



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		MAHARAJA BIR BIKRAM COLLEGE
Name of the head of the Institution		Dr. Dipannita Chakraborty
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03812516728
Mobile no.		9436581244
Registered Email		mbbc.agt2015@gmail.com
Alternate Email		iqacmbbc@gmail.com
Address		College Tilla, P.O. Agartala College
City/Town		Agartala
State/UT		Tripura
Pincode		799004
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Abhijit Sarkar
Phone no/Alternate Phone no.	03812516728
Mobile no.	9436454455
Registered Email	mbbc.agt2015@gmail.com
Alternate Email	iqacmbbc@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://mbbcollege.in/db/common/132.pdf">http://mbbcollege.in/db/common/132.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://mbbcollege.in/db/common/107.pdf">http://mbbcollege.in/db/common/107.pdf</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	2.74	2004	16-Sep-2004	15-Sep-2009
1	B+	2.55	2016	16-Sep-2016	15-Sep-2021

<b>6. Date of Establishment of IQAC</b>	12-Jun-2006
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Faculty members uploaded their brief class notes and students	12-Aug-2019 180	3710

Participated in NIRF	29-Nov-2019 7	9
Meeting of IQAC	25-Sep-2019 1	6
Meeting of IQAC	25-Oct-2019 1	6
Meeting of IQAC	01-Nov-2019 1	12
Meeting of IQAC	05-Dec-2019 1	6
Meeting of IQAC	07-Dec-2019 1	7
Meeting of IQAC	04-Jun-2020 1	11
Meeting of IQAC	15-Jun-2020 1	7
Collection and analysis of teachers	10-Jun-2020 4	64
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

7

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

? After completion of class, every faculty member uploaded their brief class note/summary and number of students present in their respective classes in the college portal on regular basis. The Online Class Summary Data Bank was designed by one of our own faculty member Sri Ratul Chakraborty, Assistant Professor of Statistics. ? Feedback from students on teachinglearning in and infrastructure of the institute was collected and analysed. ? Feedback from teachers regarding the overall performance of the institution in terms on teachinglearning, curriculum, data records maintenance, academic infrastructures (i.e., library, classrooms, laboratories, etc.), provision of clean drinking water, sanitation, etc. is collected and analysed. ? Proposal was sent by IQAC to MBB University to link attendance of students with internal marks in order to increase attendance percentage in class. Accordingly, MBB University considered the proposal of IQAC and gave their consent in this regard with vide notification no F.16(12)/MBBU/COE/UG/RulesRegulations/2017/87380 dt. 19.08.2019 and allotted 1, 3 and 5 marks on students' attendance percentage. ? Library is equipped with Library management software named Digilib designed by Sri Ratul Chakraborty, Assistant Professor, Department of Statistics of this college. Library is also equipped with OPAC and now it is used for searching of library resources. ? IQAC had undertaken a micro level research study as per the UGC letter No.F.11/2020(Secy) dated 12th June 2020 on the topic 'Facilitation of Study on impact of Covid19 1918 Pandemic (H1N1 virus) by Universities/Colleges'. A Research Team consisting of 8members was constituted to conduct this study in the adjacent villages of the institute. The Team conducted village level survey in three nearby Gram Panchayets (G.P.) namely, Anandanagar G.P., Paschim Anandanagar G.P. and Maloynagar G.P. for collecting primary data. The collected data was analysed with the help of statistical tools. The Study Report was submitted on 30th June 2020 to UGC through the Principal, MBB College.

[View File](#)

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

Plan of Action	Achivements/Outcomes
It is proposed to collect students' feedback related to teachinglearning in the college and also regarding college infrastructure.	Feedback was collected. The Report was submitted to the Principal of the college.
It is also proposed to collect feedback from the teachers regarding teaching-learning and college infrastructure.	Teachers of the college responded wholeheartedly. The Report was submitted to the Principal for further action.
Teachers were encouraged to organise online webinars and workshops for the teaching and student community.	Different departments took the initiatives of organising international and national level webinars. The webinars were proposed to be organised from July 2020 onwards. Subsequently a good number of webinars were organised.
Faculty members were suggested to participate in various seminars/webinars/refresher courses to upgrade and update their level of knowledge.	Thirty-one faculty members successfully participated and completed such courses.

