



## **YEARLY STATUS REPORT - 2023-2024**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>MICHAEL MADHUSUDAN DUTTA COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Anupam Guha</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>9436470859</b>	
• Mobile No:	<b>7005033515</b>	
• Registered e-mail	<b>mmdcollege@gmail.com</b>	
• Alternate e-mail	<b>guha_anupam@yahoo.com</b>	
• Address	<b>Michael Madhusudan Dutta College, West Jalefa, Sabroom, South Tripura, 799145</b>	
• City/Town	<b>SOUTH TRIPURA</b>	
• State/UT	<b>TRIPURA</b>	
• Pin Code	<b>799145</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Tripura University				
• Name of the IQAC Coordinator	Dr. Sudip Goswami				
• Phone No.	9774433697				
• Alternate phone No.	9774433697				
• Mobile	9774433697				
• IQAC e-mail address	iqacmmdc@gmail.com				
• Alternate e-mail address	mmdcollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="http://www.mmdcollege.in/webdocs/AQAR%202022-23.pdf">http://www.mmdcollege.in/webdocs/AQAR%202022-23.pdf</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.mmdcollege.in/academic-calendar.php">http://www.mmdcollege.in/academic-calendar.php</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.72	2019	28/03/2019	27/03/2024
6.Date of Establishment of IQAC			07/05/2014		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

9.No. of IQAC meetings held during the year	6	
<ul style="list-style-type: none"><li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li></ul>	Yes	
<ul style="list-style-type: none"><li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li></ul>	<a href="#">View File</a>	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"><li>If yes, mention the amount</li></ul>		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>In regard to Workshops/Awareness Campaign/Seminars etc.: Celebration of Poshan Maah, Swachhata Abhiyan and Plantation Programme were done. Awareness on Rabies and Remembering Prof. M.S. Swaminathan, Father of Green Revolution take place during 2023-24. Disaster Management, Mock-Drill Program, DRRR, Awareness against Drug Abuse, Workshop on Mushroom Cultivation, Awareness on Cyber Security, sensitization regarding NEP Course structure and syllabus and creation of APAAR ID were done symonteneslly. Bicentennial Birth Anniversary of Michael Madhusudan Dutta , National Science Day, NSS Special Camp-2023 and Blood Donation Camp take place in 2023-24. Special Program on Indian Semi-Conductor Mission, Training Program on Sericulture, Tree Plantation Campaign, Legal Awareness Program by NSS on Compensation of Hit &amp; Run Accident Scheme, Awareness programme on HIV, AIDS &amp; Drug were conducted by Red Ribbon Club of MMD College, Sabroom. Awareness on Newly Enacted Criminal Laws, Plantation and Swachha Abhiyan were organized by the College in collaboration with NSS and other institutions/ bodies.</p>		
<p>In regard to Capacity Building and Entrepreneurship, IQAC, with the help of Placement Cell, MMDC TCS/TPS coaching classes opened for local students and aspirants. Workshops were conducted for the cultivation of Mushroom, Vermicompost, Sericulture and Piggery in the college as well as in the adopted villages of the college.</p>		
<p>Extension Activity was performed towards the adopted villages and the panchayat by participating in Unnat Bharat Abhiyan. Visit and Interaction Sessions were also held at different schools in the locality. TCS/TPS coaching classes opened for local students and</p>		

aspirants. Health camps were done in Purba jalefa Gram Panchayat. Tree plantation, Swachha Bharat Abhiyan, Flood relief activities in South Tripura districts and NSS special camp and blood donation camp were done by NSS Unit in the college premise.

As a mark of Achievements, NSS Volunteer Sri Sajal Nath of Michael Madhusudan Dutta College received best NSS State Level Volunteer Award 2023-24 and Sri Arup Patari, Assistant Professor in Physics received best NSS State Level Programme Officer Award 2023-24. Research Project grant was sanctioned to Dr. Sudip Goswami, Associate Professor and Head, Department of Philosophy, MMD College from ICPR, New Delhi.

The process of Library automation and annual membership of N-LIST (under Inflibnet) was completed. Participated in the NIRF ranking since 2020 under college category. Moreover, 2(two) numbers of teachers were promoted under Career advancement Scheme (CAS) from of Michael Madhusudan Dutta College , Sabroom. Students' Satisfaction Survey is also conducted for each academic year.

## **12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
Library Automation and annual membership subscription of N-LIST	The college library was automated by e-Granthalaya cloud software and annual membership subscription of N-LIST has been successfully done.
Emphasis on Research, Innovation and Publication	2(Two) Research projects may be considered in this session. Among them one is ongoing project funded by National Commission for Women, New Delhi and our faculty member is involved in this project as a co-investigator. Other project was started as the preparation or applying mode where the interview taken by ICPR, New Delhi in the session. However the result or the Award Letter was published on 22.09.2024. 04(three) research papers were published by the faculty, MMD College in UGC care list of

	Journals. 01(one) book chapter and 1(one) textbook published by our faculty. Besides these 8(Eight) papers were presented by faculty in different seminars/symposium. 3(three) teachers of our college acted as resource person in different seminars/symposium/Vocational.
To conduct Students' Satisfaction Survey	Students' Satisfaction Survey was conducted for the academic year 2023-24
To conduct Internal Audit of Accounts for the period from 01/01/2021 to 31/03/2024	Audit of Accounts for the period from 01/01/2021 to 31/03/2024 was done by Directorate of Audit, Finance Department, Government of Tripura.
Organizing Webinar, Seminar, Invited lecture, observance etc. on various topic to be undertaken	Celebration of Poshan Maah, Swachhata Abhiyan and Plantation Programme were done. Awareness on Rabies and Remembering Prof. M.S. Swaminathan, Father of Green Revolution take place during 2023-24. Disaster Management, Mock-Drill Program, DRRR, Awareness against Drug Abuse, Workshop on Mushroom Cultivation, Awareness on Cyber Security, sensitization regarding NEP Course structure and syllabus and creation of APAAR ID were done simultaneously. Bicentennial Birth Anniversary of Michael Madhusudan Dutta , National Science Day, NSS Special Camp-2023 and Blood Donation Camp take place in 2023-24. Special Program on Indian Semi-Conductor Mission, Training Program on Sericulture, Tree Plantation Campaign, Legal Awareness Program by NSS on Compensation of Hit & Run

	<p>Accident Scheme, Awareness programme on HIV, AIDS &amp; Drug were conducted by Red Ribbon Club of MMD College, Sabroom.</p> <p>Awareness on Newly Enacted Criminal Laws, Plantation and Swachha Abhiyan were organized by the College in collaboration with NSS and other institutions/bodies. In addition International &amp; National Day Observation day like International Youth Day, International Yoga Day, World Environmental Day, 163rd Birth Anniversary of Rabindranath Tagore, 134th Birth Anniversary of B.R Ambedkar, World Health Day, Kokborok Day, International Mother's Day, World Philosophy Day, Constitutional Day, World Aids Day was observed in the College.</p>
Submission of NIRF data	Michael Madhusudan Dutta College participated in the College Category in NIRF ranking (2023).
To complete all pending CAS cases	As far as the Carrier Advancement Scheme is concern, four (04) files of four teachers were processed by the CASH Committee/ Directorate of Higher Education, Govt. of Tripura and two (02) promotion orders were published by The Directorate of Higher Education, Government of Tripura, against the two teachers of our college.
To continue the preparation of AQAR	AQAR 2022-23 was submitted. Preparation AQAR 2023-24 and SSR for NAAC Accreditation 2nd Cycle is in progress.
13. Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

#### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	04/03/2024

#### 15. Multidisciplinary / interdisciplinary

For holistic academic growth of the students, multidisciplinary undergraduate education has been proposed by the National Education Policy, 2020 which gives freedom to the students to choose their preferred options from the range of programs offered by the institution. For implementing National Education Policy, 2020, Dean of faculty of Science, Arts and Commerce framed task force and subsequently Board of Under-Graduate Studies (BUGS) for different subjects had been constituted. The different Board of Under-Graduate Studies (BUGS) prepared the syllabus for different semesters of their respective subject. Some faculty members of the college are members of BUGS. Michael Madhusudan Dutta College, affiliated to Tripura University (TU) will adopt the structure proposed by the National Education Policy, 2020 as and when instructed by TU and Directorate of Higher Education, Tripura. Moreover, Awareness and Interaction Session on NEP 2020, IQAC, MMDC was done 14th June 2023. Further, Induction Program were arranged while 06 nos of faculty participated in NEP2020 Orientation and Sensitization Programme under Malaviya Mission Teachers Training Programme (MM-TTP) of University Grant Commission organized by Malaviya Mission Teachers Training Programme (MM-TTP), Tripura University, Suryamaninagar, Agartala w.e.f. 11th March to 22nd March 2024.

#### 16. Academic bank of credits (ABC):

The implementation of NEP 2020 in the state of Tripura has academic bank of credit an obligatory aspect in higher education. The college faculties attended several Workshops related to NEP and implement it throughout the year in 2023-24. The faculty members of the institute are encouraged to be present in various programs on Apaar ID and other aspects of the policy. The institute follows the guidelines provided by Tripura University and Directorate of Higher Education,

Government of Tripura time to time related to NEP 2020 and Apaar ID. Tripura University, being the affiliating University, provided notification for the students for the creation of Apaar ID. In accordance to the notification, awareness programs through discussion in classroom were held for creation of Apaar ID in <https://www.abc.gov.in/>.

