



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		MICHAEL MADHUSUDAN DUTTA COLLEGE
Name of the head of the Institution		Dr. Thaiu Mog
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03823270227
Mobile no.		9436126167
Registered Email		mmdcollege@gmail.com
Alternate Email		dr_dhammapiya@yahoo.com
Address		West Jalefa
City/Town		Sabroom
State/UT		Tripura
Pincode		799145
2. Institutional Status		

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

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.mmdcollege.in/webdocs/AQAR%202018-19.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<http://www.mmdcollege.in/academic-calendar>

5. Accreditation Details

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

6. Date of Establishment of IQAC

07-May-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Observance of Death Anniversary of Rabindranath Tagore	08-Aug-2019 1	100

Plantation	08-Aug-2019 1	30
Freshers Welcome	09-Aug-2019 1	500
Blood Donation	13-Aug-2019 1	10
Observance of Independence Day	15-Aug-2019 1	200
Inter- school Debate Competition	28-Aug-2019 1	100
Observance of National Sports day	29-Aug-2019 1	50
Swadhinata 72 Phire Dhekha	30-Aug-2019 1	100
Observance of Teachers Day	05-Sep-2019 1	100
NATIONAL SEMINAR on Promotion of Indigenous Games: Issues and Challenges with Special Reference to Tripura	07-Nov-2019 2	130
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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
NIL	NIL	NIL	2020 0	0
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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 :

6

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

No

during the year?

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

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

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

Plan of Action	Achivements/Outcomes
It was resolved in the first meeting of IQAC of this Academic year that, the Regular schemes/projects started by IQAC will be continued and accordingly Inspire Yourself: A space for pasting Motivational quotes from the writings or sayings of the famous thinkers of the world.	This is to make the students feel how to motivate or inspire oneself for acquiring a better life.
Creative Corner: A space for displaying creative works like painting, wood waste pasting, paper cutting, small piece of sewing or any other indigenous form of art.	It is to inspire students to cultivate their creativity and passion as well, which is very much needed for the holistic development of any human being.
Good Reader: A competition among the students, in which one can win if one borrows minimum 15 books from the college library during one Semester. Initially, the number of required book was 20, but it was resolved in an IQAC meeting to reduce the number to 15 to make winning easier.	It is to motivate students to make habit of reading, which will help them for an extensive learning.
In addition to these, some plans of programmes/ activities were chalked for quality enhancement of students and teachers as well. Keeping in mind the regular departmental activities of the academic calendar, it was decided that some Workshops/Seminars will be organised during the period of March 2020 to May 2020, which are as follows: a) Workshop on making Paper bags: Like previous year, a Workshop with the 6th Semester students was planned to be organised to enable them to start employment generating scheme and at the same time to motivate them to spread awareness for reducing the use of plastic. b) Workshop on Preparation for 2nd Cycle, NAAC. An one day Workshop	All these programmes remained held up due to LOCK DOWN imposed throughout the country from 17th of March, 2020. The IQAC, MMDC hopes to actualise the plans when situation will favour.

with the faculties of this College, demonstrated by one of the eminent Academician of the state was planned to organise. c) Resolution was taken for submission of proposal for financial assistance for holding State-Level Seminar

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	03-Feb-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

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

the students, both (Honours and General) during the respective classes at the beginning of each academic session. The whole process is monitored continuously and regularly headed by Teachers' Council, Academic Committee, Examination Committee and IQAC of this institution

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

During 2019-20, an offline survey through questionnaires was undertaken among the different stakeholders viz. students and teachers only. The response of the feedback was quite satisfactory. The tabular and descriptive analysis was done to understand their views on various aspects to enhance the teaching-learning process through improving modern teaching techniques, library resources, upgrading and extension of existing infrastructure and analytical power among the students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	GENERAL	40	Nil	Nil
BA	HONOURS	265	192	142
BA	GENERAL	200	177	177

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution 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	803	Nil	19	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
19	2	2	1	1	2

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

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

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

Not available in the Institution

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
803	19	1 : 42

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with
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positions			the current year	Ph.D
31	19	12	Nil	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NIL
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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	Honours/General	5th Sem	06/01/2020	25/02/2020
BA	Honours/General	3rd Sem	07/01/2020	25/02/2020
BA	Honours/General	1st Sem	06/01/2020	25/02/2020
BCom	General	3rd Sem	07/01/2020	25/02/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

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

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

words)

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

2.6 – Student Performance and Learning Outcomes

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

http://www.mmdcollege.in/naac_pco

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
0	BA	HONOURS	81	76	93.8
0	BA	GENERAL	143	143	100

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2.7 – Student Satisfaction Survey

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

http://www.mmdcollege.in/naac_sss

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
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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
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NIL	Nil	0
No file uploaded.			

