

F. 1. (1-1)-IQAC/MBBC/2015/3096  
MAHARAJA BIR BIKRAM COLLEGE  
GOVT. OF TRIPURA  
AGARTALA, TRIPURA

Dated: 30<sup>th</sup> December, 2017

To  
The Coordinator  
National Assessment and  
Accreditation Council (NAAC)  
P O Box No. 1075  
Nagarabhavi, Bangalore-560072  
Karnataka

Sub: Submission of Annual Quality Assurance Reports (AQAR) for the year 2016-2017 of M. B. B. College, Agartala, Tripura.

**EC(SC)/17/A&A/52.2/ dated 16-09-2016-M. B. B. College, Agartala, Tripura.**

Sir,

I am submitting herewith the Annual Quality Assurance Reports (AQAR) for the year 2016-2017 of MBB College for kind perusal and necessary action please.

Thanking you.

Yours faithfully,



PRINCIPAL

Enclosed:

As stated above

**Copy to**

Dr. B. S. Madhukar  
Regional Coordinator (E and North East)  
National Assessment and Accreditation Council (NAAC)  
P O Box No. 1075  
Nagarabhavi, Bangalore-560072  
Karnataka NAAC email: [naac.ner@gmail.com](mailto:naac.ner@gmail.com)

# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

## Part – A

AQAR for the year (for example 2013-14)

2016-17

### I.Details of the Institution

1.1 Name of the Institution

Maharaja Bir Bikram College

1.2 Address Line 1

College Tilla

Address Line 2

P.O.: Agartala College

City/Town

Agartala

State

Tripura

Pin Code

799004

Institution e-mail address

[mbbc.agt2015@gmail.com](mailto:mbbc.agt2015@gmail.com),  
[mbbcollege@rediffmail.com](mailto:mbbcollege@rediffmail.com)

Contact Nos.

0381-2516728

Name of the Head of the Institution:

Dr. DILIP SARKAR

Tel. No. with STD Code:

0381-2516728

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

--

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

EC(SC)/17/A&A/52.2 dated 16-09-2016.

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B		2004	2009
2	2 <sup>nd</sup> Cycle	B+	2.55	2016	2021
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

12.06.2006

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i) AQAR \_ July 2011 to June 2012 on 14/10/15
- ii) AQAR\_ July 2012 to June 2013 on 14/10/15
- iii) AQAR\_ July 2013 to June 2014 on 14/10/15
- iv) AQAR\_ July 2014 to June 2015 on 14/10/15
- v) AQAR\_ July 2015 to June 2016 on 25/07/16

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐  
Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒  
Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☒

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

--

1.11 Name of the Affiliating University (*for the Colleges*)

Tripura University

## 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

--

University with Potential for Excellence

--

UGC-CPE

--

DST Star Scheme

--

UGC-CE

--

UGC-Special Assistance Programme

--

DST-FIST

--

UGC-Innovative PG programmes

--

Any other (*Specify*)

--

UGC-COP Programmes

--

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

02

2.4 No. of Management representatives

-

2.5 No. of Alumni

02

2. 6 No. of any other stakeholder and  
community representatives

02

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

02

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

05

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

Rs 3 lakh for 2012 – 2017

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes:

- i) Workshop on Statistical Data Analysis
- ii) Seminar on Bengali Drama
- iii) Seminar on Ambedkar's Retrospective
- iv) Meet the Scientist Programme.
- v) Awareness Programme on Anti-Tobacco
- vi) Special lecture on Banking & Insurance
- vii) Popular talk on Morality and other Scientific issues

