Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**DASARATHA DEB MEMORIAL COLLEGE**
Name of the head of the Institution	**Smt Kalpana Das**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**91382522270**
Mobile no.	**6289537350**
Registered Email	**dasarathdebcollege@gmail.com**
Alternate Email	**ddmciqac@gmail.com**
Address	**Lalcherra**
City/Town	**Khowai**
State/UT	**Tripura**
Pincode	**799201**
2. Institutional Status	

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Sri Gautam Bhattacharya**
Phone no/Alternate Phone no.	**91382522270**
Mobile no.	**7005008296**
Registered Email	**ddmciqac@gmail.com**
Alternate Email	**dasarathdebcollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ddmctripura.edu.in/sites/default/files/AQAR_2015-2016.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/2016-2017.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	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
Collection of feedback forms from stake holders, analysis and action taken	**26-May-2017 1**	**150**

accordingly.		
CHEMISTRY TODAY AND TOMORROW FOR BETTER FUTURE	05-Aug-2016 2	49
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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
Dr. Shipra Datta	MRP	UGC	2016 730	28000
Smt. Smita Das	MRP	UGC	2016 730	375000
Directorate of Higher Education	Intitutional Expenses	Government of Tripura	2017 360	1807000
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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)

1. Collected Feedback from students and analysed it. 2. Building research environment in the institutes. 3. Organised seminars/workshop 4. Framing the academic calendar and ensuing its successful implementation. 5. Enhancing teaching learning approach in the college.

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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	Achivements/Outcomes
To organise seminar/workshop	Department of Chemistry organised seminar.
To collect students' feedback	Students Feedback collected and analysed
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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	2017
Date of Submission	22-Mar-2017
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

Dasaratha Deb Memorial College is one of the affiliated colleges of Tripura university. It follows the curriculum / syllabi designed and prescribed by Tripura University. The curricula which were developed and adopted came into effect from the Academic session 2015-2016 onwards along with credit-based six semester degree course pattern. Some of our college faculty members participated and contributed in revision and framing of the syllabus/ curriculum in the meeting of BOUGs in the year 2016-2017. The action plans regarding curriculum design and development are prepared by the Tripura University time to time. Senior teachers of the college are invited for effective implementation, department-wiseby the university in meetings/workshops of curricula development where the faculty members play prominentpart to formulate the action plan. The college has an effective mechanism of implementation of curricula through its academic committee. The committee comprises of faculty members from various disciplines like science-stream, social-science stream and commerce- stream. The responsibilities of the committee include designing academic calendar, preparation of master routine, monitoring the day-to-day academic activities and performing academic audit to

ensure effective implementation of the curriculum. The college master-routine is prepared by academic committee before beginning of the semester which is perused, approved and monitored by the principal of the college and a copy of the same to be issued to HoD of each department for allocation and implementation of the same. The coordination among academic committee, HOD and faculty members ensure a balanced distribution of lectures, tutorials and remedial classes for the betterment of the gifted, non-gifted and slow learners.The academic committee motivates the faculty members to utilize ICT mode of teaching/using e-learning resources for effective lecture sessions. The HoDs of each department conduct departmental meeting at the beginning of the academic session. They ensure about distribution of the topics of respective syllabus among them along with number of classes required and estimates the tentative dates to finish the assigned module and prepare a final layout. Departmental routine is prepared in line with the master routine and the same is displayed on the notice-boards, finally. The college develops various numbers of plans for effective implementation of curriculum in teaching learning process. The college communicates the curriculum to the students, teachers and the stake-holders, personally. Each department provides, guides, gives and displays on notice–boards. In teaching- learning process modern, innovative practices, multi-methods of audio- visual, participatory, interactive, communicative, discussion debates methods are being implemented. Besides, lectures and practical classes, projects, presentations, assignments and group presentation are being carried out for effective teaching learning process along with other innovative practices in the teaching learning process are being adopted by keeping in mind the requirements of the rural tribal students. At interval, remedial classes were also given to the slow learners. Previous year questions papers were provided to the pupils personally.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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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	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	Nill

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	Nill	Nill
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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
Nill	NIL	Nill
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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
The feedback obtained from the students was analyzed by the committee which was formed under the supervision of IQAC. The feedback is analyzed by the committee and findings of the report are submitted to the Principal for further action, if necessary.