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

Department	Number of Publication
NIL	Nil
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	Nil
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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
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	7	15	Nil
Presented papers	Nil	3	Nil	Nil
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Cleaning Programme at College	IQAC	2	50
Awareness Programme on Water Conservation	DWS, Sabroom	2	30
Community Awareness programme on Natural Disaster	SDM, Sabroom	2	50
Inter- school Debate Competition	IQAC	4	20
Blood Donation	SDM, Sabroom	1	10
NSS Special Camp	NSS Unit, MMDC	1	50
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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
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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
NIL	NIL	NIL	Nil	Nil
No file uploaded.				

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	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	0
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Campus Area	Existing
Class rooms	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nil	NIL	2021

4.2.2 – Library Services

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

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

40 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	http://www.mmdcollege.in/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
190000	190000	40000	40000

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

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

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Post Metric Scholarship ST, SC,OBC,EBC, MYYY SCHEME	731	2688800
b)International	0	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Study tour to Tea Processing Factory at Ludhua tea garden, Sabroom by the students	27/01/2020	20	IQAC, MMDC, Sabroom
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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
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	9	BA (HONOURS)	EDUCATION	TRIPURA UNIVERSITY	NA
2020	1	BA (HONOURS)	SANSKRIT	TRIPURA UNIVERSITY	NA
2020	6	BA (HONOURS)	BENGALI	TRIPURA UNIVERSITY	NA
2020	10	BA (HONOURS)	POLITICAL SCIENCE	TRIPURA UNIVERSITY	NA
2020	2	BA (HONOURS)	ENGLISH	IGNOU	NA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Observance of Death Anniversary of Rabindranath Tagore	College	100
Plantation	College	30
Freshers' Welcome	College	500
Observance of Independence Day	College	200
Plantation	College	30
Raksa Bandhan by the students at Sabroom P.S, Sabroom Jail, Battala BOP Dept. of fire Service, Sabroom	College	25
Inter- school Debate Competition	College	100
Observance of National Sports day	College	50
Swadhinata 72 Phire Dhekha	College	100
Observance of Teachers' Day	College	100

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	NIL
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Two student representatives are included in IQAC of M.M.D. College, Sabroom. The actively take part in different meetings and programs organized by IQAC.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings were held with the pass out students of the college with the proposal for the registration of Alumni Association. It was resolved that the representative from the body will take necessary steps to start the process of registration where the college authority would help them with relevant documents when and whatever necessary. Also it was resolved unanimously that an action plan will be prepared for future course of action.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

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

Harassment Cell Women's Cell Grievance Redressal Cell and Internal Compliant Cell.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The distinctive feature of Tripura is the co-existence / cohabitation of tribal and nontribal population in the same area and Sabroom is not an exception. Though the college cannot enjoy liberty in curriculum designing, still the given curriculum is delivered in a manner so that the students of all community can satisfy their distinctive nature of talent in the curriculum and co curricular aspects. Some socio-cultural issues are being addressed through the given syllabus. Besides these there are events related to different kinds of physical and mental enrichment which are being organized throughout every academic session.
Teaching and Learning	Admission to the College is done through a transparent process starting from form distribution to publication of merit position details regarding the admission process (i.e., admission schedule and selected admission merit list) are displayed in the College Notice Board and uploaded in the Institutional Website. The College strictly follows merit as per Tripura University norms and reservation policy of the Government of Tripura. There is no cut-off percentage of marks for taking admission in the general courses. Admission to honours courses are made according to merit of students. All departments of the institute take introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice. The College sensitizes its students through its curriculum, celebrating national/international days, organizing awareness/sensitizing seminar, symposium, drama, quiz competition etc. Tutorial classes, unit tests are taken for the improvement of teaching-learning process. Apart from the lecture method, interactive method

and project based learning method are practiced. To make the learning skills students-centric, interactive learning, group learning and tutorials are also practiced. Participatory learning activities such as participation in intra-class quiz competition, departmental wall magazine and intra-departmental seminars using project work, assignments, are also encouraged. Faculty members uses smart classroom, e-resources contribute to innovation and creativity in teaching-learning.

Examination and Evaluation

The College conducts two end Semester examinations and four Internal Assessment tests. All tests are conducted with proper seating arrangement, printed question papers and Practical Exams, where required. The students are allowed to go through their papers and even seek Improvement tests if required. Internal examination is conducted solely by the college authority with proper planning and execution whereas End-Semester examination are conducted by the Tripura University as per the given schedule.

Research and Development

The institution with its limited material recourses and man power does its best to ensure efficient use of the different utility and equipments. Some of the faculty members are holding Ph.D. degree and the rest are pursuing their Ph. D. degree from different UGC recognized universities. There is a continuous guidance and motivation by our Research Advisory Committee which inspires the faculty members to successfully submit their research project. Apart from this, faculty members often participate in seminars, conference in different platforms. A good collection of books/journals have been published/edited by our faculty members during the last year.

