Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**MICHAEL MADHUSUDAN DUTTA COLLEGE**
Name of the head of the Institution	**Thaiu Mog**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03823-270227**
Mobile no.	**9436126167**
Registered Email	**mmdcollege@gmail.com**
Alternate Email	**dr_dhammapiya@yahoo.com**
Address	**West Jalefa**
City/Town	**Sabroom**
State/UT	**Tripura**
Pincode	**799145**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Sucharita Chaudhuri**
Phone no/Alternate Phone no.	**03823270227**
Mobile no.	**9436456328**
Registered Email	**mmdcollege@gmail.com**
Alternate Email	**sucharita187@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.mmdcollege.in/webdocs/SSR %20MMDC.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.mmdcollege.in/academic-calendar

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.72**	**2019**	**28-Mar-2019**	**27-Mar-2024**

6. Date of Establishment of IQAC	**07-May-2014**

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
Slogan writing Competiton on International Women's Day	**18-Mar-2019 1**	**120**

Extempore Competition on National Youth Day	18-Jan-2019 1	90
Lecture-cum Demonstration Programme on preventing measures for snake bite and water borne disesses	04-Sep-2018 1	115
Audio-Visual awareness Programme on protecting Nature	31-Aug-2018 1	85
Invited Lecture Program on Global Crisis and Cure	31-Aug-2018 1	100
Parent Teacher Meeting	19-Nov-2018 1	21
Meeting of Internal Quality Assurance Cell	05-Mar-2019 1	10
Meeting of Internal Quality Assurance Cell	05-Nov-2018 1	12
Meeting of Internal Quality Assurance Cell	28-Jul-2018 1	12
Meeting of Internal Quality Assurance Cell	12-Apr-2018 1	7
[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
INSTITUTION	Financial assistance for establishing IQAC	UGC-NERO	2014 1825	300000
[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	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!

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)

Created a few scopes for the students to bring their creativity in front, to nurture their vocational ability and to inspire them to find better ways of realizing the value of human determination and spirit.

[View File](#)

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

Plan of Action	Achivements/Outcomes
Good Reader: A competition among the students, in which one can win if one borrows minimum 20 books from the college library during one Semester	It is to motivate students to make habit of reading, which will help them for an extensive learning.
Creative Corner: A space for displaying creative works like painting, wood waste pasting, paper cutting, small piece of sewing or any other indigenous form of art.	It inspires students to cultivate their creativity and passion as well, which is very much needed for the holistic development of any human being.
Inspire Yourself: A space for pasting Motivational quotes from the writings or sayings of the famous thinkers of the world.	It helps to develop mental, emotional, social and spiritual well being of the students
[View File](#)	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	15-Feb-2019
17. Does the Institution have Management Information System ?	No

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

MMD College follows the curriculum and syllabi offered by the University to which it is affiliated. The Institution frames specific plans through the Head of the Departments which is actualized through all the faculty members of the respective departments. Following steps are taken by each Department to make the curriculum a successful one to enrich the students: Departmental Meetings, Content Distribution of the Syllabus among the departmental faculties, Reviewing the Status of Library Books, Fixing the Examination Schedule of Internal Assessment, Declaration of Result of each Sessional Examination, Time slot of the above mentioned meetings are decided by each departments and are flexible to some extent. They are generally fixed in a manner so that the interest of the students in all respects can be fulfilled as per their requirements. Additional meetings and corresponding actions are also taken, if required as per the need of the students. The departmental routine is framed keeping in accordance with the Master Routine of the Institution by the Head of each Department in consultation with other faculties of the department at the very outset of each academic session and the same is submitted to the Head of the Institution. An approved departmental routine is documented in the departmental notice board. The teaching plan is framed in Departmental Meetings of each department and followed with a process of keeping records as far as practicable. The syllabus of each subject is discussed and distributed among the students, both (Honours and General) during the respective classes at the beginning of each academic session. The whole process in monitored continuously and regularly headed by Teachers' Council, Academic Committee, Examination Committee and IQAC of this institution