#### **17.Skill development:**

Proper synergy between skill development and industry and vocational education and mainstream education in phased manner is the need of the hour. Celebration of Poshan Maah, Swachhata Abhiyan and Plantation Programme were done. Awareness on Rabies and Remembering Prof. M.S. Swaminathan, Father of Green Revolution take place during 2023-24. Disaster Management, Mock-Drill Program, DRR, Workshop on Mushroom Cultivation, Awareness on Cyber Security, sensitization regarding NEP Course structure and syllabus and creation of APAAR ID were done simultaneously. Observation of National Science Day and NSS Special Camp-2023 take place in 2023-24. Special Program on Indian Semi-Conductor Mission, Training Program on Sericulture, Museum and Piggeries were done in the adapted villages as well as in the college. Awareness on Newly Enacted Criminal Laws, Plantation and Swachhata Abhiyan were organized by the College in collaboration with NSS and other institutions/ bodies.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

With an endeavor to promote/integrate the local language, art and culture, various literary activities, seminars, webinars, workshops, etc in local languages are organised. All faculty members deliver their classroom lectures in bilingual mode (English and vernacular). The Honors courses are offered in the college in Bengali, Sanskrit and General course in Kokborok in addition to other Humanities department like Philosophy that integrate Indian knowledge system in its curriculum. International Mother Language Day/Matri Bhasa Diwas, Kokborok Day, Rabindra Jayanti etc. are observed in the college to maintain the representation of the cultural heritage of the different tribes of Tripura. In the college 'National Youth Day' was observed on 12th January 2024, 'Kokborok Day' was observed on 19th January 2024 and 'Rastriya Ekta Diwas' was observed on 1st October 2024. Simultaneously 'Birthday of Dr. Bhim Rao Ambedkar' was observed on 19th April 2024, 'International Yoga Day' was observed on 21st June 2024 and many more were observed and celebrated solely to maintain the malty cultural atmosphere of Indian knowledge System.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

LOCF (Learning Outcome based Curriculum Facility) is a prime objective in the curricula of syllabus formulation. Parallely, the institute ambitioned to achieve the same. As such, various approaches in teaching-learning methods like lectures, seminars, tutorials/workshop/practical and project based learning, field work, technology enabled learning internship and apprenticeship and research work has been adopted in the institution. For instance, the institute participated in short research project titled as "A Comparative Ecological Study Between Rubber Plantation and Natural Vegetation" (Environmental Studies) presented in State Level Competition organized by Tripura State Council for Science & Technology, Govt. of Tripura, contributed commentaries, poetry, opiated articles, essays, different form of arts in Departmental Wall Magazines, etc. All the programmes offered by the college follow their respective POs, PSOs, and COs for curricula management. The performance of students in the internal assessments, University examinations, progression to higher education and employment status gives a measure of the attainment of outcomes.

**20.Distance education/online education:**

Virtual platform became an effective measure to carry out interaction with various stakeholders during the Corona pandemic and henceforth it was continued. Existing Whatsapp groups along with other virtual platforms such as ZOOM, Google Meet, were adopted to continue the process. Simultaneously faculty members of the college have developed e-content in their respective subjects. The institution is preparing to make available all such types of e-content materials prepared by faculty members to all students through online mode to meet the future challenges.

**Extended Profile****1.Programme**

1.1 10

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1

1296

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2

362

Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

195

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1

18

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2

31

Number of Sanctioned posts during the year

## Extended Profile

### 1.Programme

1.1	10
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	1296
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	362
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	195
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	18
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	31
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	16
Total number of Classrooms and Seminar halls	
4.2	826455
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	32
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

MMD College is affiliated with Tripura University and follows its curriculum. Tripura University has adopted NEP-2020 curriculum framework from the academic Year 2023-2024 across all UG and PG programmes. Existing CBCS System is replaced with comprehensive Tripura University NEP-2020 Regulations that are significant for skill development, inter-disciplinary learning, wider access, inclusiveness and entrepreneurship. Boards of Studies with inputs from Programme committee designed the new curriculum. The academic calendar is prepared as per the Tripura University academic schedule and DHE Holiday list and suggestions made by the academic committee. Master routine is framed by the Routine committee and all the departments frame their departmental routines accordingly. 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,

- Reviewing the Status of Library Books,
- Fixing the Examination Schedule of Internal Assessment, and
- Declaration of Result of each Internal Assessment.

A variety of engaging teaching methods are used, including lectures, presentations, circulating question papers, debates, group discussions, providing study materials to the students and counselling. Teachers are engaged in curriculum design of TU, being members of the Board of Studies and other related committees.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.mmdcollege.in/naac_document.php">https://www.mmdcollege.in/naac_document.php</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres to a detailed academic calendar to ensure regular assessment throughout the semesters as per the guideline of Tripura University. UG (NEP-2020) Regulations are applicable from the Academic Year 2023-2024. The admission for all the semesters starts in the beginning of an academic year. Tripura University introduced Choice Based Credit System (CBCS) in 2018-19. As per NEP-2020 guideline internal assessments will be based on test, assignment, seminar, case study, field work, project etc. The institute conducts two sessional examinations (20% marks) for 5th and 6th semester (CBCS based degree programme) and (40% marks) for NEP-2020 batch in each semester which are informed to the students well advanced during the classes and exact dates were given in the internal examination notices. After the examination is over, each faculty member evaluates the answer scripts. The individual Departments of the College show the answer sheets of the internal Assessment to candidates. The final year students have Project paper and objective is to augment their critical thinking. The record of the Assessment is maintained at college level and submitted to university portal within due time. The Teachers' Council meetings take place every month to follow up the activities of the institution.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.mmdcollege.in/academic-calendar.php">https://www.mmdcollege.in/academic-calendar.php</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University**

**Setting of question papers for UG/PG programs**

**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

**Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**04**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

15

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

15

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college is affiliated to Tripura University which offers courses of undergraduate studies which integrate issues related to gender, environment and sustainability, human values and professional ethics. These courses develop a deeper sense of commitment to oneself and to the society.

UG (NEP-2020) Regulations are applicable from the Academic Year 2023-2024. Ability Enhancement Courses and Value Added Courses are introduced to provide students life-skills in hands -on mode so as to increase their employability. Language provides clarity in thought and speech.

The curriculum consists of MIL (Modern Indian Languages) along with Heritage and Culture, foundation course on computer skills students, disaster management, human rights and gender studies are incorporated in the syllabus of Soft Skills.

The Institution also attempts to aware the students about these issues by organizing programs on gender equity through observance of 'International Women's Day', celebrations of World Philosophy Day, National Education Day, National Sports Day, Independence Day, Republic Day, Kokborok Day, International Yoga Day, etc. Students actively take part in the preparation of Wall Magazine of each department.

The NSS Unit, IQAC and Women Cell of the College take part in cleaning college campus, tree plantation, poster-making competition, awareness programmes in Panchayat, local schools etc.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

177

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers** **Employers** **Alumni**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

#### 1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.mmdcollege.in/naac_sss23-24.php">http://www.mmdcollege.in/naac_sss23-24.php</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

770

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

310

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

At the beginning of the commencement of classes, department wise faculty members interact with students through an induction programme regarding subjects taken and marks secured in the previous examination, computer skills, internet surfing habit for the study materials.

Identify educational/learning needs of advanced learners through: classroom interactions, assignments, group discussions & class tests.

The academic performance of the students from the disadvantaged sections of society, slow learners, economically weaker sections etc. who do not seem to cope up with the pace of learning. Dropout students are often identified by the faculties during personal interactions and counselling in and outside the classroom.

Following strategies are adopted for improving academic performance of the slow learners:

- Repetition & revision of a topic,
- Encouraging students to participate in classroom interactions,
- Tutorial classes, personal guidance and class tests among small groups,
- Delivering simple summary of the lecture,
- Supplying necessary study materials,
- Using teaching aids Practical demonstration, etc.
- Respond to special educational/learning needs of advanced learners through:
- Providing guidance for reference books, tutorial classes, interactive sessions and class tests.

