



Yearly Status Report - 2019-2020

Part A

Data of the Institution

| | | |
|-----------------------------------------------|--|--------------------------------|
| 1. Name of the Institution | | DASARATHA DEB MEMORIAL COLLEGE |
| Name of the head of the Institution | | Dr Shyamal Kumar Ghosh |
| Designation | | Principal (in-charge) |
| 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 | Urban |
| Financial Status | state |
| Name of the IQAC co-ordinator/Director | Dr. Barnali Bhowmik |
| Phone no/Alternate Phone no. | 918974341352 |
| Mobile no. | 9198621523 |
| 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%202018-2019.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/2019-2020.pdf |

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity | |
|-------|-------|------|-----------------------|-------------|-------------|
| | | | | Period From | Period To |
| 1 | B | 2.40 | 2016 | 16-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 Student and Teachers Feedback | 01-Jan-2020 30 | 180 |
| Promotional Programme on | 12-Aug-2019 | 120 |

Universal values and ethics

1

[View File](#)

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 | 2019 365 | 1253510 |

[View File](#)

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 :

4

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)

Conduction of Green audit

Conduction of Administrative Audit

Collection of Student and Teachers Feedback

Organised Seminar/Wrorkshop

Setting up of center for preservation and promotion indigenous culture and heritage.

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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 | Achievements/Outcomes |
|---------------------------------|---------------------------------------------------------------------------|
| To organise Seminar/Wrorkshop | Organised seminar on Promotional Programme on Universal values and ethics |
| To conduct Administrative Audit | Administrative Audit conducted |
| To conduct Green audit | Green audit conducted |
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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

2020

Date of Submission

19-Feb-2020

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 applicable) 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 |
| No file uploaded. | | |

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 | Yes |
| Employers | Nil |
| Alumni | Nil |
| Parents | Nil |

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

| |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Feedback Obtained |
| <p>The College conducts a systematic, Sequential, Fool-proof and goal-driven feedback Mechanism. Feedbacks are collected from the students and Teachers at the End of every Semester every academic year. The feedback forms were collected and analysed by IQAC. Feedbacks on academic programmes are presented, processed, and reviewed in IQAC meetings. Actions taken based on the analysis of the Feedback is followed up by the Department Heads. Some of the Departments conduct parent teachers meet and information about attendance position and academic performance of students are shared with them. Every Department of the college take initiative for the slow learners based on the feedback. Practical assignments are given to students based on the suggestions by Academicians. The Institute has a well-planned academic calendar prepared in the beginning of each academic year that is strictly followed. Academic council deliberates on matters of academic nature and steers the Institute to maintain academic standards of excellence. The Teachers' Council approves the academic programmes and provides directions for future academic growth and development.</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 |
|-----------------------|---------------------------|---------------------------|--------------------------------|-------------------|
| BSc | B.Sc. Chemistry (Major) | 20 | 13 | 13 |
| BSc | B.Sc. Physics (Major) | 20 | 12 | 12 |
| BA | Sanskrit(MAJOR) | 40 | 30 | 30 |
| BA | Political Science (MAJOR) | 60 | 54 | 54 |
| BA | Philosophy (MAJOR) | 40 | 9 | 9 |
| BA | History (MAJOR) | 40 | 35 | 35 |
| BA | Education | 60 | 85 | 60 |

| | | | | |
|---------------------------|-------------------|----|----|----|
| | (MAJOR) | | | |
| BA | English(MAJOR) | 40 | 55 | 40 |
| BA | Economics (Major) | 30 | 23 | 23 |
| BA | Bengali (Major) | 60 | 36 | 36 |
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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 |
|------|-----------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|----------------------------------------------------|
| 2019 | 2710 | Nil | 34 | 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 |
|----------------------------|-------------------------------------------------|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 34 | 7 | 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)

