leaning. Faculty members are using ICT enabled classes and using different

ICT technology to make teaching-learning process updated. LCD projectors, Laptops, Computers are used in classroom for presentation by both students and teachers. Institution encourages to use power-point presentation for conducting classes. During Covid crisis, online classes and meetings are continued through ICT enabled methods using Google classroom, WhatsApp group, Google Meet, Webex, Zoom etc. National and state level Online webinars are conducted by various departments, with eminent delegates, faculties and students.

WhatsApp groups, YouTube and email are used regularly for student-teacher interaction, sharing of syllabus and study materials, official announcements, and regular communication. Students and staff can use the Wi-Fi facility availableinthecampus.

Some of the departments undergo SWAYAM-NPTEL courses. Faculty members completed online FDP courses to keep themselves updated. Departments provide E-content of the lecture notes, you tube and website links, special notes via WhatsApp and some of the notes are uploaded in college website.

File Description	Documents
Upload any additional information	**View File**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.mbbcollege.in/others/common.php?page=IQAC&group=aca

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

76

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**View File**
Circulars pertaining to assigning mentors to mentees	**View File**
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

76

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**View File**

List of the faculty members authenticated by the Head of HEI	**View File**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

44

File Description	Documents
Any additional information	**View File**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**View File**

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

76

File Description	Documents
Any additional information	**View File**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**View File**

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Being an institution affiliated by MBB University, the college strictly follows the rules of that University in internal assessment process. The break up for assessment is 20% in internal assessment and 80% in external assessment. Internal assessment of both theory and practical are conducted by following the calendar of examination provided by the university.

Class tests, MCQ, Viva voce, assignments and projects are used as methods of internal assessment. Students are informed in advance so that they can prepare themselves for internal assessment. It is ensured that all the students are completely aware about the internal assessment. The whole process is discussed with them to make it transparent, objective, and unbiased.

Result sheets of internal assessment are displayed in the notice board of the department and circulated in the classrooms. Result is published in due time so that students can get feedback about their performances. They always are given the opportunity to

improve their performances. Re-examinations are taken if students want to improve themselves.

Tutorial classes are conducted if they need any additional points to improve their performances. Remedial classes are offered if any student faces any type of problem and seeks additional guidance.

File Description	Documents
Any additional information	**View File**
Link for additional information	http://www.mbbcollege.in/others/common.php?page=IQAC&group=aca

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institute has devised an efficient multi-tiered mechanism to deal with examination related grievances. The mechanism is well defined, transparent and time bound. every student is given the opportunity to view his or her internal marks in due time. The evaluated answer scripts, assignments, projects etc. are shown to the students with detailed remarks and suggestions by the concerned teacher and they can approach if any clarification needs or discrepancy, query or confusion arises.

Any rightful grievance regarding their performances in internal evaluation is thoroughly addressed. Head of the Department and faculties of the concerning department deal the issue with high priority, take requisite steps and solve this as soonaspossible.

If any student is dissatisfied with his or her performance, then he or she is given the opportunity to give re-examination. Marks are uploaded in the university website after addressing all the queries, grievances, and re-examinations of willing students.

An examination committee comprising of skilled faculties is also there to handle the issues regarding any other grievances related with the assessment. In spite of diligent and careful scrutiny, if any error is detected in the final marksheet, college immediately report it to the university, and peruse the matter until the problem is solved.

File Description	Documents
Any additional information	**View File**
Link for additional information	http://www.mbbcollege.in/others/common.php?page=IQAC&group=aca

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution has a systematic and timebound process for awareness and evaluation of program outcomes.

Institution has the following mechanism to communicate the teachers and students about the learning outcomes:

1. Syllabus of all the programs are available in the university website, to make students aware about the course before coming to take admission in the college.

2. During the admission Process students are communicated about the program outcomesthrough Academic counselling provided by the teachers. Students can make decisions about their choice of subjects after that academic counselling.

3. After admission, induction programs are conducted with the newly admitted students in each department and the faculties communicated the POs, PSOs and COs to the students in detail.