Wall Magazine for all the departments.	Wall Magazine has been published by most of the departments.
IQAC recommended all the academic departments to organize Departmental seminars exclusively for the students.	Few departments in the college have organized Departmental Students' Seminars
<a href="#">View File</a>	
<b>14. Whether AQAR was placed before statutory body ?</b>	No
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2020
Date of Submission	03-Jun-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>After an extensive research on various practices undertaken by our Institution the College has developed a "College Management Information System". This system is helping our Institution in following ways:</p> <ul style="list-style-type: none"> <li>• It reduces Paper Work, Improve Work Efficiency and Save Time.</li> <li>• It relieves Academic Staffs and Teachers from administrative work load.</li> <li>• It eliminates work duplication.</li> <li>• It helps Principal in making vital executive decisions.</li> <li>• It helps IQAC to collect and manage various information.</li> <li>• Students need not have to wait for more than few minutes for any services from college.</li> <li>• It transfers our institute into an ideal institute. The Heart of this "Management Information System" is our dynamic college website (<a href="http://mbbcollege.in/">http://mbbcollege.in/</a>). It has several modules. Different modules and their functions Academic: Students Registration details, Preparation of Attendance Register, Classification of Students and Teachers with graphical representation. Communication with students through emails. Uploading Lecture Notes, Assignments by teachers in College website for students.</li> </ul>

Administration: Uploading of Notices, Tenders and Activities in College website. Management of Teachers' details. Examination: Generation marks slip for internal examination, Preparation, display and management of examination seat plan, Preparation, display and management of invigilation duty chart. Document Management: Creation and uploading of documents in the website by different committees viz. IQAC, Teachers Council, RUSA, Career and Counselling Cell, Science Forum, Distance Education Study Centre, NCC, NSS, Games Sports, Art Culture, etc. Library: Digital cataloguing, Lending and borrowing books, Library Membership, Library Summary, Add/Edit Books.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

MBB College is affiliated with the MBB University, Agartala, Tripura which has adopted Choice Based Credit System (CBCS) as per latest guidelines of the UGC. There is a Board of Under-graduate Studies (BUGS) for each subject that also includes the teachers of our college which looks into the matter of Curriculum design and implementation. During the session 2019-2020, the mechanism for well-planned curriculum delivery was divided into two phases: First phase - prior to the outbreak of covid-19 (July 2019 - March 2020) and at the second phase - post outbreak of covid-19 (March 2020 - June 2020). With the announcement of lockdown in India on 23rd March 2020 all the institutions were closed. The act of suspending educational activity has hit the annual academic calendar very hard; caught in the turmoil, the education system has turned towards delivery of curriculum via the internet or online education. The sudden transition from on-campus learning to exclusively online learning is challenging for both faculty and students and has required a lot of preparation and other efforts in a short time. The Principal encouraged teachers to a number of online courses and curriculum for effective knowledge transfer such as SWAYAM, MOOCS, etc. The process of curriculum delivery has included; establishing a sense of urgency. The implementation includes time tables as well as delivery methods for e-lectures. The departments were given liberty on selecting the applications to be used. The several tools used by the departments for e-learning were WhatsApp, email, Google classroom, Google meet, Zoom, etc. The academic timetable for different streams were finalized following deliberations with the Heads of the Departments and Academic Committee. The classes were organised in a manner so as to provide time to conduct extra tutorials and practical beyond the syllabus. The time table was uploaded on the college website and was also electronically communicated to the students. The academic timetable is prepared centrally at the beginning of the semester to help the faculty to cover the syllabus on time. Regular departmental meetings are held for sharing the feedback regarding course completion. Every department conducts classes that far exceed the UGC norms, to ensure that the curriculum delivery is holistic

and effective. The college identifies extension and tertiary activities that dovetail into teaching material and enrich it further. Every department has the space to intervene to enhance and enrich the learning and learning outcomes - research and knowledge - through the curriculum. Some departments organise field trips and visits for hands-on training, students' paper presentations, etc. to supplement and complement the prescribed curriculum in tangible ways. The curriculum is further documented and effectively delivered by the use of ICT tools and e-resources by the faculties. The IQAC in close coordination with the administration monitors the teaching-learning process, results of each department and the overall requirements for effective curriculum delivery and documentation.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
<b>No Data Entered/Not Applicable !!!</b>		

