



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		DASARATHA DEB MEMORIAL COLLEGE
Name of the head of the Institution		Dr. Amiya Kumar Pan
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		918132804310
Mobile no.		9194364657
Registered Email		dasarathdebcollege@gmail.com
Alternate Email		ddmciqac@gmail.com
Address		DDMC College, Khowai, Lalchera
City/Town		Khowai
State/UT		Tripura
Pincode		799201
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Shri Goutam Bhattacharjee
Phone no/Alternate Phone no.	916289537350
Mobile no.	9198621523
Registered Email	dasarathdebcollege@gmail.com
Alternate Email	ddmciqac@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ddmctripura.edu.in/sites/default/files/AQAR%202017-2018.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.ddmctripura.edu.in/sites/default/files/2018-2019.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.40	2016	19-Jan-2016	18-Jan-2021

6. Date of Establishment of IQAC

11-Jul-2012

7. Internal Quality Assurance System

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
Seminar of INTELECTUAL PROPERTY RIGHTS	15-Feb-2019 1	100
Celebration of	21-Feb-2019	150

International Mother Language Day	1	
Observation of Human Rights Day	10-Dec-2018 1	70
Obsevation of Vanamahotsava Programme	06-Aug-2018 1	100
Awareness Programme on Swatch Bharat Abhiyan	13-Jul-2018 1	80
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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
Directorate of Higher Education, Government of Tripura	College Development	Government of Tripura	2018 365	122900
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Celebration of Sanskrit Diwas	
Orgnaising seminar/workshop	
Collection of feedback and its analysis	

Initiation of Internal Administrative Audit

Initiation of Internal Green Audit

[View File](#)

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

Plan of Action	Achievements/Outcomes
To conduct internal examination smoothly	Internal examination are conducted smoothly.
To Organise seminar and workshop	Seminar on IPR and Gender issues conducted
To Conduct Administrative Audit	Administrative Audit is formed and audit report is submitted
To Conduct Green Audit	Green Audit committee is formed and audit report is submitted
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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

25-Jan-2019

17. Does the Institution have Management Information System ?

No

Part B

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

DDM College is one of the affiliated colleges of Tripura university. It follows the curriculum designed and prescribed by TU To implement this curriculum our college follows following mechanism for effective teaching-learning-process:
(i) Regular Meeting of Teachers' Council (ii) Regular Meeting of Academic

Committee (iii) Departmental Meeting (iv) Framing Class-Routine for every subject (v) Induction Programme for first Semester Students (vi) Faculty Development Programme to use ICTs based teaching- learning -process (vii) Feedback from students (viii) ICT enabled class-rooms (ix) Organizing Invited Lectures (x) Internal assessments (xi) Internal Academic Audit (xii) Class routine is displayed on the notice- boards of the college (xiii) Library record is being maintained by the library staff. (xiv) Results of internal assessments are displayed on the college notice boards We are aware that the action-plan regarding curriculum design and development are prepared by the TU. The college master-routine is prepared by Academic Committee before beginning of the semester which is perused, approved and monitored by the principal. The coordination among academic committee, HOD and faculty members ensure a balanced distribution of lectures/tutorials for the betterment of the gifted, non-gifted and slow-learners. The HoDs conduct departmental meeting at the beginning of the academic-session. The College communicates the curriculum to the students, teachers and the stake-holders, personally. Each department provides, guides, gives and displays information on notice-boards. In teaching-learning-process modern, innovative practices, interactive, communicative, discussion debates methods are being used. Besides, lectures and practical classes, projects, presentations, assignments and group presentation are also being carried out for effective-teaching- learning- process along with other innovative practices keeping in mind, the requirements of the rural-tribal students. The college takes initiative for educational tour, field-trips, and seeing the historical monuments for the development of critical and divergent thinking of the students. The HoDs of each department along with the faculty members help the examination Committee. The final examination is conducted by the TU. This college offers a value-based education to students. The college strives to enable the forest- dwellers to be well acquainted with human values. The college has a vision to enable them to be humane. The college has a spirit to refine the rural society to comprehend, compete and come forward to attain the optimum goal.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
NIL	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	Nil
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>Feedback was obtained by supplying feedback proforma to the students. The students' feedback was analysed by the IQAC Committee and feedback is discussed in the meeting of IQAC and Head of the Departments. Most of the students are satisfied in teaching learning process. They reflected the satisfaction percentage from 80-90. The Initiatives undertaken for overall development of the institution are: (a) feedback analyses are discussed in the Academic Committee meeting (b) mentoring slow learner students (c) group discussion (D) more use of formative summative methods.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bengali (Major)	60	33	33
BA	Economics (Major)	30	8	8
BA	English (MAJOR)	40	15	15
BA	Education (MAJOR)	60	50	50
BA	History (MAJOR)	40	21	21
BA	Philosophy (MAJOR)	40	15	15