All the faculty members of the college are very much concern and careful for the wellbeing of the students. Faculty members are constantly working for the betterment of their students throughout the teaching learning process and mentoring them in different ways during the different stages of learning. 1. At the very first stage of a new academic session, college organizes an induction program for the newly admitted students. This program facilitates and provides effective guidance to the new comers about the course pattern, type and schedule of different examinations, facilities available in the college for them, discipline and academic affairs. 2. Students are always encouraged to avail the library facilities and reading rooms facilities along with internet services for their academic development. 3. Faculty members always motivate the students about their course of study through classroom extra-classroom discussion, sharing information about the future prospect of their course, scope of job/employment etc. In this regard, placement cell of the college plays an important role. 4. Besides all the academic activities, students are also motivated to participate in various social activities so that responsibilities and sense of accountability towards the society can be developed among them. 5. During the unprecedented pandemic scenario due to COVID-19, all the faculty members actively participated in on-line awareness campaign among students and their families regarding different aspects of this disease and related safety measures. Faculty members also continued the teaching learning process through on-line mode so that students are not deprived of their study. Students were also encouraged to spread awareness about COVID-19 to their localities and relatives maintain proper safety protocol issued by the government.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|------------------------------------------------|-----------------------------|-----------------------|
| 2710 | 34 | 1 : 80 |

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 |
|-----------------------------|-------------------------|------------------|------------------------------------------|--------------------------|
| 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 |
|-------------------|---------------------------------------------------------------------------------------------------|-------------|------------------------------------------------------------------------------|
| 2019 | NIL | Nill | NIL |
| 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 | TDPG/TDPH | 6th Semester | 05/10/2020 | 27/11/2020 |
| BCom | TDPG/TDPH | 6th Semester | 05/10/2020 | 27/11/2020 |
| BSc | TDPG/TDPH | 6th Semester | 05/10/2020 | 27/11/2020 |
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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.

During the last quarter of the session all the internal examinations were conducted in on-line mode as all the off-line academic activities were suspended due COVID-19 . 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 but for this academic session all these examinations were conducted in on-line mode due to COVID-19 scenario. 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 in the college website and departmental WhatsApp groups. 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_CO.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 | BA | Bengali (Major) | 34 | 31 | 91.10 |
| TDPH | BA | Economics (Major) | 10 | 6 | 60 |
| TDPH | BA | English (Major) | 15 | 15 | 100 |
| TDPH | BA | Education (Major) | 22 | 22 | 100 |
| TDPH | BA | History (Major) | 17 | 16 | 94.10 |
| TDPH | BA | Philosophy (Major) | 27 | 24 | 88.80 |
| TDPH | BA | Political Science (Major) | 44 | 42 | 95.40 |
| TDPH | BA | Sanskrit (Major) | 26 | 25 | 96.10 |
| TDPH | BSc | Physics (Major) | 9 | 9 | 100 |
| TDPH | BSc | Chemistry (Major) | 3 | 3 | 100 |

[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_2019-2020.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 |
|------------------------------------|-------------------|------------|
| Cyber Security in the field of ICT | IT AND MEITY | 25/02/2020 |

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 | Philosophy | 1 | Nil |
| View File | | | |

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 | Institutional affiliation as |
|--------------------|----------------|------------------|---------------------|---------|---------------------|------------------------------|
|--------------------|----------------|------------------|---------------------|---------|---------------------|------------------------------|

| | | | | | | |
|-------------------|----|----|-----|-----|-------------------------|------------------------------|
| | | | | | excluding self citation | 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 |
|---------------------------|---------------|----------|-------|-------|
| Presented papers | 1 | Nil | Nil | Nil |
| View File | | | | |

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 Regular Activities | NSS | 2 | 35 |
| Awareness Programmes on Covid19 | NSS | 2 | 23 |
| 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 Swach Bharat | NSS | College level awareness programme on Swach Bharat | 2 | 60 |
| Scheme under Tripura Aids Society | Red Ribbon Club | HIV/Aids awareness Programme | 5 | 250 |
| 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 | NA | NA | 0 |
| 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 | NA | NA | Nil | Nil | Nil |
| 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 |
|--------------------------------------------------|------------------------------------------------|
| 0 | 27 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---------------------------|-------------------------|
| Campus Area | Newly Added |
| Class rooms | Newly Added |
| View File | |

4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|----------------------------------|-------------------------------------------|---------|--------------------|
| Desire Library Management System | Partially | 2.1 | 2019 |

