Annual Quality Assurance Report (AQAR)

(2017-2018)

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Bangalore, India

কমলপুর সরকারী মহাবিদ্যালয়
Govt. Degree College, Kamalpur
Dhalai, Tripura

The Annual Quality Assurance Report (AQAR) of the IQAC for the year 2017-2018
GOVERNMENT DEGREE COLLEGE, KAMALPUR

Part – A

1. Details of the Institution

1.1 Name of the Institution

Government Degree College, Kamalpur

1.2 Address Line 1

Garodtilla

Address Line 2

P.O & P.S- Kamalpur

City/Town

Kamalpur

State

Tripura

Pin Code

799285

Institution e-mail address

gdckamalpur@gmail.com

Contact Nos.

+91-3826-262215

Name of the Head of the Institution:

Dr. Chhanda Bhattacharyya

Tel. No. with STD Code:

+91-3826-262215

Mobile:

+91-9436125127

Name of the IQAC Co-ordinator:

Bidhan Chandra Pal

Mobile:

+91-9436503245

IQAC e-mail address:

iqacgdckmp@gmail.com

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*

TRCOGN18909

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC(SC)/21/A&A/5.1 dated 23-01-2017

1.5 Website address:

http://gdcktripura.nic.in

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.24	2017	2022
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY-

24/04/2014

1.8 AQAR for the year *(for example 2010-11)*

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

i. AQAR **2016-17 submitted to NAAC on 20-09-2018**

1.10 Institutional Status

University　　　　　　　State ☐　Central ☐　Deemed ☐　Private ☐

Affiliated College　　　　Yes ✓　No ☐

Constituent College　　　Yes ☐　No ☐

Autonomous college of UGC　Yes ☐　No ☐

Regulatory Agency approved Institution　　Yes ☐　No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution　Co-education ✓　Men ☐　Women ☐

　　　　　　　　　Urban ☐　Rural ✓　Tribal ☐

Financial Status　Grant-in-aid ✓　UGC 2(f) ✓　UGC 12B ✓

　　　　　　Grant-in-aid + Self Financing ☐　Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ✓　Science ✓　Commerce ☐　Law ☐　PEI (Phys Edu) ☐

TEI (Edu) ☐　Engineering ☐　Health Science ☐　Management ☐

Others　(Specify)　　　　　　.　--

1.12 Name of the Affiliating University *(for the Colleges)*　Tripura University (A Central University)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University　No

University with Potential for Excellence	NA	UGC-CPE	
			No
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme	No	DST-FIST	No
UGC-Innovative PG programmes	No	Any other (*Specify*)	No
UGC-COP Programmes	No		

2. IQAC Composition and Activities

2.1 No. of Teachers | 07

2.2 No. of Administrative/Technical staff | 01

2.3 No. of students | 02

2.4 No. of Management representatives | 01

2.5 No. of Alumni | 01

2. 6 No. of any other stakeholder and

    community representatives | --

2.7 No. of Employers/ Industrialists | --

2.8 No. of other External Experts | 02

2.9 Total No. of members | 14

2.10 No. of IQAC meetings held | 05

2.11 No. of meetings with various stakeholders: No. | 05 Faculty | 03

    Non-Teaching Staff Students | 01 Alumni | Others | 01

2.12 Has IQAC received any funding from UGC during the year?   Yes   No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 00 | International | Nil | National | Nil | State | Nil | Institution Level | Nil

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Initiative for providing computer along with printer for each department.

- Initiative taken to motivate the students to keep the college campus clean and green.

- Initiative for providing Internet connectivity for each department.

- Designing of College Academic Calendar and PDF version uploaded in college website.

- Providing suggestions and action plan taken as per analysis of the Feedback from students about teaching-learning process.

- Use of Social Media like Facebook and What's- app for communication.

- Career Guidance and Placement Cell strengthened

- Sensitizing students to ecological and environmental issues

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Collection of Feedbacks from the Students and Parents in regular intervals	Quality of teaching and infrastructure increased.

Academic Calendar of the year 2017-2018 attached as Annexure-II

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No ☑

Management ☐   Syndicate ☐   Any other body ☐

Provide the details of the action taken

The draft AQAR 2016-2017 was placed before the members of the IQAC , Government Degree College, Kamalpur on 08-11-2018 for their recommendations and approved with slight modifications.

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Part – B

</div>

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NA	NA	NA	NA
PG	NA	NA	NA	NA
UG	03	Nil	--	--
PG Diploma	NA	--	--	--
Advanced Diploma	NA	--	--	--
Diploma	NA	--	--	--
Certificate	NA	--	--	--
Others	NA	--	--	--
Total	03	--	--	--

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options:

<div align="center">

Choice based credit system

</div>

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	--
Annual	--

1.3 Feedback from stakeholders*   Alumni [ ]   Parents [✓]   Employers [✓]   Students [✓]
     (On all aspects)

   Mode of feedback   :   Online [-]   Manual [✓]   Co-operating schools (for PEI) [-]

*Analysis of the feedback provided in the Annexure-III

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

   Revision carried out at University level

1.5 Any new Department/Centre introduced during the year. If yes, give details.

   NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
24	14	02	Nil	08

2.2 No. of permanent faculty with Ph.D.

05

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	NA	--	NA	--	NA	-	NA	--	NA

2.4 No. of Guest and Visiting faculty and Temporary faculty

21		NIL		NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	10	0
Presented papers	03	06	0
Resource Persons	0	0	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

> a) Teaching faculties are encouraged to use ICT in the teaching learning process.
>
> b) Providing study tours to students in order to acquaint them with practical aspects of learning.
>
> c) Use of social networking sites e.g., Whatsapp, facebook etc. for group study purpose.

