YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Adwaita Malla Barman Smriti Mahavidyalaya
• Name of the Head of the institution	Dr. Pradeep Kumar Deepak
• Designation	Principal- In- Charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	
• Mobile No:	9862162424
• Registered e-mail	ambsamarpur@gmail. com
• Alternate e-mail	
• Address	Kawamaraghat
• City/Town	Amarpur
• State/UT	Tripura
• Pin Code	799101
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**Tripura University**
• Name of the IQAC Coordinator	**Dr. Babudhan Tripura**
• Phone No.	
• Alternate phone No.	
• Mobile	**8974211613**
• IQAC e-mail address	
• Alternate e-mail address	**bdadong@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	www._ambsm.in
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.08**	**2021**	**05/10/2021**	**05/10/2026**

6.Date of Establishment of IQAC	**03/05/2018**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**04**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been	**Yes**

uploaded on the institutional website?

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

1. IQAC actively contributed for accreditation of NAAC

2. Monitoring to teachers to complete syllabus timely

3. Monitoring teachers to organizing seminar, workshop, for development of faculties and students

4. Feedback collected from the students

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

Plan of Action	Achievements/Outcomes
Timely Syllabus Completion	**Yes**
Fairness of the Internal Examination	**Yes**

13.Whether the AQAR was placed before statutory body?	**No**
• Name of the statutory body	

Name	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	**28/02/2022**

Extended Profile

1.Programme

1.1	**9**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**398**
Number of students during the year	

File Description	Documents
Data Template	[View File](#)

2.2	**250**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	**193**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**12**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**12**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**20**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1849087**
4.3 Total number of computers on campus for academic purposes	**22**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution develops various kinds of plans for effective implementation of the curriculum for the achievement of its vision and mission. All the departments prepare the action plan for adequate implementation of the curriculum. The review meeting is held periodically to find out the fault and try to remove the problems. The implementation of the curriculum is taken care and monitored by the departmental heads. The curriculum delivery is achieved through the lecture method, group discussion, students participation in various activities, class test, departmental seminar, assignment, subject related quiz, power point presentation etc. Students are always encouraged to take the participation in class and outside the class activities. Special attention is given to the weaker student and provides them the remedial coaching and special coaching classes. Advance learners students are also taken

care by providing advance materials for study.

The New method of teaching with the use of ICT has become exciting for students. ICT is used for class room teaching, presentation by students, showing career related academic as well as motivational lectures, showing practical demonstration etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college follows the academic calendar of the University and the Director of Higher Education, Government of Tripura. The examination committee of the college decides the time schedule of the internal examination. Two internal sessional examination of each semester are conducted as per the guidelines of University. In one words the college adheres the academic calendar for the conduct of CIF. Various modes of assessments are conducted by the concerned faculties during the semester. If any student's performance is not to the mark, the concerned subject teachers takes another test and in the test questions twotypes of questions are given, multiple choice, short questions and essay type.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the	C. Any 2 of the above

affiliating University	

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

9

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

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

00

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

`00`

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The curriculum is designed by the Tripura University. The college is affiliated to this University. The curriculum consists of Gender Studies and Human Rights as soft skill study, compulsory for the six semester students. There is also a compulsory paper for third semester students on Environmental studies. Regarding Human value and Professional Ethics, one paper in major and one in general course is dedicated to the these issues of Philosophy subject. Moreover the Political Science also some issues in its syllabus to address issues related to Human Right and Gender Studies. The college organized every year various kind of awareness program on these issues. The NSS &NCC Unit plays a vital role to organize such kind of program. The following are the some programs which the college has organize every year:

- **Women empowerment and Gender equity**
- **Vanamahotsava**
- **International Women's Day**
- **Birth and Death Anniversary of the National Heroes.**
- **Human rights and Human Values**
- **Environment Day etc.**

The college always tries to provide maximum scope for the students to develop humanity and to make them responsible citizen of the state through its curriculum. Teachers of this college demonstrate integrity, impartiality and punctuality of highest order in their professional as well as personal lives by maintaining the code of ethics. These qualities inturn makes them the role models.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

8

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

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

208

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://docs.google.com/spreadsheets/d/1pTkehcm6xsUTAoYEF6xol0r8cgiC-fV-u809SHSP1iA/edit?usp=sharing

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

516

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

227

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The students admitted in our college are coming from various economic sections and communities of the society. Most of the students are from backward categories i.e. ST, SC, and OBC. The college is very much aware about their overall growth and social upliftment in the society. Our college has a fair system for admission process. The students are admitted in our institution without considering caste, creed, gender, and religion, social and economic status.