4. Hard copy of the syllabus and learning outcomes are always available in the departments, for the use of both teachers and students. Students can also go through the college website and university website also.

6. An academic calendar is available in the college, from the starting of the academic session, so that teachers can do planning for proper and timely attainment of learning outcomes.

With the help of systematic evaluation process, the POs and PSOs are assessed through course outcomes. University examinations, projects, assignments, internal assessments, surprise tests etc. are taken throughout the year to evaluate and record the learning outcomes. Tutorial and remedial classes are also conducted for progression of the students. Mentoring system is used for proper observation and evaluation of students as well as recording, evaluating and upgrading the desired outcome.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	**http://www.mbbcollege.in/others/common.php?page=IQAC&group=aca**
Upload COs for all courses (exemplars from Glossary)	**View File**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution evaluates the attainment of program outcomes and course outcomes of the students through various. The college follows the guidelines of the M.B.B.University for conduction and evaluation of end semester examinations.

The institute measures program outcomes on the basis of courses attainment level fixed by the programs. 80% of the evaluation is conducted through university examination and 20% through internal assessment conducted by the college itself.

Assignments are given to the students which are aligned with the program outcomes of the concerned subject. The evaluation process is conducted at institutional level through unit test, supplementary exam, practical assignment etc. throughout the year. The performance of the students is analyzed for assessing the attainment level of program outcomes.

For measuring the level of attainment, some departments collect feedback from the students and analyze these for identifying the attainment level. Some of the departments with laboratory-based programs encourage the students to do field works, projects etc. which helps them for attainment of practical experience.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	**http://mbbcollege.in/mbbclog/results.php**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

618

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**View File**
Upload any additional information	**View File**
Paste link for the annual report	**http://www.mbbcollege.in/others/common.php?page=IQAC&group=aca**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.mbbcollege.in/others/common.php?page=IQAC&group=aca

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

1.25

File Description	Documents
Any additional information	**View File**
e-copies of the grant award letters for sponsored research projects /endowments	**View File**
List of endowments / projects with details of grants(Data Template)	**View File**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	**View File**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**View File**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

11

File Description	Documents
Report of the event	**View File**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**View File**

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

10

File Description	Documents
Any additional information	**View File**
List of research papers by title, author, department, name and year of publication (Data Template)	**View File**

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

04

File Description	Documents
Any additional information	**View File**
List books and chapters edited volumes/ books published (Data Template)	**View File**

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities are carried out in the neighbourhood community through the NCC and NSS wings and such activities include Disaster Management Training, Swachhata Abhiyan, Awareness programme on Gender Issues and Anti Tobacco awareness, Cleanliness drive, Rescue operations during flood, etc. In this way the college fulfils its social responsibilities besides regular teaching-learning process. During the 2021-2022 academic year number of such activities carried out by the college is seven (07).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded

Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**View File**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**View File**

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

205

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**View File**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**View File**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

Nil

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**

Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Nil

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

The college ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative education tools. At the beginning of the academic year assessment for replacement/up-gradation/addition of the existing infrastructure is carried out based on the suggestions from the Heads of the Departments. The Development Committee reviews the requirements and approves if appropriate and then facilities are created/procured by the standard procedure. The college has planned and constructed the infrastructure which facilitates the curricular and co-curricular activities. The infrastructure of the institute includes the main building, Classrooms, Library, Laboratories, Conference Hall, staff room, Canteen, Reading room, Cultural hall, Playground, Garden etc. The institute has 90 computers connected with LAN. Campus has a WI-FI facility. All the laboratories of the Institute have advanced instruments and equipments.

In holidays, the college classrooms are utilised as IGNOU Study Centre as well as examination centre for different competitive examinations as and when required.

