No.F.9(85)/IQAC/MBBC/2018/1037   *Date: 31/12/2018*

To
The Coordinator
NAAC
PO Box No. 1075
Nagarbhavi, Bangalore – 560 072
Karnataka.

Subject: Submission of Annual Quality Assurance Report (AQAR) for the year 2017-2018 of M.B.B. College, Agartala, Tripura.

Sir,

     I am submitting herewith the Annual Quality Assurance Report (AQAR) for the year 2017-2018 of Maharaja Bir Bikram College, Agartala for your kind perusal and necessary action please.

     Thanking You,

<div align="right">

Yours faithfully,

31.12.18

Principal
M.B.B. College
Agartala, Tripura
SAMBHUNATH RAKSHIT
Principal
MMB. College, Agartala.

</div>

Enclosed: As stated

Annual Quality Assurance Report (AQAR)

2017 – 2018

Submitted by
Maharaja Bir Bikram College
Agartala, Tripura

MAHARAJA BIR BIKRAM COLLEGE
An affiliated college of Maharaja Bir Bikram University
(Earlier affiliated to Tripura Univeristy)
College Tilla, PO – Agartala College, **Agartala – 799 004** India

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution
(data may be captured from IIQA)
1. Name of the Institution   MAHARAJA BIR BIKRAM COLLEGE

- Name of the Head of the institution :   DR. SAMBHUNATH RAKSHIT

- Designation:Principal

- Does the institution function from own campus: YES

- Phone no./Alternate phone no.:   0381-2516728

- Mobile no.:   9436504280

- Registered e-mail: mbbc.agt2015@gmail.com

- Alternate e-mail :   mbbcollege@rediffmail.com

- Address :   College Tilla, P.O. Agartala College

- City/Town   :   Agartala

- State/UT   :   Tripura

- Pin Code :   799004

2. Institutional status:
- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education
- Location :   Urban
- Financial Status: UGC 2f and 12 (B)
  (please specify)

- Name of the Affiliating University: Maharaja Bir Bikram University, Agartala, Tripura
  (earlier to Tripura University, Surjyamaninagar, Tripura)
- Name of the IQAC Co-ordinator : Dr. Surojit Sen Gupta
- Phone no. :   8787827743
  Alternate phone no.   8787827743

- Mobile: 8787827743
- IQAC e-mail address: mbbc.agt2015@gmail.com
- Alternate Email address: mbbccollege@rediffmail.com

3. Website address: http://mbbcollege.in
Web-link of the AQAR: (Previous Academic Yrs): http://mbbcollege.in/iqac/AQAR2016-17.pdf

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website:

Yes, it is notified in the college and department notice board.

Weblink: http://mbbcollege.in

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B+	2.74	2004	From 2004 to 2009
2nd	B+	2.55	2016	From: 2016 to 2021
3rd	-	-	-	-
4th	-	-	-	-
5th	-	-	-	-

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

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
I. National Seminar on "Quality Education with Special Reference to Tribal Education"	18th and 19th April 2018 (2 days)	24
II. Special lecture in various departments to improve quality aspect	Frequently	Departmental Students
III. Organised popular talks from time to time for the benefit of the students	Frequently	Departmental level
IV. Parent-Teacher meet	Yearly	Departmental level

> *Note: Some Quality Assurance initiatives of the institution are:*
>   *(Indicative list)*
> - *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
> - *Academic Administrative Audit (AAA) conducted and its follow up action*
> - *Participation in NIRF*
> - *ISO Certification*
> - *NBA etc.*

•	*Any other Quality Audit*

8. Provide the list of funds by Central/ State

Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/ Faculty	Scheme	Funding agency	Year of award with duration	Amount
M.B.B. College	Contractual staff/ Guest Faculty/ Equipments etc.	Higher Education Department Govt. of Tripura	2017-18	11,48,850
	Development (Drinking Water & Cycle Stand)	MPLADS		22,00,000
	Equipments/furniture etc.	North Eastern Council (NEC)		17,62,950
	Development	RUSA		88,76,267

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes
*upload latest notification of formation of IQAC http://mbbcollege.in/iqac/committee2018.pdf

10. No. of IQAC meetings held during the year: 03

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website http://mbbcollege.in/iqac/
Yes/No **Yes**
(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   Yes   No   ✓

        If yes, mention the amount: Year:

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

- Use of ICT and interactive teaching-learning increased
- The laboratories, classrooms, library and canteen have been upgraded. Cumbersome parking issue is resolved.
- Internal continuous feedback mechanism being adopted
- Academic audits done but still more improvement is required
- College placement cell is functioning but needs to be strengthen
- Greater emphasis is being given on co-curricular and extra-curricular activities

13. 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
Student centric teaching learning method adopted	● As per the result there is an enhancement of pass percentage both in honours and pass subjects in the last academic session ● Mass participation in co-curricular and extra-curricular activities

14. Whether the AQAR was placed before statutory body?   Yes /No: NO

   Name of the Statutory body: -   Date of meeting(s): -

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
Yes/No: YES   Date: 03/08/2016

16. Whether institutional data submitted to AISHE: Yes/No: YES

   Year: 2017-18   Date of Submission: 26/02/2018

17. Does the Institution have Management Information System?
Yes   **No** ✓

   If yes, give a brief description and a list of modules currently operational.
   (Maximum 500 words)
      Not Applicable

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

As Maharaja Bir Bikram College is multi-disciplinary, every care is taken for its curriculum implementation. The Head of the Institution takes the initiative to ensure effective implementation of the curriculum. Different activities in the process of implementation of the curriculum are worked upon by the Principal along with all the departmental heads to ensure smooth functioning of the curriculum. Some of these are as follows -

1. Induction Programme: Every year the college organises Induction Programmes for the freshers to get oriented with the different aspects of the college including curricular and co-curricular activities emphasizing their holistic development.