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
BCom	B. Com. (General)	100	4	4
BA	B.A. (General)	800	578	578
BA	Sanskrit(MAJOR)	40	35	35
BA	Political Science (MAJOR)	60	95	60
BA	Philosophy (MAJOR)	40	35	35
BA	History (MAJOR)	40	34	34
BA	Education (MAJOR)	60	49	49
BA	English(MAJOR)	40	31	31
BA	Economics (Major)	30	13	13

BA	Bengali (Major)	60	54	54

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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
2016	2847	Nill	36	Nill	36

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	Numberof smart classrooms	E-resources and techniques used
36	16	4	3	3	1

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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. 6. 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
2847	36	1:79

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
36	36	Nill	Nill	14

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	Designation	Name of the award,

	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
Nill	NIL	Nill	Nill
No file uploaded.			

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
BA	TDPH/TDPG	3rd Year	01/06/2017	30/08/2017
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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)

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

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	B.Sc. Chemistry	6	6	100

		(MAJOR)			
TDPH	BSc	B.Sc. Physics (MAJOR)	1	1	100
TDPH	BA	Sanskrit(MAJOR)	21	14	66.6
TDPH	BA	Political Science (MAJOR)	31	30	96.7
TDPH	BA	Philosophy (MAJOR)	28	27	96.4
TDPH	BA	History (MAJOR)	8	8	100
TDPH	BA	Education (MAJOR)	15	15	100
TDPH	BA	English(MAJOR)	3	3	100
TDPH	BA	Economics (H)	5	5	100
TDPH	BA	Bengali (Major)	22	22	100

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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)

NA

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
Minor Projects	730	UGC	30.5	9.99

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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
Chemistry today and tomorrow for better future	Chemistry	05/08/2016

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	Nill	Nill	Nill	Nill

No file uploaded.

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nill	Nill	Nill	Nill	Nill

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	Nill

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	Philosophy	1	Nill
International	Philosophy	1	Nill
National	Mathematics	1	Nill
National	Bengali	1	Nill

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
Bengali	1

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
NA	Nill	Nill	Nill	Nill	Nill	Nill

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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
NA	Nill	Nill	Nill	Nill	Nill	Nill

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	2	1	1
Presented papers	3	1	Nill	Nill
Resource persons	Nill	Nill	1	5
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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
Awareness programme on Protection of civil rights	NSS	5	50
NSS Special Camp	NSS	4	120
AIDS Awareness	NSS	7	60
Blood Donation Camp	NSS	4	22
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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	Nill	Nill	Nill
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 activites	Number of students participated in such activites
Sports and Youth Affairs	NSS	Awareness programme on Protection of civil rights	5	50
Sports and Youth Affairs	NSS	AIDS Awareness	7	60
Sports and Youth Affairs	NSS	Swachh Bharat	4	22
No file uploaded.				

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	Nill	Nill	Nill
No file uploaded.			

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
NIL	Nill	Nill	Nill	Nill	Nill
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	Nill	Nill	Nill
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
8.87	8.8

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Classrooms with Wi-Fi OR LAN	Existing
No file uploaded.	

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 patially)	Version	Year of automation
NIL	Nill	Nill	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	29379	Nill	1324	Nill	30703	Nill
Reference	8510	Nill	663	Nill	9173	Nill

Books						
Journals	42	Nill	Nill	Nill	42	Nill

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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	Nill	Nill	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	43	1	1	1	1	1	1	2	0
Added	0	0	0	0	0	1	4	0	0
Total	43	1	1	1	1	2	5	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
NA	Nill

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 incurredon maintenance of physical facilites
40.3	40.3	40.46	39.74

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)

First of all, the Head of the Departments of all respective departments submit their requisition to the Principal regarding maintenance and upkeep for infrastructure, physical and academic support facilities along with equipments calibration for smooth functioning of the departmental and academic affairs. Accordingly, the Development committee, Academic committee, Lower purchase committee, RUSA and Tender committee wherever is necessary provide official and legal proper suggestions to approve the demanding requirements. Later on the Head of office issue the supply order/work order to the respective suppliers. To maintain the delicate instruments properly in science departments the Head of the departments always take the necessary initiatives for proper landing and

calibrating the same.
http://www.ddmctripura.edu.in/sites/default/files/4.4.2_0.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	0	0	0
Financial Support from Other Sources			
a) National	Government of Tripura Scholarship	1876	6700920
b)International	NIL	Nill	Nill
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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	Nill	Nill	Nill
No file uploaded.			

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 passedin the comp. exam	Number of studentsp placed
Nill	NIL	Nill	Nill	Nill	Nill
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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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NA	Nill	Nill	Nill	Nill	Nill
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	1	TDPH	Economics	West Bengal University of Teacher's Training Education Planning and Administration	BEd
2017	1	TDPH	Economics	Tripura university	M.A/M.Sc in Economics
2017	1	TDPG	Bioscience pass	The west Bengal university of teachers' training, education planning and administration	BEd
2017	1	TDPG	Bioscience pass	The University of Burdwan	BEd
2017	1	TDPG	BA General	Kazi Nazrul Islam B.ed College,West Bengal	BEd
2017	1	TDPG	BA General	Tripura university	M.A in Political science
2017	1	TDPG	BA General	The west Bengal university of teachers' training, education planning and administration	BEd
2017	1	TDPG	BA General	The west Bengal university of teachers' training, education planning and administration	BEd
2017	4	TDPH	English	Tripura	M.A in

				university	English
2017	1	TDPH	English	IGNOU	M.A in English

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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
Nill	Nill

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	87

No file uploaded.