2.7 Total No. of actual teaching days
during this academic year

183 days

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
Double Valuation, Photocopy, Online Multiple Choice Questions)

--

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development
     as member of Board of Study/Faculty/Curriculum
     Development workshop

| 02 | -- | -- |

2.10 Average percentage of attendance of students

| 75% |

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. Hons. (6th Sem.)	153	-	24.18	70.58		94.77
B.A. Pass (6th Sem.)	221	-	9.04	86.87	3.61	99.54
B.A. Hons. (4th Sem.)	182	0.54	22.52	60.43	15.38	98.90
B.A. Pass (4th Sem.)	245	-	1.63	43.26	52.65	97.55
B.A. Hons.(2nd Sem.)	209	-	21.05	67.46	11.48	100
B.A. Pass (2nd Sem.)	321	-	2.18	52.95	44.85	100
B. Sc Pass (2nd Sem.)	01	-	-	-	100	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

          Collecting feedback from students and parents and subsequently undertaking remedial
measures to improve the quality of teaching.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	—
UGC – Faculty Improvement Programme	01
HRD programmes	—
Orientation programmes	01
Faculty exchange programme	—
Staff training conducted by the university	—
Staff training conducted by other institutions	—
Summer / Winter schools, Workshops, etc.	02
Others	—

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	--	--	05
Technical Staff	--	--	--	01

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

A committee has been formed with some senior faculties who provide teachers necessary information regarding major and minor research projects funded by different central and state agencies in different areas from time to time. They are also encouraged by the committee to attend orientation / refresher courses.

All efforts are made to make students inquisitive which are necessary for research work.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01		--	01
Outlay in Rs. Lakhs	Rs.1,65,000/-		--	--

3.4   Details on research publications

	International	National	Others
Peer Review Journals	03 papers	--	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	11	--

3.5 Details on Impact factor of publications:

Range [--]   Average [--]   h-index [--]   Nos. in SCOPUS [01]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	2016-2018	UGC (NERO)	Rs.1,65,000/-	Rs.1,60,000/-
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	Rs.1,65,000/-	Rs.1,60,000/-

3.7 No. of books published   i) With ISBN No. [--]   Chapters in Edited Books [02]

ii) Without ISBN No. [--]

3.8 No. of University Departments receiving funds from

UGC-SAP [--]   CAS [--]   DST-FIST [--]

DPE [--]   DBT Scheme/funds [--]

3.9 For colleges   Autonomy [--]   CPE [--]   DBT Star Scheme [--]

INSPIRE [--]   CE [--]   Any Other (specify) [--]

3.10 Revenue generated through consultancy [---]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		01	--	--	01
Sponsoring agencies		ICSSR	--	--	College

3.12 No. of faculty served as experts, chairpersons or resource persons   [--]

3.13 No. of collaborations   International [--]   National [--]   Any other [--]

3.14 No. of linkages created during this year   [   ]

3.15 Total budget for research for current year in lakhs :

From Funding agency   [---]   From Management of University/College   [---]

Total   [---]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions   received by faculty and research fellows
of the institute in the year

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

3.18 No. of faculty from the Institution   [00]
who are Ph. D. Guides
and students registered under them   [00]

3.19 No. of Ph.D. awarded by faculty from the Institution   [02]

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [--]   SRF [--]   Project Fellows [--]   Any other   [--]

3.21 No. of students Participated in NSS events:

University level [--]   State level [--]

National level [--]   International level [--]

3.22 No. of students participated in NCC events:

University level	--	State level	32
National level	06	International level	--

3.23 No. of Awards won in NSS:

University level	--	State level	--
National level	--	International level	--

3.24 No. of Awards won in NCC:

University level	--	State level	--
National level	--	International level	--

3.25 No. of Extension activities organized

University forum	--	College forum	--		
NCC	01	NSS	01	Any other	--

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

    1. Tnglapara village, Harerkhola panchayat has been adopted by NSS unit of the college for carrying out extension activities there.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	**146091.5 Sq.mtrs (Approx)**	--	--	**146091.5 Sq.mtrs (Approx)**
Class rooms	**15**	--		
Laboratories	**05**	--		
Seminar Halls	**01**	--		
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	17 nos SPV Street Lights	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	--	4.25		
Others	--	--		