2. College Web Portal: The institute has taken an initiative to launch its own web portal which will cater to the needs of the students, teachers and other stakeholders as well.

3. At present a few departments have started preparing and publishing lesson plans. In the coming days, it would be compulsory for all the departments to prepare lesson plans for enriching the curriculum implementation and the teaching-learning process.

4. The institute have started the practice of providing lecture notes to the students. An initiative to make these lecture notes available in the college web portal is also under way for the benefit of the students. At present, few departments use PPTs for their regular teaching-learning. The college is also trying to increase ICT tools and therefore it is expected that in the coming sessions many more departments will be able to use ICT tools effectively in their teaching-learning process.

5. As attendance is an important component in the teaching-learning process, therefore in coming days an initiative will be taken to upload the attendance data in the college web portal to check the attendance status of the students. This will help the overall teaching-learning process as well as tracking the students presence in the college by the college authority, teachers, parents, guardians and students themselves.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
NA	NA	NA	NA	NA

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
NA	NA	NA	NA

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Arts, Science, Commerce	✓	-	June 2015	✓	-

Already adopted (mention the year)		

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
No of Students	NA	NA

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
NA	NA	NA

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Project work	110 (completed their field project in their respective departments)

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	No	No	No

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Keeping the objective of quality and its maintenance for the overall performance of the institution, the feedback system is in practice. To obtain the feedback from the different stakeholders, the simple random sampling procedure is adopted. After collecting back the feedback, it is being analysed by the IQAC with the help of the Department of Statistics. And the generalised result is being framed along with the suggested measures. Thereafter, it is being placed to the Principal for taking necessary initiatives in this regards for the improvement of the quality issues of the institution. Accordingly different steps were taken to follow-up for overall development of the institute:

1. Based on students' feedback, there are efforts (some of which have already been partially initiated) to enhance the teaching-learning process by making it more student-centric, increase the number of relevant books in the library, upgrade the canteen, to facilitate in-campus placement oppurtunity, increase sports and co-curricular infrastructure and activities, etc.

2. Based on teachers' feedback, efforts are on to introduce cut-off marks during admission, limit admissions within in-take capacity, link attendance with internal marks, convert the results of Continuous Internal Evaluation into internal marks, increase the infrastructure for ICT, purchase books and equipments relevant to the new syllabus of M.B.B. University, etc.

In the future, the institution would try to introduce web-based feedback collection and automated analysis. Periodic evaluations of the analysis would be made for corrective measures.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year 2018 June First semester admission

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.Sc - Physical + Bio. Science (Hons and Pass)	150 (Physics-30, Chemistry-30, Mathematics-30, Statistics-50) 200 (Botany-30, Human Physiology-30, Zoology-30)* *Honours applicant in Bio-Science subject can also take Chemistry as one of the elective subjects	1300	319 (Hons) and 354 (Pass)
B.Sc (Com. Science)	20 (only honours)	-	-
B.Com (Hons and Pass)	250 (Honours-100)	454	47 (Hons) and 181 (Pass)
B.A (Hons and Pass)	800 50 Honours seats each in English, Bengali, Sanskrit, Politics Science, History, Education, Philosophy, Economics and Geography, Honours in Psychology-26, Sociology-30, Hindi-10 Elective subjects: Geography-30, Psychology-50, Communicative English-15, Physical Education-50, English, Bengali, Hindi, Sociology, Sanskrit, Philosophy, Politics Science, History, Education, Economics, Mathematics, Statistics and Kok-borak Maximum of 180 seats in each of these subjects. A maximum of 800 students are allowed to take History/Political Science/Education as one of the elective subjects.	3114	485 (Hons) and 755 (Pass)

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	6643 (1st, 3rd and 5th Semester)	-	78	-	78 (U.G.)

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT *(LMS, e-Resources)*	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
Associate Professor -23 Assistant Professor- 25 PGT- 30	21	Yes	07	06	N-LIST

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, it is a part of the academic system and is in practice since the inception of the college. However, the very nature of mentoring was never under a formal structured mechanism – which, of course, we would be introducing very soon. The present mentoring system is helpful in the following ways:

1. Bridging the gap between the students and teachers.
2. Creation of a better environment in college, where students can approach teachers for both educational and personal guidance.
3. Enhancement of knowledge base for both teachers and students alike, due to effective two-way communication.
4. Awareness and support to students for job opportunities both at the government and private sectors.
5. Motivation for higher studies and entrepreneurship.
6. Advice and support for improvement in academic performance

The college in this respect has taken an initiative that from the next academic session the practice of mentoring will be made mandatory for both slow and advanced learners and at the same time the progress report of such mentoring will be uploaded in the college web portal.

Number of students enrolled in the institution	Number of full-time teachers	Mentor: Mentee Ratio
6643	78	Mentor-Mentee ratio at present is not yet maintained in a proper and systematic manner. However, every department practice mentoring in a group and also at the individual level. Hence in days to come a mechanism will be increase to maintain Mentor-Mentee ratio.