2.14 Significant Activities and contributions made by IQAC

- The IQAC has taken step to motivate the faculty members in several meetings.
- In different meetings of Teacher's Council , the IQAC updates the activities and tries to motivate them in various meetings.
- In various meetings the HODs are suggested to make an academic audit and to submit it to IQAC for assessment of the quality improvement of the Institute. Academic audit of the institute is in the final stage.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action has been taken by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
i)The installation of Central Water Treatment Plant in the campus ii)Motivation to the faculty members for undergoing Research Projects on a large scale. iii)Extension of solar light facility in the ambit of the campus. iv)Complete digitization of Central Library. v)Expansion of ICT based class room facilities. vi)Beautification of the campus in the ecological spirit. vii)Extension of ICT enabled administrative system. viii) Expansion of sports opportunities at indoor level. ix)Free access of Wi-Fi connectivity and reprography to students and other stakeholders. x)Conduction of International and National seminars, workshops, symposia and other similar educative/ enriching programmes.	i)Water facilities in the campus has been increased by installing some water cooler ( AG GREEN PURE CHILL/ 120-PSS-UV). ii)Solar lights are installed in front of the main building of the college campus iii) The Central library has been completely digitized and reprography is available to the students. A large number of books and Journals are purchased. iv) ICT based classroom has been extended v)ICT enabled administrative system has been extended vi) Free access of Wi-Fi connectivity is available within the campus vii)One International seminar and one workshop and some other motivative and enriching programmes have been conducted viii) Infrastructural facilities like classrooms, classroom furnitures, laboratory facilities, equipments, etc are increased . ix)1 <sup>st</sup> issue of volume II of the college NEWSLETTER already been published x)Sports activities like football, crickel, volleyball, badminton tournaments are conducted or participated.

2.15 Whether the AQAR was placed in statutory body      Yes ☒      No ☐

Management ☐

Syndicate ☐

Any other body

Teachers' Council

Provide the details of the action taken

In almost all meetings of IQAC with the Teachers' council , the teaching and learning process of the institute is reviewed and it gives different suggestions to the authority.



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
79	24	25	0	30

2.2 No. of permanent faculty with Ph.D.

29

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
24	-	25	-	-	-	30	-	79	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

53

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	06	15
Presented papers	05	04	03
Resource Persons	00	01	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Number of smart class rooms with internet facilities have been increased substantially
- Conventional system of teaching has also been got improved with the facilitation of many white board and dust free chalk
- Models, placards, PPT lectures etc are adopted depending on necessities and opportunities of the department
- The department of English has initiated the phonetics class with the Interactive Teaching Learning Process in the Language Lab

2.7 Total No. of actual teaching days

during this academic year

189

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Bar-coded OMR based as initiated by the University

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

24

24

24

2.10 Average percentage of attendance of students

77%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	692	-	3.51	28.32	68.17	57.65
B.Sc.	178	-	21.06	28.52	50.42	66.85
B.Com.	241	-	4.86	15.53	79.61	85.47

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC recognizes the catalytic role of the alumni's, parents' bodies to give a proper feedback including the strength and weakness of the prevailing teaching system in a constructive and effective way even the students are also brought under this umbrella. Following the feedbacks of the stake holders the IQAC changes the things in the desired direction.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-

Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	07
Summer / Winter schools, Workshops, etc.	25
Others	11

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	49	-	-	-
Technical Staff	18	-	-	-

## Criteria-III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Constantly the IQAC is in touch with the faculty members who are interested in research work and it has been encouraging them to undertake many research project.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	06	0	0
Outlay in Rs. Lakhs	0	15.05	0	0

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	08	00
Non-Peer Review Journals	0	03	00
e-Journals	04	03	00
Conference proceedings	00	05	00

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned(in lakhs)	Received (in Lakhs)
Major projects	-	-	-	-
Minor Projects	2015-17	UGC	15.05	11.57
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other (Bio-Tech Hub)	2016-17	DBT	2.88	2.88
Total	-	-	17.93	14.45

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (DBT Hub)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01	00	0	00	05
Sponsoring agencies	UGC	Nil		Nil	ISI,Kolkat SC&ST Welfare

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency	UGC, DBT, ICSSR, TRI	From Management of University/College	Nil
Total	45 lakhs		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
02				02		

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

01
02

3.19 No. of Ph.D. awarded by faculty from the Institution

00
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3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	--	SRF	--	Project Fellows	03	Any other	--
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3.21 No. of students Participated in NSS events:

University level	10	State level	10
National level	06	International level	0

3.22 No. of students participated in NCC events:

University level	0	State level	12
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National level	<input type="text" value="01"/>	International level	<input type="text"/>
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3.23 No. of Awards won in NSS:

University level	<input type="text" value="0"/>	State level	<input type="text" value="02"/>
National level	<input type="text" value="01"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="03"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="--"/>
NCC	<input type="text" value="03"/>	NSS	<input type="text" value="02"/>
		Any other (Science Forum)	<input type="text" value="02"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- i) The college is linked up with numerous extension activities. It encompasses conduction of blood donation camp, free medical and clinical access to some of the residence of the nearby villages, plantation programmes, jungle cutting and sweeping activities both by teachers and taught for a clean and green environment etc.
- ii) For these activities NSS College Unit performs a catalytic rule. For some other activities (such as rescue work and traffic control, blood donation camp etc)
- iii) NCC college Unit has played the similar fiddle. Some of the teachers have made them associated with some social bodies like club, science forum etc and used to give their best outputs according to their ability and interest.
- v) The Students Union Council is also is not lagging behind. They happened to participate in different cultural programme at the state level and even organized drama of social utility at some selected points.
- vi) The Psychology department of the college operates a counseling centre which serves very actively in the indoor and outdoor problems on psychological issues.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	72 Acre	-	State Govt.	72 Acre
Class rooms	70	11	State Govt.	81
Laboratories	46	02	State Govt.	48
Seminar Halls	10	02	State Govt.	12
No. of important equipments purchased ( $\geq$ 1-0 lakhs of Rs.) during the current year.	02	-	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	10.5 lakhs	--	UGC, State, RUSA	10.5 lakhs
Others	-	-	-	-

#### 4.2 Computerization of administration and library

- Central library of the college is fully automated at present.
- Complete computerization/ automation of administrative tasks are almost completed .
- However, the admission process of the college is fully automated over the last decade.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (in Rs.)	No.	Value(in Rs.)	No.	Value(in Rs.)
Text Books	63229	988320	1143	290830	64372	1279150
Reference Books	27025	365516	322	100415	27347	465931
e-Books	--	--	--	--	--	--
Journals	73	393585	--	--	73	393585
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify) subscription to INFLIBNET N-list.	88065	5000	--	--	88065	5000



#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others*
Existing	134	07	134	20	08	25	20	135
Added	15	01	11	01	01	03	05	07
Total	149	08	145	21	09	28	25	142

\* Laptop, Smart class, Sound system, Language laboratory, Wi-Fi et

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

- Time to time Teaching and Non-Teaching Staff are upgraded by giving training related with ICT technology .
- Different sections and departments of the college are connected by Wi-Fi facilities.
- Students are also given up computer knowledge by the IT teachers.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	3.10
ii) Campus Infrastructure and facilities	4.25
iii) Equipments	1.50
iv) Others	1.00
<b>Total:</b>	9.85

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students are provided multidimensional support as per as feasible for enhancement of their academic progression.

- Financial support: Provision of different stipends and scholarship
- Academic support: Conduction of tutorial classes, free access internet, access to IT enabled library etc
- Psychological support: Free counselling and guidance at different levels of their education and specially the problems of adolescence is handled very cautiously by the Psychology department operated counselling cell.
- Support for physical and social development: publication of college magazine, cultural programme, canteen facilities, games and sports etc.

#### 5.2 Efforts made by the institution for tracking the progression

The results of the students are analysed carefully in the meetings of the HODs of different departments with the Principal. For further improvement of the students a plan is chalked out and necessary actions are taken immediately. Guardians or parents meet are also convened for making the action more affectively .

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3292	00	02	-

#### (b) No. of students outside the state

37

#### (c) No. of international student

00

No	%
2854	73.0

Men

No	%
1058	27.0

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1812	774	1194	130	02	3912	1285	661	932	411	03	3292

Demand ratio 01: 21 Dropout %: 12

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

For increasing the chance of employability of the enrolled students of the institutions the following measures are initiated:

- Providing latest information and coaching for appearing competitive examinations
- Conducting Workshop on communication skills and general knowledge
- Imparting quality education as per as practicable