Apart from classroom teaching, assignments are given to the advanced group learners. Intra-departmental seminars, wall magazine, e-magazine on different topics are also organized

/published.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1296	17

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college affiliated University demands a student centric learning in its curriculum. Hence, steps for making learning student-centric arean enthusiastic measures adopted by the institute. Methods such as interactive learning, group learning, tutorials, essay writing competition, art competition, intra-class quiz competition, departmental wall magazine and intra-departmental seminars using PPT presentation, project work, assignments are improvisedly used. The College provides the learning facilities like smart classrooms, auto-mated library with reading room to make learning effective. Departmental unit, weekly or monthly tests are conducted providing platform for students to interact with the teachers. Students are encouraged to participate in intra-classroom quiz to monitor the academic progress which also facilitates interactive learning. Students are encouraged to make use of library, attend seminars, workshops, periodical lectures, awareness programs, NSS programs and other synonymous activities. For instance, the 6th Semester has 01 (one) Paper of project. Efforts are continuously taken by the college to nurture critical thinking and creativity among the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institute has taken measures to acquire an ICT enabled classroom in the college and has successfully attained its objective. The IQAC also placed requisition to the college authority to make necessary arrangements for increasing the number of ICT enabled class rooms. On the other hand, the college library has also been automated in April 2023 and 01 (one) Day hands-on Training was also conducted. Teachers used ICT classroom weekly for their classes and share informations, video and audio clippings and others via. whatsapp, googlemeet, etc. Nonetheless, the faculties are also conscious enough to minimize their role as an in-depth analyst of subjects while keeping technology subservient. Events such as Science Day, World Earth Day and more were observed and held through online mode. Consequently, the introduction of NEP 2020 in the year 2023 has enhanced the use of ICT enabled tools in teaching-learning method further more.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.mmdcollege.in/naac_itc-room.php">http://www.mmdcollege.in/naac_itc-room.php</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

10

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

71

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Continuous Internal Evaluation for 20% marks for every paper in each semester following the examination pattern prescribed by the Tripura University are conducted as per norms. The evaluation paradigm includes a variety of test-types such as class tests, presentations, assignments, projects, viva, etc. This information is passed on to the students. The schedules of these internal examinations are declared by the Examination Committee of the College while the re-scheduled routines are provided by respective departments. In accordance to the Tripura University curriculum, 02 (two) Sessional Examinations (one each in a semester) are held wherein students have the liberty to review their Internal Assessment paper with proper consent of the head of the department. Similarly, the marks submitted at the University are well preserved and maintained by respective departments for review and other related requirement. The IQAC also conduct academic audit to keep check of the Internal Assessment transparency.

With the implementation of NEP2020 in the academic year 2023, the institute has been absorbed within the provisions thereby having transparent assessment programme such as Component Exam - I, Component Exam-II, Presentation, Attendance, etc. Every single Dept. keeps record of internal exams, routine, merit book, students' answer scripts, and other activity records.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Aftermath of the completion of Sessional Examinations, the marks of the examinations are displayed in the College/Departmental notice board. Accordingly, students' performance are discussed in class and necessary suggestions are given for further improvement in a mentor mentee meeting. Besides, the college has 'Grievance Cell' that allows every students to drop their respective grievances as per convenience and requirement and the Cell addresses them. The college Examination Committee by concerning the concerned HoD also addresses the grievances (so far as Internal Examination) by communicating with the University.

With implementation of NEP2020 in the academic year 2023, the institute has been absorbed within the provisions thereby having transparent assessment programme such as Component Exam - I, Component Exam-II, Presentation, Attendance, etc. Every single Dept. keeps record of the same. Internal Papers are allowed to be reviewed by the students to analyse their satisfaction with proper documentation and other necessities within specified period. Various value added courses viz. Indian Knowledge System. Yoga etc. and vocational courses viz. Mushroom cultivation etc. are introduced as per course structure of NEP 2020.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program outcomes and course outcomes for all programs offered by the College are stated and displayed on the College website. The College has maintained a website which is comprehensive and is regularly updated. Each department is given a separate page on the College website. The department wise pages provide an introduction to the courses, facilities, and faculty available in the department. A comprehensive list of the programs taught in the departments and a complete list of the faculties with their detailed bio-data to be displayed in the College website is under process. The College prospectus also gives a list of programs and courses including program code.

With the implementation of NEP2020 in the academic year 2023,

Each Dept are instructed to conduct appropriate Orientation or Induction Program for the students. The institute, absorbed within the provisions of NEP2020, also have transparent assessment programme such as Component Exam - I, Component Exam-II, Presentation, Attendance, etc. Every single Dept. keeps record of the same. The Course Outcomes are allowed to be reviewed by the students, analyse and studied via. Dept. google site, college webpage and Induction Programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.mmdcollege.in/naac_pco.php">http://www.mmdcollege.in/naac_pco.php</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The program outcomes are measured over a period of time through performance of the students involving curricular, co curricular and extracurricular activities through their departments, NSS and different committees. Besides, seminars, workshops, etc. cultural programs are organized such as Freshers welcome, Farewell, Teachers' Day, etc. Departments also engage in social outreach activities. Program specific outcomes are measured through both academic and nonacademic performances of the students. The performance of the students in the internal and final examinations, assignments, participation in class activities, role in departmental activities are some of the means by which program specific outcomes are measured. Their performance within and outside the College in the various academic events provides another index of their learning-levels. Course outcomes are measured through the performance of the students in the class through internal evaluations, and final evaluations. Students are measured continuously based on their regularity, their receptiveness, participation in class discussions, their answers to questions asked by the teacher and the overall quality of their conduct. Their performance in the internal examinations provides the initial indication of their learning outcome. Teachers provide critical inputs to the students on the basis of this performance. Thus they are helped to improve their performance in the external examinations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

195

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://www.mmdcollege.in/webdocs/Annual%20Report%202023-24.pdf">https://www.mmdcollege.in/webdocs/Annual%20Report%202023-24.pdf</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[http://www.mmdcollege.in/naac\\_sss23-24.php](http://www.mmdcollege.in/naac_sss23-24.php)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

1.8

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	No File Uploaded

### 3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

03

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

## 3.2 - Research Publications and Awards

### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

#### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

08

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

02

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

#### Extension Activities:

1. Musroom Cultivation Training in NSS adopted village Damdama
2. Monitoring of Mushroom cultivation in the adopted village
3. Postering in vehicle against AIDS and Drug
4. Safai Abhiyan in Sabroom Market
5. Health camp in nearby panchayet
6. Safai Abhiyan at Sabroom Market
7. Awareness activity against Drug in Sabroom Market
8. Plantation and Safai abhiyan in nearby west Jalefa village
9. Project work on medicinal values of traditional tribal foods with the villagers/students of adopted village and awarded at the 7th state level science project program -2024
10. For NSS extension activities, one NSS volunteer and Program officer

were awarded at the state level in 2024.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	<a href="#">View File</a>

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

07

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

60

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

## 3.4 - Collaboration

### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

#### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Infrastructural support is the major aspect for expansion of education. As quality education is deeply embedded in the objectives of this institution through effective teaching learning methods, conscientious care has been taken to enhance the infrastructural facilities of the college. The College has an area of 52 acres where College Administration and Academic Building as well as Auditorium of the college is established. Arts, Commerce and Science all in together the college has Honours in (07) seven subjects and 11 (Eleven) in General courses. NEP 2020 was started in the college as per direction given by the government. At present, College has major in (11) subjects and (14) in minor subjects accorging to last year NEP data. Library is equipped with e-Granthalaya, N-LIST subscription. The College has an IT enabled conference room with more than 30 Window operating systems available and Two (02) IT enabled rooms are allotted for regular classes and short programmes. The college has installed a mgw transformer for uninterrupted power supply.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

As the college has a friendly ambiance and influence to students

engage in various activities apart from their classroom assignment. It will help them to develop the overall personality of students. Through the participation of cultural activities, game & sports, healthy practice of yoga asanas promote the development students personality.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

02

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

826455

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College library is equipped with e-resources, e-journals, e-Shodh Sindhu, Shodhganga, e-books through N-LIST subscription supported by UGC INFLIBNET and National Digital Library subscription. The e-Granthalaya supported also available for the students and faculties. In the college portal question bank also available for the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

### 4.2.2 - The institution has subscription for the B. Any 3 of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

#### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

26900

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

19

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has encroached internet with Wi-Fi facilities up to 100mbps high speed connection throughout the college campus with the assistance of the Department of Information Technology in collaboration with Department of Higher Education, Government of Tripura. Teaching, Non-teaching and students of the college avail the facilities for official, e-office and teaching and learning purposes. College has maintained, secured and ensured legal and appropriate use of IT facilities in the campus along with procedures for procurement, upgradation, and maintenance of IT-infrastructure. The college website monitored and updated periodic interval time by the agency and supported by the IT department.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

32

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution** A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

776455

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institute is paid attention to design and deploy concrete plans of system and procedure for maintaining physical and academic facilities in a best way to develop cost-effective and sustainable service to all kinds of users. College has given

effort to provide best electrical facilities (lights & fans, electric wiring all around the building) in the office building, classrooms, students council building and auditorium at cost of Rs 435624 (work done by PWD). In accordance with the design of the system library is upgraded into an e-resource center, well specious and ventilated class rooms, recreational and indoor games, different outdoor games facilities, well equipped gymnasium, and smart & ICT enabled classrooms make the teaching-learning more interesting and attractive.

The college has initiated two projects with PWD, one is repair of wooden door, window, aluminum window and college canteen, another is repairs of old plaster, roof grading, brick work, building painting, water supply and rest room facilities (boys, girls and staff).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

527

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

### 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	<a href="http://www.mmdcollege.in/notice.php">http://www.mmdcollege.in/notice.php</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

### 5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

15

#### 5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

15

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**01**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

17

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)****5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

01

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The college, being a higher education institute ensures the representation and engagement of student body in its administration, co-curricular and extra-curricular activities. As such, there are student representatives in different committees of IQAC, NSS Advisory Committee, College Development Committee, etc. However, there is an absence of official Students' Council. Nonetheless, the senior semester students take the responsible role of showing leadership in activities as mentioned below.

-Providing assistance and passing necessary information to fresh students in admission procedures and proceedings.

-Directing grievances of the students to Grievance Cell, AntiRagging cell and more.

-Mobilizing students for various academic, cultural and sport events in the College.