After the completion of admission process regular classes commence as per the college time table. After admissions college adopts a process to identify slow and advance learners among students. Advanced learners and slow learners are identified on as per their responses in the class room as well as the performance in the Unit test, internal examinations. After knowing slow an advanced learners, the teachers prepare separate list of slow and advance learners and conduct extra lectures for weaker students. The teachers observe that whether the student are easily understanding the lesson. If they fail to understand the topic or teaching of a teacher, the same was having been explained again in a easy way. This is the informal way to complete the teaching-learning process and it is also convenient to both teacher and students. Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies. Home assignment and projects are taken prepared from the Students. They are also encouraged to apply for different competitive examinations. They are motivated to participate in seminar presentation, Poster presentation, quiz competition, debates, etc.

Following activities are done by teachers for Slow learner students:

   1. Individual counselling.

2. Remedial Coaching
3. Extra notes.
4. Group discussion session.
5. Internal examination process.
6. Encouragement in NSS, Sports and academic activities.
7. Extra library books.

For Advance learners:

- Advance notes
- Seminar sessions
- Participative learning sessions i.e. Self Discipline Day & Teachers Day
- Experimental learning sessions
- Projects
- Assessments
- Group discussion sessions
- Internet facility.
- Advance questions papers
- To enhance their confidence level, the college conducts various activities such as cultural program, NSS, NCC, Sports etc. for their overall personality development.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
Nil	Nil

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Yes, The college follows the student-centric approach viz. experiential learning, participative learning and Problem-solving

methodologies to enrich students' learning experiences. Group activities are undertaken to facilitate participative and collaborative learning. Students are taken to field trips, engaged in different activities on the campus for experiential learning the teaching learning strategies are emphasized on the participative and problem solving methodologies. The following are the some strategies:

- The academic calendar contains plans and program of all activities like academic, examination, cocurricular activities and extension activities.
- The teaching plan is prepared by the teachers to meet the needs of the students. The participation in class room teaching
- Encouraged to participation in the various activities/programs, so that they can realize the real situations.
- Use of ICT to make interest in teaching learning process.
- Representation in various committees.
- Give freedom to express their view points.
- Organized different kinds of program/discussion on social issues.
- Open access to the library.
- Students are always consulted regarding the problems encountered in learning.
- The feedback of students is taken to know the opinion of students about the teaching learning process and understand their need to improve teaching learning in the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

To commemorate the great leaders and celebrate important days, students are encouraged to participate in debates, discussions or go on rallies promoting social awareness. Some faculty members use PowerPoint presentation for their lectures and Google forms for taking feedbacks. Goggle form is also use for conducting quiz competition. Students are also motivated to use the internet, You-Tube and such tools to know the latest developments in their

specific topics. WhatsApp groups are also used for sharing learning and ideas. The Institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

- In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning.
- Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of seminars, debates, group discussions, assignments, quiz/tests/viva etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

12

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

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

0

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

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

2.4.3.1 - Total experience of full-time teachers

33

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The mechanism of internal assessment of our institution is transparent and robust in terms of frequency and variety. The

students can communicate regarding the schedule for exams, duration and pattern of examinations which transparency. The answer script are packed and taken care of before reaches the exam control room. Review of answer script procedure is available. Besides this the following actions are also taken by the institution:

- The assessment test is shared by the concerned students.
- The papers are discussed with the students for better performance.
- Information is given onthe notice board, Whatsapp Group and College Website and through class representatives the information is circulated.
- Regular time table of exam is communicated to the department and the student for smooth conduction of the examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Examination at college level:

The college has notified the time schedule of the examination before two to three weeks. If any confusion arise the concern teacher clarify the point raised by the students regarding the internal assessment.