No. of students beneficiaries

78

#### 5.5 No. of students qualified in these examinations

NET	05*	SET/SLET	09*	GATE	--	CAT	--
IAS/IPS etc	-	State PSC	23	UPSC	--	Others	13

\*Students passing out from this institution get into University to pursue PG courses and then only they appear and qualify in the examinations like NET, SLET, GATE, CAT

#### 5.6 Details of student counselling and career guidance

Some efforts of students counselling and carrier guidance:

- Initiation of the phonetics class with the Interactive Teaching Learning Process in the Language Lab
- Soft skill development programme as an integral part of semester system
- Steps taken to organize campus interview for private employment
- Counselling centres run by department of psychology department prove very effective for giving a healing touch to the psychological victims.

No. of students benefitted

81

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	Accurate data not available

#### 5.8 Details of gender sensitization programmes

The concerned Committees look after the prevention of ragging, sexual harassment in the college campus. Discipline committee and women's cell are also in working. Further, the foundation papers in Human Right, Women's Studies etc in the semester system prove to be very beneficial for fighting these social issues.

#### 5.9 Students Activities

##### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

##### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

#### 5.10 Scholarships and Financial Support

	Number of students	Amount (in Rs.)
Financial support from institution	-	-
Financial support from government	1769	5181550
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

#### 5.11 Student organised / initiatives

Fairs	: State/ University level	National level	International level
Exhibition:	State/ University level	National level	International level

5.12 No. of social initiatives undertaken by the students

07

5.13 Major grievances of students (if any) redressed:

It is worth mentioning that the grievance redresal and prevention of sexual harassment cell is highly active in solving the major grievances of students.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

Enshrined in the college insignia, the motto “विद्ययामृतमश्नुते” or as translated literally “Knowledge is the key to immortality”, stands for the vision with which the institution served society through imparting quality education for over half a century. In the process a set of core values emerged over the years to foster welfare and development of the society in general and the student community in particular. It aims at upliftment of society in particular and humanity in general. Providing affordable education of national standard is of paramount significance. The vision also envisages constant pursuit of academic excellence through curriculum and support programmes. Providing best academic practice along with the augmentation of the spirit of national integrity and fraternity have been the proclamation of the college. Last but not the least, relentless striving to emerge as a centre of potential excellence through dedication and hard work is the prime target of the college.

To achieve the above mentioned vision, an ideal mission is being set, in order to achieve excellence in every sphere. Maharaja Bir Bikram College directs its endeavour to the optimal utilisation of the available resources and the infrastructural facility. It seeks to improve the quality of undergraduate programmes preparing the students to cope up with the ever changing environment. As a result of it, the college attract students of high calibre and competence. The college also endeavours to nurture the sense of social responsibilities and commitment in the student community. Enhancing scholastic acumen and multidimensional efficiency among students besides making them morally sound and strong in a holistic manner is the crux of the mission of the college.

## 6.2 Does the Institution has a management Information System

The already established management information system of the college is fully effective .

- Bulk SMS: Bulk SMS are transmitted to the stakeholders on administrative meeting, policies and regulations.
- Admission exercise: Indigenously developed software is operational in the last decade.
- Automated Library: Library being the key organ of an academic institution is almost fully automated at present.
- Teachers council: Teachers council with its different organ participants in the management process as a second fiddle to the Principal
- HODs of different faculties: The HODs meet with the Principal for solving different departmental issues.

## 6.3 Quality improvement strategies adopted by the institution for each of the following:

### 6.3.1 Curriculum Development

The curriculum development is facilitated by the experience teachers who happen to be the members of board of studies under TU. Almost twenty eight teachers of across 24 department of the college have served the curriculum development in this way.

The teachers uses their academic experiences and feedback from alumni and parents to design the curricula in an effective way.

### 6.3.2 Teaching and Learning

Teaching and learning are improved and made effective in the following way:

- Feedback from students on regular basis
- Provision of facility of two IT enabled library
- Access to Wi-Fi facilities and smart classrooms etc.
- Free Internet facilities
- Arranging Special lectures by eminent persons & workshops

### 6.3.3 Examination and Evaluation

- The examination committee , constituted by the teachers' council, handles the every face associated with the conduction of internal examination. The same committee also conducted all the university examination as per the guidelines adopted by the affiliating University .
- The evaluation of the answer scripts at the internal level are made by the respective teachers on a rational basis. However the University appoints examiners, scrutinizers, and head examiners on the basis of competence and experience and they are asked to evaluate in coordination and just manner. The secrecy is strictly maintained.