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

Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>	

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

#### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany Honours	59
BSc	Botany General	84
BSc	Human Physiology Honours	23
BSc	Human Physiology General	89
BSc	Zoology Honours	45

BSc	Zoology General	75
BA	Psychology Honours	19
BA	Psychology General	21
BSc	Geography Honours	23
BSc	Geography General	9
<a href="#">View File</a>		

#### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Nil
Parents	Nil

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

Feedback Obtained
<p>The college adopts structured mechanism to collect online feedback such as structured questionnaires from students and teachers. These online feedbacks are collected by IQAC on various aspects such as teaching and learning, infrastructure and support services, curriculum, teaching faculty, facilities, etc. The feedback collected is anonymous. The average and percentage of various criteria are calculated. The strength and weakness mentioned by the respondents (students, teachers) are then summarised. The data generated in the process is documented and compiled by the Department of Statistics and IQAC team and then the same is shared with the Principal. Thereafter, the Principal shares the feedback with the teachers in a constructive manner so that further improvements can be achieved in the overall development of the institution. The different areas where improvements are required is discussed in respective communities/departments. After the analysis of the feedback collected, Principal in consultation with the IQAC takes all the necessary steps to address the specific areas where intervention is deemed necessary.</p>

### CRITERION II – TEACHING- LEARNING AND EVALUATION

#### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bengali Honours	50	187	24
BA	Education Honours	50	684	14
BA	English Honours	50	669	37
BA	Geography Honours	50	241	36
BA	Philosophy Honours	50	48	10



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## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3710	Nil	74	Nil	74

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
74	38	37	12	1	7

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

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

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

The mentoring system of the institution is a regular phenomenon with the objective of bringing about the all-round development of the students. All the departments allot an equal number of students among the faculty members in their respective departments. Each student of every department are mentored in an academic year at least once by their respective departmental teachers. The issues addressed are related to students' academic performance, inter-personal relationship, family problems as well as any other relevant personal issues. Any serious cases are referred to the Counselling Cell of Psychology Department for further perusal. This practice aims to get the students to interact, deliberate and discuss with the teachers as mentors regarding their study habits, career options, difficulties faced in the class room /laboratories and/or at home. This interaction bridges the gap between the teachers and the active learners i.e. the mentor and the mentee, thereby creating a healthy bond between the two most important stakeholders of the institution.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3710	74	1:50

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
73	48	Nil	Nil	37

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BAH	6	16/10/2020	11/11/2020
BSc	BSH	6	16/10/2020	11/11/2020
BCom	BCH	6	16/10/2020	11/11/2020
BA	BAG	6	16/10/2020	11/11/2020
BSc	BSG	6	16/10/2020	11/11/2020
BCom	BCG	6	16/10/2020	11/11/2020

[View File](#)

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

- Sessional/Internal examinations are conducted twice in every semester on regular basis.
- Students have the opportunity to request for re-appearing in the internal tests in cases where they have scored poor marks and wants to improve.
- After evaluation of answer scripts of internal assessment, the answer scripts are shown to the students to enable the students to identify their mistakes so that they can rectify and improve their studies.

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

Before the commencement of classes every year, the college prepares an Academic Calendar incorporating all the details about the probable dates of admission, commencement of classes, internal examinations, co-curricular activities, vacations and other holidays, term-end examinations, observation of important days like Independence Day, Republic Day, Janma-Tithi of Maharaja Bir Bikram, etc. The Academic Committee of the institute takes the initiative to prepare the Academic Calendar and thereafter it is being approved formally by the Teachers' Council of the college. Then it is uploaded in the college website.  
Weblink: <http://mbbcollege.in/db/common/107.pdf>

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://mbbcollege.in/db/notices/37.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BAH	BA	Honours	245	222	90.6
BAG	BA	General	410	407	99.3
BSH	BSc	Honours	123	121	98.4
BAH	BSc	General	97	97	100.0

BCH	BCom	Honours	41	34	83.0
BCG	BCom	General	123	123	100.0
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://mbbcollege.in/db/common/147.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Current Issues in Intellectual Property Rights in India	Departments of Economics Commerce, M B B College	18/02/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