-Organizing different cultural and extracurricular activities such as Nabin Baran (Fresher Program).

-Initiative participation to learn and gain from various social activities like cleanliness drive keeping the spirit of the Swachh Bharat Mission, Rashtriya Ekta Diwas pledge, awareness programs and NSS Unit co-curriculum and extracurriculum activities.

File Description	Documents
Paste link for additional information	<a href="https://mmdcollege.in/corevalues.php">https://mmdcollege.in/corevalues.php</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

04

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has been in continuous haste to register an Alumni Association for years. The effort was paid off in recent time during the academic year 2024. The MMD College Alumni Association has been formed under the Office of the Registrar of Societies in accordance to Societies Registration Act 1860 bearing Registration No....9644....of.....2024.

The Association contributes significantly to the development of the institution through support services while financial support could not be materialized as of now.

File Description	Documents
Paste link for additional information	<a href="https://www.mmdcollege.in/alumni.php">https://www.mmdcollege.in/alumni.php</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

##### Our Vision:

- To Provide Inclusive and Quality Education to Novice Mind, Contributing towards Nation Building

##### Our Mission:

The mission-vision statement of Michael Madhusudan Dutta College reflects the institution's commitment to develop:

- the scientific temper which broadens the logical and critical acumen,
- competence to develop competitiveness among the students,
- humanism for greater participation in nation building,
- art of preserving and protecting mother nature,
- spirit of inquiry and reform for self development,
- preparing the novice mind to deal with future course of life,
- blooming self-esteem and mental alertness through physical activities, and
- strive towards excellence in all spheres of individual and collective activity.

File Description	Documents
Paste link for additional information	<a href="http://www.mmdcollege.in/mission-vision.php">http://www.mmdcollege.in/mission-vision.php</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

As the Head of the Institution, the Principal 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 consults the conveners or coordinators of different Committees and Cells for resolving specific issues. Apart from those Committees and Cells which look after curricular and cocurricular activities, certain Committees and Cells are worth mentioning as they ensure a prevalence of harmonious work environment as well as learning environment, namely, Discipline Committee, Anti-Ragging Committee, Prevention of Sexual Harassment Cell, Women's Cell, Grievance Redressal Cell and Internal Complaints Committee.

File Description	Documents
Paste link for additional information	<a href="http://www.mmdcollege.in/teacher_council.php">http://www.mmdcollege.in/teacher_council.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has several perspective plans developed by passing resolutions in the Teachers' Council meetings. As a statutory body, the Teachers' Council held regular meetings, assisting the Principal in decision-making and developing plans. Some of the strategic plans that were deployed during the year are

sensitization of the students, employees, awareness on gender equity and all-round development of the students.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.mmdcollege.in/webdocs/Annual%20Gender%20Sensitization%20action%20Plan%202023-24.pdf">https://www.mmdcollege.in/webdocs/Annual%20Gender%20Sensitization%20action%20Plan%202023-24.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Since the institution is a government college, the Directorate of Higher Education, Government of Tripura acts as a governing body. Delegation of authority by the governing body and the accountability of responsibilities are carried out through the Principal. He is the official linkage between the institution and the governing authority. The Principal is vested with the authority to maneuver the different administrative departments or sections of the institution. The internal administration is set up with an Establishment Section, Academic Section, Accounts Section, Cash Section, Stipend Section, Docket Section, and Store Section. Recruitment policies and procedures, service rules, and promotion of both teaching and non-teaching staff are all looked after by the governing body. So far as the academic matters are concerned, the college is affiliated with Tripura University (Central University), and therefore syllabi of different subjects and streams are as prescribed by Tripura University. Examinations are also conducted as per the directions of Tripura University. However, subjects and seat capacity are sanctioned by the Directorate of Higher Education with prior permission from the affiliating university. There are various committees within the institution, which, involve various decision-making processes to facilitate effective administration in the college.

File Description	Documents
Paste link for additional information	<a href="https://highereducation.tripura.gov.in/DHE/">https://highereducation.tripura.gov.in/DHE/</a>
Link to Organogram of the Institution webpage	<a href="http://www.mmdcollege.in/organogram.php">http://www.mmdcollege.in/organogram.php</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

In accordance with the policies of DHE, Govt. of Tripura, the college embrace effective welfare measures for the Teaching and the Non-Teaching staff. All the employees are covered under the General Provident Fund (GPF) as well as NPS to date and are eligible to receive Gratuity, Leave Encashment, and other benefits upon superannuation as per Tripura Civil Service Rules, 1988, in concurrence with the Finance Department, Government of Tripura. Apart from those welfare from the Government, the Teachers' Council collects reasonable funds from the teaching community every year which are used for the welfare of the staff like extending financial help in terms of medical emergency, marriage, death, etc. Every year the College organises a grand annual get-together for all teaching and non-teaching staff. The institution has a well-furnished common room for the teaching staff and separate almirahs for each department. Clean drinking water with

an aqua guard facility is available for the staff. Separate washrooms for males and females are available both for teaching and non-teaching staff. Also for non-teaching staff, there are separate cabins for their office work. The college also has a refrigerator for multipurpose.

File Description	Documents
Paste link for additional information	<a href="https://www.mmdcollege.in/webdocs/Promotion%20for%20Gender%20Equity%202023-24.pdf">https://www.mmdcollege.in/webdocs/Promotion%20for%20Gender%20Equity%202023-24.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

#### **6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

00

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

##### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

06

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has performance appraisal system for teaching and non-teaching staff. Promotions of faculty members are based on CAS (Career Advancement Scheme) and PBAS (Performance Based Appraisal Scheme). The Directorate of Higher Education, Government of

Tripura has introduced the performance based appraisal system for the college teachers on the pattern designed by University Grants Commission. The college also facilitates the staff for professional development. Teachers are allowed to go for Orientation Programme and Refresher Courses and other Short-Term Courses as per UGC guidelines. At the same time related departments are advised to make class adjustment so that normal classes are not hampered. Faculties are motivated to participate in Seminars and Workshop etc. inside and outside the college. They are also encouraged to organize seminars and workshops in the college. So far as the promotion of non teaching staff are concerned, specific guidelines are available and followed. CAS is there for non-teaching staff and time-linked CAS are granted to each employee on completion of specific years of service as earmarked for each grade/post. However, the government set up Departmental Promotion Committee (DPC) through which promotions are given after examining the Annual Confidential Report (ACR) of the staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

#### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college does not have any Resource Mobilization Policy of its own. Being a Government institution, it is fully funded by the Department of Higher Education, Government of Tripura in all respects. The principal source of fund for the college is State Government Budget and therefore, utilization of funds is ensured as per government rules and regulations. Admission fees collected from the students are not retained in the institution but remitted to the governing body. However, in case of examination fees the institution is allowed to retain a lesser portion for funding exam materials. Different committees and cells constituted in the college give their opinions for optimum utilization of funds for the interest of the students, staff and development of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC took the initiative for making the students aware of the thoughts of great thinkers of the world by pasting quotations on a board namely Inspire Yourself which is kept at the entry of the Academic cum Administrative building. It becomes a regular

practice of the institution to paste relevant quotes of different great persons on various significant days of national and international level. The IQAC started a competition among the students called Good Reader from 2018 – 2019 session and to be a winner a student has to lend at least fifteen books from the college library. It was initiated for growing a habit of reading among the students. Though none of the students won this competition yet, but there is an increment in borrowing books by the students, which is the main aim of this practice. Now students are showing more interest in borrowing books. This practice includes borrowing story books, novels or books on any subjects available in the college library. This practice may be a torch bearer in fulfilling the aim of value education.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution has to follow the basic model of the teaching-learning process, structure, and methodologies adopted by the affiliating university. So, the institution through its IQAC has taken the initiative to review the said areas from within the allowed manner of functioning. Different issues related to academic activities of the academic calendar have been discussed in IQAC meetings and necessary resolutions have been taken for addressing the issues. Apart from that periodic Academic audits have also been done to monitor the overall activities of the Department. An induction program has been conducted for the newly coming students along with NEP 2020.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of**

**A. All of the above**

**Internal Quality Assurance Cell (IQAC);  
Feedback collected, analyzed and used for  
improvements Collaborative quality  
initiatives with other institution(s)  
Participation in NIRF any other quality audit  
recognized by state, national or international  
agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.mmdcollege.in/webdocs/Annual%20Report%202023-24.pdf">https://www.mmdcollege.in/webdocs/Annual%20Report%202023-24.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

#### **7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

Michael Madhusudan Dutta College, being a co-education institution, encourage the impression of gender equity in its dogma at institutional atmosphere and also thoroughly make every effort to promote the same beyond the corners of the college. The IQAC develops invention to have a revision of the vital concept-note of gender equity by pasting on quotes, thoughts-of-the-day and the likes from time to time. The syllabi followed are as per-say of the affiliating university – Tripura University (A Central University), Suryamaninagar, Agartala, West Tripura and Directorate of Higher Education, Government of Tripura. The IQAC organizes programs and awareness in collaboration with the Women Cell, MMDC. As such, events like International Women Day, Constitutional Day, International Mother’s Day, Cultural Programs and the likes are observed as parts of co-curricular activities. For instance, on the 12th Sept. 2023: Celebration of Poshan Maah, 03rd Jan 2024: Awareness on Cyber Security, 08th June 2024; Awareness on Newly Enacted Criminal Laws, Skill Development Programs and NSS Activities were conducted. The significance of gender equity is also cohesive in departmental activities as well.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.mmdcollege.in/naac_document.php">https://www.mmdcollege.in/naac_document.php</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.mmdcollege.in/naac_document.php">https://www.mmdcollege.in/naac_document.php</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures** Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words)** Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The Institution does not have facilities for the management of degradable and non-degradable waste. Simultaneously, institution, being Government aided college, needs to have acquiescence with sanctioned fund for initiating project such as this.