### 6.3.4 Research and Development

Some of the faculty members are actively engaged in research works. At present Six Minor Research Project funded by UGC are running and one Major Research Project funded by DBT, New Delhi, is in final stage. Many faculty members are publishing research paper on regular basis and posses some collaborative works.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library is fully automated. It has a lot of text & reference books including some rarer books .
- ICT facilities are utilized both for academic and administrative excellence
- Internet Wi-Fi zone, smart class room etc are using effectively
- Seminar Block has been renovated very recently
- The science laboratories have been continuously upgraded. New and sophisticated tools, instruments and appliances are installed .

### 6.3.6 Human Resource Management

To manage the human resources the authority recommended the teachers and non-teaching staff to participate in several career advancement programmes & other trainings time to time. Students are also encouraged to participate in debates seminars, workshops.

### 6.3.7 Faculty and Staff recruitment

Permanent teaching faculties are recruited by the TPSC and ministerial staff are recruited by the Higher Education Department according to the guidelines set by the state govt.

However guest faculties are engaged by the Institution on the basis of the departmental necessities.

### 6.3.8 Industry Interaction / Collaboration

Primarily the institution is exploring opportunities of industry interaction in probable cases in state level. However, some collaborative works are in practice .

### 6.3.9 Admission of Students

The admission process of the college is very distinct and regulated by the Directorate of Higher Education , Govt. of Tripura. The candidates are selected on merit and reservation basis and admitted just according to the number of seats available to each departments (Honours and General Level) as approved by the affiliating University. The confirmed and waiting panels are uploaded to the college wave site. The IQAC and admission committee look after & control the entire process.

### 6.4 Welfare schemes for

Teaching	Loan , leave, staff welfare fund
Non teaching	Loan , leave, staff welfare fund
Students	Stipend, poor fund

### 6.5 Total corpus fund generated

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### 6.6 Whether annual financial audit has been done

Yes

☒

No

☐

### 6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	AG	Yes	State Govt.
Administrative	Yes	AG	Yes	State Govt.



6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes      Yes ☐      No ☒

For PG Programmes      Yes ☐      No ☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The affiliating TU has introduced central evaluation system for speedy and effective evaluation of answer script. In the semester system the practices of internal assessment along with external assessment by University has prevailed.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

No such efforts are on the anvil.

6.11 Activities and support from the Alumni Association

The alumni association of the college gave fruitful suggestions in the administrative and academic affairs in their meetings with the college. They also participated in different programmes of the college and sometimes in joint adventures .

6.12 Activities and support from the Parent – Teacher Association

The parents and guardians of the students are well responsive in any kind of academic enrichment policies and programmes. However the parents or guardians lying in the remote areas, sometimes fail to response in due time.

6.13 Development programmes for support staff

The college authority facilitates the academic and non-academic staff to attain continuous up gradation through participation in seminars, symposia, workshop and others similar programmes. However, the college tries to keep a balance in between the enrichment and participation in the capacity build programmes and smooth functioning of the Institution.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

Some highlights on eco-friendly initiatives are :

- IQAC has suggested to plant some valuable rare trees in the college premises and already some trees have been planted under the guidance of NSS.
- Gardening in the campus is a regular practice.
- A campaign has been started to keep the campus clean and green.
- Adoption of solar energy for illumination of campus at night .
- A device for management of hazardous wastes is under process.

### Criterion – VII

#### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Introduction of new computer centres in Science block and Arts Block
- Upgradation of Classrooms by incorporation of Projectors and internet facilities
- Strengthening of IT based management system in the campus

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

At the beginning of the academic year the Principal chalks out a comprehensive schemes of actions on a systematic basis for paving way to balanced functioning of administration and academic process. The Principal welcomes constrictive suggestions from HODs, Convener of different committees and some key ministerial staff.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

Two of the best practices of the college

- Strengthening of smart class room
- Upgrading the library in Network system

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

In academic level as well as in practical level, proper emphasis are given in Environmental awareness for a sustainable living.