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.
Data not available as it is Government college	Data not available	Data not available	Assistant professor-03 and PGT-01 joined this year on transfer basis	29

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year***

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
UG	B.A/B.Sc/ B.Com	2nd/4th/6th Semester	30th June	July-August 2018

*** Deceleration of End semester examination result takes minimum 45 days for result to be declared by the university.

2.5.2 Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level (250 words)

CIE is being practised by some of the departments/ teachers. However, due to the large number of students in some of the departments (for example, Political Science, Education, History, etc.) the process was not viable all across the departments. In this regard, efforts are on to limit the intake in such departments and side by side talks are in progress with the affiliating University to include the CIE results in the Internal Marks. As such, the CIE system would be more robust and meaningful.

Inspite the above fact, the institute has taken effort to improve the performance of students by framing significant reforms in continuous Internal Evaluation at the college level. These include:
- Remedial measures are taken by conducting tutorial classes to clarify doubts and re-explaining the critical topics.
- Unit tests are conducted on regular basis.
- Subject specific question banks are provided to the students. In future step will be initiated to upload the same in web portal.
- An innovative practice will be adopted in days to come which will include mind-mapping of the students in relation with their teaching-learning process.

Impact:
The reforms have resulted in substantial improvement in student's performance through comprehension of difficult topics, improved time management, enhanced writing skills and individualized attention resulting in refining their cognitive, psycho-motor and affective domains of learning. This has significantly enhanced the pass percentage and academic excellence of students.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institute prepare its own academic calendar as per Academic session that is July to June every year including both the semesters ODD (First, Third & Fifth - July-December) and EVEN (Second, Fourth & Sixth – January-June). Along with academic affairs, the institute also focus on students overall socio-cultural development throughout the year which includes Republic Day, *Saraswat Sammelan, Bhasha*

Divas, Women's Day, Kok-Borok Day, Rabindranath Tagore's Birthday, Raksha Bandhan, *Vanamahotsav*, Founder's Birthday, Independence Day, Intra-mural Sports Activities, Fresher's Day, Teachers' Day, *Agomoni* festival, felicitation of meritorious students, opening of Wall Magazine, Blood Donation, AIDS Day, and Human Rights Day.

Thus, the institute in most of the cases are able to adhere to the time-frame of the Academic Calendar for the smooth functioning of the session. However, it is to be noted that as regard the Term End Semester examinations, the matter is decided by the University. Even then, the examinations dates are always in the month of December and June for both the ODD & EVEN semester of the year.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

The college takes all the necessary initiatives right from the time students get admitted in the college till they complete their courses successfully. This includes grooming and nurturing the students with their academic, behavioural aspects, career prospects, cognitive aspects, socio-cultural context, co-curricular and extra-curricular activities. The following table (2.6.2) indicate that the overall pass percentage of the students result is satisfactory as far as programme & course outcome is concerned.

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/ year examination	Pass Percentage
Bachelor of Arts	B.A (Pass)	366	348	95.28
Bachelor of Arts	B.A (Hons)	182	178	97.80
Bachelor of Science	B.Sc-Bio (Pass)	11	11	100
Bachelor of Science	B.Sc-Bio (Hons)	20	20	100
Bachelor of Science	B.Sc-Physical (Pass)	05	05	100
Bachelor of Science	B.Sc-Physical (Hons)	39	38	97.43
Bachelor of Commerce	B.Com (Pass)	147	135	91.83
Bachelor of Commerce	B.Com (Hons)	54	49	90.74

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

M.B.B. College, IQAC had conducted the Student Satisfaction Survey in the month of March 2018 to get an idea of the overall institutional performance from the students. For the said survey 100 numbers of student sample were taken randomly covering all the streams that is Arts, Science and Commerce (both Pass & honours) through questionnaire technique (Questionnaire recommended by NAAC). There after, the data was analysed with the help of statistical tools. The following conclusions which came forward are enlisted below with the suggestion by the IQAC for the improvement in the quality enhancement for the institution.

1. The teachers should improve themselves in the interpersonal communication with the students.
2. Most of the students felt that the process of Internal Evaluation by teachers needs to be more logical in fairness.
3. More emphasis should be given by all the individual teachers for class preparation and lecture delivery mechanism.

4. In the teaching-learning process the students felt that the teachers should give adequate numbers of examples and its practical application in the teaching process.
5. Due attention should be given for developing a mechanism of student-centric teaching-learning methodology.
6. As extra-curricular activities is a part and parcel of curriculum, therefore, teachers should take keen interest to motivate the students in this field.
7. To get a placement in today's competitive world the institute as well as teachers should take the pertinent role to mould the students in such a way that they are fit for the world of work after completion of their studies.
8. Teachers orientation on the use of ICT tools in teaching-learning process is the top most priority at the present.
9. There is a need to improve the overall teaching-learning process, so that successful desired outcome is possible.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-	-	-	-
Minor Projects	6 months	Tribal Research & Cultural Institute, Govt. of Tripura	3 Lakhs	2.1 Lakhs
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects *(other than compulsory by the College)*	-	-	-	-
International Projects	-	-	-	-
Any other(Specify) Boi-Tech Hub	5yrs	DBT	34.48 Lakhs (up to 4 yrs)	2.88 Lakhs
Total				

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Nil	Nil	Nil

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Nil	Nil	Nil	Nil	Nil

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
Nil	Nil	Nil

Name of the Start-up	Nature of Start-up	Date of commencement
Nil	Nil	Nil

3.3 Research Publications and Awards		
3.3.1 Incentive to the teachers who receive recognition/awards		
State	National	International
Nil	Nil	Nil