Examination of the University:

The college is a one of the center of examination of the University examination. Students can apply for review of the answer script to the Controller of examination, Tripura University through Principal of the college. The college has evolved a mechanism for redressal of grievances related to internal and external evaluation is as follows:

- The assessed internal test papers are shown to the students for self-assessment.
- In case of any grievances regarding internal assessment, the student is free to interact with the teacher and get it resolved.
- The unresolved grievance, if any, is referred to the Principal

through the Head of the Department.

- As per the university norms, following are the methods of grievance redressal regarding university assessment:
- The college takes special initiative for resolving group grievances, if any, regarding university assessments.
- The evaluation of answer sheets of the undergraduate programme is carried out at the college level, in a time bound schedule and in a best possible efficient manner and the results are submitted to the university within a stipulated time.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Mechanism of Communication:

The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- Hard Copy as well as soft copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.
- Learning Outcomes of the Programmes and Courses are displayed on the notice boards of each department.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and College Committee Meeting.
- The students are also made aware of the same through Tutorial classes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The outcomes of the program course and the programs specific are evaluated by the college according to the designed and course of the programs, along with this it is also kept in the view that the knowledge and skill level of the students. The college evaluate the programs in the following way:

- **To collect the data and processing the data.**
- **To predict the newly admitted students, whether he/she is a slow learners or advance learners. Listed programs outcomes by collecting the information from the students, staff and stakeholders.**
- **The result of the examination Improving the teaching learning process. To look into the assessment methods etc.**

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

2.6.3 - Pass percentage of Students during the year

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

225

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://docs.google.com/spreadsheets/d/1pTkehcm6xsUTAoYEF6xol0r8cqiC-

fV-u809SHSP1iA/edit?usp=sharing

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

6

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

1

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

5

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The Red Ribbon Club, The NSS Unit of the college and the few faculties engage with the students in the community programs like AIDS Awareness, gender equity, Disaster management, Plantation,

Vanamahotsava, pen and paper distribution in the primary school, sweet and fruits distribution in the nearby sub-divisional hospital etc. The NSS unit of the college conducted various kind of program related to community issues every year. The unit conducted blood donation camp, tree plantation, gardening, health camp, awareness program on different burning issues like women empowerment, HIV/AIDS, Environmental issues etc.

Days of national, international importance are also observed and celebrate with the emphasis on human values, patriotism and social service.

A note of the activities undertaken by the students, over the few years, in the neighbourhood community is exhibited below:

- The NSS organises its special camp for 7 days and extends its services in the village during the special camp.
- Swachch Abhiyaan is arranged in the village by NSS and NCC.
- Rallies are arranged on various issues for the awareness of the villagers.
- Door to door visit was made in the neighbourhood of the college to make the villagers aware of some Govt. schemes.
- Surveys are made to know the realities of the village.
- Projects are given to the students to explore their own neighbourhoods.
- Plantation programme is undertaken in the neighbouring village.
- Villagers participate in large numbers in the celebration of Saraswathi Puja, Fresher's' Day and the important National festivals like The Independence Day of India ,The Republic Day of the country. Village youths are, at times , invited to the college for performing in cultural programmes. These activities enable the students to cultivate and illuminate the inherent qualities like self-confidence, leadership, self-discipline, commitment and devotion, hard work and team work and the same qualities also help them to excel in academics as well. The students explore new domain of knowledge and fill their basket of knowledge, with new ideas develop empathy for the socially deprived or oppressed. These activities enkindle the students a spirit of service and give them the confidence to be a change-maker /reformist for the development of our nation.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	**No File Uploaded**