File Description	Documents
Upload any additional information	**View File**

Paste link for additional information	http://mbbcollege.in/others/viewalb.php?id=119

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution utilizes its resources to provide an environment to its students where they are encouraged to pamper in sports and extra-curricular activities. This ensures a holistic development and an all-round personality. The institute has a playground for various sports activities like Football, Cricket, Kabaddi, Kho-Kho and Yoga. Students are trained in sports under the guidance of an Assistant Professor of Physical Education department. Systematic training and encouragement is provided to those students who show extraordinary skills in different sports. Students are also encouraged to participate in various level of competition including intra-college and inter college events. The evening scenario in our college is full of enthusiasm, very sporty and all these sports areas are occupied according to student's specific interests. Although the college doesn't have an established yoga centre but every year International Yoga Day is celebrated as per the guidelines and instructions of university to create awareness about Yoga which benefits our health and fitness. A committee for cultural activities has been constituted. The committee conducts various cultural festivals comprising of various cultural events like singing, dancing, and drama etc. The students under the guidance of Cultural committee organize freshers welcome programme, Farewel programme, Saraswati Puja etc.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	http://mbbcollege.in/others/viewalb.php?id=119

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	http://mbbcollege.in/others/viewalb.php?id=119
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**View File**

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

13.892

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is equipped with Library management software named Digilib designed by Sri Ratul Chakraborty, Assistant Professor, Department of Statistics of this college. Library is also equipped with OPAC and now it is used for searching of library resources Features of ILMS includes Digital cataloguing, Lending and borrowing books, Library Membership, Library Summary, Add/Edit Books.

Name of ILMS software: DigiLib

Nature of automation (Fully or Partially): Fully

Year of Automation: 2016

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://mbbcollege.in/digilib/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

1.05691

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	**View File**
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	**View File**

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

20

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college uses IT facilities to provide a competitive advantage in its core areas of education. The IT facilities in the college aim at providing un-interrupted services to all stakeholders, viz., faculty, staff and students. The faculties of IT look after the overall IT facilities in the college campus. The computer labs in the college have computers with latest configurations. Adequate number of computers with internet facilities and utility devices are available in most of the locations of the college like office, laboratories, library, science building, arts block, individual departments etc. LCD projectors are used by the faculty for effective teaching with PowerPoint Presentations, video lectures etc. The office computers are connected through Wi-Fi for easier and systematic work by the office staff. The library is also provided with browsing facility for the students. The whole college campus is covered under Wi-Fi facility. Teachers also use Google-meet, Zoom, and YouTube etc for online lectures. Scanners, Printers and Xerox facilities are available in the administration sections. Classrooms are powered with LCD projectors and data connectivity for ICT enabled teaching. All the computers and accessories of the college are maintained by the suppliers under the supervision of the faculties of IT department.

File Description	Documents
Upload any additional information	**View File**

Paste link for additional information	http://mbbcollege.in/others/viewalb.php?id=119

4.3.2 - Number of Computers

90

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ≥ 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

4.74151

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The responsibility of using college infrastructure properly including classrooms, library, laboratory, sports facilities, computers, etc. always lies with the stakeholders, faculty members, office staff and students headed by the Principal of the college. All the stakeholders inculcate good practices like keeping the campus clean and plastic-free, regularly using of the dustbins, declaring the campus tobacco-free and smoking-free, switching off electrical equipments when not required, etc. Use of log books for availing library services, using computer lab,

maintaining stock registers for scientific equipments, books & Journals, IT equipments, sports equipments are common practice made by the stakeholders. There is a college development committee where all the HODs, Librarian, the OS and two student representatives are members and one faculty being the Convener looks after the maintenance, repair and minor construction work related to the building. But, major construction, repair and maintenance of all the college buildings and physical infrastructure like water facility, power supply and maintenance of the campus is looked after by the concern government agencies like PWD, TSECL, AMC etc. The library is maintained by the library staff headed by the Head Librarian. The sports equipments are maintained by the faculties of Physical Education department along with support staff.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**http://mbbcollege.in/others/viewalb.php?id=119**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1505

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**View File**
Upload any additional information	**View File**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded

Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to institutional website	**http://mbbcollege.in/db/notices2/217.pdf**
Any additional information	**View File**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**View File**
Upload any additional information	**View File**

