



MAHARAJA BIR BIKRAM COLLEGE

College Tilla, P. O. Agartala College

Tripura West, Pin - 799004

Website: www.mbbcollege.in

E-mail: mbbc.agt2015@gmail.com

GOVERNMENT OF TRIPURA
MAHARAJA BIR BIKRAM COLLEGE
AGARTALA, TRIPURA (W)



No.F.9(85)/IQAC/MBBC/2018/173

Dated, Agartala, the 30/05/2025

NOTICE

This is for information to all the HODs and faculty members that a preparatory team constituted by the teachers of this college will visit all the Departments for verification of all the relevant documents/papers of the departments along with updated faculty profile before the External Academic Audit Team Constituted by DHE visit the college. The team members will visit all the Departments on 9th and 10th June, 2025. All Heads of Departments are requested to kindly prepare accordingly for their visit. A format has been prepared for ready reference.

Team I: Departments of Statistics, Physics, Chemistry, Botany, English and Sanskrit.

1. Dr. Sipra Datta Ghosh
2. Dr. Jayanti Bhattacharjee
3. Sri Jayanta Saha

Team II: Departments of Mathematics, Commerce, Bengali, Geography, Hindi and History.

1. Dr. Biplab Ghosh
2. Dr. Jyotirmoyee Dash
3. Dr. Surojit Sen Gupta

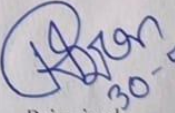
Team III: Departments of Sociology, Physical Education, Philosophy, Kokborok, Political Science and Economics.

1. Dr. Debjani Bhattacharya
2. Sri Pankaj Debbarma
3. Smt. Baishali Devi

Team IV: Departments of Education, Computer Science, Environmental Science, Human Physiology, Psychology, Zoology and NCC.

1. Dr. Chandana Acharjee
2. Dr. Jayeeta Bhattacharya
3. Smt. Monika Debbarma

It is also hereby requested to all the team members to give a detail report of every Department within seven days of their visit in hard copy to the undersigned.


Principal
30-5-25

Maharaja Bir Bikram College,
Agartala, Tripura (W)

Copy to:-

1. DDO, MBB College, Agartala.
2. The Secretary, Teachers' Council, MBB College, Agartala.
3. Coordinator, IQAC, MBB College, Agartala.
4. All HODs, MBB College, Agartala.

**INTERNAL QUALITY ASSURENCE CELL (IQAC)
MAHARAJA BIR BIKRAM COLLEGE
AGARTALA, TRIPURA WEST**

Tentative schedule of Departments visit

Date	Time			2:00 pm
	11:00 am	12:00 noon	1:00 pm	
09/06/2025	English Team I	Sanskrit Team I	Statistics Team I	-
	Bengali Team II	Hindi Team II	History Team II	-
	Sociology Team III	Philosophy Team III	Kokborok Team III	-
	Human Physiology Team IV	Psychology Team IV	NCC Team IV	-
10/06/2025	Botany Team I	Chemistry Team I	Physics Team I	-
	Commerce Team II	Mathematics Team II	Geography Team II	-
	Economics Team III	Physical Education Team III	Political Science Team III	-
	Education Team IV	Computer Science Team IV	Environmental Science Team IV	Zoology Team IV

Team I
1. Dr. Sipra Datta Ghosh
2. Dr. Jayanti Bhattacharjee
3. Sri Jayanta Saha

Team II
1. Dr. Biplab Ghosh
2. Dr. Jyotirmoyee Dash
3. Dr. Surojit Sen Gupta

Team III
1. Dr. Debjani Bhattacharya
2. Sri Pankaj Debbarna
3. Smt. Baishali Devi

Team IV
1. Dr. Chandana Acharjee
2. Dr. Jayeeta Bhattacharya
3. Smt. Monika Debbarna

Principal
Maharaja Bir Bikram College,
Agartala, Tripura (W)

(Signature) 30.05.25



INTERNAL ACADEMIC AUDIT REPORT – 2024-2025

An Academic Audit Report is a comprehensive assessment of an educational Institution's Academic processes. It allows all the departments of the college to make a proper introspection and then proceed for quality improvement of the Institution's academic affairs, teaching learning methodologies, students' performance, assessment practices, faculty development and compliance with regulatory standards.

The main purpose of Academic Audit Report is to evaluate the effectiveness and efficiency of academic operations and to identify the areas for improvement, which ensures the adherence of the Institutional policies and external accreditation requirements and thus, enhance the overall quality of education provided by the Institution.

The Academic Audit Committee of the college was supervised by the IQAC Coordinator for conducting the audit smoothly. Before the audit a formal meeting was held with the Principal and all the Heads of Departments to discuss the objectives, procedures and to finalise the audit dates. All relevant documents for audit purpose were presented to the committee members. During the audit period a thorough inspection and interactions have been occurred with the Head of the departments and other faculty members of the departments. After conducting the audit successfully a comprehensive audit report was prepared, covering all the observations and findings. Thereafter, the audit report was submitted to the Principal for necessary action.