**Solid Waste Management:** The College ensures a cleanliness of its campus. The student community and teachers community strives towards the maintenance of clean campus. The authority provides a good number of dustbins within the college while banners, wall stickers, etc. like 'No Plastic', 'Pollution Free Campus', 'Keep Campus Green' and more were posted within the premises as continued reminder.

**Liquid Waste Management:** The College has adequate Liquid Waste Management System. Waste from toilets and bathrooms are connected to the leach pits in each building

**Bio-Medical Waste Management:** College does not reproduce or produce any bio-medical waste.

**E-Waste management:** The College routinely maintain statistics of e-waste from different Cell and Sections that are collected and keep in the store room to be disposed to an appropriate authority.

**Waste Recycling System:** At present there is no Waste Recycling System in the college. And the College does not produce any hazardous chemicals and radioactive waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://www.mmdcollege.in/">https://www.mmdcollege.in/</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution:** Rain water harvesting  
Bore well /Open well recharge Construction  
of tanks and bunds Waste water recycling  
Maintenance of water bodies and distribution  
system in the campus

**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college, in full throttle, ensures the prevalence of this extravagant tradition of co-existence through the policy of social inclusion and exclusion of prejudice within its campus and around. Michael Madhusudan Dutta College, being the one and only higher educational institute in Sabroom Sub-Division, South District of Tripura, students irrespective of caste, creed, religion and gender flocks to the institute for their higher study. The institute, as mentioned in the college 'vision and mission' strive to provide a quality education and is able to establish itself as an epicentre of multi-culture cohesion and intersection for the budding generation in the region. Students of every caste and creed are gracious to speak their own vernacular as well as learn fellow-students' vernacular simultaneously. As such, events and commemorative programs such as Constitutional Day, International Youth Day, Bhasha Diwas, Kokborok Day and more are hosted in languages like English, Bengali and Kokborok interchangeably.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Michael Madhusudan Dutta Collge, being a higher education institute, sensitization of students and employees to

constitutional obligations on values, rights, duties and responsibilities befits arresting agenda. The agenda embraces observance of nationally momentous days through which social errands and duties on the road to the country, understanding of the gender equity, organisation of varied events such as Youth Day, Ekta Diwas, International Mother Tongue Day, Ozone Day, World AIDS Day, Environmental Day and more. In the 2023-24, the NSS Unit held a Special Camp to promote health and environmental consciousness. Area such as HIV/AIDS, Anti-Drug, Hit and Run, Newly Enacted Criminal Laws, mock drills on natural disaster and others were covered. Besides these programs, the IQAC has adopted skill development as its best practice through which students could learn theoretically and physically simultaneously. The departmental wall magazine also played a role in bringing about sensitization where platform was provided to all to express or comment on trending issues and the likes.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**

**B. Any 3 of the above**

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The important days for the country like, Independence Day, Republic Day, Constitution Day, Education Day, International Mother Language Day, Literacy Day, International Women's Day, etc. are being observed in befitting manner in the college campus on the particular dates. Besides these, lectures and cultural programs are also being organized to aware the students about the importance and significance of the days. In some occasions, cultural competitions among the students are being held prior to the particular date and prizes are being distributed among the winners of the events. The cultural part of the program is mainly performed by the students and we also encourage the students to take part in the lecture session. The whole event is being supervised by the faculty members as per the sub-committees formed.

Apart from the above, the institution also organizes the birth anniversary of some great Indian Personalities namely Rabindranath Tagore, Mahatma Gandhi, Dr.Abedkar, Michael Madhusudan Dutta and more and organizes different programs to create awareness and consciousness about the culture and heritage of the Nation through cultural programs.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Title: \*Capacity and Skill Development for Sustainability\* 2. Objective: The initiative was taken to convey, implant and prepare on sustainable development amongst the students and the stakeholders. 3. The Context: The College took initiatives for Capacity and Skill Development for Sustainability by organizing workshops and other activities such as plantation programs and interaction sessions with the stakeholders. 4. The Practice: It promotes the impression of sustainable development and learning thereby sensitizing the region nearby their parts and errands in the society in a process to build a 'Healthy Nation'.

BEST PRACTICE - 2 1. Title: Healthy Nation through Healthy Society 2. Objective: Sensitization on the importance of healthy, opportunities, individuals' contributions, environment and development of entrepreneurship, etc. 3. The Context: With an objective to inherit a sense of sustainable development, the institute took initiatives aware the students about the significance of environment in the development of society and civilization as a whole. 4. The Practice: Students shall be made aware and be sensitized on environmental issues and its important contribution for healthy minds. 5. Problems: On account of funding restriction, the practices (inclusive of both) , though excelled, however not upto the mark.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Positioned at the South District of Tripura - a region having combination of multiple tribes (inclusive of the tribal and non-tribal), Michael Madhusudan Dutta College, Sabroom has its own distinctiveness. The institute consist of students of different communities having diverse tradition of culture and history wherein the tribal students' population is the majority. Abiding with the provisions of NEP2020, the institute, in the Academic Year 2023-2024 tackled trials notwithstanding minimal equipment and infrastructure. In so doing, the Institute stood out in showing exemplary course of action in serving the society to bring down a larger mass of awareness towards individual contributions in building a 'Healthy Nation'. As such, capacity and skill development were organized, industry skill development was organised and NSS Unit also held a massive camp on blood donation, cleanliness campaign and others. At the same time, the institution provides platform for guiding, exploring and furnishing students capacities in the fields of art, culture, literature, etc. The institute stretches priority in upholding promotion of students' holistic education aiming to keep an impression of fraternity and faith to achieve greater goals.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

MMD College is affiliated with Tripura University and follows its curriculum. Tripura University has adopted NEP-2020 curriculum framework from the academic Year 2023-2024 across all UG and PG programmes. Existing CBCS System is replaced with comprehensive Tripura University NEP-2020 Regulations that are significant for skill development, inter-disciplinary learning, wider access, inclusiveness and entrepreneurship. Boards of Studies with inputs from Programme committee designed the new curriculum. The academic calendar is prepared as per the Tripura University academic schedule and DHE Holiday list and suggestions made by the academic committee. Master routine is framed by the Routine committee and all the departments frame their departmental routines accordingly. 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,
- Reviewing the Status of Library Books,
- Fixing the Examination Schedule of Internal Assessment, and
- Declaration of Result of each Internal Assessment.

A variety of engaging teaching methods are used, including lectures, presentations, circulating question papers, debates, group discussions, providing study materials to the students and counselling. Teachers are engaged in curriculum design of TU, being members of the Board of Studies and other related committees.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.mmdcollege.in/naac_document.php">https://www.mmdcollege.in/naac_document.php</a>

### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres to a detailed academic calendar to ensure regular assessment throughout the semesters as per the guideline of Tripura University. UG (NEP-2020) Regulations are applicable from the Academic Year 2023-2024. The admission for all the semesters starts in the beginning of an academic year. Tripura University introduced Choice Based Credit System (CBCS) in 2018-19. As per NEP-2020 guideline internal assessments will be based on test, assignment, seminar, case study, field work, project etc. The institute conducts two sessional examinations (20% marks) for 5th and 6th semester (CBCS based degree programme) and (40% marks) for NEP-2020 batch in each semester which are informed to the students well advanced during the classes and exact dates were given in the internal examination notices. After the examination is over, each faculty member evaluates the answer scripts. The individual Departments of the College show the answer sheets of the internal Assessment to candidates. The final year students have Project paper and objective is to augment their critical thinking. The record of the Assessment is maintained at college level and submitted to university portal within due time. The Teachers' Council meetings take place every month to follow up the activities of the institution.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.mmdcollege.in/academic-calendar.php">https://www.mmdcollege.in/academic-calendar.php</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

04

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

15

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

15

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college is affiliated to Tripura University which offers courses of undergraduate studies which integrate issues related to gender, environment and sustainability, human values and professional ethics. These courses develop a deeper sense of commitment to oneself and to the society.

UG (NEP-2020) Regulations are applicable from the Academic Year 2023-2024. Ability Enhancement Courses and Value Added Courses are introduced to provide students life-skills in hands -on mode so as to increase their employability. Language provides clarity in thought and speech.

The curriculum consists of MIL (Modern Indian Languages) along with Heritage and Culture, foundation course on computer skills students, disaster management, human rights and gender studies are incorporated in the syllabus of Soft Skills.

The Institution also attempts to aware the students about these issues by organizing programs on gender equity through observance of 'International Women's Day', celebrations of World Philosophy Day, National Education Day, National Sports Day, Independence Day, Republic Day, Kokborok Day, International Yoga Day, etc. Students actively take part in the preparation of Wall Magazine of each department.