3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	No. of Ph. Ds Awarded
NA	NA

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
National	Arts, Science and Commerce	31	-
International	Arts, Science and Commerce	12	-

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/ International Conference Proceedings per Teacher during the year

Department	No. of publication
Dr. Mukesh Mitra (Physical Education)	01 (Authored Book)
Dr. Surojit SenGupta (Sociology)	01 (Authored Book), 01 (Edited Book), 04 (Chapters)
Dr. Surajit Sen (English)	01 (Authored Book
Dr.Souvik Bagchi (Bengali)	01 (Authored Book), 01(Chapters)
Dr.Umashankar Roy (Political Science)	01 (Authored Book)
Dr. Gautam Saha (Statistics)	02 (Authored Book)

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	03	33	07	-
Presented papers	03	28	07	-
Resource Persons	-	-	-	-

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
NIL	NIL	NIL	NIL

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Poster Competition on Climate Change	First Place and Second Place	Science and Technology	02

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Awareness programme on Organic farming for Healthy Life	Mankind (NGO)	Green Action Week	-	65
Awareness Programme on Bamboo Bio-diversity and value Addition	Bamboo and Cane Development Institute (BCDI), Department of Science & Technology and Environment, Govt. of Tripura	Bamboo Diversity, Plantation, Identification and Sustainable Utilization of Bamboo	-	45
National Sharing Workshop	Indo-German Development Cooperation Project, Tripura	Bamboo Plantation and Cultivation	-	07

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Source of financial support	Duration
Nil	Nil	Nil

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing

of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration **(From-To)**	participant
Nil	Nil	Nil	Nil	Nil

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
As the college is a government institute, so question does not arise. Although, the budget allocation of the college is done by the Finance Department, Government of Tripura through Letter of Credit (LOC) and is monitored by the Directorate of Higher Education, Government of Tripura.	-

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	72 Acre	-
Class rooms	81	-
Laboratories	48	01
Seminar Halls	12	-
Classrooms with LCD facilities	-	-
Classrooms with Wi-Fi/ LAN	Most of the campus area are covered with Wi-Fi	Initiatives are taken to cover whole campus with Wi-Fi Facility
Seminar halls with ICT facilities	12	-
Video Centre	-	-
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.		Water cooler & purifier (4 nos @1,15,700) Conference Table-(1nos) 2,88,584 Computer (39 nos @ 25,400)
Value of the equipment purchased during the year (Rs. in Lakhs)		Gymnastics mats (10nos @ 6000) Laboratory equipments Rs.22,21,824
Others		Water purifier (1 nos) 90,390 Aquagard water filter (4 nos @ 11,898)

			Aquagard water filter cum purifier (4 nos @ 14040) VIP Chairs (90nos @3200) Electronic goods- Rs.369241 Reading table- (40nos @ 3190) Digital multi-functional system Rs1,43000

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
DigiLib (In-house development By Ratul Chakraborty)	Fully	1.0	2016

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	64372	12,79,150	798	293504	65170	1572654
Reference Books	27347	465931	342	125387	27689	591718
e-Books	-	-	-	-	-	-
Journals	73	393585	05	42933	78	436518
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Library automation	Automated in 2016 now college update the facility					
Weeding (Hard & Soft)	-	-	-	-	-	-
Others (specify) INFLIBNET (N-List)		-	88065	5000	88065	5000

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Comp	Comp uter	Internet	Browsing Centres	Comp uter	Office	Departments	Available band width (MGBPS)	Others

	uters	Labs			Centr es				
Existin g	149	08	149	21	09	28	25	40 **Mbps**	
Added	37 + 2 laptop s	-	37	-	-	01	12		
Total	188	08	186	21	09	29	37		

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

40 **Mbps**

4.3.3 Facility for e-content

Name of the e-content development facility	*Provide the link of the videos and media centre and recording facility*
The institute till date do not have the facility for e-content but it is been practice by almost all the individual teachers in their teaching-learning process, research field. In this regards, the first initiative has already been taken i.e. each department have been provided with desktop computers. The next initiative will be to start the mechanism for e-content facility.	NA

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/ NMEICT/ any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NA	NA	NA	NA

4.4 Maintenance of Campus Infrastructure
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
As the college is a government institute, so question does not arise.	-	-	-

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The physical facilities including laboratories, classrooms and computers etc. are made available for the students those are admitted in the college.

The students seek admission to desired courses including a laboratory curriculum they are charged for the

laboratory expenses at the time of the admission as suggested by the university and in addition to that a non-salary grants are allocated for the maintenance of the laboratories and the classrooms which is a part of the teaching-learning processes.

The classrooms boards and furniture facilities are utilized regularly by the students but sometimes it is also made available for the other Government/ Bank/Public Service Commission for conducting examinations if not in use for the said period. The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the non-teaching staff on regular basis.

The college has 5 gardens and is maintenance by the gardener appointed by the college.

The college has adequate number of the computers with internet connections and the utility devices is placed in different locations like office, laboratories, library, science building, Arts block, and departments etc. All students, teachers and other staff members have equal opportunity to use facilities as per the rules and the policies of the institute. The central computer laboratory connected in LAN is open for the students as time permits them, the office computers which are also connected through LAN is considering of the office software making work easier and systematic are restricted their use only to the regular office staffs. The library is also provided LAN facility for the computers and they are loaded with the library software. All the departments and staffs can make use of the computer system with internet at their seating places.