BA	Political Science (MAJOR)	60	50	50
BA	Sanskrit (MAJOR)	40	22	22
BSc	Physics (MAJOR)	20	10	10
BSc	Chemistry (MAJOR)	20	10	10
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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2530	Nil	42	Nil	Nil

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
42	9	2	2	2	1

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Mentoring is an important and essential part of the learning process. It is a form of both academic and stress related guidance. All the faculty members of DDM College are very much aware and careful about the all-round development of the students and hence the college has adopted the mentoring system for effective teaching as well as a student support system. A detailed record of the mentoring process is maintained by the mentor teacher for effective implementation of the process and proper guidance to the students. These process includes

1. Induction of mentoring at the very beginning of the academic year
2. Course specific: Punctuality in the classes , identification of slow learners and advanced learners, special attention towards the slow learners in the theory and practical classes, techniques of proper time management in the examination hall.
3. Stress specific: to provide mental support to cope up with the family problems, academic problems, examination phobia etc.
4. To maintain a cordial relationship between teaches and student for better teaching – learning.
5. Mentor along with other faculties of the department meets individual student or group of students to provide counseling / guidance / motivation in all academic matters,
6. Carrier guidance for higher studies, competitive examination etc.
7. Intimate HOD/ Head of the institution regarding students problems whenever situation demands.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2530	42	1 : 60

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with
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positions			the current year	Ph.D
Nill	Nill	Nill	Nill	Nill

2.4.2 – Honours and recognition 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
2018	Dr. Sayan Choudhury	Assistant Professor	PhD
View File			

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
BCom	TDPG/TDPH	6 Semester	03/06/2019	27/08/2019
BSc	TDPG/TDPH	6 Semester	03/06/2019	27/08/2019
BA	TDPG/TDPH	6 Semester	03/06/2019	27/08/2019
View File				

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

The evaluation process in the college is followed according to the university guideline. Both the formative and summative methods are followed in the college to evaluate the performance of the students. The college has initiated internal assessment examination according to the university examination rules for both honours and general course students. These internal assessment tests are held according to the tentative dates given in the academic calendar of the college.

In the formative evaluation process, quizzes, projects, debate competition, group discussion etc are also conducted at the departmental level and college level. Summative method is followed at the end of the session through year-end examination. The departments conduct all of their evaluation process within the framework decided by the college examination committee. Answer scripts are evaluated in the concerned department and results are displayed accordingly.

Answer scripts are also shown to the students so that they can prepare themselves in a better way for future examinations. Departments also maintain merit register to monitor the progress of students.

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

The college prepares the Academic Calendar and also published it in the college prospectus .It includes details of about the continuous internal evaluation mechanism and year-end examination. It also includes the timeline of all other academic activities and major vacation dates. The Academic calendar maintains a balance between academic activities and examination schedule.

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)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
TDPH	BSc	Chemistry(Major)	3	3	100
TDPH	BSc	Physics (Major)	3	3	100
TDPH	BA	Sanskrit(Major)	26	17	65.40
TDPH	BA	Political Science (Major)	30	23	76.60
TDPH	BA	Philosophy (Major)	20	13	65
TDPH	BA	History (Major)	28	22	78.50
TDPH	BA	Education (Major)	52	43	82.70
TDPH	BA	English(Major)	15	15	100
TDPH	BA	Economics (Major)	8	8	100
TDPH	BA	Bengali (Major)	55	29	82.80

[View File](#)

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)

http://www.ddmctripura.edu.in/sites/default/files/sss_2018-9.pdf

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 year
Nil	0	NA	0	0

No file uploaded.

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
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One day seminar on Intellectual Property Rights (IPR)	Commerce	15/02/2019
100 HRS Training Programme	IT	26/11/2018
One day seminar on Gender Discrimination and Religion	Political Science	16/11/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NA	NA	Nil	NA
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NA	NA	NA	NA	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	Nil	0
No file uploaded.			