Details of student grievances including sexual harassment and ragging cases	**View File**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

14

File Description	Documents
Self-attested list of students placed	**View File**
Upload any additional information	**View File**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

181

File Description	Documents
Upload supporting data for student/alumni	**View File**
Any additional information	**View File**
Details of student progression to higher education	**View File**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

16

File Description	Documents
Upload supporting data for the same	**View File**
Any additional information	**View File**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

6

File Description	Documents

e-copies of award letters and certificates	**View File**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**View File**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Apart of the normal academic activities, students of MBB College are involved in number of administrative, co-curricular and extracurricular activities. Students' representation was encouraged in the past by a Student's Council, democratically formed through an electoral process by the students themselves under the norms of the Department of Higher Education, Government of Tripura. However, since 2018 Student's council election has not been in practice. There are unelected students' representatives who render their unconditional services for the benefit of the student-community. Support of student representatives can be seen in the administrative Process like Admission, Stipend and Fresher's Welcome. Students' representatives are always included in the various student- centric committees. Accordingly, their active participation is also noticed in the non-academic students' oriented programmes such as cultural events, sports, Blood Donation Camp, Saraswati Puja, Yoga day, cleanliness programmes, plantation programmes and in the celebration of Republic Day, Independence day, Voters day etc. With the help of NSS and NCC students' representatives put their best effort to maintain discipline in the college campus. Thus, students' participation in various administrative, co-curricular and extracurricular activities is of great assistance for the college in providing quality education to the future generation of our society.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

22

File Description	Documents
Report of the event	**View File**
Upload any additional information	**No File Uploaded**

Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**View File**

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

M.B.B College Alumni Association has opened its own website (http:// alumni.mbbcollege.in) on 2nd December, 2021 through the Education Minister, Government of Tripura at Academic Building, MBB College with the aim to connect all the alumni members staying in India and abroad and alumni association has been able to garner interest among the alumni members.

On 11th December, 2021 the alumni association observed ' Shramdaan dibas' at college premise and a massive cleanliness programme took place. On 27th December, 2021 a blood-donation camp took place at Central Library, MBB College where 29 alumni members donated blood.

On 11th February, 2022, MBB College Alumni Association conducted an Essay Competition captioned ' Different perspectives on Union Budget 2023' among the students of MBB College and Top Five Winners were given prizes.

Alumni Association also revived the Health Centre of MBB College on 25th July, 2022 through the Education Minister of the state of Tripura. Alumnus Dr. Bholanath Saha offered his services in order to run the Health Centre.

This Association opened a stall at Agartala Book Fair, Hapania in order to spread the activities of alumni association.

Membership drive is going on and total expenditure has been less than one lakh rupees.

File Description	Documents
Paste link for additional information	**http://www.mbbcollege.in/alumni/**
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	**View File**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision of the college is "constant pursuit of academic excellence along with augmentation of the spirit of national integrity and inclusiveness. The college relentlessly strives to emerge as a centre of potential excellence".

The mission of the college is –

• To impart quality education for all round development of students,

• To foster a sense of enquiry and innovativeness among the students,

• To develop a sense of community service through extension work,

• To inculcate moral values and leadership qualities among students,

• To nurture the potential of the students and shape their intellectual growth and personality development,

• To sensitise the students on human rights, gender equity and fraternity,

• To groom the students in developing their talents, skills along with academics to increase employability and professional accomplishment.

This is being translated through effective governance. The college management is headed by the Principal and is involved in coordinating the functions of the college to its logical end.

Various committees comprising members of teaching are involved in curricular and co-curricular affairs and administrative functions of the institution. The Head of the departments are authorised to monitor the routine functions at the departmental level.

File Description	Documents
Paste link for additional information	**http://www.mbbcollege.in/db/common/336.pdf**
Upload any additional information	**View File**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Principal being head of the institution plays a crucial role in managing the administrative as well as academic activities of the college and provides necessary directions/guidance. The guidelines/instructions of Government/UGC are implemented effectively. As a head of the institution the leadership functions are well defined.