Library, ICT and Physical Infrastructure / Instrumentation

Infrastructure and Learning Resources are the main part of teaching learning process hence the college has some Infrastructure and Learning Resources. The College has two academic building (one old and one new) and one administrative building just attached with new academic building. There are 10 classrooms in the old academic building with ramp for disabled students. In the new academic building

the College has 5 classrooms and one smart classroom. In the same building there is also Library, Yoga Centre, Gym, Exam Section and Professors' Common Room. The College has a small canteen with tin shade and bamboo fencing with ordinary facilities and an Auditorium with 500 seating capacity which needs renovation and a separate building for Students' Union Council. The College has a small play ground that facilitates the volleyball and practical classes for the students of Department of Physical Education. The college has sufficient water supply through the submersible deep tube well and safe drinking water facilities. There is a Library Room adjusted in one of the rooms in the Academic Building to cater the need of the students and staffs. The library has sufficient numbers of books for the old syllabus but very few books for the new syllabus. There is no Librarian therefore library works and records are maintained by one of the ministerial staff of the college. There is also a small space for reading purpose.

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

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

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	NIL	NIL	NIL	Nil
2019	NIL	NIL	NIL	Nil
No file uploaded.				

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

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching)	Number of participants (non-teaching)
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	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2019	Workshop on Cyber Security in the field of ICT	Workshop on Cyber Security in the field of ICT	25/11/2019	29/11/2019	19	10
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	11/02/2020	24/02/2020	15
Refresher Course	1	11/02/2020	24/02/2020	15
Refresher Course	1	01/07/2019	14/07/2019	15
View File				

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

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

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

The College is yet to form a Parent-Teacher Association

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

Workshop on cyber Security in the field of ICT for staffs conducted by Department of Computer Science, M.M.D. College in collaboration with NEILIT, Agartala

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

1. Workshop on cyber Security in the field of ICT for teaching and non-teaching staffs conducted by Department of Computer Science, M.M.D. College in collaboration with NEILIT, Agartala for capacity building in digital space and to prevent potential fraudulent activity in Web space. 2. National Seminar and workshop on Promotion of Indigenous Games: Issues and Challenges with Special Reference to Tripura was conducted by Department of Physical Education, M.M.D. College in collaboration with Tribal Research Institute, Government of Tripura to promote indigenous games and sports. 3. Observation of International Mother Language Day by the Department of Bengali in collaboration with "Bijoya Sahitya Patra", a literary body of Sabroom to pay tribute to the heroes and their families who have sacrificed their lives to protect their mother language and also to promote literary activities among the state holders where a magazine named "Bijoya Sahitya Patra" was inaugurated on the same day.

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	Student Feedback Collection	11/11/2019	11/11/2019	16/11/2019	150
2019	Staff Feedback Collection	11/11/2019	11/11/2019	16/11/2019	19

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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
Beti Bachao Beti Podao Programme	20/11/2019	20/11/2019	25	Nil

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	13/08/2019	1	Blood Donation by IQAC, MMDC and SDM, Sabroom	Blood Donation	10
2019	1	1	28/08/2019	1	Inter-school Debate Competition	Inter-school Debate Competition	100
2019	1	1	13/09/2019	1	Community	Community	110

					Awareness programme on Natural Disaster by NDRF and SDM, Sabroom	Awareness programme on Natural Disaster	
2019	1	1	17/09/2019	1	Awareness by DWS, Sabroom Programme on Water Conservation	Awareness Programme on Water Conservation	100
2020	1	1	27/01/2020	1	Swachhata Pakhwada 2020	Lecture Program on Awareness on Water Conservation and waste Management at Ludhua Tea Garden, Ludhua, Sabroom	50
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Students	15/06/2018	Code of Conduct is usually published in the College Prospectus during the time of Admission and updated time to time in the College Website

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observance of Rastriya Ekta Diwas	31/10/2019	31/10/2019	120
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