Academic and support facilities
the academic support facilities like library, the sports and the other platforms supporting overall development of the students like NSS & NCC is open to all the students.

Accession and library is permitted not only to the students, teachers and office staffs but also to all the stakeholders and research scholars with permission.

The college campus is used by the local community for morning and evening walks and others daily activities.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	NA	NA	Nil
Financial support from other sources			
a) National	SC	457	Concerned welfare deals with financial matters
	ST	794	
	OBC	354	
	Dr.Ambedkar	33	69,300
	Lower Income Group (LIG)	36	1,27,760
	Merit	98	
	Girls	14	
	Central Sector Scheme (CSS)	Data Not Available	Under Process
	Ishan Uday	65	Deals with NFT NER Portal
	Minority	06	Concerned commission deals with financial matters
b) International	-	-	-

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Mentoring	Formal information is not available, but it is on practice for the last several years	Institute has initiated a mechanism to maintain the data from next academic session	Institute itself
Yoga	June 2018	34	Institute itself
Language Lab	July 2016	41	Institute itself
Personal Counselling	October 2014	46	Institute itself

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017	Tata Consultancy Service (TCS)	150	80	12	6

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	Nil

5.2 Student Progression
5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Tata Consultancy Services	70	6	-	NA We are starting a mechanism to track students after their completion of graduation	Data not available but institute will take initiative to deal with this aspect in future

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-19	11	B.A	Physical Education	Visva-Bharati,/Regional College of Physical Education/ Panskura Banamali College/ ICFAI	B.P.Ed/B.Ed/Yoga Certificate
	06	B.A	Sociology	Tripura University, IGNOU,/ B.Ed W.B	P.G Sociology/ B.Ed/ Rural Development
	08	B.A	Philosophy	Tripura University, B.Ed College W.B	P.G Philosophy/ B.Ed
	15	B.A	Psychology	Calcutta University/ Burwadan University/ Tripura University	P.G Psychology/ MBA/ B.Ed
	10	B.A	Geography	Tripura University/ ICFAI	P.G Geography / B.Ed
	22	B.A	Political	Tripura University/ M.B.B. University /	P.G Political Science /

			Science	IGONU	Public Administration
		B.A	History		
	25	B.A	Education	Tripura University/ B.Ed College W.B.	P.G Education / B.Ed
	07	B.A	Bengali	Tripura University/ ICFAI/ Rabindra Bharati University	P.G Bengali/ B.Ed
	17	B.A	English	Tripura University/ B.Ed College W.B/ IGNOU/MBB University	P.G English/B.Ed
	08	B.A	Sanskrit	Tripura University	PG Sanskrit
	97	B.Com	Commerce	Tripura University/ Calcutta University/ ICFAI / IGNOU / ICWA	P.G Commerce/ MBA/ ICWA/CS
	21	B.Sc	Physics	IIT-Madras/ Tripura University/ ICFAI	P.G Physics/ B.Ed
	12	B.Sc	Chemistry	Tripura University/ NIT	P.G Chemistry
		B.Sc	Zoology		
	08	B.Sc	Botany	Tripura University	P.G Botany/ Micro-Biology/ Forestry
	05	B.Sc	Human Physiology	Tripura University	P.G. Human Physiology
	02	B.Sc	Mathematics	Tripura University	P.G. Mathematics
	04	B.Sc	Statistics	Tripura University	P.G Statistics

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	-	-
SET	-	-
SLET	-	-
GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services		
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Cricket	Inter-Departmental	408
Football	Inter-Departmental	144
Volleyball	Inter-Departmental	70

Rabindra Jayanti	College Level	50				
Basant Panchami	College Level	76				

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	Participated	All India Inter University Yoga Competition, KIIT University, Oddisa	Yoga (04 Players)			
	3rd Place Rajib Das (Men), 2nd Place Puja Banik (women)	Senior National Yoga Championship, Haryana	Yoga (03 Players)			
	Participated	East Zone Inter-University Volleyball Man Championship, KIIT University, Oddisa	Volley Ball (03 Players)			
	Participated	East Zone Inter-University Cricket Championship	Cricket (06 Players)			
	Participated	East Zone Inter-University Kabaddi Championship	Kabaddi (02 Players)			
	Participated	All India Inter University Badminton tournament, KIIT University, Oddisa	Badminton (02 Players)			
	Participated	Ranji Trophy, Vijay Hazare Trophy, C.K.Naidu National Cricket tournament (U-23)	Cricket (04 Players)			
	Participated	Womens' National, Chandigarh	Gymnastics (01 Players)			
	Participated	Inter College Volleyball Men Competition	Volley Ball (08 Players)			
	Participated	U-23 Cricket Exposure Trip, Channai	Cricket (02 Players)			
	Participated	Inter College Football Championship, Tripura University	Football (16 Players)			
	Participated	East Zone Inter-University Football Championship,	Football (04)			
	Man Team Champion and Women Team 3rd Position, Individual 3rd position (Priyanka Sen), Individual 1st Rajesh Sarkar, 2nd Suraj Sarkar	Inter College Yoga Competition, Tripura	Yoga (6 Men & 6 Women)			
	Participated	Inter College Kabaddi Competition, Tripura University	Kabaddi (07Men & 7 Women)			

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students' Council is a student body comprising 72 student representatives. The council also has an Executive Committee composed of 18 members. During its tenure, the council conducted various academic and extra-curricular activities and initiated several students welfare measures. At the same time the students' council is very active in contributing to the learning environment in the campus.