The Higher Education Department gives sufficient freedom to the Principal, who is the academic head of the institution to function

in order to fulfil the vision and mission of the institution.

Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year.

Responsibilities are divided among the various Sub-committees of the Teachers' council. Any programmes to be organised in the college is entrusted to the particular convener, Joint Convener and members.

This ensures transparency in policy execution. The Head of the Departments monitor the functioning of the various departments. The academic responsibilities are communicated to the faculty members through regular HOD and staff meetings. The Office administration of the institution is headed by the OS under whom there are different administrative sections, viz., Academic, Establishment, Accounts, Stipend, Cash, Receive & Despatch as also the Library of the college.

File Description	Documents
Paste link for additional information	**http://www.mbbcollege.in/db/common/342.pdf**
Upload any additional information	**View File**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1. Improving teaching learning experience –

(a) By enhancing the ICT enabled teaching-learning measures by encouraging the teaching faculty to adapt more ICT tools as teaching methods viz., PPT Presentations, recorded class lectures, displaying of films by the Language/Literature departments, programming C++, Java etc.

(b) Developing e -content for maximum number of subjects. Many departments have already developed e-content for their honours papers which is available in the college website.

2. Exposure for sports activities -

(a) The department of Physical Education is entrusted with developing sports activities after college hour regularly for all students. With regard to that an open gym has been set up in the college.

(b) Training programmes, seminars, workshops were conducted to enable students to develop the aptitude.

3. Programmes to groom the students for increasing employability -

(a) The placement cell of the college to arrange workshops/seminars/invited speeches by expert from industry, man power and planning, MSME departments to enable students to develop the aptitude for the students according to the requirement to job markets.

(b) Career counselling/ academic counselling/personal counselling/psychological counselling to be augmented to boost the self-confidence and self-esteem of the students, also to help them in stress management and mental wellbeing.

File Description	Documents
Strategic Plan and deployment documents on the website	**View File**
Paste link for additional information	**http://www.mbbcollege.in/db/common/338.pdf**
Upload any additional information	**View File**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institutional bodiesof the College consists of the Principal, theD.D.O (Drawing and Disbursement Officer), the teaching faculty, the non-teaching staff and the students. The Teacher's Council along with its Secretary is in constant touch with the Principal on all matters pertaining to the smooth functioning of the institution. There is a Development Committee which comprises of, Convener, all Heads of Departments, Head Librarian, students' representatives as member.

The Principal is assisted by the Heads of the Departments, the Teacher's Council (all teaching faculty) and the Non-Teaching Staff which comprises of the Office Superintendent, Section in – charges of Accounts, Academic, Establishment, Cash, Stipend), Upper and Lower Office Assistants and support staff.

The College also has Internal Quality Assurance Cell (IQAC) which works towards realisation of the goals of quality enhancement and sustenance.

The Library organization includes Head Librarian, Librarian, Library sorters and library attendants.Various committees are constituted for the planning, preparation and execution of academic, administrative and extra-curricular purposes. Each committee consists of the Convenor and its members.

The Grievance Redressal Committee and the Internal Complaints Committee are formed to ensure that no violation of discipline takes place within the College and work towards addressing and settling grievances if any.

File Description	Documents

Paste link for additional information	**http://www.mbbcollege.in/db/common/339.pdf**
Link to Organogram of the Institution webpage	**http://mbbcollege.in/db/common/223.pdf**
Upload any additional information	**View File**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**View File**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**View File**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

All government schemes are followed for the teaching and non-teaching staffs of the institution. The students of the institution can apply for all type of National and State government stipends schemes as per their eligibility.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

12

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

In the April month of every year, all the teaching and non-teaching staff of the college submit their ACRs to the Principal (Head of the Institution) who is also the Reporting Authority. The Reporting Authority then verifies and corroborate the ACRs and submits it for review to the authority of Higher Education Department, Tripura.