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
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!		
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
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
During 2018-19, an offline survey through questionnaires were undertaken among the different stakeholders viz. students, teachers, employees, parents, alumni for the first time. The response of the feedback was quite satisfactory. The tabular and descriptive analysis was done to understand their views on various aspects to enhance the teaching-learning process through improving modern teaching techniques, library resources, introducing job oriented programme, introducing new courses and stream, upgrading and extension of existing infrastructure and analytical power among the students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	GENERAL	200	175	175
BA	HONOURS	265	94	94
BCom	GENERAL	40	2	2
View File				

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	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

| 2018 | 700 | Nill | 19 | Nill | Nill |

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
19	6	1	1	Nill	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)

Not available in the Institution		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
700	19	1:37

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
31	19	12	Nill	4

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
No Data Entered/Not Applicable !!!			
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
BCom	General	2nd Sem	02/07/2019	27/08/2019
BA	Major/General	2nd Sem	02/07/2019	27/08/2019
BA	Major/General	4th Sem	02/07/2019	16/08/2019
BA	Major/General	6th Sem	17/05/2019	28/06/2019
View File				

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

Continuous Internal Evaluation system has been a part of the evaluation mechanism followed by the college as per direction of Tripura University since 2014-15. The evaluation mechanism followed by the College to a large extent is in conformity with Tripura University (affiliating university). Tripura University introduced Choice Based Credit System (CBCS) in 2018-19. Tripura University has introduced compulsory credit points for skill based courses such as Computer Skill. The Continuous Internal Evaluation system is framed by MMD College. The pattern and schedule of the continuous Internal Assessment is announced at the beginning of the course. Teachers evaluate a student by continuous internal evaluation system (two Sessional Exams per semester) which comprises of 20 marks. The mechanisms followed for continuous internal evaluation system are written tests, class presentations/seminars, viva, home assignments, short quizzes, mini research projects enables the teacher to assess and evaluate the degree of overall understanding and knowledge of the students on the course taught in the classes and enhances the teaching-learning process. Hall tickets for final semester end exams are received online and authenticated by the College. The remaining 80 marks are evaluated the Final Semester Examination. The result of internal examination is prepared by College while the result of the final semester end examination is prepared by Tripura University. The individual Departments of the College show the answer sheets of the written internal examination to candidates, if asked for. Students can apply directly to the Controller of Examination of Tripura University for answer script observation through RTI act.

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

The college follows the academic calendar in concurrence with Tripura university and Department of Higher Education, Govt. of Tripura. The Examination Committee decides the dates of the internal examination and dates by which the marks need to be submitted to the office. Two internal tests are conducted in every semester. In a nut shell it may be mentioned that first and second odd semester internal tests are conducted in the last week of August and last week of September of the calender year respectively, while two internal tests of even semester are held in last week February and March respectively. Dates for conducting/submission of assignment and submission of marks are all displayed on notice boards by the Examination Committee. The decision regarding dates for conducting assignments depends on completion of first semester admissions, gazetted holidays as well as other planned activities of the college such as the Fresher's Welcome, Student Council Election, etc.

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.mmdcollege.in/

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
Nill	BA	MAJOR	85	75	88.23
Nill	BA	GENERAL	156	136	87.17
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.mmdcollege.in/feedback/

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
No Data Entered/Not Applicable !!!				
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
NIL	**NIL**	

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	**NIL**	**NIL**	**Nill**	**NIL**
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	**NIL**	**NIL**	**NIL**	**NIL**	**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
0	**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)
International	**ECONOMICS**	**2**	**Nill**
National	**HISTORY**	**1**	**Nill**
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
0	Nill
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
Role of Economic Development and Governance in mitigating ethnic insurgency : A Case Study of Tripura, India	Sanjib Banik	International and Multidisciplinary Journal of Social sciences	2019	0	Michael Madhusudan Dutta College	Nill
View File						

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
0	0	0	Nill	Nill	Nill	0
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	4	Nill	Nill
Presented papers	1	Nill	Nill	Nill
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
Survey Program	Womens Cell, MMDC	4	14
NSS Special Camp	NSS	1	50
Cleaning Program	NSS	2	30
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
0	0	0	Nill

<div align="center">No file uploaded.</div>

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
0	0	0	Nill	Nill

<div align="center">No file uploaded.</div>

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
0	0	0	0

<div align="center">No file uploaded.</div>

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
0	0	0	Nill	Nill	0

<div align="center">No file uploaded.</div>

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
0	Nill	0	Nill

<div align="center">No file uploaded.</div>

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	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