The NSS Unit, IQAC and Women Cell of the College take part in cleaning college campus, tree plantation, poster-making competition, awareness programmes in Panchayat, local schools etc.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

10

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

177

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders  
Students Teachers Employers Alumni**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<b>No File Uploaded</b>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.mmdcollege.in/naac_sss23-24.php">http://www.mmdcollege.in/naac_sss23-24.php</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

770

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

310

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

At the beginning of the commencement of classes, department wise faculty members interact with students through an induction programme regarding subjects taken and marks secured in the previous examination, computer skills, internet surfing habit for the study materials.

Identify educational/learning needs of advanced learners through: classroom interactions, assignments, group discussions & class tests.

The academic performance of the students from the disadvantaged sections of society, slow learners, economically weaker sections etc. who do not seem to cope up with the pace of learning. Dropout students are often identified by the faculties during personal interactions and counselling in and outside the classroom.

Following strategies are adopted for improving academic performance of the slow learners:

- Repetition & revision of a topic,
- Encouraging students to participate in classroom interactions,
- Tutorial classes, personal guidance and class tests among small groups,
- Delivering simple summary of the lecture,
- Supplying necessary study materials,
- Using teaching aids Practical demonstration, etc.
- Respond to special educational/learning needs of advanced learners through:
- Providing guidance for reference books, tutorial classes, interactive sessions and class tests.

Apart from classroom teaching, assignments are given to the advanced group learners. Intra-departmental seminars, wall magazine, e-magazine on different topics are also organized /published.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1296	17

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college affiliated University demands a student centric learning in its curriculum. Hence, steps for making learning student-centric arean enthusiastic measures adopted by the institute. Methods such as interactive learning, group learning, tutorials, essay writing competition, art competition, intra-

class quiz competition, departmental wall magazine and intra-departmental seminars using PPT presentation, project work, assignments are improvisedly used. The College provides the learning facilities like smart classrooms, auto-mated library with reading room to make learning effective. Departmental unit, weekly or monthly tests are conducted providing platform for students to interact with the teachers. Students are encouraged to participate in intra-classroom quiz to monitor the academic progress which also facilitates interactive learning. Students are encouraged to make use of library, attend seminars, workshops, periodical lectures, awareness programs, NSS programs and other synonymous activities. For instance, the 6th Semester has 01 (one) Paper of project. Efforts are continuously taken by the college to nurture critical thinking and creativity among the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institute has taken measures to acquire an ICT enabled classroom in the college and has successfully attained its objective. The IQAC also placed requisition to the college authority to make necessary arrangements for increasing the number of ICT enabled class rooms. On the other hand, the college library has also been automated in April 2023 and 01 (one) Day hands-on Training was also conducted. Teachers used ICT classroom weekly for their classes and share informations, video and audio clippings and others via. whatsapp, googlemeet, etc. Nonetheless, the faculties are also conscious enough to minimize their role as an in-depth analyst of subjects while keeping technology subservient. Events such as Science Day, World Earth Day and more were observed and held through online mode. Consequently, the introduction of NEP 2020 in the year 2023 has enhanced the use of ICT enabled tools in teaching-learning method further more.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.mmdcollege.in/naac_itc-room.php">http://www.mmdcollege.in/naac_itc-room.php</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

10

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

71

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Continuous Internal Evaluation for 20% marks for every paper in each semester following the examination pattern prescribed by the Tripura University are conducted as per norms. The evaluation paradigm includes a variety of test-types such as class tests, presentations, assignments, projects, viva, etc. This information is passed on to the students. The schedules of these internal examinations are declared by the Examination Committee of the College while the re-scheduled routines are provided by respective departments. In accordance to the Tripura University curriculum, 02 (two) Sessional Examinations (one each in a semester) are held wherein students have the liberty to review their Internal Assessment paper with proper consent of the head of the department. Similarly, the marks submitted at the University are well preserved and maintained by respective departments for review and other related requirement. The IQAC also conduct academic audit to keep check of the Internal

**Assesment transparency.**

With the implememntation of NEP2020 in the acdemic year 2023, the institute has been absorbed within the provisions thereby having transparent assesment programme such as Component Exam - I, Component Exam-II, Presentation, Attendance, etc. Every single Dept. keeps reord of internal exams, routine, merit book, students' answer scripts, and other activity records.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

### 2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Aftermath of the completion of Sessional Examinations, the marks of the examinations are displayed in the College/Departmental notice board. Accordingly, students' performance are discussed in class and necessary suggestions are given for further improvement in a mentor mentee meeting. Besides, the college has 'Grievance Cell' that allows every students to drop their respective grievances as per convenience and requirement and the Cell addresses them. The college Examination Committee by concerning the concerned HoD also addresses the grievances (so far as Internal Examination) by communicating with the University.

With implememntation of NEP2020 in the acdemic year 2023, the institute has been absorbed within the provisions thereby having transparent assesment programme such as Component Exam - I, Component Exam-II, Presentation, Attendance, etc. Every single Dept. keeps record of the same. Internal Papers are allowed to be reviewed by the students to analyse their satisfaction with proper documentation and other necessities within specified period. Various value added courses viz. Indian Knowledge System. Yoga etc. and vocational courses viz. Mushroom cultivation etc. are introduced as per course structure of NEP 2020.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program outcomes and course outcomes for all programs offered by the College are stated and displayed on the College website. The College has maintained a website which is comprehensive and is regularly updated. Each department is given a separate page on the College website. The department wise pages provide an introduction to the courses, facilities, and faculty available in the department. A comprehensive list of the programs taught in the departments and a complete list of the faculties with their detailed bio-data to be displayed in the College website is under process. The College prospectus also gives a list of programs and courses including program code.

With the implementation of NEP2020 in the academic year 2023, each Dept are instructed to conduct appropriate Orientation or Induction Program for the students. The institute, absorbed within the provisions of NEP2020, also have transparent assessment programme such as Component Exam - I, Component Exam-II, Presentation, Attendance, etc. Every single Dept. keeps record of the same. The Course Outcomes are allowed to be reviewed by the students, analyse and studied via. Dept. google site, college webpage and Induction Programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.mmdcollege.in/naac_pco.php">http://www.mmdcollege.in/naac_pco.php</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The program outcomes are measured over a period of time through

performance of the students involving curricular, co curricular and extracurricular activities through their departments, NSS and different committees. Besides, seminars, workshops, etc. cultural programs are organized such as Freshers welcome, Farewell, Teachers' Day, etc. Departments also engage in social outreach activities. Program specific outcomes are measured through both academic and nonacademic performances of the students. The performance of the students in the internal and final examinations, assignments, participation in class activities, role in departmental activities are some of the means by which program specific outcomes are measured. Their performance within and outside the College in the various academic events provides another index of their learning-levels. Course outcomes are measured through the performance of the students in the class through internal evaluations, and final evaluations. Students are measured continuously based on their regularity, their receptiveness, participation in class discussions, their answers to questions asked by the teacher and the overall quality of their conduct. Their performance in the internal examinations provides the initial indication of their learning outcome. Teachers provide critical inputs to the students on the basis of this performance. Thus they are helped to improve their performance in the external examinations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

195

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://www.mmdcollege.in/webdocs/Annual%20Report%202023-24.pdf">https://www.mmdcollege.in/webdocs/Annual%20Report%202023-24.pdf</a>

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

[http://www.mmdcollege.in/naac\\_sss23-24.php](http://www.mmdcollege.in/naac_sss23-24.php)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

## 1.8

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	No File Uploaded

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

1

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

03

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

08

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers

**published in national/ international conference proceedings per teacher during the year**

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

02

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

#### Extension Activities:

1. Musroom Cultivation Training in NSS adopted village Damdama
2. Monitoring of Mushroom cultivation in the adopted village
3. Postering in vehicle against AIDS and Drug
4. Safai Abhiyan in Sabroom Market
5. Health camp in nearby panchayet
6. Safai Abhiyan at Sabroom Market
7. Awareness activity against Drug in Sabroom Market
8. Plantation and Safai abhiyan in nearby west Jalefa village
9. Project work on medicinal values of traditional tribal foods with the villagers/students of adopted village and awarded at the 7th state level science project program -2024
10. For NSS extension activities, one NSS volunteer and Program officer were awarded at the state level in 2024.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	<a href="#">View File</a>

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

07

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

60

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	<a href="#">View File</a>

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

##### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

### INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Infrastructural support is the major aspect for expansion of education. As quality education is deeply embedded in the objectives of this institution through effective teaching learning methods, conscientious care has been taken to enhance the infrastructural facilities of the college. The College has an area of 52 acres where College Administration and Academic Building as well as Auditorium of the college is established. Arts, Commerce and Science all in together the college has Honours in (07) seven subjects and 11 (Eleven) in General courses. NEP 2020 was started in the college as per direction given by the government. At present, College has major in (11) subjects and (14) in minor subjects according to last year NEP data. Library is equipped with e-Granthalaya, N-LIST subscription. The College has an IT enabled conference room with more than 30 Window operating systems available and Two (02) IT enabled rooms are allotted for regular classes and short programmes. The college has installed a mgw transformer for uninterrupted power supply.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

As the college has a friendly ambiance and influence to students engage in various activities apart from their classroom assignment. It will help them to develop the overall personality of students. Through the participation of cultural activities, game & sports, healthy practice of yoga asanas promote the development students personality.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