4.2 Computerization of administration and library

> The administration is already computerized other than those which are mandatory to be recorded manually by the Government, e.g- accounting, admission etc. Salary bills preparation has been computerized, Wi-Fi facility is also available in the College campus. Internet browsing corner is also setup in College library for accessing e-learning materials/e-resources from internet.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	**9887**	8,90,014/-	-	-	9887	8,90,014/-
Reference Books	**6309**	7,12,283/-	1248	6,11,350/-	7557	13,23,633/-
e-Books						
Journals	**28**	35,700/-	-	-	28	35,700/-
e-Journals	**01**	15,750/-	-	-	01	15,750/-
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Compute-r Labs	Internet	Browsing Centres	Computer Centres	Offic-e	Depart-ments	Oth-ers	Laptop/Note pad
Existing	**58**	**01**	**51**	**01**		**06**	**14**	**30**	**06 (Laptop) And 02 (Note pad)**
Added									
Total									

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Computer lab, browsing centers and Wi-Fi are well utilized by the students. The Institute organized workshop to train the faculty and office staff in the use of computers to improve their efficiency. Some staff have been deputed to attend different workshops on e-Governance organized by parent university and State Higher Education Department from time to time.

4.6 Amount spent on maintenance in lakhs :

i) ICT   Rs. 11,230/-

ii) Campus Infrastructure and facilities   Rs. 6,50,907/-

iii) Equipments   Rs. 4,96,335/-

iv) Others   Rs. 1,21,205/-

Total :   Rs. 12,79,677/-

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The cell has recommended every department to introduce department library for teachers as well as students.
- Emphasis is given on Learner centric methods of teaching by making it interactive as well as innovative.
- IQAC makes enquiry regarding the understanding capacity of the students. Teachers take students 'feedback from time to time to know students level of understanding in classroom. The teachers are advised to arrange extra and remedial classes for slow learners.
- The college has a central library which can be utilized by the students to prepare their subject-related answers. The students are encouraged to browse the web to search out study material which is not available in hard format. IQAC give necessary counseling from time to time.

5.2 Efforts made by the institution for tracking the progression

> Internal and sessional examinations are conducted by every department to evaluate the progress and achievement of the students. Apart from this group discussion, seminar presentation and viva test are conducted by all departments to measure the progress.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1578	NA	NA	NA

(b) No. of students outside the state   `00`

(c) No. of international students   `00`

Men	No	%	Women	No	%
	782	49.56		796	50.44

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
152	398	399	485	13 (Minority)	1447	163	451	435	526	03 (Minority)	1578

Demand ratio   1:1   Dropout % : 07%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Career Counselling Cell of the college regularly monitors and displays the job advertisement on the notice board. The cell organize several motivation programmes in the college auditorium to inspire the students for competitive examination like TPSC, BSRB, RRB, SSC, Indian Army recruitment exams, etc.

No. of students beneficiaries   44

5.5 No. of students qualified in these examinations

NET	NA	SET/SLET	NA	GATE	NA	CAT	NA
IAS/IPS etc	NA	State PSC	NA	UPSC	NA	Others	04

5.6 Details of student counselling and career guidance

> 1. Career Counselling programme on Professional courses organized by the Career Counselling Cell of the College.

No. of students benefitted   112 (approx.)

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
---	---	---	----

5.8 Details of gender sensitization programmes

The College has a ''Women Harassment Prevention Cell 'consisting of 1 Chairman, 2 Member Secretary and 1 Assistant Member Secretary for resolving issues pertaining to sexual harassment. There is no record of such instances reported till date.

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level | 27 | National level | 04 | International level | -- |

No. of students participated in cultural events

State/ University level | -- | National level | -- | International level | -- |

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | -- | National level | -- | International level | -- |

Cultural: State/ University level | -- | National level | -- | International level | -- |

5.10 Scholarships and Financial Support

		Number of students	Amount
Financial support from institution		--	--
Financial support from government	Central Fund	293(OBC)	210/- per student per month
		339(SC)	300/- per student per month
		266(ST)	300/- per student per month
	State Fund	12 (UR)	50/- per month per month
		Total-910	Total-860/-
Financial support from other sources		--	--
Number of students who received International/ National recognitions		--	--

5.11   Student organised / initiatives

Fairs   : State/ University level | NA | National level | NA | International level | NA |

Exhibition: State/ University level | NA | National level | NA | International level | NA |

5.12 No. of social initiatives undertaken by the students

03 (cleanliness, plantation drives and blood donation)

5.13 Major grievances of students (if any) redressed: NA

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

   VISION: The vision of the college is to provide quality education in tune with the national higher education policy to the students through supportive, healthy and promising learning environment.

   MISSION: Attempt to provide all available facilities of higher learning to all the students, irrespective of their cast, creed, sex or religion and to develop self-esteem, confidence, creativity, integrity, and to promote quest for excellence and to build overall personality.

6.2 Does the Institution has a management Information System

         Yes, In order to ensure that programme objectives of the institution are constantly met and learning outcomes monitored, different portals like the Newsletter, College website, Notice boards, Prospectus, ads in newspaper from time to time are being used.

6.3 Quality improvement strategies adopted by the institution for each of the following:

   6.3.1 Curriculum Development

   Our institution is affiliated to Tripura University (a Central University). Recently University have designed the curriculum to introduce soft skill based courses. Our teachers focus on supplementing the curriculum prescribed by the University by enriching classes by developing proper attitude and mindsets in the learners.