Academic Audit Report of Maharaja Bir Bikram College conducted as per the following format using NAAC parameters:

An Academic Audit was conducted on 19th and 20th June, 2025 and the observations made by the team are mentioned below:

Criterion	Items	Observations
Curriculum transaction	Curriculum & Syllabus	Syllabus has been prepared by the Board of Studies (BOS) of Maharaja Bir Bikram University under which the college is affiliated. College teachers are the part of the BOS.
	Teaching methods and teaching aids	- Lecture methods - Chalk and talk method - Power point presentation - Case study - Group discussion - Online resources - Assignment, seminar, viva-voce - Hands on experiment
	Whether ICT based classes are taken	ICT classes are taken in the most of the Departments
	Project work UG	As per curriculum project work is included in several subjects
	Internal assessment – Components-	20 marks (C1 & C2) through departmental examination 10 marks through assignment 05 marks through presentation 05 marks through attendance
	Whether answer scripts of internal assessment are shown to the students	Yes, answer scripts of internal assessment are shown to the students and a register is maintained.
	Student support (For Advanced & Slow learners)– Remedial classes/tutorial	- Remedial classes for slow learners are taken as per necessity - Tutorial classes are also arranged for the advance learners as per the requirement from the student's side which enhance their learning capacities. Also attention is given to the advance learners in teaching pedagogy with power point presentation. - Proper cares are taken to encourage and motivate the students for learning process through Mentor-Mentee System.



	Parent teacher meeting	Parent –Teachers meeting are conducted in most of the departments at least once in a year.
	Whether feedback taken from students	Yes, it is taken centrally every year by IQAC.
	Steps taken on feedback	• Academic matter:- Extra classes are taken as per requirements of the students. Workshop, Field trip, Invitee Lecture and internship programmes are conducted in different departments. • Infrastructure:-As per the requisitions from different departments, the development committee take necessary steps for arrangement of required articles. • Library:- Library committee together with Head Librarian verifies the availability of books of different subjects, Book landing system for students and reading room facility time to time.
Faculty Profile	Projects completed /on going	At present 01(one) research project is ongoing, entitled “Effective waste management through mass reduction and recovery of organic fertilizer using mini garden based vermin reactors”.
	Seminars /conferences attended	22
	Papers / articles / books published	20
	FDP / RC / OC / Training Program / Workshop attended	45
	Preparation of E-learning materials / Content	E-learning platforms like College website, YouTube, Google classroom etc. Are used in teaching learning process by some of the departments.
	Acted as resource persons	Yes, many faculty members acted as Resource person in different Institutions.
	Activities on different examinations and Board of Studies of University	• All faculty members acted as Examiner. • Some of the faculty members acted as Moderators. • Few faculty members actively involved in the framing of curriculum and syllabus for NEP-2020 and IMD courses. • Some teachers are the members of

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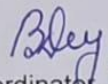
		syllabus committee.	
Profile of Students	Admission data (Total Admitted vs Sanctioned Strength)	Sanctioned Strength	Total Admitted
		Major	Major
		1800	1325
	Academic Result (Internal Assessment & Final Sem)	- Internal assessment results are available in all the departments. - Final results are available in the Academic section.	
	Students involvement in extra-curricular & Co-curricular activities	Many students of the college participate in Debate, Quiz, Speech, Music competition, Essay writing competitions etc. organised by the different departments of the college and by the different Organisations of the State.	
	Study tour / exhibitions / Training	Few departments arrange study tour related to their curriculum and skill enhancement training like, Mushroom cultivation, Vermicomposting etc.	
	Achievements	A number of awards is being received by the students from the different fields.	
Infrastructure in the department	Student Progression to Higher Education	Many students joins Master's degree programme and Professional courses every year.	
	No. of classrooms	66	
	No. of laboratories	23	
	No. of computers	62	
	No. of other rooms if any	37	
	Departmental library	Most of the departments have library.	
Activities of the department	ICT facilities	Many departments have ICT facility.	
	Mentoring system	Mentor-Mentee system is successfully implemented in most of the departments to support the students in every aspect.	
	Invited lectures	Many departments had organised a number of invited lectures.	
	Conference/Seminar/Workshop conducted	Number of workshops was conducted by different departments of the college.	
	Extension Activity	Many students of the different departments actively participate in NCC, NSS related activities and extend their helping hands towards societies in different forms like organising awareness programmes in different	

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		locality, disaster management programme, maintaining discipline and providing charity towards Orphanage.
	Interaction with Industry / Research Centres / Educational Institutions	Students and faculties of different departments participate in Hands on training programme organised by NEILIT time to time as per MOU signed.
	Newsletters /Magazine	Newsletters are published centrally once in a year and Wall Magazines are unveiled in all the Departments every year.
	Maintenance of Teacher's Diary	Teachers' Diary is regularly well maintained by the faculty members of the entire Departments.
	Placement of students	It is under process.
Record keeping	ICT based classes	Few departments follow ICT enabled classes.
	Syllabus, Syllabus Distribution, Class Routine, Departmental Notices etc.	Records are properly maintained by all the departments.
	Departmental Meeting Registers	It is maintained by all the departments.
	Internal Assessment Marks/Remedial/Tutorial	It is maintained by all the departments.
	Departmental activities	It is maintained by all the departments.
	Mentoring system	It is maintained by maximum departments.
	Log Book	It is maintained by maximum departments.
	Student progression	Record is maintained by all the departments.


 22.09.2025
 Principal
 Maharaja BirBikram College,
 Agartala, Tripura (W)
 DR. NIRMALA CHANDRA
 Principal
 M.B.B. College, Agartala.


 22.09.2025
 Coordinator, IQAC
 Maharaja BirBikram College
 Agartala, Tripura (W)
 Director/ Co-ordinator
 IQAC
 M.B.B. College, Agartala

Academic Audit in the different Departments