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

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

33

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

00

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

3.4 - Collaboration

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

00

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

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

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The authority of the college monitors and gives necessary instruction for the physical infrastructure and also looks into the requirement of the college on regular basis. It is discuss in the staff meetings about the requirement of the physical infrastructure and further development of the infrastructure and also maintenance of the existing facilities. After the decision was taken the requirement of the infrastructure facilities are submitted to the Director of the Higher Education, Government of Tripura. A few ICT enable initiatives like smart class room, Biometric attendance of the administrative staff, WiFi enable campus, class rooms with sound system facilities etc. have been installed to meet the growing needs of the college. A new building of one storied is under construction adjacent to the administrative building. The college has 14 (twelve) class rooms and 1 (one) cultural hall. Total 22 computers are functioning in different table of the different section of the college, like Academic and examination room, IQAC room, office room etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.ambsm.in/?page_id=2412&preview_nonce=636089f2b3

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

The college has limited facilities for sports, games, gymnasium, yoga etc. However the students of the college play indoor games as part of recreation during the leisure time, such as lodu, carom, chess etc. Further the Department of Higher Education sanctioned the fund for purchasing the sports materials like football, tennis ball, cricket ball, cricket bat, volley ball etc. from time to time. Students are playing outdoor games in front of the college building. There is no gymnasium and yoga centre in the college. Regarding cultural activities the NSS Unit and the cultural committee has organize the programs from time to time like fresher's meet, wherein many students take part in the cultural events like singing, dancing

etc. where the local artists are also invited in the programs. The cultural events are organized in the inauguration session of the NSS special camp which is held every year.

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

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

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

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

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

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

1849087

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

4.2 - Library as a Learning Resource

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

The college has a Library room in the new academic building to cater the needs of the students and the faculties. The Library has 15 thousands books approximately as per the records. The college does not have any Librarian; only one library assistant is working in the library. Due to the lack of efficient staff and the lack of fund Integrated Library Management System could not be introduced. The college has Library advisory committee to guide and monitor the library activities and for effective functioning of the library. The faculty members of the college extend their duties at present to keep the library functioning for the benefit of the students. The library has a reading section with about 35 nos. seats so that students and staff can read in the library. The students are allowed to take two books using their library cards. The library plays a very important role in the learning of the students as most of the students are not able to buy the required number of books recommended by the teachers due to their financial constraints. The college is in the process of making automation of the library with a software called e-Granthalaya 4.0 on NIC Cloud, digital agenda automation and networking of Government Libraries. A computer is installed in the library for keeping some records and online search of books and other information.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

35

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

A M B S Mhavidyalaya, Amarpur is not lagging behind in the IT facilities. The College has a Computer Laboratory used for the computer classes of the students and for training and developing IT skills among the faculty members . The college has developed one smart classroom and built a seminar hall with the amenities of LCD projectors for PowerPoint Presentations, Showing of video clips etc. All the computers in the college are provided with UPS Back-up facility. Besides computers, other ICT equipments like, Printers, photocopiers, LCD Projectors, Speakers, Amplifiers, Wireless Microphone etc. are available in the college in adequate number to feed the requirements of 23 desktop computers and 3 laptops HRMS (Human Resource Management System) regarding salary related matters of faculties and staff has been successfully implemented in the college. The other financial transactions are also made through

online Treasury. The college has no broadband connection but it gets access to the internet using mobile hotspot or Jio-fi, a wifi router, with a speed between 6 - 15 mbps. The department assured of providing high speed internet and the efforts are on as intimated to the college authority. Recently the college has applied for new Wi-Fi connection CSC Wi-Fi CHOUPAL INTERNET SWRVICES.

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

4.3.2 - Number of Computers

22

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

1849087

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Since the college is a Government College the maintenance and up gradation of the facilities like physical, academic, library, sport complex etc are generally looked after by the Director of Higher Education, Government of Tripura. However the college authority looks after the emergency requirement of the infrastructure as and when necessary. If the fund is not available in the college, the authority of the college request to the Higher authority for fund and maintenance of the infrastructure. Moreover as per the necessity the college try its level best to maintenance the building , campus and all other equipments and facilities existing in the college. The college authorities monitored the infrastructure regularly. The concerned academic departments and the section of the college give their requirement of the equipments, when it is necessary. The maintenance of the college, the facilities and equipments like CC Camera, projectors, computer, connection of the electricity etc. are done on regular basis. The library follows certain procedures in the usage of books. When books are purchased , they are enlisted in the accession register as serial number and then these are made available for distribution to the students with the support of a register for lending books to the staff and students. At the beginning of the first semester, each student is encouraged to make his/her library card. Students can borrow two books at a time and they are eligible to borrow again only after the previously borrowed books are returned in good condition . At the end of every semester, all the students must return the books to the library. Mark-sheets are given only after getting a clearance certificate from the library. Likewise, the teachers are allowed to take any number of books after making necessary entries in the issue register of books meant for Teachers They also need to return the books after they finish reading. Return of books is compulsory for all irrespective of students and faculties at the time of leaving the institution, be it a student or a faculty and obtain a no dues certificate from the librarian.