02

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

02

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

826455

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

College library is equipped with e-resources, e-journals, e-Shodh Sindhu, Shodhganga, e-books through N-LIST subscription supported by UGC INFLIBNET and National Digital Library subscription. The e-Granthalaya supported also available for the students and faculties. In the college portal question bank

also available for the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

26900

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

19

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has encroached internet with Wi-Fi facilities up to 100mbps high speed connection throughout the college campus with the assistance of the Department of Information Technology in collaboration with Department of Higher Education, Government of Tripura. Teaching, Non-teaching and students of the college avail the facilities for official, e-office and teaching and learning purposes. College has maintained, secured and ensured legal and appropriate use of IT facilities in the campus along with procedures for procurement, upgradation, and maintenance of IT-infrastructure. The college website monitored and updated periodic interval time by the agency and supported by the IT department.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

32

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

776455

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institute is paid attention to design and deploy concrete plans of system and procedure for maintaining physical and academic facilities in a best way to develop cost-effective and sustainable service to all kinds of users. College has given effort to provide best electrical facilities (lights & fans, electric wiring all around the building) in the office building, classrooms, students council building and auditorium at cost of Rs 435624 (work done by PWD). In accordance with the design of the system library is upgraded into an e-resource center, well spacious and ventilated class rooms, recreational and indoor games, different outdoor games facilities, well equipped gymnasium, and smart & ICT enabled classrooms make the teaching-learning more interesting and attractive.

The college has initiated two projects with PWD, one is repair of wooden door, window, aluminum window and college canteen, another is repairs of old plaster, roof grading, brick work, building painting, water supply and rest room facilities (boys, girls and staff).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

527

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
File Description	Documents
Link to institutional website	<a href="http://www.mmdcollege.in/notice.php">http://www.mmdcollege.in/notice.php</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>15</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>15</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**01**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### **5.2.2 - Number of students progressing to higher education during the year**

#### **5.2.2.1 - Number of outgoing student progression to higher education**

**17**

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

##### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

01

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The college, being a higher education institute ensures the representation and engagement of student body in its administration, co-curricular and extra-curricular activities. As such, there are student representatives in different committees of IQAC, NSS Advisory Committee, College Development Committee, etc. However, there is an absence of official Students' Council. Nonetheless, the senior semester students take the responsible role of showing leadership in activities as mentioned below.

-Providing assistance and passing necessary information to fresh students in admission procedures and proceedings.

-Directing grievances of the students to Grievance Cell, AntiRagging cell and more.

-Mobilizing students for various academic, cultural and sport events in the College.

-Organizing different cultural and extracurricular activities such as Nabin Baran (Fresher Program).

-Initiative participation to learn and gain from various social activities like cleanliness drive keeping the spirit of the Swachh Bharat Mission, Rashtriya Ekta Diwas pledge, awareness programs and NSS Unit co-curriculum and extracurriculum activities.

File Description	Documents
Paste link for additional information	<a href="https://mmdcollege.in/corevalues.php">https://mmdcollege.in/corevalues.php</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

04

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has been in continuous haste to register an Alumni Association for years. The effort was paid off in recent time during the academic year 2024. The MMD College Alumni Association has been formed under the Office of the Registrar of Societies in accordance to Societies Registration Act 1860 bearing Registration No....9644....of.....2024.

The Association contributes significantly to the development of the institution through support services while financial support could not be materialized as of now.

File Description	Documents
Paste link for additional information	<a href="https://www.mmdcollege.in/alumni.php">https://www.mmdcollege.in/alumni.php</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Our Vision:**

- To Provide Inclusive and Quality Education to Novice Mind, Contributing towards Nation Building

**Our Mission:**

The mission-vision statement of Michael Madhusudan Dutta College reflects the institution's commitment to develop:

- the scientific temper which broadens the logical and critical acumen,
- competence to develop competitiveness among the students,
- humanism for greater participation in nation building,
- art of preserving and protecting mother nature,
- spirit of inquiry and reform for self development,
- preparing the novice mind to deal with future course of life,
- blooming self-esteem and mental alertness through physical activities, and
- strive towards excellence in all spheres of individual and collective activity.

File Description	Documents
Paste link for additional information	<a href="http://www.mmdcollege.in/mission-vision.php">http://www.mmdcollege.in/mission-vision.php</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

As the Head of the Institution, the Principal 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 consults the conveners or coordinators of different Committees and Cells for resolving specific issues. Apart from those Committees and Cells which look after curricular and cocurricular activities, certain Committees and Cells are worth mentioning as they ensure a prevalence of harmonious work environment as well as learning environment, namely, Discipline Committee, Anti-Ragging Committee, Prevention of SexualHarassment Cell, Women's Cell, Grievance Redressal Cell and Internal Complaints Committee.

File Description	Documents
Paste link for additional information	<a href="http://www.mmdcollege.in/teacher_council.php">http://www.mmdcollege.in/teacher_council.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has several perspective plans developed by passing resolutions in the Teachers' Council meetings. As a statutory body, the Teachers' Council held regular meetings, assisting the Principal in decision-making and developing plans. Some of the strategic plans that were deployed during the year are sensitization of the students, employees, awareness on gender equity and all-round development of the students.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.mmdcollege.in/webdocs/Annual%20Gender%20Sensitization%20action%20Plan%202023-24.pdf">https://www.mmdcollege.in/webdocs/Annual%20Gender%20Sensitization%20action%20Plan%202023-24.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Since the institution is a government college, the Directorate of Higher Education, Government of Tripura acts as a governing body. Delegation of authority by the governing body and the accountability of responsibilities are carried out through the Principal. He is the official linkage between the institution and the governing authority. The Principal is vested with the authority to maneuver the different administrative departments or sections of the institution. The internal administration is set up with an Establishment Section, Academic Section, Accounts Section, Cash Section, Stipend Section, Docket Section, and Store Section. Recruitment policies and procedures, service rules, and promotion of both teaching and non-teaching staff are all looked after by the governing body. So far as the academic matters are concerned, the college is affiliated with Tripura University (Central University), and therefore syllabi of different subjects and streams are as prescribed by Tripura University. Examinations are also conducted as per the directions of Tripura University. However, subjects and seat capacity are sanctioned by the Directorate of Higher Education with prior permission from the affiliating university. There are various committees within the institution, which, involve various decision-making processes to facilitate effective administration in the college.

File Description	Documents
Paste link for additional information	<a href="https://highereducation.tripura.gov.in/DHE/">https://highereducation.tripura.gov.in/DHE/</a>
Link to Organogram of the Institution webpage	<a href="http://www.mmdcollege.in/organogram.php">http://www.mmdcollege.in/organogram.php</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

#### 6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

In accordance with the policies of DHE, Govt. of Tripura, the college embrace effective welfare measures for the Teaching and the Non-Teaching staff. All the employees are covered under the General Provident Fund (GPF) as well as NPS to date and are eligible to receive Gratuity, Leave Encashment, and other benefits upon superannuation as per Tripura Civil Service Rules, 1988, in concurrence with the Finance Department, Government of Tripura. Apart from those welfare from the Government, the Teachers' Council collects reasonable funds from the teaching community every year which are used for the welfare of the staff like extending financial help in terms of medical emergency, marriage, death, etc. Every year the College organises a grand annual get-together for all teaching and non-teaching staff. The institution has a well-furnished common room for the teaching staff and separate almirahs for each department. Clean drinking water with an aqua guard facility is available for the staff. Separate washrooms for males and females are available both for teaching and non-teaching staff. Also for non-teaching staff, there are separate cabins for their office work. The college also has a refrigerator for multipurpose.

File Description	Documents
Paste link for additional information	<a href="https://www.mmdcollege.in/webdocs/Promotion%20for%20Gender%20Equity%202023-24.pdf">https://www.mmdcollege.in/webdocs/Promotion%20for%20Gender%20Equity%202023-24.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year****6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