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 Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 47 | 25 | 4 | 4 | 0 | 9 | 2 | 2 | 0 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 47 | 25 | 4 | 4 | 0 | 9 | 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 |
|----------------------------------------|------------------------------------------------------------|----------------------------------------|------------------------------------------------------------|
| 0 | 0 | 0 | 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)

| |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Foremost priority has been given to the proper maintenance of the college infrastructure like laboratories, library, sports complex, computers and classrooms. With the assistance by the Dept. of Collegiate education through annual plan funds, the laboratories are revamped with sufficient stock of equipment and chemicals as equipped laboratories are playing a pivotal role in science education. Separate science labs are there for UG programs and all the labs are equipped with state of the art facilities. Instrument rooms, which are dedicated space for specialty instruments, also are properly maintained. Repairing and renovation works have been done annually to ensure safe and student friendly lab sessions. Service of trained laboratory staff also is ensured for the conduct of lab classes. Apart from this facility, many of the departments have department libraries maintaining subject specific books in sufficient numbers for the benefit of teachers and students of respective departments. Much importance is given to the sports amenities in the campus.</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

College has two playgrounds for carrying out sports and games events like volley ball, handball, ball badminton, basketball, kho-kho, kabadi etc. Facility for practicing cricket in nets also is here in the campus. Recurring grants are ensured for the purchase of new sports goods and for the maintenance of existing facilities. Nearly 50 computers are there in the campus for the use of students and teachers. Regular service and maintenance of the computers are done with the use of plan funds. Only those systems which are thoroughly unusable are dumped or put forward for writing off as e-waste. UPS and other supporting facilities required for the functioning of computers are ensured with the help of supporting funds. It is ensured that classrooms have sufficient furniture to accommodate the students comfortably. Black/white boards are there in all class rooms.

http://www.ddmctripura.edu.in/sites/default/files/Policy_4.4.2.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 Scheme | 1723 | 6298180 |
| b) International | 0 | 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 implementation | Number of students enrolled | Agencies involved |
|-------------------------------------------|------------------------|-----------------------------|-------------------|
| College Yoga Centre | 07/02/2020 | 20 | College level |

[View File](#)

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 | NIL | 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 |
| 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 | Department graduated from | Name of institution joined | Name of programme admitted to |
|---------------------------|----------------------------------------------------|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2020 | 1 | TDPH | Zoology | Tripura University | M.Sc in Zoology |
| 2020 | 1 | TDPH | Zoology | Assam Downtown University | M.Sc in Zoology |
| 2020 | 1 | TDPH | Sanskrit | Tripura University | M.A in Sanskrit |
| 2020 | 1 | TDPH | Political Science | Tripura university | M.A. in KokBorok |
| 2020 | 2 | TDPH | Political Science | IGNOU | M.A in Political Science |
| 2020 | 1 | TDPH | Political science | IGNOU | M.A in Public Administration |
| 2020 | 1 | TDPH | Political science | IGNOU | M.A in Rural Development |
| 2020 | 1 | TDPH | Physics | Tripura university | M.Sc in Physics |
| 2020 | 3 | TDPH | Mathematics | Tripura university | M.Sc in Mathematics |
| 2020 | 1 | TDPH | English | Tripura university | 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 |
|-------------------|-----------------------------------------|
| NET | 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 |
|------------------------------------------------|---------------|------------------------|
| Cultural Programme on occasion of Freshers Day | College Level | 400 |

| | | |
|-------------------------------|---------------|-----|
| Annual Sports | College Level | 70 |
| Celebration of Saraswati Puja | College Level | 500 |
| Celebration of Kokborok Day | College Level | 125 |
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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 |
|-------------------|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| Nil | NIL | Nil | Nil | Nil | Nil | Nil |
| No file uploaded. | | | | | | |

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. 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 Alumni Association conducted its meeting and decided to get the association registered under Societies Registration Act 1860.