   6.3.2 Teaching and Learning

   Learner-centred activities like interactive sessions, student seminars, assignments, project work, use of audio-visual teaching aids, e-resources, practicals etc.

   6.3.3 Examination and Evaluation

      1)   Introduction of Semester system.
      2)   Three internal Assessment tests are conducted for each Semester.
      3)   Assignments given to the students based on their syllabus.
      4)   Class tests & group discussions.

6.3.4 Research and Development

a) Field visits /projects augmenting progress to research activities.
b) Publication of journals to promote research and literary works.

6.3.5 Library, ICT and physical infrastructure / instrumentation

a) Internet facility in the campus.
b) Well quipped library with a reading room.
c) Well-equipped computer laboratory.

6.3.6 Human Resource Management

Faculty is encouraged to organize and attend international/national/state/regional level seminars/workshops/symposia. Performance appraisal of the faculty is taken up with a view to enhance performance and quality. Office staff are deputed to various skill based workshops and short term training programmes.

6.3.7 Faculty and Staff recruitment

As regards human power requirement, recruitment and training, the College authority sends its proposals to the Higher Education Directorate of the state government which takes them into consideration before taking its own decisions. Recruitment of College teachers and Principals are done through selection by Tripura Public Service Commission.

6.3.8 Industry Interaction / Collaboration

NA

6.3.9 Admission of Students

The institution has a transparent admission process. It is purely based on merit. Reservation of seats for ST, SC and physically handicapped is done with strict conformity with state Government's rules.

6.4 Welfare schemes for

Teaching	
Non teaching	✓
Students	✓

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done   Yes ✓   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	NA	NO	NA
Administrative	NO	NA	YES	College Authority

6.8 Does the **University**/ Autonomous College declare results within 30 days?

For UG Programmes   Yes ☐   No ☑

For PG Programmes   Yes ☐   No ☐

6.9 What efforts are made by the **University**/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

The Alumni Association participate in cultural activities. Feedbacks are collected from the alumni and their valuable suggestions about the quality of teaching help a lot to take necessary action to correct drawbacks.

6.12 Activities and support from the Parent – Teacher Association

Not Applicable

6.13 Development programmes for support staff

   a) Providing some of them with uniforms.
   b) Extending facilities of library & computer literacy.

6.14 Initiatives taken by the institution to make the campus eco-friendly

   a) Afforestation in the College campus.
   b) Rain water harvesting.
   c) Awareness building strategies around energy usage.
   d) Dustbins are placed at required places.
   e) Awareness building strategies for minimising use of plastic with "No to Plastic" campaign.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Extension of Internet facility to all academic departments and College office by data cable as well as Wi-Fi Networking has enabled both teachers, students and office staff in accessing relevant and updated information

2. Use of modern teaching aids e,g., Smart class rooms with audio facility etc. has made the lectures more informative and interactive

3. Department-wise association activities e.g., talks, quiz competition, sports and cultural programmes etc have created a space for self-expression for the students.

4. Afforestation and maintenance of water bodies in and around the College campus

5. 17 nos of SPV street lights have been installed in the College Premises.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> Installation of solar panel, keeping campus clean and green, plantation, blood donation camp etc..

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> 1. Encouraging Participation of the students in Sports and NCC Programme
>
> 2. Plantation drive in the College campus

Details provided in Annexures IV & V

7.4 Contribution to environmental awareness / protection

> College believes in promoting a society which cares for the environment. Many activities are undertaken to make the campus environmentally friendly and students sensitive to ecological issues. The NSS volunteers of the college have also completely surveyed the flora of the campus, and named and numbered the plants and trees. A number of tree plantation drives have been organized on Van Mahotsav and other occasions by the NSS and NCC students with the help of Teachers. The college has 05 (five) gardens with variety of plants. College has a compost pit in which organic matter is converted to manure. College has 'Science Forum' which has taken upon itself the onus to spread awareness on various pressing environmental issues through posters and displays. Recently a "No to Plastic" campaign was organized by Science Forum to make the campus free of plastic.

7.5 Whether environmental audit was conducted?   Yes ✓   No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength:

> The main strength of the institution is the collective team work that provides a supportive academic and administrative atmosphere to the students for their overall development. Other strengths to reckon are-

- Large, green, eco-friendly campus far from the crowded area with beautiful landscape which supports typical educational environment.
- Sincere, highly qualified, efficient and dedicated faculty members.
- Computer literate and professionally sound administrative and support staff.
- Supportive and active Teacher's Council.
- Effective and energetic Student's Union Council.
- Availability of facilities like ICT based class rooms, computer lab, and internet facilities in the department.
- Presence of active N.S.S and N.C.C unit.
- Financial Support to the Students through various Scholarship schemes of state and central government.
- Remedial – coaching and carrier counselling cells are available for student support.
- Hostel for ST. Boys of 30 seats capacity.
- Distance Education Centre of Tripura University and IGNOU Study Center are running for the aspiring youths.
- Active Science Forum is there to nourish scientific temperament as well as awareness about environment-conservation issues among the students.
- Research works by the faculty members are encouraged.