File Description	Documents
Paste link for additional information	Nil

Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college is a state government institution and hence all internal audits are conducted by the Directorate of Higher Education, Government of Tripura from time to time. External audits are conducted by Accountant General(AG) office of Tripura and Directorate of Audit, Govt.of Tripura. The Principal, the DDO and a few teachers along with the staff of Accounts and Cash Sections attends the meeting with the auditors to satisfy any audit related objections raised.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution has a development committee constituting faculty members, Head Librarian, OS and students' representatives (02) to decides upon the regular requirement of departments, office, library and also resolves any renovation/construction works required for the college. There is also a Lower Purchase Committee comprising of the Principal, the Drawing and Disbursement Officer of the College, 2 Senior most faculty and an external member from a govt. Office. The college has opted for a process for internal restructuring of system of accounting (PIRSA), which enables the college to spend on the required items as per requisitions submitted by the teachers, office staff and the students of the college. Development Fees received from students are used for developmental purpose of the college, physical and academic

facilities are developed for the students. Library, Sports services are strengthened, Laboratories are enhanced and IT infrastructure is increased, field trips are organized. The College follows a cashless system and all payments are made through government Treasury system, PFMS or cheques.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In order to enhance the quality of the institution in all spheres,various quality assurance strategies initiated by the IQAC of the institution and they are-

(1) All faculty members are encouraged and supported to participate in orientation, Refresher Course,Faculty Development Programme, Workshops,Seminars and Conferences

(2) Teachers with Ph.D are also encouraged and motivated to act as research guides for research scholars.(3)Teachers are also supported and encouraged to participate in examination evaluation processes.(4) Regular meetings of IQAC are conducted with fixed agenda and suggestions are taken from all the members of the IQAC for improvement and better implementation of curriculum.

(5) All the teachers are encouraged to use audio-visual teaching aids,charts,models,etc.for effective teaching-learning.

File Description	Documents
Paste link for additional information	**http://www.mbbcollege.in/db/common/341.pdf**
Upload any additional information	**View File**

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

The IQAC of the college aims at providing quality education to the students and for fulfilling this objective has adopted practices, which will provide education through an effective and meaningful teaching-learning process.This plays an instrumental role in enhancing the quality of the academic and co-curricular endeavors of the College in keeping with its vision and mission.

IQAC stresses upon:

  1. Conducting Academic Audits Semester wise /annually wherein departments are made to do a SWOC Analysis of their

performance based on results, pedagogical methodologies, curriculum implementation and use of ICT based tools and research projects. Based on the audit, the IQAC gives feedback to the Departments.

2. Collecting feedback from stakeholders like students, parents, staff and alumni to facilitate teaching-learning reforms. Departments are encouraged to organize Conferences and Seminars on themes relevant to the educational needs and futuristic growth of the students.

3. The process of the CAS for the eligible teaching faculty of the college was also initiated by the college. Timely submission of ACRs along with teacher diary were encouraged so that the scheme could be sanctioned at the earliest by the authority.

File Description	Documents
Paste link for additional information	**http://www.mbbcollege.in/db/common/341.pdf**
Upload any additional information	**View File**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**http://www.mbbcollege.in/**
Upload e-copies of the accreditations and certifications	**View File**
Upload any additional information	**View File**
Upload details of Quality assurance initiatives of the institution (Data Template)	**View File**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- The College aims for giving quality education to the students for their bright and successful future. As a part of academic and co-curricular activities of the college shows gender sensitivity to all the mission of students. To fulfill the

vision of this institution, college gave every effort toward gender equality and gender sensitization. All the faculty members are instructed to counsel the learner to prevail sense of love and feelings of responsibility towards the institution. More over:

1. The college is continuously conducting the counseling programme for both the girls and boys students.

2. Sanitary napkin vending machine and sanitary pads disposal machine is installed in the college for the safety of the female students and female teachers.

3. Stop eve-teasing poster/Anti ragging poster/Anti sexual harassment posters with a help line number is displayed at prominent places within the campus.