The Students' Council took up problems regarding various student welfare issues such as procuring stipends facilities, admission process, filling up examination forms, etc., and successfully resolved them during its term.

The character of Students' Union is reflected in the vibrant, thriving student activities conducted in every year. Every year, the student body organises several activities to mark national festivities, to raise awareness on meaningful social issues, organised blood donation camp, tree plantation, cleaning drive and participates in cultural festivals , literary activities and sports competitions representing the college with great pride.

Festivals like Independence Day, Republic Day, Raksha Bandhan, Rabindra Jayanti, to mentioned some are celebrated by the students along with the faculty members of the college with equal fervour and enthusiasm every year.

The members of the Students' Council has a great role in the representation of the Sexual Harassment committee along with many other student related affairs in the college. The college authority always allows the students representative to express themselves and welcome any concrete suggestion for the improvement of the students community.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

YES
Earlier, alumni and their Alma-mater were treated as separate entities where in one's existence was independent of the other. Local alumni chapter were formed as a means to interact with other fellow alumni. However, these associations seldom had any interaction with the institution they graduated from. With the advent of social media, alumni relationship has taken a different flavour altogether. College have started to harness the power of alumni through various networking platform like Whatsapp and Facebook. Alumni are the brand- ambassadors of the college they graduated from. Likewise even the alumni community have realised that its not just a mere nostalgia that they associate their Alma-mater with , but its much beyond that. From the institutional level an initiative will be taken in near future to have a space in the college web portal for the Alumni. This will help to showcase their all relevant activities with their contacts which can be very beneficial at the larger level for all the stakeholders.

The following are the activities the alumni at the institutional level:
1. Fund-raising- A strong alumni association can be one of the biggest benefactors of an institution that can contribute towards various developmental activities of the college.
2. Mentorship and Scholarship- Alumni can play an active role in voluntary programmes like mentoring students in their areas of expertise. They could also play a significant role in contributing scholarship to deserving students.
3. Career Guidance- Alumni is a huge talent pool whose guidance can be beneficial to many students and other fellow-alumni in their respective areas of study.

5.3.2 No. of registered enrolled Alumni:

    01, Registration No. 3020 of 1997.

5.3.3 Alumni contribution during the year (in Rupees) **:**

Rs. 10,000/-
5.3.4 Meetings/activities organized by Alumni Association **:**
5 meetings were held followed by various activities: 1. Cleanliness programme 2. Awareness programme 3. Membership drive

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Faculty Level

Faculty members are given representation in various committees/cells and allowed to conduct various programme to showcase their abilities. They are encouraged to develop leadership skills by being in-charge of various academic, co-curricular and extra-curricular activities. They are appointed as coordinator and convener of various committees. For effective implementation and improvement of the college following committees are formed. Other units of the college like sports, library, store etc, have operational autonomy under the guidance of various committees.

Participation Management

The college promotes a culture of participative management by involving the staff and students in various activities. All decisions of the college are governed by management of facts, in formation and objectives. Both students and faculties are allowed to express themselves of any suggestions to improve the excellence in any aspect of the college.

Strategic Level

The Principal and faculty members are involved in defining the policies and procedures, framing guidelines and rules and regulations pertaining to admission, discipline, grievance and library services etc., and effectively implementing the same to ensure smooth and systematic functioning of the college. For the various programs to be conducted by the institute all the faculty members will meet, discuss, share their opinion and plan for the event and form various committees involving students and coordinate with others. Faculty members are also involve in deciding academic activities and examinations to be conducted by the college. University examinations are regulated by separate examination committee comprising of teacher and non-teaching staff.

6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial:

No

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ Curriculum Development
Being an affiliated college, there is a limited and indirect scope in the design of curriculum. Among the many proposed quality measures, some of them could be materialised.
1. Choice Based Credit System (CBCS) could be introduced, although the implementation as whole is restricted due to constrained resources – mainly shortage of teachers and limited classrooms.
2. The syllabi designed is now at par with other Universities so as to gradually enable our students face competitions.
3. Inclusion of Skill Enhancement Courses (SEC) .

Other proposals, which are in the process of getting approval are as follows:
1. A component of Internal Marks to be awarded against attendance.
2. A component of Internal Marks to be awarded against Continuous Internal Evaluation in stead of one time Sessional Examinations.

❖ Teaching and Learning
The institute is trying to bring in the following methodologies/ practices in the teaching-learning process:
1. Preparation and publication of lesson plans before the commencement of semester classes.
2. Digitization of attendance after every class.

3. Publishing lecture notes as much as possible (after 2-3 academic sessions it is expected that after every class teachers would be able to make available their lecture notes).
4. Exhaustive use of ICT tools to make the lectures more attractive.
5. Introduction of tutorial classes after identification of slow/ advanced learners.
6. Mentoring of students.
7. Moving towards student-centric learning

❖ Examination and Evaluation
One of the most disturbing issue (in this region) related to examination is that students heavily rely on "notes" rather than understanding the subject matter through text books, etc. Another is the inability to express their thoughts coherently in English as most of the students are from vernacular background. Efforts are on to bring a positive change in this aspect.