Seminar halls with ICT facilities	Existing
Campus Area	Existing
Class rooms	Existing
[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 patially)	Version	Year of automation
0	Nill	0	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5323	1034600	Nill	Nill	5323	1034600
Reference Books	1915	716000	Nill	Nill	1915	716000
[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
0	0	0	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	15	3	4	0	0	6	2	40	0
Added	0	0	0	0	0	0	0	0	0
Total	15	3	4	0	0	6	2	40	0

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

40 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	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
219000	219000	32000	32000

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)

Being a Government institution, the maintenance and up gradation of infrastructural facilities of Michael Madhusudan Dutta College are generally executed by the Department of Higher Education, Governmen of Tripura through state agencies like Public Works Department, Tripura Housing and Construction Board, Rural Development Block, Nagar Panchayat, etc. The college authority looks after the emergency requirement for repair and rennovation as and when necessary depending on the availabilty of funds. All the precision equipments are calibrated periodically by the experts of the supplier companies. As far as possible, the concerned department conducts the process of calibration by using the service of the faculty concerned periodically. Sufficient power back-up facilities are installed to protect the sensitive equipments and the College possesses a power generator. The college has a huge eco-system with natural view to keep the environment fresh. Sufficient water supply is available through submersible deep tube well.

http://www.mmdcollege.in/

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	Post Metric Scholarship ST, SC,OBC,EBC	520	1464000
b)International	0	Nill	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
3 days Workshop on making Doll and artificial Flower	28/05/2019	30	IQAC, MMDC
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	Number of benefited	Number of students who	Number of studentsp placed

		students for competitive examination	students by career counseling activities	have passedin the comp. exam	
2018	Lecture-cum-Demonstration on Career Counselling and Job Orientation	Nill	70	Nill	Nill
2018	Lecture Program on Job Orientation	Nill	80	Nill	Nill
[View File](#)					

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
No Data Entered/Not Applicable !!!					
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
2019	2	BA(HONOURS)	ENGLISH	TRIPURA UNIVERSITY	MA
2019	14	BA(HONOURS)	POLITICAL SCIENCE	TRIPURA UNIVERSITY	MA
2019	5	BA(HONOURS)	BENGALI	TRIPURA UNIVERSITY	MA
2019	2	BA(HONOURS)	SANSKRIT	TRIPURA UNIVERSITY	MA
2019	11	BA(HONOURS)	EDUCATION	TRIPURA UNIVERSITY	MA
[View File](#)					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Celebration of National sports Day	College	70
Fresher's Welcome	College	500
Kokborok Day	College	90
Independence Day	College	40
Intranational Mother Language Day	College	80
World Philosophy Day	College	76
150th Birth Anniversary of Mahatma Gandhi	College	70
International Teachers Day	College	40
Plantation Program	College	90
[View File](#)		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

NIL

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 :

2 (two) meetings held on 29/12/2018 and 02/01/2019 respectively to discuss the proposal for the registration Alumni Association and technical difficulties

related to process of registration. It was resolved that the representative from the body will take necessary steps to start the process of registration. Also it was resolved unanimously that an action plan will be prepared for future course of action.

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)

As the Head of the Institution, the Principal/Principal-in-Charge is the overseer of the whole administration and management of the college. Nevertheless, the Principal is not the lone decision maker. The Teachers' Council along with several Committees and Cells comprising faculty members assist the Principal in planning, coordinating and implementing academic, administrative and other development activities of the institution. The Teachers' Council and different Committees and Cells regularly meet the Principal to ensure that action plans are executed efficiently and effectively. At various instances, the Principal directly consult the conveners or coordinators of different Committees and Cells for resolving specific issues. Apart from those Committees and Cells which look after curricular and co-curricular activities, certain Committees and Cells are worth mentioning as they ensure a prevalence of harmonious work environment as well as learning environment. They are – Discipline Committee Anti-Ragging Committee Anti-Sexual Harassment Cell Women's Cell Grievance Redressal Cell and Internal Compliant Cell