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
2017	Inter University Volleyball Tournament	National	1	Nill	15/656	Rahul Debnath

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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. With the semester system being introduced in the college, new students come for admission in the month of June-July. During this time the student volunteers from the student's council help in maintaining discipline in the college and aid the applicants in filling up the admission forms and admission process. • The college has a well structured elected body of Students' Union Council which is held as per the guidelines of the Directorate of Higher Education, Government of Tripura. The students take part in the election process and help in successful conduction of the election of the SUC. The students, through the students' union council take part in various activities of the college. 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. • Besides this, the students through the SUC organizes

and actively participates in Inter College-Drama competition.

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 :

0

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 (DHE), Govt. of Tripura, delegates principal/principal i/c of the college regarding internal academic and operational decisions based on the policies of the DHE. Principal formulate 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, 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 play an active role extracurricular activities like Saraswati Puja, Annual Sports and various activities of NSS etc. Nonteaching staff are given their due representation in various committees and activities of the institution. College promotes participative management by involving all stockholder of the education, viz. Teaching staff, Nonteaching staff, Students, Parents, Aluminise, local peoples 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 cocurricular and extracurricular 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. Thus, the institute encourages teachers, students, parents, employers, alumni, staff, to share their ideas, opinions, suggestions through proper channels i.e through parent teacher meet, alumni meet, class teachers 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 goal of the college.

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

Partial

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	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.
Curriculum Development	As our college is a 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.
Teaching and Learning	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. Educational tour is carried out by Life Science Departments.
Examination and Evaluation	The College follows the

	examination/evaluation methods introduced by the affiliating University. Following strategies have 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.
Research and Development	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. Institutional support from the College authority is provided for smooth progress of research projects: autonomy to Principal Investigator for running the research projects, release of funds to the Principal Investigator as per instructions of funding agency. 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. During the year, 04 research papers were published in the peer-reviewed national/ international journals by the faculty. 1 edited book were also published by the faculty.
Library, ICT and Physical Infrastructure / Instrumentation	The Library Advisory Committee regularly meets for maintenance of the Library and its other resources. The Centralized Library of the college has 30703 text books,9173 reference books. Water purifier is provided for pure drinking water. New desks and benches are instrumented in the classrooms.

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

E-governace area	Details
Planning and Development	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.
Administration	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.
Finance and Accounts	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 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 equipments 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
Nill	NIL	Nill	Nill	Nill
No file uploaded.				

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)
Nill	NIL	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

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
Special Summer School Programme	1	20/05/2017	09/06/2017	21
Refresher Course	1	02/05/2017	16/05/2017	14
Orientation Programme	1	08/08/2016	04/09/2016	28
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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
GPF, GIS, Gratuity, Pension	EL,GPF, GIS, Gratuatuty, Pension	Scholarships are provided to students as per 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 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	Nill	Nill

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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	Nill	No	Nill
Administrative	No	Nill	No	Nill

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

NIL

6.5.3 – Development programmes for support staff (at least three)

NIL

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

•Introduction of Bio science Honours course • improvement in drinking water facility Initiatives • improvement sports facilities

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
2017	Collection of feedback forms from students and analysis.	15/04/2017	15/04/2017	07/05/2017	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	Period from	Period To	Number of Participants

programme				
			Female	Male
NIL	Nill	Nill	Nill	Nill

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
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nill
Scribes for examination	Yes	Nill

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
2016	Nill	Nill	Nill	Nill	Nill	Nill	Nill
View File							

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	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Republic day	26/01/2017	26/01/2017	120
2. Celebration of 39th Kokborok Day	19/01/2017	19/01/2017	200
Teachers day Celebration	05/09/2016	05/09/2016	250
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Separate solid and Liquid waste management. 2. Plantation and plant protection activities. 3. Rain water Harvesting. 4. Reduced consumption of electricity by using CFL. 5. Maintaining Hygiene in uses of toilets etc.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

AQAR -2016-2017 BEST PRACTICES Practice I : 1. Title of the Practice : To enable an environment of Research 2. Goal : With the motivation of the Principal and other senior faculties the educators of the College need to make an exploration climate with the goal that understudies can see different analyses or on the other hand reviews and can be spurred in research. 3.