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 |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Admission of Students | The admission notification is issued centrally as advertisement in leading newspapers by the Department of Higher Education of the State Government. The annual Prospectus contains detailed information about the courses, intake of students, eligibility criteria, and process of admission. Admission to undergraduate programmes in the Faculties of Arts, Commerce and Science are made on the basis of H.S.(2) or equivalent academic performance as per the norms set by Tripura University. |

Reservation policy of Government of Tripura is complied with, during the admission process. The selection of students to the institute is done through the Admission Committee through proper procedure of releasing merit lists (first, second and waiting list). Admission merit lists are uploaded in the College Website and published in the College Notice Board for transparency and for the convenience of students seeking admission.

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.

Library, ICT and Physical Infrastructure / Instrumentation

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.

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. 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. |
| 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. |
| 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. Technology-enabled teaching-learning process is also followed. |
| Curriculum Development | 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. |

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

| E-governance 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 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 |
|-------------------|-----------------|----------------------------------------------------------------------------|--------------------------------------------------------------------|-------------------|
| Nill | NIL | NA | NA | 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) |
|-------------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-----------|---------|-----------------------------------------|---------------------------------------------|
| Nil | NIL | NA | Nil | Nil | Nil | Nil |
| 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 |
|-------------------------------------------------|---------------------------------|------------|------------|----------|
| Refresher Course | 1 | 06/12/2019 | 19/12/2019 | 14 |
| Refresher Course | 2 | 11/02/2020 | 22/02/2020 | 14 |
| Faculty Development Programmes | 1 | 23/06/2021 | 29/06/2021 | 7 |
| Faculty Development Programmes | 1 | 08/06/2020 | 14/06/2020 | 7 |
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| Nil | Nil | Nil | Nil |

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 |
| No file uploaded. | | |

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 | Null | Yes | Academic Audit committee of college. |
| Administrative | No | Null | 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 |
|-----------------------------------------------------------------------------------------------------------------------------------------|

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 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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

| |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Automation of College Library and work progress. 2. Initiation and Implementation of Green audit 3. Initiation and Implementation Academic and Administrative audit for the year. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

6.5.5 – Internal Quality Assurance System Details

| | |
|----------------------------------------|-----|
| a) Submission of Data for AISHE portal | Yes |
| b)Participation in NIRF | Yes |
| 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 |
|------|------------------------------------|-------------------------|---------------|-------------|------------------------|
|------|------------------------------------|-------------------------|---------------|-------------|------------------------|

| | | | | | |
|---------------------------|-----------------------------|------------|------------|------------|-----|
| 2019 | Green Audit | 06/09/2019 | 06/09/2019 | 04/10/2019 | 3 |
| 2019 | Academic Audit | 03/02/2020 | 03/02/2020 | 21/02/2020 | 3 |
| 2019 | Administrative Audit | 04/11/2019 | 04/11/2019 | 22/11/2019 | 3 |
| 2019 | Student Satisfactory Survey | 04/11/2019 | 04/11/2019 | 02/03/2020 | 500 |
| View File | | | | | |

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 |
| NIL | Nil | Nil | Nil | Nil |

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 |
| Rest Rooms | Yes | 1 |
| Scribes for examination | 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 |
|------|--------------------------------------------------------------------------|------------------------------------------------------------------------------|------------|----------|---------------------------------|---------------------------------------------------------------------|--------------------------------------------|
| 2020 | 1 | 1 | 12/03/2020 | 4 | Awareness Programmes on Covid19 | Creating awareness amongst the villagers regarding Covid19 pandemic | 25 |

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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 |
|-------------------------------------------------------|---------------|-------------|------------------------|
| Promotion of Programme on universal Values and Ethics | 12/08/2019 | 12/08/2019 | 125 |
| View File | | | |