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
Library, ICT and Physical Infrastructure / Instrumentation	Infrastructure and Learning Resources are the main part of teaching learning process hence the college has some Infrastructure and Learning Resources. The College has two academic building (one old and one new) and one administrative building just attached with new academic building. There are 10 classrooms in the old academic building with ramp for disabled students. In the new academic building the College has 5 classrooms and one smart classroom. In the same building there is also Library, Yoga Centre, Gym, Exam Section and Professors' Common Room. The College has a small canteen with tin shade and bamboo fencing with ordinary facilities and an Auditorium with 500 seating capacity which needs renovation and a separate building for Students' Union Council. The College has a small play ground that facilitates the volleyball and

	practical classes for the students of Department of Physical Education. The college has sufficient water supply through the submersible deep tube well and safe drinking water facilities. There is a Library Room adjusted in one of the rooms in the Academic Building to cater the need of the students and staffs. The library has sufficient numbers of books for the old syllabus but very few books for the new syllabus. There is no Librarian therefore library works and records are maintained by one of the ministerial staff of the college. There is also a small space for reading purpose.
Research and Development	The institution with its limited material recourses and man power does its best to ensure efficient use of the different utility and equipments. Some of the faculty members are holding Ph. D. degree and the rest are pursuing their Ph. D. degree from different UGC recognized universities. There is a continuous guidance and motivation by our Research Advisory Committee which inspires the faculty members to successfully submit their research project. Apart from this, faculty members often participate in seminars, conference in different platforms. A good collection of books/journals have been published/edited by our faculty members during the last year.
Examination and Evaluation	The College conducts two end Semester examinations and four Internal Assessment tests. All tests are conducted with proper seating arrangement, printed question papers and Practical Exams, where required. The students are allowed to go through their papers and even seek Improvement tests if required.
Teaching and Learning	Admission to the College is done through a transparent process starting from form distribution to publication of merit position details regarding the admission process (i.e., admission schedule and selected admission merit list) are displayed in the College Notice Board and uploaded in the Institutional Website. The College strictly follows merit as per Tripura University norms and reservation policy of the Government of Tripura. There is no cut-off percentage of marks for taking admission in the general

	courses. Admission to honours courses are made according to merit of students. All departments of the institute take introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice. The College sensitizes its students through its curriculum, celebrating national/international days, organizing awareness/sensitizing seminar, symposium, drama, quiz competition etc. Tutorial classes, unit tests are taken for the improvement of teaching-learning process. Apart from the lecture method, interactive method and project based learning method are practised. To make the learning skills students-centric, interactive learning, group learning and tutorials are also practiced. Participatory learning activities such as participation in intra-class quiz competition, departmental wall magazine and intradepartmental seminars using project work, assignments, are also encouraged. Faculty members uses smart classroom, e-resources contribute to innovation and creativity in teaching-learning.
Curriculum Development	The distinctive feature of Tripura is the co-existence / cohabitation of tribal and nontribal population in the same area and Sabroom is not an exception. Though the college cannot enjoy liberty in curriculum designing, still the given curriculum is delivered in a manner so that the students of all community can satisfy their distinctive nature of talent in the curriculum and co curricular aspects. Some socio-cultural issues are being addressed through the given syllabus. Besides these there are events related to different kinds of physical and mental enrichment which are being organised throughout every academic session.

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

E-governace area	Details
Administration	The College authority convey all notices relating to academic and administrative events through institutional whatsapp and email
Finance and Accounts	Use of HRMS Portal in some financial and accounts aspects.

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
2018	NA	NA	NA	Nill
2019	NA	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)
No Data Entered/Not Applicable !!!						
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	01/03/2019	15/03/2019	15
View File				

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
NIL	NIL	NIL

6.4 – Financial Management and Resource Mobilization

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

As Michael Madhusudan Dutta College is a government run institution, Internal Audit is carried out as decided by the State Government from time to time. An Internal Financial Audit was last done by the Directorate of Audit, Finance Department, Government of Tripura for the period from 01/01/2011 to 31/05/2015. The Auditor's Report thereon reveals no major objections or contrast. However, upon few minor discrepancies, the Head of the Institution was requested to take necessary actions. Thereafter no Financial Audit has been done so far.

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	NIL
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	Nill	No	Nill
Administrative	No	Nill	No	Nill

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

The College is yet to form a Parent-Teacher Association

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

NIL

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

Not Applicable as the accreditation date is w.e.f. 28th March 2019

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Student Feedback Collection	01/08/2018	01/08/2018	15/03/2019	180
2018	Alumni Feedback Collection	03/08/2018	03/08/2018	15/03/2019	36
2018	Parent Feedback Collection	06/08/2018	06/08/2018	15/03/2019	7
2018	Staff Feedback Collection	08/08/2018	08/08/2018	15/03/2019	16
[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
No Data Entered/Not Applicable !!!				