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

Name of the Department	Number of PhD's Awarded
<b>No Data Entered/Not Applicable !!!</b>	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
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International	Chemistry	2	Nil
National	Chemistry	8	Nil
National	Botany	3	Nil
National	Zoology	1	Nil
National	Physics	1	Nil
National	Commerce	1	Nil
<a href="#">View File</a>			

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

Department	Number of Publication
Economics	1
Commerce	1
Sociology	4
Botany	3
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	14	Nil	Nil
Presented papers	1	17	Nil	Nil
Resource persons	Nil	3	1	Nil
<a href="#">View File</a>				

### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/	Number of teachers	Number of students
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	collaborating agency	participated in such activities	participated in such activities
Coronavirus - Awareness Programme	MBB College Indian Science Congress Association (ISCA), Dharmanagar Chapter	3	30
National Education Day (Birth Anniversary of Maulana Abul Kalam Azad)	M B B College	2	2
Sadak Suraksha Jiban Raksha	Transport Department, Govt. of Tripura	2	1
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nil
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat programme	State NSS Cell	Activity Lecture	2	50
Awareness Programme on Cyber Crime	State NSS Cell	Awareness programme	1	30
Campaign against use of plastic	State NSS Cell	Awareness Programme	1	10
Workshop by Red Ribbon Club	State NSS Cell	Workshop	1	3
State Level Independence Day Parade	Govt. of Tripura	Parade	1	5
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nil
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research

facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
31.81	31.81
7.63	7.63
0.5	0.5
1.29	1.29
0.36	0.36

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
DigiLib (In-house development By Ratul Chakraborty)	Fully	1.0	2016

Luther Debbarma,  
Assistant  
Professors)

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	65170	1572654	562	270682	65732
Reference Books	27689	591718	24	54633	27713	646351
e-Journals	78	436518	Nil	Nil	78	436518
Library Automation	1	Nil	Nil	Nil	1	Nil

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil

No file uploaded.

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	188	8	186	21	9	29	37	40	0
Added	0	0	0	0	0	0	0	0	0
Total	188	8	186	21	9	29	37	40	0

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

40 MBPS/ GBPS

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Faculties have uploaded their class notes after completion of their classes in the college web-portal.	Nil

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
5.08	5.08	39.81	39.81

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The responsibility of using college infrastructure properly including classrooms, library, laboratory, sports facilities, computers, etc. always lies with the stakeholders, faculty members, office staff and students headed by the Principal of the college. All the stakeholders inculcate good practices like keeping the campus clean and plastic-free, regularly using of the dustbins, declaring the campus tobacco-free and smoking-free, switching off electrical equipments when not required, etc. Use of log books for availing library services, using computer lab, maintaining stock registers for scientific equipments, books journals, IT equipments, sports equipments are common practice made by the stakeholders. Detailed analysis is provided in the link.

<http://mbbcollege.in/db/notices/36.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	Multiple Schemes	1333	13842800
b) International	Nil	Nil	0

[View File](#)

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
International Yoga Day	21/06/2020	46	Department of Physical Education, M B B College
Psychological Counselling	01/07/2019	51	Department of Psychology, M B B College

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed



Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	10	BA	Bengali	Tripura University Rabindra Bharati University B.Ed Colleges, West Bengal	P.G., B.Ed.
2019	15	BSc	Physics	Tripura University, ICFAI, B.Ed Colleges, West Bengal	P.G., B.Ed
2019	15	BCom	Commerce	Nil	Nil
<a href="#">View File</a>					

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

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

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

Activity	Level	Number of Participants
Freshers' Welcome	College	900
Kokborok Day 19th January 2020	College	230

Rabindra Jayanti on 10th May 2020 (online mode)	College	120
Independence Day Celebration on 15th August 2020	College	30
Celebration of International Matri Bhasha Diwas on 21st February 2020	College	55
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