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

Department	Number of Publication
NIL	Nil
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NA	NA	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NA	NA	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	1	Nil	1
Presented papers	Nil	1	Nil	Nil
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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 participated in such activities	Number of students participated in such activities
NSS Special Camp	NSS	4	60
NSS Regular Activities	NSS	4	60
View File			

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	Number of students Benefited
NIL	NA	NA	Nil
No file uploaded.			

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 participated in such activities	Number of students participated in such activities
College level awareness programme on Swachh Bharat	NSS	SUMMER INTERNSHIP-2018	2	120
150TH BIRTH ANNIVERSARY OF MAHATMA GANDHI	NSS	SWACHH BHARAT ABHIYAAN	3	47
Youth Parliament Festival	Dhalai Polytechnic College, Ambasha,	Youth Parliament Festival	1	4

	Tripura			
State youth parliament festival	Sachin Debbarman Memorial Music College	State youth parliament festiva	1	2
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	0	0
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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	Duration To	Participant
NA	NA	NA	Nil	Nil	NA
No file uploaded.					

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/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NA	Nil
No file uploaded.			

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
118.76	30

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Class rooms	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS	Nature of automation (fully)	Version	Year of automation
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software	or patially)		
NIL	Nil	NA	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	30703	Nil	Nil	Nil	30703	Nil
Reference Books	9061	Nil	Nil	Nil	9061	Nil
Journals	42	Nil	Nil	Nil	42	Nil
View File						

4.2.3 – 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
NIL	NA	NA	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	43	24	4	4	0	9	2	2	0
Added	4	1	0	1	0	2	0	0	0
Total	47	25	4	5	0	11	2	2	0

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

2 MBPS/ GBPS

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
NIL	Nil

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
40.76	0	48	0

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 procedures and policies adopted by the College for maintaining and utilizing physical, academic and support facilities include: up-gradation of the obsolete, facilities well-versed with technology and which enhance the quality of institutional life, provide comfortable and ergonomically efficient spaces and environment for optimal output. To facilitate these, the College seeks and receives requisitions from the faculty and the students based on curricular requirements like laboratories, library, sports facilities, classrooms. The College has an IT infrastructure. The College assesses the equipments and infrastructure on a regular basis. For all major computer related problems, a service provider is hired. Computers are regularly updated with anti-virus software to protect them from malicious programs. The College ensures that the Library purchases current titles of books and journals and empanels such book distributors who can procure new titles and bring them to the notice of the faculty on a continual basis. All books and journals are routed through the Library Committee members before the purchase orders are finalized. Library Committee, an advisory committee, responsible for effective functioning of the Library and purchase of library resources, is appointed by the Teachers Council of the College. The College provides several indoor and outdoor sports facilities to all its students. To encourage student engagement with sports, the College has made Sports period compulsory for the First semester students

http://www.ddmctripura.edu.in/sites/default/files/4.4.2_1.pdf

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	NIL	0	0
Financial Support from Other Sources			
a) National	Government Scheme	1640	6231000
b) International	NIL	Nil	0
View File			

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 implemetation	Number of students enrolled	Agencies involved
NIL	Nil	Nil	0
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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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NA	Nil	Nil	Nil	Nil

No file uploaded.

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	Number of grievances redressed	Avg. 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
NIL	Nil	Nil	NA	Nil	Nil
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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
Nil	1	TDPG	B.A Pass	Gitanjali B.ED College, West Bengal	BEEd
2019	2	TDPH	Mathematics	Tripura university	M.Sc (Mathematics)
2019	3	TDPH	Sanskrit	Tripura university	M.A in Sanskrit
2019	1	TDPH	Philosophy	IGNOU	M.A in Political science
2019	1	TDPH	Economics	Tripura university	M.A/M.Sc in Economics.
2019	1	TDPH	Economics	University of Bardwan	BEEd
2019	1	TDPH	Political science	West Bengal university	BEEd
2019	1	TDPH	Political science	Tripura university	M.A in Political science
2019	1	TDPG	B.A Pass	IGNOU	M.A. Political Science

[View File](#)

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	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Sports	College Level	70
College Foundation Day	College Level	250
Celebration of Kokborok Day	College Level	130
View File		

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Inter University Volleyball Tournament	National	1	Nil	17/917	Bijesh Debbarma
2019	Inter University Cricket Tournament	National	1	Nil	18/700	Sidharth Balodi
View File						