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

Geographically Sabroom is situated in an area, where it receives plenty of South-East Monsoon Rain. As a result our campus never suffers from an acute condition of dryness of soil. The Green Campus is the proof of the fact. But we feel the need to be a part of the Mother Earth and the faculty members feel it a moral responsibility to encourage the students engage themselves in maintaining the ecological balance through their efforts, whichever is possible for them, no matter how little it is. Rain water harvesting structure, in true sense, could not be done or was not felt to be done due to natural advantage. But the authority has tried to utilize the existing campus facilities as far as practicable. Water tank built for retaining water during the construction work of new academic building now unused is converted into a reservoir of rain water harvesting. Although the tank cannot retain water during the dry season, the soil of the area under the tank and the adjacent area definitely remain wetter than the other.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	25/01/2018	1	Birthday of Michael Madhusudan Dutta	School Students are invited to College	5
2018	1	1	05/11/2018	1	Cleaning Programme at Sastri Colony, Jalefa	Cleaning Programme by College Students	25

2018	1	1	27/08/2018	1	Raksha Bandhan at BSF outpost	Raksha Bandhan by College Students	15

[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)
Code of Conduct for Students	15/06/2018	Code of Conduct is usually published in the College Prospectus during the time of Admission and updated time to time in the College Website

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Tree planting ceremony is organised where the teachers as well as the students participate to make the campus more green. • NSS volunteers frequently conduct cleaning program. • Students are encouraged for best practices like switching off fans and lights of the rooms not in use. Students are encouraged to share their creative works in the CREATIVE CORNER. Students are encourage to adopt Bibliophilism through programs like GOOD READER

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Green Campus: Plantation as a practice can always be considered as a unique one because there are a very few efforts which can be the parallel with this activity, especially for serving the Mother Nature. Negligence to nature will lead to destruction. For this reason the sustainability of the measures taken for sustainable development, is now at a challenge. There are degree courses in different aspects of forest management under the department of higher education in India. But this particular practice continued by this institution is purely an effort to keep ecological balance and to create awareness among the students about the necessity of nurturing the Nature. The main constraint to this practice is collecting saplings. As the college is a Government run institution, it has some particular rules in allotting funds for different activities. The extra fund required for running this practice regularly demands a continuous source of fund, which is not always available. The Head of the institution makes it possible through a continuous effort of collecting saplings from respective departments of the State Government. Next comes the issue of maintenance of these saplings which also needs an amount of fund and there is no particular fund allotted for this purpose by the Government. The NSS Unit of this college takes care of this project through regular activities of this unit. Besides this, other students and faculties of the college also render their service for necessary caring of the plants. The authority of this institution had an idea of converting the planted area into a research hub for the students of this Sub Division and also for the students of outside. For this an initiative has been taken by requesting the Sub Divisional Forest Office to take necessary measures for identifying the plants and trees, so that

the campus can extend cooperation to the school students for field study on the Botanical part of Life Science. This attempt is yet to be supported by the respective department. Creative Corner: The Creative Corner is a display board for pasting write-up, painting, small piece of batik work, wood-waste design or any other formal and non- formal creative works done by the current students of the college. In India Visual art is included in the Bachelor Degree Course and Master's Degree Course, for which Madhyamik or equivalent degree is the minimum requirement. Sabroom Sub-Division has no higher education centre for such degrees but there are a good number of students having remarkable talent especially in painting. The vision behind the implementation of this practice is that the scope of displaying own creations can support the inner urge of creation which will surely be the means of upgrading the respective skill. As a result, the willing and talented students may avail the opportunity of getting admitted in the Course of BVA having completed the general degree course. The aim of education is to manifest the inner perfection. The college itself has the limitation of providing all kinds of scopes and opportunities to the students according to their abilities. Being not an extra-ordinary in traditional learning never means inability of learning. Every human being can be a unique one if nurtured properly. This attempt by the college is to develop confidence about their ability among the students. There was no acute constraint in actualizing this project. The authority is always very cooperative for any constructive attempts towards fulfillment of the basic aim and objective of education. It may be considered as one of the limitations of the project that the space provided for the display is not enough in relation to the number of students interested. The other point of limitation is the location of the display board as it is not easily visible from the entrance of the college. The Creative Corner is really at the corner.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.mmdcollege.in