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

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

At present, the college do not have an elected Students' Union Council. Generally, election to the Students' Council is usually held as per the direction/notification of the Directorate of Higher Education, Government of Tripura. For the last two years the college did not receive any such communication in this regard. But, in its place there is an elaborate mechanism of providing opportunities and facilities to the students for different activities in the college. The students are given opportunities to have their views placed at various committees formed with senior teachers as Conveners. The institute encourages all the departments to publish departmental magazines wherein students are called upon to incorporate their ideas to design, collect articles from their classmates for the publication of the same. Students also take active part for observance of different national programmes like celebration of Independence Day, Republic Day, Gandhi Jayanti, Jamatithi of founder Maharaja Bir Bikram Kishore Manikya Bahadur, etc. and other programmes like organising Saraswati Puja, Rabindra Jayanti, Nazrul Jayanti, Raksha Bandhan, Tree plantation (Banamahostav), Blood Donation to mention some. A group of dedicated NSS volunteers and NCC cadets undertakes the full responsibilities for any outreach programme such as community service, visit to villages as extension activities, etc. Some senior students of the college also participate in the admission process and act as volunteers in maintaining discipline, cleanliness, etc. in the college.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes. The MBB college alumni association which was registered in the year 1997, is the oldest registered alumni association in the state. Since its inception, the association has contributed significantly in the development of the institution in many ways like extending support in the matter of financial non-financial means. The main aim of the registered alumni association is: (i) to upgrade and improve the facilities of the college, (ii) to promote the welfare

of the college students and the college as a whole, (iii) to support the endeavours of the college in achieving its goal and (iv) to encourage the alumni members, faculties and students to foster a life-long relationship with the college. Apart from boosting the moral support of the students, the association often play the role of cultural ambassadors who have stood firm against the wave of globalisation which has swept away the cultural ethos among the youths.

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Principal, in consultation with the Teachers' Council, forms different sub-committees for decentralization of power for smooth running of the college. i) Examination sub-committee ii) Discipline complaint and grievance cell iii) Seminar/Debate and Workshop sub-committee iv) Library sub-committee v) Games and sports sub-committee vi) Students' council election sub-committee vii) Cultural social entertainment and felicitation sub-committee viii) Newsletter and magazine subcommittee Other than these Principal nominates the members of a few other important sub-committees like i) Internal Quality Assurance Cell ii) Development committee iii) Anti-ragging committee iv) RUSA committee v) Committee for prevention of sexual harassment The Principal and faculty members are involved in defining the policies and procedures, framing guidelines, rules and regulations pertaining to admission, discipline, grievance and library services etc., and effectively implementing the same to ensure smooth and systematic functioning of the college. The college aims at promoting a system of participative management. Though the Principal is the head of the institution, the departments are given some amount of autonomy in their day-to-day functioning. They are expected to adhere to the guidelines and the academic calendar of the college. The heads of the departments are also members of the academic committee and development committee of the college, thereby making them part of the decision-making process. Besides this, the college has also constituted a number of committees with teachers as coordinators. In some committees, students' representatives are also included to give due importance as a process of decentralisation. Admission committee looks after the process of admission in coordination with the administrative office and provides guidance to the student candidates on different subject choices offered by the college under the CBCS System. Different orientation sessions are conducted by all the faculties i.e. Arts, Science and Commerce. Students also have the opportunity to change their subjects according to their choice subject to availability of seats within one month after the admission. Senior student representatives also do take part in different capacities in the admission process. The Internal Assessment examination under CBCS is held once every semester. The examination committee collects question papers from all HODs and prints the same. A routine is prepared and the exams are taken by the respective departments accordingly, scripts are evaluated and marks uploaded in the University portal as per notification. Seminars are often conducted in the

college. The Research Seminar Committee prepares the proposal and seeks fund from UGC, ICSSR, NE-ICSSR, ICHR, ICPR, NEC, ISCA, Tribal Welfare Department, etc. As the funds are received from the sanctioning authority, committees are formed from the teachers and brochure, budget are prepared and sent to all higher education institutions within the state and outside. Later, sub-committees are formed from teachers and staff for smooth conduct of the seminar