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

The college has a well organized means of engaging the students in various administrative, co-curricular and extracurricular activities of the college. 1. Administrative Activities: • The college students take part in various administrative activities of the college. The students take part in the admission process by helping the applicants in filling up the admission forms. Students also participate in the administrative activities by becoming members of different communities. 2. Co-curricular and Extracurricular Activities • The college students are encourage to take part in various Co-curricular and Extracurricular activities. The college has a well established NSS cell. Several students take part as volunteers of the NSS in the college. The NSS volunteers organized NSS Week every year where several activities are taken up like cleaning drive, books distribution and food distribution to the needy of the society in and around the college. • The college students also take part in various cultural activities of the college. The students actively participates during the celebration of national festivals, Independence Day and Republic Day celebration, Freshers' Day celebration, Kokborok Day, Sarawati Puja celebration etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The college is yet to get the registration for its Alumni Association.

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)

Directorate of Higher Education delegates Principal/Principal i/c of the college regarding internal academic and operational decisions based on the policies of the DHE. Principal formulates the Teachers' Council at the beginning of every year, and decides the working procedure in consultation with Teachers' Council based on the vision, mission and goal of the college. Also various committees, viz. Academic Committee, Examination Committee, Development Committee, Discipline Committee, Games Sports Committee, Anti Ragging Committee, Internal Complaint Committee, NSS cell, Magazine and Social entertainment Committee, Grievance Redress Cell, Career and Counselling Cell, Lower Purchase Committee, IQAC cell, RUSA committee, Library Committee etc., are constituted by the Principal/Principal i/c giving representation to the faculty members for the smooth functioning of the academic and administrative matters of the college. Students are also given due representation in IQAC and perform active parting extra-curricular activities like Saraswati Puja, Annual Sports and various activities of NSS etc. Non-teaching staff is given their due representation in various committees and activities of the institution. College promotes participative management by involving all stake-holders of the education, viz. Teaching staff, Nonteaching staff, Students, Parents, Alumni, local people's representatives etc. for the overall development of the college. Teaching staff, coordinators/convener/programme officer, of various committees/cells share their views regarding effective implementation of various curricular and co-curricular and extra-curricular activities during the year. Non-teaching staff are involved in day-to-day support service for students and faculties. Students contributes through their presence and active participation in various developmental activities of the college and by their feedback. Local representatives are part of IQAC as members of the local society. Meetings are held periodically for discussing the issues and challenges, developmental aspect of the College. Thus, the institute encourages teachers, students, employers, staff to share their ideas, opinions, suggestions through proper channels for example through Head of Departments meetings, student feedback system, and through other various committee meetings. The inputs received from various stakeholders of the institute are reviewed and taken in to consideration based on the merit and conducive to the vision, mission and target of the college

6.1.2 – Does the institution have a Management Information System (MIS)?

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):

Strategy Type	Details
Human Resource Management	<p>For the management of the students' affair, the College has a Students' Union which is elected annually as per the Department of Higher Education of State Government directives. For overall management, the College has a Core Committee as well as IQAC monitors the aspects in the academic and administrative arena. The College has a Teachers' Council with different academic as well as administrative sub-committees coordinates curricular, co-curricular and extension activities. Find people with strong co-curricular/ extra-curricular skills and encourage them to organise sports/ social cultural events etc. Identify people with leadership skills and groom them with administrative responsibilities. IQAC encouraged faculties to participate in the orientation and refresher courses. They were also encouraged to participate in different international/national seminars/workshops. They were also encouraged to get training on internet and computers according to their requirement. Teachers were also encouraged to participate in different short term training programmes to improve their skill/knowledge.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The College has a separate building for library. Issuing library cards within 7 days of new admission. Procurement is done as per requirement and availability of funds.</p>
Research and Development	<p>Provided infrastructural support such as library and laboratory, space for carrying out research work etc. Computer facility is provided in different segments of the College. Computer facility is provided in different segments of the College. Teachers are encouraged to apply for research grant. On duty leave granted to the faculty members for attending professional Seminars, Conferences, and Workshops etc. Teachers are encouraged to take part in workshops/ seminars/ conferences and also motivated for research publications.</p>
Examination and Evaluation	<p>The College follows the examination/evaluation methods introduced by the affiliating University. Following strategies have</p>