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

1. Most of the office and official communications are performed through e-platform like WhatsApp group, email to minimize the uses of paper. 2. The college has replaced all neon bulbs with LED light in almost all classrooms, department offices. 3. The NSS unit and teachers' council of the college has carried out wide plantation programme on the occasion of Van Mahotsav, as well as plant protection programs in the college campus. All the planted trees are given due protection shield to save them from cattle etc. and proper nourishing system (watering) have been developed. 4. Waste collection bins are set in different places of the premises to keep the College campus clean and green as much as possible. All these wastes dumped in the bins are then collected by Govt. agencies viz. KMC once in a week. 5. Green audit was carried out by the NSS programme officer with the active participation of all NSS volunteers.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 2019-2020 1. Title of the Best Practice Engaging Students in Quality Enhancement Processes 2. The Context Higher Education Institutions in India has been playing a crucial role in evolving the knowledge communities and societies dedicated to the advancement of knowledge education system. To this end, the participation of all stakeholders including the involvement of students' participation in the Institutional quality enhancement processes is important. Students' participation in quality enhancement, at Dasaratha Deb Memorial College, is an ongoing and continual practice. Students' participation becomes inevitable in the process quality enhancement in higher education due to below listed reasons: ? Students are seen as qualified human resources who will participate and contribute to the overall growth and development of business and industry. They are the major forces who would continuously strive to develop the frontiers of knowledge. Students' participation in the quality enhancement is viewed as an opportunity where they can participate in its continual development process. This also generates a sense of belongingness towards the Institution and a sense of responsibility for maintaining and protecting the performance excellence of the establishment. ? Teaching is the core area of an educational sector. In an educational institution efficient handling of the teaching-learning practices enable a conducive to meaningfully engage the student voice. Student-friendly teaching learning environment can be created to foster a better learning among students. 3. Objectives of the Practice Objectives of this practice are ? To develop the institutional culture to engage students and strengthen the student- teacher relationship further. ? To help teachers benefit from the student feedback and evaluation on teaching methodology and classroom learning process. ? To helps the institution in getting the students' insight on key institutional - academic and administrative - aspects. ? To identify any deficiencies in the academic and physical infrastructure and in student services from the perspective of the

students can be gained for the purpose of quality enhancement and development.

? To strengthen the student-teacher synergy in the process of quality enhancement in higher education. 4. The Practice ? The Internal Quality Assessment Cell (IQAC) of DDMC from time to time organizes student participation programmes. ? Students are consulted on various matters of student welfare and other policy matters. 5. Advantages ? This practice has enabled DDMC in adopting a Student-Centric approach not only in learning process but also in institutional quality enhancement. ? It has created a platform for students to share their ideas and views. Students' involvement has brought about newer and dynamic ideas into quality enhancement of higher education. ? Teachers, by way of this practice, stand to gain in terms of much valuable feedback from the students on quality enhancement in classroom teaching and innovative practices in teaching. 6. Challenges The challenges to adoption and implementation of this practice are in the form of understanding and definition of quality among the students. Students come with varied interests and understanding on quality in academic and administrative practices making it difficult to arrive at a consensus on quality standards. Best Practice-II:- 1. TITLE OF THE PRACTICE: Ragging Free College Campus 2. GOAL: This initiative is to make the institution ragging free. 3.THE CONTEXT: Ragging is a crime and punishable offence. UGC has a strict guidelines and instruction to deal with the menace of ragging. Many young students are sometimes misguided and commit this crime hampering their academic life. 4.THE PRACTICE: • The college mentors and advice students not to engage in any form of ragging. The college has a Anti-Ragging cell which deal with any form of ragging in the campus. 5. EVIDENCE OF SUCCESS: • Students don't engage in any form of ragging and the college is a ragging Free 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%20practices_0.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_1.pdf

8.Future Plans of Actions for Next Academic Year

The college plans the following steps for implantation in future:- 1. Improvement in ICT based infrastructure. 2. To install modern teaching tools in the smart classroom. 3. Enhancing academic excellence through the use of smart classroom. 4. Upgradation of science laboratories. 5. Regional /National seminar will be organized by different departments of Arts, Science, and Commerce. 6. Set-up of new computer classroom. 7. To enhance research environment in the college. 8. Strengthening the supports for students cultural and sports activities. 9. Continuation of efforts towards ecofriendly campus. 10. Adoption of a new village for enhancement of social interaction of students through NSS. 11. Seeking permission to introduce few new undergraduate subjects like Environmental science, Geography, Sociology, Hindi etc.. 12. Ensuring WIFI connectivity in all

classrooms. 13. To organize several out reach programs by NSS and IQAC.