❖ As far as evaluation is concerned, a limited effort is already in place for CIE. Mentoring of the students as well as tutorials have also been initiated, though again in a limited manner. Future strategy is to make these practices mandatory for all the departments.

❖ Research and Development
The college authority and the Research Cell of the institution always takes the initiative to motivate all the faculty members to pursue research in their respective areas of expertise. Any form of initiative taken by the teacher to apply for grants in order to organise seminars and workshops is appreciated and encouraged. The involvement of the students in such programme is sought after and supported which act as a motivation for the students to get involve in such activities in their future life. The provision of research and development opportunities for teachers to maintain enthusiasm, awareness of current scholarship and relevance in teaching and other activities. Development of mechanisms conducive to the best possible ways of engaging and motivating teachers ion the research field. To foster the development of multi-disciplinary research endeavours across Faculties and Departments. Monitor the research and development performances by maintaining a database of research and developmental activities. To create zeal amongst faculty members towards research and innovation.

❖ Library, ICT and Physical Infrastructure / Instrumentation
The college library which is fully automated is located in a spacious new building covering a plinth area of 2276.96 sqm. It is the knowledge resource centre of the college. It caters to the needs of the staff and students-teachers. Library is well stocked with text and reference books which includes 92859. Books are classified according to Anglo American Cataloguing Rules-2 (AACR-2), Dewee Decimal Classification System. The library has got different sections like reference, landing, reading, journal, newspaper, north-east, reprography and browsing centre. The college is committed to provide an easy and ready access to library resources for updating the knowledge base of students and staffs. The college have taken concerted efforts to build the library as an excellent centre for disseminating information.
College aims to continually develop its potential to integrate the use of ICT for effective and stimulating curriculum delivery which acknowledges different learning styles and individual potential. Institute also encourages teachers, students and staff members to explore the capability of ICT to meet current and future challenges. The available ICT facilities in the college includes class room teaching, digital library, administration work etc.
The sprawling college campus is spread over an area of 72 Acres with gardens and sports facilities. The physical infrastructure of the college includes New Arts Block, Seminar Block, New Science Block, Old Science Building, Administrative Building, Rabindra Hall, Conference Hall, Smart Class Rooms, ICT equipped Classrooms, Language Laboratory, Sports Laboratory and Sports facilities, Specialized Science Laboratories, Counselling Centre, Professors' Common Room, Students' Common Room, Students' Council Block, Canteen, Health Centre, Cycle Stand, Lakes, Staff Quarters etc.

❖ Human Resource Management

As regards Human Resource Management, the emphasis is being laid on in-house training of the non-teaching staff as well as faculty members. Moreover, any staff desiring for any kind of training/ workshop/ orientation or refresher courses are allowed to do the same.

❖ Industry Interaction / Collaboration
The institute presently lacks in the area of industry interaction/ collaboration. However, initiatives are in the process to start the industry interaction and collaboration at local level for the benefit of the students in their future endeavours.

❖ Admission of Students

Being a Government college, admission till today is being made beyond the intake capacity. However, talks are on with the higher authorities to adhere to the intake capacity and there is a good chance that from the next session onwards we would be able to reduce the numbers.

Admissions are also made on merit basis. However, sincere endeavours are on to introduce a certain minimum cut-off marks for admission.

6.2.2 : *Implementation of e-governance in areas of operations:*

❖ Planning and Development: No

❖ Administration: Partial

❖ Finance and Accounts: Partial

❖ Student Admission and Support : Partial

❖ Examination: Partial

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
	No such scheme is presently available.	-	-	-

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017	-	Hands on experience on computer operating and work on various aspects	19/09/2017	-	17
2017	Use of ICT tools and its application in teaching-learning	-	31/10/2017	41	-

2017	Work on Word and Excel file	-	13/11/2017	22	-
2018	-	Training on Excel file to maintain office documents	09/03/2018	-	12
2018	Training on Admission software	Training on Admission software	14/03/2018	47	20

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
"Training of Trainers on Gender Equity"	02 (Dr. Sudip Goswami and Dr. Debjani Bhattacharjee)	10th - 13th Jan 2018
Refresher Course	01 (Dr. Baburam Swami)	18th March - 21st April 2018

6.3.4 Faculty and Staff recruitment (no. for permanent/full-time recruitment):

Teaching		Non-teaching	
Permanent	Full time	Permanent	Full time/temporary
As the college is a government institute, so question does not arise.			

6.3.5 Welfare schemes for

Teaching	As such welfare schemes does not exist in the college, but welfare measures are adopted from time to time when need arise for all the stakeholders and community as a whole.
Non-teaching	
Students	

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each**)**

As the college is a government institution, the Directorate of Higher Education, Government of Tripura does the internal audit from time to time to verify and certify the entire financial matter of the college. Likewise an external audit is also carried out on an elaborate way by the Account General Office on yearly basis. Minor errors of omissions when pointed out by the audit team are corrected /rectified and precautionary steps are taken to avoid recurrence of such errors in future. Apart from the above, the college has formed a committee along with D.D.O. to look after all the financial, Physical assets and other matters under the chairmanship of principal.

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

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
As the college is a government institute, so question does not arise.	-	-

6.4.2 Total corpus fund generated
As the college is a government institute, so question does not arise.

	6.5 Internal Quality Assurance System			

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	A.G.	-	-
Administrative	Yes	A.G.	Yes	Directorate of Higher Education

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

1. Periodical Parent-Teacher meet conducted by the college
2. Suggestions are sought from the parents for holistic development of the students
3. Parents who are the members of M.B.B. College Alumni association take active part in different programme meant for the development of the college.