	<p>been adopted: Class tests are conducted as per University Guidelines and are included in the Academic Calendar. The evaluated answer scripts of the class tests are shown to the students individually, for their improvement. Results of class tests are kept as records for future reference.</p>
Teaching and Learning	<p>Effective implementation of teaching-learning plan for class wise syllabus distribution, extra/tutorial class arrangements, conducting quiz/ debate/ small group discussion, class room interaction between teacher-student student-student are followed. Project-based learning is carried out by all science departments. Technology-enabled teaching-learning process is also followed.</p>
Curriculum Development	<p>As our college is an affiliated college to Tripura University, therefore we do not have scope to develop our curriculum independently but our faculties are part of curriculum development activity of the university.</p>

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

E-governance area	Details
Planning and Development	<p>There is a Planning and Development Committee with members from faculty to assist with the planning and execution of extension of the college, planning for infrastructure. The Committee discusses financial matters regarding grants received, needs of departments so as to plan and budget.</p>
Administration	<p>The college tries its best to keep in touch with latest tools to function the administration in a systematic way. The college has a partial Management Information System. The college website displays notices before admission, and reports of recent events, photos of various programmes organised in the college by the students and teachers. Most of the Accounts documentation is digitally maintained, student information likewise. The College is equipped with Biometric attendance for teaching and nonteaching staff.</p>
Finance and Accounts	<p>The college keeps the records of finance and accounts in computers for transparent functioning of Finance and Accounts department of the college. This helps to increase the efficiency</p>

	of staff towards the transparency in financial transactions. The college conducts regular audit of annual books of accounts. The administrative office keeps the all-financial records separately as per the events and transactions made for. The administrative office maintains the Books of Accounts properly which helps in the auditing procedure.
Student Admission and Support	The college has a separate admission committee which looks after the admission process of the college as per the norms of DHE. The College uses software for the admission purpose to timely publish the merit list of the applicants. Provisions of Help Desks are made to assist the applicants in filling up the admission forms and submitting the requisite fees.
Examination	The College has the separate Examination Sub Committee well equipped with ICT tools necessary for examination purpose. As per the requirement of Examination all the necessary pieces of equipment are provided by the college such as Separate Desktop and Internet Facility. Sessional Examinations are conducted by the Examination Sub Committee. Internal marks of Sessional Examinations are timely entered and submitted to the University portal by respective departments.

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
Nil	NIL	NA	NA	Nil
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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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	100 HRS	100 HRS			38	7

	Training Programme	Training Programme	26/11/2018	13/12/2018	
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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	From Date	To date	Duration
Refresher Course	1	08/01/2019	28/01/2019	20
Refresher Course	1	12/11/2018	02/12/2018	20
Training Programme on Information Technology and Digital Services	38	26/11/2018	13/12/2018	18

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
To recognize the service of a person a good number of Welfare Schemes from Govt. side are provided such as Leave Salary, Group Insurance, Pension and Gratuity etc.	To recognize the service of a person a good number of Welfare Schemes from Govt. side are provided such as Earned leave, Leave Salary, Group Insurance, Pension and Gratuity etc.	Different Scholarships schemes viz. National Scholarship, Merit Scholarship, LIG, SC/ST, OBC Stipend, Ishan Uday Schemes are available for the students and almost every student is getting some stipend as per State/Central Govt. Norms.

6.4 – Financial Management and Resource Mobilization

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

The college keeps the records of finance and accounts in computers for transparent functioning of Finance and Accounts department of the college. Store and library verification is done at regular intervals. Departments maintain stock registers of laboratory pieces of equipment and chemicals. Library registers of Departmental Library are maintained by the Head/In charge of the departments. External audit as desired by AG is done at regular intervals.

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/ Grnats received in Rs.	Purpose
NIL	0	0
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6.4.3 – Total corpus fund generated

0

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	No	NA	No	NA
Administrative	No	NA	Yes	Administrative Audit committee of college.

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

Meeting with the parents of the students Making aware of the students progress, where necessary Creating a healthy academic atmosphere
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6.5.3 – Development programmes for support staff (at least three)

The support staff of the college availed all the facilities as per the direction of the Directorate of Higher Education, Government of Tripura like: Computer literacy workshop Health awareness programme Financial awareness
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Automation of College Library 2. Initiative Green audit throughout the campus 2018 -2019 3. Initiative Administrative audit for the year 2018 -2019.