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

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The college follows the guidelines and notifications as published by the Department of Higher Education.
Industry Interaction / Collaboration	Nil
Human Resource Management	Recruitment policy is followed as per government norms. However, guest lecturers are engaged by the college following the guidelines of the government
Library, ICT and Physical Infrastructure / Instrumentation	There is a separate building for Central Library in the College. The Library has separate reading rooms for teachers and students. Procurement of books and journals are done as per requirement of the departments and subject to the availability of funds from RUSA or any other sources. Library is equipped with Library management software named Digilib designed by Sri Ratul Chakraborty, Assistant Professor of Statistics of this institute. Library is also equipped with OPAC and now it is used for searching of library resources. Library also have the facility of online cataloguing. These days books can be searched subject-wise, classification-wise and based on keywords. The availability of any book can be checked based on that software and the book location can be tracked easily. Different queries regarding steps for library management are also addressed in the software. Book status can also be seen from the college portal.
Research and Development	The college has taken a few measures to facilitate smooth progress of implementation of research projects. The college timely releases the funds/resources for the research. Disbursements are made promptly for procuring necessary books, journals,

equipments etc. Internet facility is available for the researchers. The load of classes/assignment is reduced as far as possible for the researchers. If any field work is required special leave is sanctioned.

Examination and Evaluation

1. After completion of each unit students have to face class test. It may be in oral or written form. 2. After the outbreak of Covid19 pandemic, the internal assessment is taken through online mode. 3. After three months they have to face internal examination both theory and practical and their shortcomings are discussed in the classes. Also teachers advise them on methods to improve their standard. 4. The evaluation of students made through their submitted answer scripts as well as oral 5. The internal marks are linked with their class attendance. 6. After six month they have to face semester examination conducted by the University. 7. The University examination answer scripts evaluated through central evaluation. 8. The examination portal developed by the university is utilized to upload the internal assessment marks.

Teaching and Learning

The institute is trying to bring in the following methodologies/ practices in the teaching-learning process: 1. An induction programme is held every semester in all departments to familiarise the students with the syllabus. 2. Preparation of lesson plans before the commencement of classes. 3. Publishing lecture notes as much as possible (after 2-3 academic sessions it is expected that after every class teachers would be able to make available their lecture notes). 4. The method of chalk talk is mostly popular among the students as teaching-aid. Maps are extensively used in the department of History according to the periods - ancient, medieval and modern ages. The department of Geography also uses physical maps and topo-sheets. 5. Due to outbreak of Covid19 pandemic, the college has initiated to impart teaching-learning through online platforms like Google Meet, Zoom, Whatsapp, etc. on regular basis for the benefit of the students community. 6. Computers are distributed to all the departments which are often used to

	<p>make the lectures more attractive. Also, a few departments often utilize the facility of internet to show the lectures of SWAYAM, MOOC portal. 7. Tutorial classes are arranged after identification of slow/ advanced learners.</p>
Curriculum Development	<p>The college is affiliated to the MBB University and follows its curricula and examination guidelines. The CBCS curricula involve an internal assessment examination which is designed by the Board of Under Graduate Studies (BUGS) of different disciplines. The departments also prepare the students for the semester exams by arranging class tests, assignments, practical classes, project works, field studies. Workshops, seminars are organised by the departments to encourage the students for public speaking as well as developing their knowledge and skill on the subject of their study. Students are encouraged to present papers, to write articles in the college magazines - wall magazines, newsletters, etc.</p>

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

E-governance area	Details
Planning and Development	The college follows the E-tender and GeM guidelines for all procurements.
Administration	A comprehensive database for the students consisting of all activities from admission to final examination is prepared. Systematic documentation of the same is done to prepare the statistics to minimize wastage of time in compiling the same for different purpose.
Finance and Accounts	A dedicated software developed by the State Government i.e. HRMS has been implemented in our college for salary, fund allocation, financial transactions through the State Treasury. The college is also enrolled in the PFMS to make financial transactions i.e. Direct Benefit Transfer (DBT) for stipends, online payments
Student Admission and Support	Admission process is mainly conducted by the respective colleges after publication of admission notice in local newspapers and in Higher Education website by Directorate of Higher Education, Government of Tripura through common advertisement for all

degree colleges. The College publishes prospectus with detailed information of the college, seats in the streams, admission process and other relevant information. The Prospectus is uploaded in the institutional website in addition to circulation of hard copy among the applicants. The Admission Committee of the college prepares a merit list for each subject on the basis of result of higher secondary or equivalent examinations. The admission software developed by Sri Ratul Chakraborty, Assistant Professor of Statistics of this college is used for preparing the merit list. The reservation policy of Government of Tripura is strictly followed in preparing the merit list. Merit lists are displayed in the college notice board as well as in the college web portal