4. The institution constituted the different committees as per norms laid by University/DHE/UGC: Institution Grievance Redressal Committee, Anti-Ragging Committee, Sexual harassment prevention cell, Disciplinary Committee for the well-being of students and staff in the institution.

5. The institution employs adequate male and female security guards. Safety, security and well-being, along with gender equity and friendly working atmosphere are available in the campus.

File Description	Documents
Annual gender sensitization action plan	**http://mbbcollege.in/db/common/327.pdf**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**http://mbbcollege.in/db/common/327.pdf**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	**View File**
Any other relevant information	**View File**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste

management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management:- Waste management is very important as it reduces the toxic impacts on the environment. The college has several solid waste disposal bins in different place of the campus. Broken glass beakers, test tubes, rubber tubes, and other solid wastes are gathered from across the campus, stored here and disposed of with the assistance of the Agartala

Liquid waste management:- The liquid waste of the laboratories are disposed of from the concerned department directly to the outside drains/underground pits through pipelines. The liquid waste generated from the toilets of the college is pneumatically sucked away by the Vacuum truck of the Agartala Municipal Corporation.

Although the college rarely produces any hazardous waste, it does produce a small amount of chemical and electronic waste. Chemistry labs have exhaust fans in order to get rid of the acid fumes. The waste from the chemistry lab is gathered in a pit that has been built nearby.

.Dustbins have been installed throughout campus for waste segregation. All concerned of this institution involve in practice to maintain the neat and clean of the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**View File**
Geo tagged photographs of the facilities	http://mbbcollege.in/others/viewalb.php?id=119
Any other relevant information	**View File**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	A. Any 4 or All of the above

1. Restricted entry of automobiles

2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**View File**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**

Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college celebratesseveral programmes such as Induction Programme, Fresher's Welcome, teacher's day, Women's day, Yoga day, Kokaborok Day, International Language Day, Annual Cultural programme, Annual Sports meet, Saraswati Puja in befitting manner within the college campus for inculcating a sense of tolerance and harmony among all the student communities.

Students hailing from various strata of the society are allowed to participate in all type of cultural, sports and awareness programme organized round the year.

The Annual Sports event is organized every year, basically with an objective to encourage the students' to demonstrate their sports skill and to instill among themselves a sense of discipline and dedication.

M.B.B. College puts all round effort to ensure an inclusive environment, which includes tolerance and harmony toward cultural, regional, linguistic, communal, socioeconomic, and other differences. Efforts are being made to make the institute environment more inclusive.

Students at M.B.B. College hail from diverse backgrounds belonging to various castes, creeds, and social identities.

The students of NCC and NSS Unit of our college haveparticipated in various administrative programmes as well as several social activities. Blood donation camp is organized every year where students, faculty and staff contributed voluntarily by donating blood.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**View File**
Any other relevant information	**View File**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college educates the students and staff members about their constitutional rights and obligations, fundamental duties and

responsibilities which they need to comply so that they become responsible citizens..

In order to emphasize the value of independence and the brilliance of the Indian freedom struggle, the college observes Independence Day, Republic Day, Gandhi Jayanti, Netaji Jayanti, Constitution Day, and National Voters Day in a befitting manner.

The Preamble, Pledge and certain sections/Articles of the Constitution are prominently displayed in classrooms, departments and in different conspicuous places around the campus.

All mandatory committees like Internal complaint Cell, Anti Ragging Cell, Anti-Sexual Harassment Cell are active & functioning. There is also a committee appointed to plan and execute activities to familiarize and implement code of conduct and ethical behavior.