00

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

06

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has performance appraisal system for teaching and non-teaching staff. Promotions of faculty members are based on CAS (Career Advancement Scheme) and PBAS (Performance Based Appraisal Scheme). The Directorate of Higher Education, Government of Tripura has introduced the performance based appraisal system for the college teachers on the pattern designed by University Grants Commission. The college also facilitates the staff for professional development. Teachers are allowed to go for Orientation Programme and Refresher Courses and other Short-Term Courses as per UGC guidelines. At the same time related departments are advised to make class adjustment so that normal classes are not hampered. Faculties are motivated to participate in Seminars and Workshop etc. inside and outside the college. They are also encouraged to organize seminars and workshops in the college. So far as the promotion of non teaching staff are concerned, specific guidelines are available and followed. CAS is there for non-teaching staff and time-linked CAS are granted to each employee on completion of specific years of service as earmarked for each grade/post. However, the government set up Departmental Promotion Committee (DPC) through which promotions are given after examining the Annual Confidential Report (ACR) of the staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college does not have any Resource Mobilization Policy of its own. Being a Government institution, it is fully funded by the Department of Higher Education, Government of Tripura in all respects. The principal source of fund for the college is State Government Budget and therefore, utilization of funds is ensured as per government rules and regulations. Admission fees collected from the students are not retained in the institution but remitted to the governing body. However, in case of examination fees the institution is allowed to retain a lesser portion for funding exam materials. Different committees and cells constituted in the college give their opinions for optimum utilization of funds for the interest of the students, staff and development of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC took the initiative for making the students aware of the thoughts of great thinkers of the world by pasting quotations on a board namely Inspire Yourself which is kept at the entry of the Academic cum Administrative building. It becomes a regular practice of the institution to paste relevant quotes of different great persons on various significant days of national and international level. The IQAC started a competition among the students called Good Reader from 2018 - 2019 session and to be a winner a student has to lend at least fifteen books from the college library. It was initiated for growing a habit of reading among the students. Though none of the students won this competition yet, but there is an increment in borrowing books by the students, which is the main aim of this practice. Now students are showing more interest in borrowing books. This practice includes borrowing story books, novels or books on any subjects available in the college library. This practice may be a torch bearer in fulfilling the aim of value education.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution has to follow the basic model of the teaching-learning process, structure, and methodologies adopted by the affiliating university. So, the institution through its IQAC has taken the initiative to review the said areas from within the allowed manner of functioning. Different issues related to academic activities of the academic calendar have been discussed in IQAC meetings and necessary resolutions have been taken for addressing the issues. Apart from that periodic Academic audits have also been done to monitor the overall activities of the Department. An induction program has been conducted for the newly coming students along with NEP 2020.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.mmdcollege.in/webdocs/Annual%20Report%202023-24.pdf">https://www.mmdcollege.in/webdocs/Annual%20Report%202023-24.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Michael Madhusudan Dutta College, being a co-education institution, encourage the impression of gender equity in its dogma at institutional atmosphere and also thoroughly make every effort to promote the same beyond the corners of the college. The IQAC develops invention to have a revision of the vital concept-note of gender equity by pasting on quotes, thoughts-of-the-day and the likes from time to time. The syllabi followed are as per-say of the affiliating university - Tripura University (A Central University), Suryamaninagar, Agartala, West Tripura and Directorate of Higher Education, Government of Tripura. The IQAC organizes programs and awareness in collaboration with the Women Cell, MMDC. As such, events like International Women Day, Constitutional Day, International Mother's Day, Cultural Programs and the likes are observed as parts of co-curricular activities. For instance, on the 12th Sept. 2023: Celebration of Poshan Maah, 03rd Jan 2024: Awareness on Cyber Security, 08th June 2024; Awareness on Newly Enacted Criminal Laws, Skill Development Programs and NSS Activities were conducted. The significance of gender equity is also cohesive in departmental activities as well.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.mmdcollege.in/naac_document.php">https://www.mmdcollege.in/naac_document.php</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.mmdcollege.in/naac_document.php">https://www.mmdcollege.in/naac_document.php</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures** Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words)** Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**The Institution does not have facilities for the management of degradable and non-degradable waste. Simultaneously, institution, being Government aided college, needs to have acquiescence with sanctioned fund for initiating project such as this.**

**Solid Waste Management:** The College ensures a cleanliness of its campus. The student community and teachers community strives towards the maintenance of clean campus. The authority provides a good number of dustbins within the college while banners, wall stickers, etc. like 'No Plastic', 'Pollution Free Campus', 'Keep Campus Green' and more were posted within the premises as continued reminder.

**Liquid Waste Management:** The College has adequate Liquid Waste Management System. Waste from toilets and bathrooms are

connected to the leach pits in each building

**Bio-Medical Waste Management:** College does not reproduce or produce any bio-medical waste.

**E-Waste management:** The College routinely maintain statistics of e-waste from different Cell and Sections that are collected and keep in the store room to be disposed to an appropriate authority.

**Waste Recycling System:** At present there is no Waste Recycling System in the college. And the College does not produce any hazardous chemicals and radioactive waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://www.mmdcollege.in/">https://www.mmdcollege.in/</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**

- 3. Pedestrian Friendly pathways**  
**4. Ban on use of Plastic**  
**5. landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college, in full throttle, ensures the prevalence of this extravagant tradition of co-existence through the policy of social inclusion and exclusion of prejudice within its campus and around. Michael Madhusudan Dutta College, being the one and only higher educational institute in Sabroom Sub-Division, South District of Tripura, students irrespective of caste, creed, religion and gender flocks to the institute for their higher study. The institute, as mentioned in the college 'vision and mission' strive to provide a quality education and is able to establish itself as an epicentre of multi-culture cohesion and intersection for the budding generation in the region. Students of every caste and creed are gracious to speak their own vernacular as well as learn fellow-students' vernacular simultaneously. As such, events and commemorative programs such as Constitutional Day, International Youth Day, Bhasha Diwas, Kokborok Day and more are hosted in languages like English, Bengali and Kokborok interchangeably.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Michael Madhusudan Dutta Collge, being a higher education institute, sensitization of students and employees to constitutional obligations on values, rights, duties and responsibilities befits arresting agenda. The agenda embraces observance of nationally momentous days through which social errands and duties on the road to the country, understanding of the gender equity, organisation of varied events such as Youth Day, Ekta Diwas, International Mother Tongue Day, Ozone Day, World AIDS Day, Environmental Day and more. In the 2023-24, the NSS Unit held a Special Camp to promote health and environmental consciousness. Area such as HIV/AIDS, Anti-Drug, Hit and Run, Newly Enacted Criminal Laws, mock drills on natural disaster and others were covered. Besides these programs, the IQAC has adopted skill development as its best practice through which students could learn theoretically and physically simultaneously. The departmental wall magazine also played a role in bringing about sensitization where platform was provided to all to express or comment on trending issues and the likes.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**  
**4. Annual awareness programmes on Code of Conduct are organized**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The important days for the country like, Independence Day, Republic Day, Constitution Day, Education Day, International Mother Language Day, Literacy Day, International Women's Day, etc. are being observed in befitting manner in the college campus on the particular dates. Besides these, lectures and cultural programs are also being organized to aware the students about the importance and significance of the days. In some occasions, cultural competitions among the students are being held prior to the particular date and prizes are being distributed among the winners of the events. The cultural part of the program is mainly performed by the students and we also encourage the students to take part in the lecture session. The whole event is being supervised by the faculty members as per the sub-committees formed.

Apart from the above, the institution also organizes the birth anniversary of some great Indian Personalities namely Rabindranath Tagore, Mahatma Gandhi, Dr.Abedkar, Michael Madhusudan Dutta and more and organizes different programs to create awareness and consciousness about the culture and heritage of the Nation through cultural programs.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Title: \*Capacity and Skill Development for Sustainability\* 2. Objective: The initiative was taken to convey, implant and prepare on sustainable development amongst the students and the stakeholders. 3. The Context: The College took initiatives for Capacity and Skill Development for Sustainability by organizing workshops and other activities such as plantation programs and interaction sessions with the stakeholders. 4. The Practice: It promotes the impression of sustainable development and learning thereby sensitizing the region nearby their parts and errands in the society in a process to build a 'Healthy Nation'.

BEST PRACTICE - 2 1. Title: Healthy Nation through Healthy Society 2. Objective: Sensitization on the importance of healthy, opportunities, individuals' contributions, environment and development of entrepreneurship, etc. 3. The Context: With an objective to inherit a sense of sustainable development, the institute took initiatives aware the students about the significance of environment in the development of society and civilization as a whole. 4. The Practice: Students shall be made aware and be sensitized on environmental issues and its important contribution for healthy minds. 5. Problems: On account of funding restriction, the practices (inclusive of both) , though excelled, however not upto the mark.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.3 - Institutional Distinctiveness

### 7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Positioned at the South District of Tripura - a region having combination of multiple tribes (inclusive of the tribal and non-tribal), Michael Madhusudan Dutta College, Sabroom has its own distinctiveness. The institute consist of students of different communities having diverse tradition of culture and history wherein the tribal students' population is the majority. Abiding with the provisions of NEP2020, the institute, in the Academic Year 2023-2024 tackled trials notwithstanding minimal equipment and infrastructure. In so doing, the Institute stood out in showing exemplary course of action in serving the society to bring down a larger mass of awareness towards individual contributions in building a 'Healthy Nation'. As such, capacity and skill development were organized, industry skill development was organised and NSS Unit also held a massive camp on blood donation, cleanliness campaign and others. At the same time, the institution provides platform for guiding, exploring and furnishing students capacities in the fields of art, culture, literature, etc. The institute stretches priority in upholding promotion of students' holistic education aiming to keep an impression of fraternity and faith to achieve greater goals.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

The institute (In 2024-2025) planned to adopt an Action of Plan of the following:

- To act as skill development centre for employment generation by organizing awareness programs, seminar, workshop, lecture, meet, coaching centre, etc. on varied subjects keeping in mind the agendas of NEP2020 to address diverse learners and to ensure its alumni's future success requirements.
- To promote and sensitize on identity harmony, cultural affinity, diversity and entrepreneurship.
- To sensitize on state, national, international events and more to develop sense of moral responsibilities, conduct

code and values.

- To advocate sustainable development for the students and the stakeholders and the region as a whole.
- To strive for and promote green environment awareness and its immediate impact on mankind and consequences.
- To decisively follow the Institute's Academic Calendar i.e. 2024 - 2025.

The fundamental objective of IQAC is to supply the students, teaching as well as the non-teaching staff a rational and integrated sensitization in all spheres to have an all-round sustainability enhancement.