Weakness:

- Infrastructural constraints, like inadequate no of classrooms, no separate library building with modern facilities, no separate well equipped conference room
- Shortage of faculty members.
- Shortage of ministerial Staff.
- Bio-science stream and commerce are yet to be introduced.
- There is no hostel facility for girls.
- Periodical training programme for the administration staff to be organized.
- Good transport facilities for students are lacking.
- Lack of academic and administrative autonomy
- Recruitment and transfer of faculty and office staff is controlled by State Govt. policy and for that often there is shortage of teacher and non- teaching staff.

Opportunities:

- The college has large campus area to develop/build new infrastructure with financial support from UGC/RUSA/State Grants, to accommodate new programmes in future.
- The college has ample opportunities to obtain funds from different agencies- like UGC/RUSA/ICSSR/DST/DBT to organize seminars, workshop or to procure books and journals.
- The faculty members have the opportunity to attend faculty development programs like Orientation Course, Refreshment courses etc.
- The faculty members have the opportunity to pursue Ph.D. work on part time basis in different University as per Govt. rule & also to carry out minor or major Research Project under UGC.
- The students have the opportunities to available library facilities with internet.

Challenges:

- To equip our students to make themselves fit for their challenging future.
- To provide modern facilities and techniques in the field of teaching and learning.
- To arrange or organize more faculty training programme so that they can deal with their students with the best practices.
- To counsel those students, who can not maintain regularity in attendance.
- To build the attitude of social service in the young generation through different programs.

Name   DR. BIMAL CHANDRA DAS   *Name   DEBASHIS ROY CHOWDHURY*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure I

Abbreviations:

CAS - Career Advanced Scheme

CAT - Common Admission Test

CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence

DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution

SAP - Special Assistance Programme

SF - Self Financing

SLET - State Level Eligibility Test

TEI - Teacher Education Institution

UPE - University with Potential Excellence

UPSC - Union Public Service Commission

Academic Calendar of the year 2017-2018

MONTHS	EVENTS
June, 2017	Admission form distribution and submission - 16th to 20th June
July, 2017	i) Admission to 1st Semester - 2nd July to 11th July ii) Admission to 3rd & 5th Semester - 11th to 14th July iii) Commencement of classes 1st, 3rd & 5th (odd) Semester- 10th July.
August, 2017	Registration form fill-up - 30th & 31st August.
September, 2017	1st Sessional Exam - 22 September to 28th September
October, 2017	Puja Vacation- 27th September to 16th October
November, 2017	i) 2nd Sessional Exam - 7th November, to 12th November ii) Form fill-up for End Semester Exam 1st – 2nd Week of November
December, 2017	End Semester Examination
January, 2018	i) Admission for Even Semester - 1st – 2nd Week of January ii) Commencement of classes for even Semester
February, 2018	i) 1st Sessional Exam. - 20-28 February ii) Form fill-up for BA/BSc (1+1+1) Examination.
April, 2018	i) 2nd Sessional Exam - 24-29th April ii) BA, BSc (1+1+1) Examination.
May, 2018	Summer Vacation - 11th May to 25th May.
June, 2018	End Semester Exam (Even Semester)

Analysis of the feedback

Feedbacks have been collected form the students on relevant "Attributes & Performances" of teachers department wise on a five point scale during the course of every semester. The scores obtained by individual faculty members were averaged and suggestions summarized and "Proposals of action on teaching-learning process" intimated to the respective teachers as required for follow-up in future. Some representative feedback analysis is given below-

Government of Tripura
Govt. Degree College, Kamalpur
Evaluation Form for Teachers

Department: Bengali

Rating Key : 1 = Unsatisfactory, 2=Fair, 3=Satisfactory, 4=Very Good, 5=Excellent

Attributes & Performances	Name of Teachers in Abbreviated Form					
	S.S	R.D	S.D	R.C.P	P.D	
Introduction given (Topic)	4.70	4.00	4.70	4.10	2.20	
Dress, neatness and appearance	4.10	4.50	4.50	4.50	3.90	
Writing on Board, Figures/Diagrams (Visual aids)	5.00	4.90	3.30	4.00	1.60	
Use of simple language to clarify concepts	5.00	4.90	4.70	4.00	1.90	
Gives round in the class to check all the students	4.80	4.70	4.90	4.80	2.90	
Eye contact with students	4.90	4.80	4.80	4.70	2.50	
Gesture and Posture	4.70	4.70	4.80	4.60	2.40	
Spoke loudly	4.90	4.00	5.00	4.70	2.90	
Communication (Language, Choice of words, Grammar and fluency)	4.90	4.80	4.70	4.30	2.10	
Encouraged students to ask questions	4.70	4.80	4.60	4.60	2.60	
Aroused students' interest and encourages them for participation	5.00	4.70	4.10	4.10	2.50	
Used words and expressions within the students level of understanding	5.00	4.70	4.80	4.40	3.20	
Was there any element of creativity (by way of certain examples)	4.90	4.70	3.80	3.60	1.60	
Subject matter knowledge/command on subject/topic	5.00	4.00	4.70	4.50	2.50	
Presented subject matter clearly and	5.00	5.00	4.80	4.20	2.30	