The institution educate the students' about the principles of liberty, equality, justice, and fraternity enshrined in the constitution, Further, the college hosts Women Day celebrations to honour the contributions made by women throughout history. The institution also celebrates World Environment Day and Swachh Bharat Abhiyan to highlight the value of cleanliness and to ensure that environmental concerns are addressed.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**View File**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	**View File**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**View File**
Any other relevant information	**No File**

Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout. With great fervour the national festivals, birth anniversaries and memorials of great Indian personalities the institution celebrates Republic Day, Independence Day, Gandhi Jayanti, Birth Anniversary of Netaji Subhash Chandra Bose, Swami Vivekananda, Dr. Bhimrao Ambedkar, Sardar Vallabh Bhai Patel etc. to encourages students, faculty members and other staff to remember our national leaders and their sacrifices. On birth anniversary of Sardar Vallabhbhai Patel on 31st October the institution celebrates Rashtriya Ekta Diwas (pledge is taken by staff and students on National Integration Day) every year.The College makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year. The MBB college provides the right platform to the students where they will work towards becoming a responsible citizen.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**View File**
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice I

1. Title of the Practice: EFFECTIVE TEACHING-LEARNING PROCESS.

2. Objectives of the Practice: To ensure the completion of syllabus faculties used ICT and other relevant system.

3. The Context: It has become essential for teachers to adopt to the latest pedagogic styles and include ICT in class room teaching.

4. The Practice: Effective teaching-learning process is being implemented according to the Academic calendar.

5. Evidence of Success: Modern pedagogic systems and ICT in the classes.

6. Problems Encountered and Resources Required: This practice requires a proper monitoring system

Best Practice II

1. Title of the Practice : MANAGEMENT INFORMATION SYSTEMS (MIS) SOFTWARE

2. Objectives of the Practice: Main objectives of the MIS Software are: Data Storage, Data Retrieval etc.

3. The Context: A College MIS software is a crucial tool for managing administrative and academic works etc.

4. The Practice: To cater to the specific needs of the state education system and integrate with existing processes.

5. Evidence of Success: Our dynamic college website (http://mbbcollege.in/). It has several modules and Digital Library.

6. Problems Encountered and Resources Required: Proper resources, such as IT support, technical experts, and training ware necessary to address these challenges.

File Description	Documents
Best practices in the Institutional web site	**View File**
Any other relevant information	**View File**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The MBB College has provided tremendous thrust and priority to its Program of Diversity Inclusion and Integration – an area distinctive to the Vision of the College. The College emphasizes the need to mainstream the marginalized and weaker sections of students to ensure justice and equity in society. Under its Diversity Inclusion and Integration Program, the College during Covid-19 pandemic in 2020, provided a vital support structure to conduct Online Teaching-Learning for the students. The Administration takes a special initiative for providing relaxation for fees and to provide scholarship to the students smoothly. Throughout the year, the NSS unit undertakes a plethora of events ranging from street plays, cleanliness drives, tree plantation drives, donation drives, waste management drives, gender equity, field visits and many more. NCC cadets also participate in different National and social work. Vision of the institution is to mould and empower students in the pursuit of knowledge, values and social responsibility and help them to achieve excellence in

various fields, thereby also preparing them to face global challenges.

File Description	Documents
Appropriate web in the Institutional website	**View File**
Any other relevant information	**View File**

7.3.2 - Plan of action for the next academic year

1. **To implement the National Education Policy 2020.**
2. **To create a center for development of indigenous culture and heritage.**
3. **To facilitate continuous upgradation and updation of Knowledge and Use of Technology, by Faculty and Students up to mark.**
4. **To give additional thrust to Campus Placements Initiatives.**
5. **To encourage faculty to Organise Faculty Improvement Programmes, National and International Conferences, Seminars and Workshop etc.**
6. **To promote better facility of Health Centre in college campus.**
7. **To make available all Information online on the College web-site relating to Admission, Examinations, Courses, Rules, Committees, Attendance, Activities, Programmes, Seminars, Workshops, Extension Activities etc.**
8. **To achieve the Title "College with Potential for Excellence" which is granted as per the norms laid down by UGC.**
9. **To implement the recommendations made by Audit Team which conducted Green Audit and Energy Audit, carried out by the Institution.**
10. **To foster and strengthen relationship of Alumni with the Institution for betterment of the college.**
11. **To continue to organize Extension Activities for the benefit of the Society and to create awareness on various social issues.**
12. **To create awareness and initiate measures for Protecting and Promoting Environment for sustainable development**