Context : The College is in developing stage. The faculty are a lot of dynamic in research. Despite choking of asset from various subsidizing agencies faculties are adequately dynamic to make a few publications in different reputed journals and books. 4. The Practice: i. Information sharing and communication among the faculties is a normal action. ii. Teachers are involved themselves in library works as and when time permits. 5. Evidences of Success: Over the most recent one year, teacher of this College endeavored to create opportunity to carry out research works. Some of their effort are given bellow. Department of Bengali Sl.No Name of P.I Funding Agency Duration Amount Sanction Status 1. Dr. BARNALI BHOWMIK NERO-UGC 2015-2017 Rs.1.8 LAKH On going Letter No. F.5-32/2014-15/MRP/NERO/1737 , dated 5th February 2015 2. Dr. SHIPRA DATTA NERO-UGC 2016-2018 1.05LAKH On going Letter No.F.5-327/2015-16/MRP/NERO/1090, dated 29th March 2016 Department of Chemistry Sl.No Name of P.I Funding Agency Duration Amount Sanction Status 1. Dr. BANTY GANGULY NERO-UGC 2015-2017 2.3 LAKH On going Letter No. F.5-70/2014-15/MRP/NERO/24 , dated. 17th march 2015 2. Dr. SAIKAT DAS SHARMA NERO-UGC 2015-2017 4.5 LAKH On going Letter No. F.5-71/2014-15/MRP/NERO/1697, dated. 05/02/2015 Department of Economics Sl.No Name of P.I Funding Agency Duration Amount Sanction Status 1. Dr. SANJIB BANIK NERO-UGC 2015-2017 1.65 LAKH On going Letter No. F.5-140/2014-15/MRP/NERO/2545, dated. 24th February/2015 Department of Political Science Sl.No Name of P.I Funding Agency Duration Amount Sanction Status 1. Dr. CHANDRA BHUSHAN NAGAR NERO-UGC 2015-2017 2.7 LAKH On going Letter No. F.5.406/2014-15/MRP/NERO/2318, dated 18th February 2015 Department of Mathematics Sl.No Name of P.I Funding Agency Duration Amount Sanction Status 1. Dr. ASHISH BHATTACHARJEE NERO-UGC 2015-2017 2.0 LAKH On going Letter No. F.5-335/2014-15/MRP/NERO/2376, dated. 18th February 2015 Department of Mathematics Sl.No Name of P.I Funding Agency Duration Amount Sanction Status 1. Dr. ASHISH BHATTACHARJEE NERO-UGC 2015-2017 2.0 LAKH On going Letter No. F.5-335/2014-15/MRP/NERO/2376, dated. 18th February 2015 Department of Zoology. Sl.No Name of P.I Funding Agency Duration Amount Sanction Status 1. Dr. SUDIPTA MANDAL NERO-UGC 2015-2017 5.0 LAKH On going Letter No. F.5-468/2014-16/MRP/NERO/2336, dated. 18th February 2015. 2. DIPAK DAS NERO-UGC 2015-2017 45.0 LAKH On going Letter No. F.5-467/2014-15/MRP/NERO/2337, dated. 18th February 2015 Publications: Type Department Number of Publication Average Impact Factor (if any) INTERNATIONAL PHILOSOPHY 1 - NATIONAL 1 - INTERNATIONAL MATHEMATICS 1 - INTERNATIONAL BENGALI 1 Books and Chapters in edited Volumes : Department Number of Publication Bengali 01 Practice II : 1. Title of the practice: Creating a sense of communal harmony. 2. Goal: To bring a sense of trust and respect against different communities of students in the college. 3. Context: Tripura is a state of mixed culture where different tribes, castes and communities lives together. But sometimes due to miscommunication and misunderstanding amongst few misguided people, the communal harmony is put to test. 4. The Practice. a. Students from different tribes, castes and communities are encouraged to work as team in different activities of the college. b. Students are taught to respect the sentiment of different communities. c. Students of different communities are encouraged to participate in different festival and cultural exchange program. 5. Evidence of Success: Peace and tranquility exist in the college campus and beyond. Respect for different communities are evidently seen with the students actively participating in the college activities united as one.

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_practice_2016-17.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 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 modeling it is the form of service to society by organizing events to develop their skills, Multi disciplinary project development, ethical and Human value development.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

1. Improvement in ICT based infrastructure. 2. Conduct department wise seminars. 3. Up gradation of science laboratories. 4. Strengthening the support for students cultural, academic and sports activities. 5. Contribution of efforts towards eco-friendly campus. 6. Maintenance of instruments for the Science department. 7. Initiation of library up gradation. 8. Infrastructure development by RUSA fund.