**Examination**

University examination portal is used for uploading the internal examination. The internal assessment routine and marks are also uploaded in the college portal.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Nil	Workshop on MsWord MsExcel for Office Management	06/03/2020	07/03/2020	Nil	20
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher/Advanced Methods in Teaching and Research organised by Faculty Development Centre, Tripura University	3	11/02/2020	24/02/2020	14
Summer Research Fellowship Programme at Indian Institute of Science and Education Research (IISER), Bhopal Organized and Funded by Indian Academy of Science, Bangalore.	1	01/08/2019	25/09/2019	56
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
All government schemes are followed.	All government schemes are followed.	Facilitate all students to apply for all type of stipends as per their eligibility.

**6.4 – Financial Management and Resource Mobilization**

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

<p>The college is a government institution and hence all internal audits are conducted by the Directorate of Higher Education, Government of Tripura from time to time. External audits are conducted by Accountant General (AG) office of Tripura and Directorate of Audit, Govt. of Tripura. The Principal, the DDO and a few teachers along with the staff of Accounts and Cash Sections attends the meeting with the auditors to satisfy any audit objections raised.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government	Funds/ Grnats received in Rs.	Purpose
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funding agencies /individuals

No Data Entered/Not Applicable !!!

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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

### 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	No	Null
Administrative	No	Null	No	Null

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

Nil

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

Workshop on MsWord and MsExcel for Office Management for non-teaching staff

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

1. The process of procuring latest books, journals and e-resources have been initiated. All HODs are requested to submit requisition. The HODs of all the departments submitted their requisitions and books were purchased for the Central Library. 2. Department of Commerce have been asked to conduct Workshop/ Seminar/Invited lectures to inculcate the spirit of entrepreneurship among students. Other departments may also take the help of the Department of Commerce for such activities. 3. Efforts have been made by the teachers to pursue interactive method of teaching. During the pandemic period, initiatives were taken to continue regular classes and assessment tests in online mode. 4. Initiative was made to collect and analyse Students' feedback. The same was done successfully. 5. Initiative was also taken to collect feedback from teachers of the institute. 6. Initiative was taken to upgrade the provision of safe drinking water facilities in the college for the students as well as teaching and non-teaching staff.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Collection and analysis of student feedback on overall institutional performance	06/11/2019	06/11/2019	06/11/2019	890

2020	Collection and analysis of Teachers Feedback on overall institutional performance	10/06/2020	10/06/2020	14/06/2020	64
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Equity: A fundamental Human Right for a Peaceful and Sustainable World	08/03/2020	08/03/2020	57	50

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

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

The College is situated in a lush green area away from the city with trees and ample flora all around. The NSS, NCC volunteers, along with the faculty plant trees every year during the Vanamahotsava Day. The students and staff have planted several tree saplings during various tree plantation programmes organized by the institution through the NSS wing and all these trees are taken care of and maintained by the students of the institution. Their names are displayed on the tree barriers and they are responsible for the proper upkeep of the sapling till he completes his Final 6th Semester examination. The college has embarked upon an informal system of making the students environment conscious. Students and staff are motivated to use jute bags or cotton bags, the use of plastic bags is avoided in the campus and the authority is planning to declare the entire campus as "No Plastic Zone". Care is taken to ensure that the college environment has low levels of carbon emission and low pollution levels so that the campus is healthy for all. The college is declared as 'No Tobacco Zone'. The College conducts awareness programmes on energy conservation and adopts measures to ensure that energy is conserved wherever possible. Both students and staff are asked to follow a policy of switching on power only when required and switching off when not in use. Class rooms are large and airy which ensures that the use of lights be minimum also ventilation is naturally enhanced. The institution strictly observes to see that no electric equipments run unnecessarily. Thus, enough measures are taken to use electricity carefully. Solar Lamps are installed in few gardens in the college campus. Almost all the computer monitors in use are either LED, LCD ensure minimum usage of electricity and also to reduce the level of radiation. Rain water harvesting project has been implemented in the college. The water thus harvested is being used for washing utensils in the canteen and watering the plants and gardens as necessary. The dead leaves and waste papers are scientifically decomposed off by burying them in the soil. The Department of Zoology prepare Vermicomposting for disposing the wet waste from canteen and

also other biodegradable wastes. The college generally does not generate any hazardous waste, but there are minimal chemical and e-waste generated. In order to dispose the acid fumes, chemistry labs are equipped with exhaust fans. A pit is built adjacent to the Chemistry lab where the chemical waste is collected. A solid waste disposal bin is placed behind the college buildings. Solid wastes like broken glass beakers, test tubes, rubber tubes, etc. are collected from the entire campus and stored here and disposed off with the help of Agartala Municipal Corporation according to their rules. Printer Cartridges are often refilled and not disposed