Attributes & Performances						
systematically						
Aptitude (ability, skill and talent)displayed	5.00	4.70	4.70	4.40	2.10	
Methodology, taught for student understanding	4.80	4.80	4.50	4.30	2.10	
Answered the questions	4.90	4.90	4.90	4.80	3.00	
Class control	4.90	4.80	4.80	4.60	2.80	
Time management	4.00	4.10	4.50	4.20	4.30	
Was organised one	4.80	4.70	4.70	4.50	2.80	
Conclusion/Summarization made; or lecture abruptly ended	5.00	5.00	4.90	4.40	2.40	
Confidence level exhibited	5.00	5.00	4.90	4.80	2.40	
Showed dynamism and enthusiasm	5.00	5.00	4.80	4.40	2.70	

Sl. No.	Proposals of action on teaching-learning process
1	Dr. Swapan Sharma:- Students like Dr. Sharma and feel that he is a good teacher. But they think that he should take class test which he does not often do. IQAC cell has drawn the attention of Dr. Sharma and advised to take class tests frequently to improve the quality of students.
2	Ratan Debbarma:- Students are impressed with the quality teaching of Sri Debbarma. They appreciate the effort given by him to improve the performance of students. However, they feel that Sri Debbarma speaks rather quickly and they request him to speak a bit slowly. The attention of Sri Debbarma was drawn to this observation of students.
3	Subhasish Das:- Students are very impressed with Sri Subhasish Das. They like his methods of teaching. They like his sincerity, punctuality and devotion. Students want that Sri Das take more tests to evaluate their progress in study. IQAC has requested him to take more tests as demanded by students.
4	Rajib Chandra Paul:- Students feel that Sri Rajib Paul is good teacher. But they feel that he has a tendency of circumlocution and repeating the same thing again and again. The attention of Sri Paul was drawn to this observation and asked to improve upon.
5	Pampa Das:- Students are not satisfied with the mode of teaching of Ms. Das They point out that they do not understand what she teaches. The attention of the H.O.D of Bengali was drawn and advised to take necessary measures. So, That the quality of teaching Ms. Das improve.

Department: Education

Rating Key : 1 = Unsatisfactory, 2=Fair, 3=Satisfactory, 4=Very Good, 5=Excellent

	Name of Teachers in Abbreviated Form					
Attributes & Performances	D.C	D.B	M.D	D.D		
Introduction given (Topic)	4.54	4.69	4.62	4.54		
Dress, neatness and appearance	4.62	4.85	4.69	4.62		
Writing on Board, Figures/Diagrams (Visual aids)	4.69	4.69	4.31	4.38		
Use of simple language to clarify concepts	4.69	4.85	4.85	4.77		
Gives round in the class to check all the students	4.54	4.69	4.46	4.08		

Eye contact with students	4.69	4.77	4.69	4.62	
Gesture and Posture	4.62	4.69	4.54	4.46	
Spoke loudly	4.54	4.54	4.38	4.38	
Communication (Language, Choice of words, Grammar and fluency)	4.77	4.92	4.85	4.92	
Encouraged students to ask questions	4.85	4.92	4.85	4.92	
Aroused students' interest and encourages them for participation	4.62	4.85	4.77	4.69	
Used words and expressions within the students level of understanding	4.38	4.62	4.54	4.54	
Was there any element of creativity (by way of certain examples)	4.54	4.77	4.69	4.69	
Subject matter knowledge/command on subject/topic	4.77	4.85	4.77	4.77	
Presented subject matter clearly and systematically	4.62	4.77	4.69	4.69	
Aptitude (ability, skill and talent)displayed	4.77	4.85	4.77	4.69	
Methodology, taught for student understanding	4.54	4.77	4.77	4.62	
Answered the questions	4.62	4.92	4.69	4.77	
Class control	4.77	4.92	4.85	4.85	
Time management	4.77	4.69	4.85	4.77	
Was organised one	4.54	4.69	4.54	4.62	
Conclusion/Summarization made; or lecture abruptly ended	4.62	4.69	4.69	4.62	
Confidence level exhibited	4.54	4.85	4.69	4.69	
Showed dynamism and enthusiasm	4.69	4.85	4.85	4.85	

Department: English

Rating Key : 1 = Unsatisfactory, 2=Fair, 3=Satisfactory, 4=Very Good, 5=Excellent

Attributes & Performances	Name of Teachers in Abbreviated Form					
	B.C.P	A.D	D.N	J.D		
Introduction given (Topic)	2.89	4.22	4.44	4.00		
Dress, neatness and appearance	4.33	3.22	4.11	4.44		
Writing on Board, Figures/Diagrams (Visual aids)	2.44	4.11	3.89	4.11		
Use of simple language to clarify concepts	3.78	4.56	4.56	4.11		
Gives round in the class to check all the students	2.11	3.67	3.11	2.89		
Eye contact with students	3.67	4.22	4.33	4.11		
Gesture and Posture	3.33	3.89	4.22	4.22		
Spoke loudly	3.56	3.78	4.67	4.56		