- Academic level: At the academic level environmental studies is incorporated as a foundation subject in the existing semester system. Projects on environmental protection and preservation are encouraged to the students by various departments.
- Practical level: The college administration keeps a budget for clean and green environment. The NSS unit and sometimes the NCC unit center their nucleus activities around the environmental preservation. In NSS special campaign programme there have been arrangement of illuminated speeches on sustainable environment.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOC Analysis)

The SWOC Analysis is very popular format in understanding the status of a department/ institution/ agency/ organization. In this case the SWOC format is employed for a transparent understanding of the status of this institution.

❖ **STRENGTHS** :

- The College possesses self developed software in admission process
- The college enrolls highest number of students across 03 streams and 24 disciplines.
- The college possesses diversified physical infrastructure .
- The central library of the college is fully automated.
- Wi-Fi connectivity prevails in the campus which is subject to free access.
- The college wears a gorgeous and eco-friendly loop.
- The area of the campus is astoundingly large.
- The college campus serves as a tourism & heritage site in the state .

❖ **WEAKNESS:**

- The dropout rate still remains an unresolved problem despite efforts to reverse the trend.
- The strength of teaching faculty is less than optima
- Job oriented and skill development courses could not be introduced.
- The pass out rates of students are not up to the level of satisfaction, though it quite encouraging.
- The transportation system could not be developed till now

❖ **OPPORTUNITIES:**

- The college has such infrastructure that PG courses can be introduced in subjects.
- The research works of the faculties can be strengthened in a big way.
- The infrastructure of the college has opportunity of further expansion.
- Sports facilities, like starting indoor coaching / training centre, multi-purpose gymnasium may be introduced.
- Some of the science-based subjects with high potential job opportunities like geology, biochemistry, electronics and biotechnology can be introduced here at UG level.
- The practice of campus interview and employment can be persuaded to take place.

❖ **CHALLENGES:**

- Lowering the drop-out rate among the students is a major challenge which remains long unresolved.
- Quality education in true spirit of is another challenge which is to be resolved to enhance the chance of employability of pass outs.
- The financial allocation to the institution is lagging behind the requirement for phenomenon development.
- Number of faculty members is inadequate posing another big challenge for effectual education.
- Inadequate number of ministerial staff constrains the accountability and agility of administration.

## 8. Plans of Institution for next year

The institution has chalked out the following future plans for next year :

- Actual drop out rate will be reviewed time to time. Proper step will be taken for retaining the continuing students.
- ICT based teaching learning will be emphasized by providing facilities in different departments. Normal teaching-learning method is strengthen by motivating existing teachers and engaging Guest Teacher.
- PG courses will be introduced in all streams (Science, Arts & Commerce). From the next academic session Physics, Chemistry & Commerce may be introduced in phase manner when granted by affiliating university.
- Geology, Anthropology and Biochemistry may be introduced from academic session 2017-18 as per higher education guidelines.
- Steps will be taken to improve the condition of laboratory, canteen, classroom furnitures. Appropriate authority has been requested to take initiative for proper transportation in the college.
- A large number of books and journals to be purchased.
- An initiative will be taken for strengthening the existing placement and career guidance cell.
- Further drinking water facilities will be extended.
- Initiative is to be taken to strengthen the existing feedback system by putting a structured form from the stakeholders.
- The entrepreneurship development cell for the purpose will be strengthened by involving different concerned agencies.
- The case method and interactive method of teaching will be introduced in the departments phase by phase. In some departments, specially in science, this method may be introduced.
- Academic Audit will be done within the college by the college itself.
- Some national and international seminars, workshop and other educative programmes will be conducted.
- The college itself will take a project related with green campus in collaboration with related authorities.



*Signature of the Coordinator, IQAC*

*Name **Dr. Asish Mitra***



*Signature of the Chairperson, IQAC*

*Name **Dr. Dilip Sarkar***

### **Annexure I**

#### **Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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