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
<b>No Data Entered/Not Applicable !!!</b>		

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	11/09/2019	1	Sadak Suraksha Jiban Raksha	Awareness on road safety	1
2019	Nil	1	30/08/2019	1	Workshop on Cyber Crime	Awareness programme against cyber crime	3
2019	Nil	1	05/11/2019	1	Drug Addiction Awareness Programme	Awareness campaign	30
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus for students	01/06/2019	The College Prospectus includes the code of conduct guidelines to be followed by the students, discipline, attendance, dress code etc.
Service guidelines for teaching non-teaching staff	02/07/2019	The teaching and non-teaching staff are state government employees and are guided by the rules and regulations of the TCSR

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Day celebration organised by Dept of Physical Education	21/06/2020	21/06/2020	46
Seminar on "Value based Education" organised Dept of Philosophy	04/01/2020	04/01/2020	40
Seminar on "Values and College Youths" organised Dept of Sociology	02/03/2020	02/03/2020	36
Blood Donation	19/11/2019	19/11/2019	30
Swachchh Bharat programme	02/10/2019	02/10/2019	50
<a href="#">View File</a>			

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

1. College campus declared 'No Plastic Zone' 2. College is declared as 'No Tobacco Zone' 3. Use of LED LCD electrical equipments to ensure minimum usage of electricity and also to reduce the level of radiation 4. Both students and staff are asked to follow a policy of switching on power only when required and switching off when not in use. 5. In order to dispose the acid fumes, chemistry labs are equipped with exhaust fans. A pit is built adjacent to the Chemistry lab where the chemical waste is collected. The cleaning staff is trained on biodegradable and non-biodegradable. waste. A solid waste disposal bin is placed behind the college buildings. 6. Solid wastes like broken glass beakers, test tubes, rubber tubes, etc. are collected from the entire campus and stored here and disposed off with the help of Agartala Municipal Corporation according to their rules. 7. Printer Cartridges are often refilled and not disposed.

#### 7.2 – Best Practices

##### 7.2.1 – Describe at least two institutional best practices

1. Vocabulary build up for students. Most of the students of this college come from non-English medium schools and are often found to be introverts, shy when asked to talk in public. To enable them overcome this hurdle a word a day programme is introduced. 2. To ensure the completion of syllabus according to the academic planner of each department every month the head of the Department conducts a meeting with the faculty members and the completion of Syllabus is kept track of. The students are also asked if they have any difficulties which are also taken into account while redistributing the Syllabus.

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

<http://mbbcollege.in/db/notices/38.pdf>

#### 7.3 – Institutional Distinctiveness

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

The institution was established with a vision to facilitate the students to avail higher education at a minimal cost. Through the years, the College has

adopted and implemented various measures to cater to the changing needs of youth of the state, following a policy of inclusion in all respect. It organizes Seminars, invited talks on Value Education, gender equity, and also conducts physical education classes as well as a psychological counselling cell. The College strives to inculcate in its students excellence in all spheres, build up their self-esteem, self-respect and to make them self-sufficient and socially responsible. It aspires to build good citizens, strong and capable who would be assets to the society and the nation, and who would further transmit these values to the future generations

Provide the weblink of the institution

<http://mbbcollege.in/db/notices/35.pdf>

### **8.Future Plans of Actions for Next Academic Year**

? Organizing webinars, seminars, workshops, popular talks, etc. for quality enhancement of faculty and student etc. ? Conducting Academic Administrative Audit (AAA) for all departments. ? Conducting parent-teachers meet. ? Participating in NIRF. ? Providing safe drinking water facility within the College campus. ? Annual Sports Day to be celebrated. ? Organizing cultural and sports week. ? Development of literary archive related to regional literature of Tripura within the College Library.