Attributes & Performances						
Communication (Language, Choice of words, Grammar and fluency)	3.67	4.33	4.00	4.11		
Encouraged students to ask questions	3.22	4.00	4.00	3.67		
Aroused students' interest and encourages them for participation	2.56	3.44	4.00	3.67		
Used words and expressions within the students level of understanding	3.44	4.22	4.22	3.89		
Was there any element of creativity (by way of certain examples)	3.22	4.00	3.89	4.00		
Subject matter knowledge/command on subject/topic	3.00	4.22	4.33	4.22		
Presented subject matter clearly and systematically	2.89	4.11	3.89	4.22		
Aptitude (ability, skill and talent)displayed	4.44	4.33	4.11	4.11		
Methodology, taught for student understanding	2.78	4.22	4.33	4.22		
Answered the questions	3.78	4.44	4.11	4.22		
Class control	3.67	3.89	4.11	4.33		
Time management	3.11	3.56	4.22	4.00		
Was organised one	2.78	4.00	4.22	4.11		
Conclusion/Summarization made; or lecture abruptly ended	3.11	4.33	4.33	4.11		
Confidence level exhibited	3.44	4.22	4.33	4.11		
Showed dynamism and enthusiasm	3.33	3.89	4.11	3.89		

Sl. No.	Proposals of action on teaching-learning process
1	Bidhan Chandra Pal:- Students like the mode of teaching of Sri Pal. They feel they will be benefitted a lot if he takes a few extra classes. IQAC cell has drawn the attention of Sri Paul and requested him to take a few more classes for the benefit of students.
2	Students of English Department however, feel that they should be shown more movies dramas on screen. The IQAC cell has drawn the attention of the H.O.D this appeal of students.

Department: Physical Education

Rating Key : 1 = Unsatisfactory, 2=Fair, 3=Satisfactory, 4=Very Good, 5=Excellent

Attributes & Performances	Name of Teachers in Abbreviated Form					
	S.C.D	L.C				
Introduction given (Topic)	4.33	4.22				
Dress, neatness and appearance	4.03	3.22				
Writing on Board, Figures/Diagrams (Visual aids)	4.03	4.11				
Use of simple language to clarify concepts	4.37	4.56				
Gives round in the class to check all the	3.93	3.67				

students						
Eye contact with students	4.20	4.22				
Gesture and Posture	3.93	3.89				
Spoke loudly	4.40	3.78				
Communication (Language, Choice of words, Grammar and fluency)	4.27	4.33				
Encouraged students to ask questions	3.93	4.00				
Aroused students' interest and encourages them for participation	3.90	3.44				
Used words and expressions within the students level of understanding	4.23	4.22				
Was there any element of creativity (by way of certain examples)	3.80	4.00				
Subject matter knowledge/command on subject/topic	4.27	4.22				
Presented subject matter clearly and systematically	4.33	4.11				
Aptitude (ability, skill and talent)displayed	4.10	4.33				
Methodology, taught for student understanding	3.70	4.22				
Answered the questions	4.27	4.44				
Class control	4.43	3.89				
Time management	3.97	3.56				
Was organised one	3.73	4.00				
Conclusion/Summarization made; or lecture abruptly ended	3.83	4.33				
Confidence level exhibited	4.40	4.22				
Showed dynamism and enthusiasm	4.20	3.89				

Sl. No.	Proposals of action on teaching-learning process
1	Subal Chandra Das:- Students are impressed with the performer of Sri Das as a teacher. However, they want that Sri Das will take some steps to motivate them. They want some extra classes from him. IQAC cell has advised Sri Das to take steps to motivate students and take few more extra classes.
2	Lata Chakraborty:- Students like the mode of teaching of Smt. Chakraborty. They feel they will be benefitted if she takes few classes using ICT. IQAC cell has drawn the attention of Smt. Chakraborty and requested her to take a few classes using ICT for the benefit of students.

Department: Physics

Rating Key : 1 = Unsatisfactory, 2=Fair, 3=Satisfactory, 4=Very Good, 5=Excellent

Attributes & Performances	U.S	Name of Teachers in Abbreviated Form				
Introduction given (Topic)	4.00					
Dress, neatness and appearance	4.00					
Writing on Board, Figures/Diagrams (Visual aids)	5.00					
Use of simple language to clarify concepts	4.00					
Gives round in the class to check all the students	3.00					
Eye contact with students	4.00					
Gesture and Posture	4.00					
Spoke loudly	3.50					
Communication (Language, Choice of words, Grammar and fluency)	4.00					
Encouraged students to ask questions	4.00					
Aroused students' interest and encourages them for participation	5.00					
Used words and expressions within the students level of understanding	5.00					
Was there any element of creativity (by way of certain examples)	4.00					
Subject matter knowledge/command on subject/topic	5.00					
Presented subject matter clearly and systematically	4.00					
Aptitude (ability, skill and talent)displayed	4.00					
Methodology, taught for student understanding	4.00					
Answered the questions	4.50					
Class control	4.00					
Time management	3.50					
Was organised one	3.50					
Conclusion/Summarization made; or lecture abruptly ended	3.50					
Confidence level exhibited	5.00					
Showed dynamism and enthusiasm	4.00					

Sl. No.	Proposals of action on teaching-learning process
1	Dr. Abhijit Nath:- the mode of teaching of Dr. Abhijit Nath is appreciated by the students. Students demand some extra classes from Dr. Nath. IQAC has advised Dr. Nath to arrange for some extra classes for the students.