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

Tripura is one of the States of North-East India, where a mixed inhibition of Tribal and Non-tribal community is a very common feature indeed. Michael Madhusudan Dutta College is the only higher education institution in the Sub-Division. It has facilitated higher education for a good number of youths of this Sub-division. As a result it has become a centre for Plurality and Diversity of the State Culture. It is known that, Tripura has the variety of nineteen Tribes. Each of the Tribe has its own distinctive nature of culture and heritage. The tribal students of this college belong to different tribes like Mog, Tripuri, Reang, Debbarma, Jamatia, Kuki, Halam mainly. Each of the tribes has different language, dress code, food habit, cultural identity and social norms. Though all the tribes are residing in the same geographical and social environment, still each of them maintains its distinctive nature of the basic identity. It's like a practice and production of Unity in Diversity. Besides the Tribal Community, the Bengalee is also having its own identity of culture and heritage. There is a huge variety of music, dance, folksong, folklore, religious custom and social norms. The students of this college are habituated with the particular pattern of culture of their own. They are free to maintain their own features within the basic characteristics of the Bengali Culture. It has been mentioned earlier that, the College has a vision to enable its students to be the successful member of a developed society. Development is a continuous process, which needs support to the potentials around. As the College can avail the opportunity to deal with the most valuable potentials,

the youths of the society, it always attempts to extend the maximum cooperation for any kind of practice of cultural activities of its youths. The College authority prepares an Academic Calendar through the Academic Committee of the College at the outset of every academic session. It provides a good number of scopes for all students to participate and to bring out the distinctive features of their culture. At the same time, such efforts help the students to come forward with their talents and capacities. There are many programs other than the Academic Calendar being organized by the NSS Unit and different Departments of the college. Scopes for literary activities are being provided through College Magazine, which is scheduled to be published annually. A few Departments also started to publish Wall Magazine and Departmental Magazine, which are surely paving ways to a better place of creative life for the students. The Institution is also having a space open for all students to display their creations on painting, pencil sketch, batik work piece, wood waste work or any other form of Visual Art. It will definitely help the students to be engaged in creative works, which, in the course of time, will enable them to lay an effective impact on the society as a whole.

Provide the weblink of the institution
http://www.mmdcollege.in

8.Future Plans of Actions for Next Academic Year

The Internal Quality Assurance Cell aims at the overall development of the students within the given infrastructure and curricula as well. To keep a balance between need and the resources available, the IQAC has chalked its future plan of action under different categories as: A. Internal Activities B. Extension Programmes C. Correspondence to competent authority. A. Under internal activities following steps would be taken: • To enhance the Teaching-learning process through using ICT tools • For Advance learners continuous nurturing of their abilities would be one by encouraging them to take lead role in group discussions and assignment preparation • For Slow learners additional classes would be arranged, initiatives would be taken regularly in preparing their study materials and attend them in and outside the classroom to minimize their personal and social problems as well • Inter-Disciplinary lecture programmes will be initiated. • To inspire the students for growing the habit of reading, there will a change in the rule of the competition namely "Good Reader". The number of lending minimum books to be a winner of this competition will be decreased to 15 books and special recognition will be given to those who will lend more. • Recognition would be given to the College Toppers of each and every department. • Stakeholders' feedback process will be improved further. • Workshop(s) on effective skill development programme for job orientation will be organized • Workshop(s) on Career Counseling will be organized • Preparation of College play ground for outdoor sports B. Under Extension Programme following steps would be taken: • Awareness programmes on different social issues will be organized at adjacent areas • Different cultural and competitive programmes would be initiated including school students • Steps would be taken to make College NSS Unit more effective and vibrant C. Under Correspondence to competent authority following steps would be taken: • Requisition of fund for purchasing Text and Reference Books, News Papers and Journals • Request to set-up more ICT enabled class rooms • Request for providing Sports materials • Initiatives to send proposals for financial assistance to recognized agencies for conducting Workshop(s), Seminar(s) and Research activities