6.5.3 Development programmes for support staff (at least three)

1. For smooth functioning of the official work and skill enhancement, the staff members attend different Government orientation programmes from time to time.
2. At different occasion the staff members along with the faculties take active part in college activities like examination, students' council election, seminar, workshop, awareness programme, socio-cultural events etc.
3. Time to time counseling sessions are organised by the Psychology department of M.B.B. College for the support staff for getting mental relaxation.

6.5.4 Post Accreditation initiative(s) (mention at least three)

- Fully automated library facilities
- Use of ICT facilities in teaching-learning processes
- National level seminar conducted
- Drop out rate decreased
- Enhancement on Co-curricular activities
- Pass percentage rate increased
- More number of drinking water purifier installed
- Renovation of students toilets

6.5.5

a. Submission of Data for AISHE portal : Yes
b. Participation in NIRF : No
c. ISO Certification : No
d. NBA or any other quality audit : No

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from----- to------)	Number of participants
2017	Symposium on Doing Research	21/09/2017	One day	22
2018	Career Counselling	02/05/2018	One day	59

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
Women Emancipation and Empowerment-Need of the Hour	3rd May 2018	57	42

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

At present college have few solar lamp posts. But initiatives will be taken to enhance the power requirement under the renewable energy sources in near future.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	03
Provision for lift	Yes	03
Ramp/ Rails	Yes	03
Braille Software/facilities	No	-
Rest Rooms	Yes	02
Scribes for examination	Yes	05
Special skill development for differently abled students	No	-
Any other similar facility	-	-

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018	Number of morning-walkers, health and laughing centre, yoga and other physical activities take place in the college campus because of its topographical advantage and scenic beauty. Such initiatives run for the whole year around. Some untoward incidents take place here. These have been reported to the local police station.	The activities run for the whole year.	Round the year	Wellness programmes	Public health and hygiene	200

7.1.5 Human Values and Professional Ethics		
Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
At present the college does not have any code of conduct (handbook) for various stakeholders. But initiative in this regards will be taken very soon.		

7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from ------- to -------)	Number of participants
Health and Hygiene	01/11/2017	57
Human Values	30/04/2018	36

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Plastics free zone
- Tree plantation round the campus
- Environment club
- Cleaning drive
- Environmental awareness programme

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the
institution as per NAAC format in your institution website, provide the link

1. Inclusiveness and gender sensitivity, sense of belongingness and respect for others put into practice by the student in the campus. In this regards college organised different gender sensitisation awareness programmes from time to time for healthy atmosphere in the campus.

2. Another best practice is that, students have to come to the college in uniform which is mandatory. This keep a cheek on the students activity inside and outside the campus.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the web link of the institution in not more than 500 words

M.B.B College has been the torch–bearer of imparting education in the state of Tripura. Since the beginning, the vision of the college has been providing education to the most under-privileged. Now with the passage of time, the oldest college targets academic excellence through technological aids. With this view, the college inaugurated M. B. B. College portal last year in 2018. The portal asks the teachers to upload every single class. Those in provision for uploading class- summary, lecture- notes and even the attendance. The system is going to change the academic scenario of the college in the days to come. The initial response has not been that much encouraging. Therefore, the authority has taken stringent steps to be implemented from the coming session. Every single teacher will have to upload the class-lecture in the college portal. This system, once full-fledged, is likely to bring about a positive outcome in the academic thrust of the college. Students' attendance is also likely to go up which will counter the drop-out tendency.

8. Future Plans of action for next academic year (500 words)

IQAC would resolutely try the following to be implemented in the 2018-19 session:

The next academic session will witness the college cementing the mechanism which the college portal aims at. All the classes in the coming session will be uploaded in the college portal, at least the class summary. Lecture notes of vital topics would be there for the students' betterment. The results and various activities of each department will be available in the college portal.

As for the students' attendance and feedback, there would be a separate 'Students Corner' in the college website. Students can directly send suggestions or any problem they face regarding academic and non-academic matters in that portion.

A proposal has been sent to the affiliating university to introduce Post Graduation courses in M.B.B. College. At present the matter is with the university to take the initiative to start few courses in Post Graduation level from the next academic session.

The college intends to intensify ICT based classes in the next session. Every department has been instructed to conduct ICT classes and steps to ensure infrastructural upliftment regarding this have been taken.

Seminars, workshops, professional training courses will be conducted in the next academic session. Teachers have been approached to send proposals for research projects. It is hoped that in the coming days, research-activities will see significant growth.

M.B.B. College intends to set-up sports infrastructure in place. Sports Department of the state as well as the Higher Education department have been approached and there is intensive discussion over setting up a state-of-the art Gymnasium and Swimming pool in the college. Various other sports are being given impetus like volleyball, badminton, basketball etc. The play-courts of these games and sports will be completed by the end of the coming academic session.

Music, Art, Painting, competitions will take place in order to encourage the students' extra-curricular activities. Regular excursions, study-trip will go on like the previous academic sessions.

A data-bank of the students is being finalized so that at a click, all information regarding a students is available. Talks are on to strengthen the placement cell of the college. More job opportunities have to be created. Different add-on courses and trainings for the students would start very soon.

In order to combat the scarcity of teaching staff, contractual qualified teachers would be engaged. Alumni Association of the college has offered free service to the students, particularly those professors who have just retired from services.

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