Department: Chemistry

Rating Key : 1 = Unsatisfactory, 2=Fair, 3=Satisfactory, 4=Very Good, 5=Excellent

Attributes & Performances	Name of Teachers in Abbreviated Form					
	D.R.C					
Introduction given (Topic)	4.75					
Dress, neatness and appearance	4.00					
Writing on Board, Figures/Diagrams (Visual aids)	4.00					
Use of simple language to clarify concepts	4.00					
Gives round in the class to check all the students	3.50					
Eye contact with students	4.25					
Gesture and Posture	4.25					
Spoke loudly	4.00					
Communication (Language, Choice of words, Grammar and fluency)	3.75					
Encouraged students to ask questions	3.00					
Aroused students' interest and encourages them for participation	4.50					
Used words and expressions within the students level of understanding	3.75					
Was there any element of creativity (by way of certain examples)	3.50					
Subject matter knowledge/command on subject/topic	4.50					
Presented subject matter clearly and systematically	4.00					
Aptitude (ability, skill and talent)displayed	4.25					
Methodology, taught for student understanding	3.25					
Answered the questions	3.75					
Class control	4.25					
Time management	3.00					
Was organised one	3.75					
Conclusion/Summarization made; or lecture abruptly ended	4.75					
Confidence level exhibited	3.50					
Showed dynamism and enthusiasm	4.50					

Best Practices of the institution

Title of the Practice

Encouraging Participation of the students in Sports and NCC Programme

Goal

To develop the talents of students in sports and NCC activities for holistic growth

The Context

Catering to diverse needs is important for students to develop their field of interest. Keeping this in view, the college has created a network system of sports and NCC programmes for students, and thereby thrives to give the nation good sports-persons as well as human resource with competent and multifarious capacities.

The Practice

The college has outdoor as well as indoor sports facilities. For outdoor games, football and volleyball grounds are available in the college. The College Indoor Sports Centre and Multi-Gymnasium has been equipped with procurement of Sports goods and gym equipment worth Rs. 13 Lakhs. Indoor games facilities provided to students include badminton, table tennis etc.

NCC programme is integral part of the college. A total 196 nos of cadet (100 SD and 96 SW) 1 CTO male and 1 CTO female.

Evidence of Success

The details of the Sports and NCC performances are given below:

Sl No.	Competition/Tournament/Participation/other activities	Result/Position/Achievement
01	CATC-I	02 Silver Medal
02	CATC-II	01 Gold Medal and 02 Bronze Medal
03	Sahid Bhagat Singh Hostel, Agartala (BLC)	01 Silver Medal and 01 Bronze Medal

Problems Encountered and Resources Required

Dearth of dedicated professional staff to train students came up as the main constraint for successfully training more number of students.

Contact Details

        Name of the Principal: Dr. Chhanda Bhattacharyya
        Name of the Institution: Government Degree College, Kamalpur
        City: Kamalpur
        Pin Code: 799285
        Accredited Status: Accredited Grade "B" on January 2017
        Work Phone :   03826-262-215
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<div align="right"><u>**Annexure V**</u></div>

<div align="center">**Best Practices of the institution**</div>

Title of the Practice

    Plantation drive in the College campus

Goal

        To develop awareness among students about plants and inculcate in them values of conservation of biodiversity while making the campus eco-friendly.

The Context

        The college has a vast campus area of 32.5 acre much of which is free space and without considerable number of trees. The vegetation is composed mostly of shrubs and herbs natural as well as planted. This offered a great scope for planting avenue tree species as well as surveying and charting out the existing vegetation involving students which can develop awareness among students about plants and inculcate in them values of conservation of biodiversity while making the campus eco-friendly.

The Practice

        The College conducted tree planting programmes throughout the year in the campus with active involvement of NSS, NCC volunteers and the students from other departments. State forest department and Tripura State Rifles, 3rd Battalion, headquartered at Kachucherra, Kamalpur helped the college in terms of supply of saplings in free or subsidized rates and expert manpower. In total about 210 saplings of 15 species of mostly avenue trees were planted in the campus during the course of such programmes.

        The NSS volunteers with the active involvement of faulty members of the college, have completely surveyed the flora and fauna of the campus, and named and numbered the plants and trees.

Evidence of Success

        The college now has 05 (five) gardens with variety of plants.

Problems Encountered and Resources Required

The main constrain for maintenance of gardens and survive the sapling are due to lack of skilled garden staff.

Contact Details

Name of the Principal: Dr. Chhanda Bhattacharyya
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City: Kamalpur
Pin Code: 799285
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