6.5.5 – Internal Quality Assurance System Details

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 IQAC	Duration From	Duration To	Number of participants
2018	Initiation of Administrative Audit	25/09/2018	25/09/2018	01/10/2018	3
2019	Collection of feedback forms from students and analysis.	02/01/2019	02/01/2019	16/02/2019	150

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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	Period To	Number of Participants	
			Female	Male
One Day Seminar on Gender Equity	16/11/2018	16/11/2018	82	98

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
NA

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Scribes for examination	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Teachers' Day Celebration	05/09/2018	05/09/2018	250
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Wide Plantation and plant protection program 2. Rain water harvesting demonstration of its importance to students. 3. Minimization of electric consumption by replacing all conventional light sources with LED etc. 4. Separation of solid liquid waste management 5. Green audit etc. 6. e-Waste management
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: 1. Title of the Practice: Promotion of universal values among students. 2. Objectives of the Practice: In today's world, where majority of the people are pursuing only self interests relentlessly, the institution recognizes the need to inculcate universal values like promotion of truth, selflessness, righteousness etc. The value education cell of our college is working with this goal. 3. Context: The value education cell inculcates among the students. a) Harmonious development of body, mind and soul and promotion of universal values. b) Cultivate inner calmness—a way to peace c) to help others d) to preach and practice truthfulness. e) to deal with academic and emotional stress by tapping their inner sources of strength. f) to develop a positive attitude The practice: The cell has organised the following activities. a) A class on moral values held on 21.07.18 b) Counselling session held on 22.09.18 c) A special lecture on values as understood by Swami Vivekananda held on 05.01.19. d) Programme on importance of Democratic Institution and students Awareness on vote turn out held on 23.02.19. e) Psychological counselling of girl students in commemoration of International Woman's Day held on 21.03.19. f) Celebration of Fraternity, Brotherhood and follow feelings through vasant utsav on 21.03.19. g) A programme on promotion of universal values on 06.04.19. h) A counselling session of students held on 06.04.19. 4. Evidence of Success: Students are increasingly taking interest in this practice. They are regularly attending these classes despite their packed schedule of usual classes. 5. Problem encountered: i) Shortage of infrastructural facilities: A separate room is needed to hold these classes. j) Shortage of manpower: The Philosophy department is mainly undertaking these classes. But there are only two fulltime teachers in this department at present which is a constraint. Resources required: Removal of infrastructural bottlenecks and more manpower will help to strengthen this practice

Best Practice-II:- 1. TITLE OF THE PRACTICE: Smoke Free College Campus 2. GOAL: This initiative is to make the institution completely smoke and tobacco free. 3. THE CONTEXT: It is about preserving and protecting the health of younger adults who make up the largest demographic of students, as well the rights of non-smokers from being exposed to second-hand smoke. Embracing smoke-free initiatives creates a positive social environment for all students and enforces positive choices and behaviours. 4. THE PRACTICE:

- Prohibit use of all tobacco and associated products (primarily cigarettes, e-cigarettes and chew) on all campus grounds and facilities.
- Eliminate or remove all tobacco-industry advertising, promotions and marketing from campus literature.
- Motivating and making the students aware of consuming such products and its health effect.

5. EVIDENCE OF SUCCESS:

- Students don't use any tobacco and associated products (primarily cigarettes, e-cigarettes and chew) on all campus grounds and facilities.
- The college is a Smoke Free College Campus.

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

<http://www.ddmctripura.edu.in/sites/default/files/best.pdf>

7.3 – Institutional Distinctiveness

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

Vision of the institution is to mould and empower students in the pursuit of knowledge, values and social responsibility and help them to achieve excellence in various fields, thereby also preparing them to face global challenges. The institute has established its distinctive approach towards this comprehensive vision by modelling it in the form of service to the society by organizing

events to develop their skill, multidisciplinary project development, ethical human value development.

Provide the weblink of the institution

http://www.ddmctripura.edu.in/sites/default/files/7.3.1_0.pdf

8.Future Plans of Actions for Next Academic Year

1) Improvement in ICT based infrastructure 2) Conduction of departmental seminar/workshop/awareness programme. 3) Upgradation of science laboratories as per latest TU syllabus . 4) Strengthening the support for students cultural, academic sports activities. 5) Contribution of efforts towards ecofriendly campus. 6) Seeking permission from TU for introduction of master degree courses.