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

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Michael Madhusudan Dutta College, Sabroom has selected two best practices 1) Green Campus 2) Creative Corner and the following respective activities to run these two practices properly. To keep the Campus green and eco friendly, the IQAC proposed for at least two programs of plantation during Monsoon so that the saplings get required watering for survival and growing. Accordingly programs are being done on the 8th of August 2019, the death anniversary of Rabindranath Tagore. This day was selected for the program to honour the wish of Tagore as it is known that he wished that the plantation program may be done on his death anniversary. Another program of plantation is done on 15th August every year. It is to engage the students in some activities which are beneficial for the mother earth as a whole. Creative corner is a space for pasting distinctive quotations from the writings or sayings of the great thinker of the world, which are considered to be useful and effective for the students. These pasting are being changed at least once in a week. In addition to this, relevant quotations are being pasted on each and every occasions or observances, which are being observed in the college. Sometimes quotations are being pasted on any special day which is not officially observed in the college. The students also collect and submit quotations for pasting in the creative corner. This practice is followed to make the students aware of some valuable teaching of great thinkers. Besides these two practices, a process of nurturing the talent and ability of painting, which is very prominent in many of our students have been started through different programs. Under this scheme or process a composition on traditional floral painting (Alpana) was organized during the NSS special Camp held in the last week of January 2020. In addition to this also as the part of the practice of reducing the use of synthetic papers/flex, M.M.D. College, Sabroom started to prepare the program "Poster Handwriting" and decorated with the help of chalk only and this task is being done by the students who are able and interested in painting. The Department of Philosophy also creates chances for those students who are interested in painting to practice and publish their ability through the decoration of the departmental Wall Magazine which is being brought out every year on the occasion of observance of "Teachers' Day". IQAC has an aim to cultivate and nurture the ability of painting among the students through different departmental and central programs. This is a part of the process of enhancing creativity of the college students.

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

<http://www.mmdcollege.in/webdocs/Best%20Practices%202019-20.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

Tripura is one of the States of North-East India, where a mixed inhibition of Tribal and Non-tribal community is a very common feature indeed. Michael Madhusudan Dutta College is the only higher education institution in the Sub-Division. It has facilitated higher education for a good number of youths of this Sub-division. As a result it has become a centre for Plurality and Diversity of the State Culture. It is known that, Tripura has the variety of nineteen Tribes. Each of the Tribe has its own distinctive nature of culture and heritage. The tribal students of this college belong to different tribes like Mog, Tripuri, Reang, Debbarma, Jamatia, Kuki, Halam mainly. Each of the tribes has different language, dress code, food habit, cultural identity and social norms. Though all the tribes are residing in the same geographical and

social environment, still each of them maintains its distinctive nature of the basic identity. It's like a practice and production of Unity in Diversity. Besides the Tribal Community, the Bengalee is also having its own identity of culture and heritage. There is a huge variety of music, dance, folksong, folklore, religious custom and social norms. The students of this college are habituated with the particular pattern of culture of their own. They are free to maintain their own features within the basic characteristics of the Bengali Culture. It has been mentioned earlier that, the College has a vision to enable its students to be the successful member of a developed society. Development is a continuous process, which needs support to the potentials around. As the College can avail the opportunity to deal with the most valuable potentials, the youths of the society, it always attempts to extend the maximum cooperation for any kind of practice of cultural activities of its youths. The College authority prepares an Academic Calendar through the Academic Committee of the College at the outset of every academic session. It provides a good number of scopes for all students to participate and to bring out the distinctive features of their culture. At the same time, such efforts help the students to come forward with their talents and capacities. There are many programs other than the Academic Calendar being organized by the NSS Unit and different Departments of the college. Scopes for literary activities are being provided through College Magazine, which is scheduled to be published annually. A few Departments also started to publish Wall Magazine and Departmental Magazine, which are surely paving ways to a better place of creative life for the students. The Institution is also having a space open for all students to display their creations on painting, pencil sketch, batik work piece, wood waste work or any other form of Visual Art. It will definitely help the students to be engaged in creative works, which, in the course of time, will enable them to lay an effective impact on the society as a whole.

Provide the weblink of the institution

<http://www.mmdcollege.in/webdocs/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

The objective of the Internal Quality Assurance Cell is the holistic development of the students, which is definitely dependent very closely upon the infrastructural development of the institution. M.M.D. College, being government run institution has to follow respective procedures to receive required assistance in the areas like fund, staff, buildings etc. Still the cell continues trying to reach the excepted level of development through activities within the given provisions, though this are not at all satisfactory for the required target to be achieved. There are basically three phases of work plans like a) Internal activities b) external services and c) Correspondence to competent authorities. The cell is working under these categories as usual. In addition to this there are in campus plans to 1) Prepare a rain water harvesting project 2) Using of renewable energy sources Extension services like 1) Conducting survey in adjacent areas on relevant issues and 2) conducting awareness program around the sub-division and programs for academic excellence and enhancing creativity like 1) Conducting Workshop/Seminar in sub-division or state level including maximum number of students and 2) Conducting workshops by students with extracurricular knowledge with other students to enhance inter-exchange of creative ideas. All these activities demand a reasonable amount fund and here lies the main constraint for conducting all activities those are planned at the beginning of the academic calendar. Still IQAC, M.M.D. College hopes to conduct activities for enhancing the creativity of the students and to enlighten them for their better future.