Sports Complex: Students are allowed to play after their classes get over. They can take the sports materials after signing the register and then again return it back.

Computers: Students can access computers when they have their practical classes. Otherwise, they can useit during the time of making projects or for any activity but with permission from the teachers. The specific guidance relating to admission of the students is received from the department before each session begins. The admission policies adhere to the norms prescribed by Tripura University with regard to the selection of students. The students need to fill in the online application form and then they are to submit the printed form at the college. Application forms are then scrutinized and admissions are done on the basis of merit in a very transparent manner. Generally, all the students applying for admission to B.A. General course are admitted to the college but the opportunity of admission to honours programmes and science programmes is limited to the approved intake capacity of students earmarked for the college.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

633

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

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

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

633

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**E. none of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

`00`

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

`00`

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

17

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

00

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

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

00

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

5.3 - Student Participation and Activities

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

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

00

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

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

The college has the students' council. Most of the students are the members of the council. The election to the Student Union Council is held annually, the date of election, distribution of nomination papers, scrutiny of the nomination paper and the submission of the nomination paper i.e. the entire process is conducted in accordance with the direction of the Director of Higher Education. The students' council has the post of class representative, who are elected by the students of the respective classes. The election to the various post of the students' council are conducted democratically through the ballot system.

Some activities of the Students Council:

- Coordinating with the staff to implement and organize various activities like academic, cultural and extracurricular etc.
- Assist in the admission process. Maintaining discipline in the college.
- Addressing grievances of the students and look into the welfare of the students. Solving students' related problems with help of the teachers.
- Organizing different kinds of cultural and academic programs Assist in the college programs.
- Participating in different programs of sub-division level like Independence day parade, Swachata hi seva etc.
- Representation of the students in academic and administrative bodies.

Student council is headed by the Principal as President of the

council. Students' representation is present in all the committees like anti ragging, IQAC, College Development cell and etc.

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

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

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

04

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

5.4 - Alumni Engagement

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

The college has newly formed Alumni association. This Alumni association is formed in the year of 2018, consisting of a President, Vice President, Secretary, Assistant Secretary, Treasurer, Assistant treasurer and the Executive members. The Cashier of the college is a convener of the association, who is also one of the alumni of the college. The aims and the objectives of the association for which it is formed are to maintain the relationship among the former students, to promote and welfare of the college, to assist and support to the institution, to guide and support to the alumni, who are recently completed the course. The Alumni of the AMBS Mahavidyalaya takes initiatives to assist and guide to the students in various social activities. Further the Alumni

association is not registered till now, however the registration process is going on. Though the college does not receive any financial support, but the college has continuously receiving the moral support from the alumni association.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: The vision of the college is to establish the Quality Education Centre, by imparting such kind of education which will take to the students in the realm of realization and also empowering the students for workplace by providing opportunities and experiences that enable to grow, thrive and prosper to the students.

The mission of the college is:

- Providing higher education.
- Helping the students to obtain their graduation.

As the prime aim of education is all round development of the students and helps to develop his/her imaginative personality, so our college's objective is also to give all round development of the students by imparting value based education. Because we believe that values bring the firmness, joy and peace in our life as a result society gets better and we get quality life.

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

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

Yes, the college practices decentralization and participative management. The Principal/Principal in Charge is the guardian of the entire college. He is the manager of the administrative and academic activities. Though he is a decision maker and decision taker, yet he takes and makes the decision by discussing and consulting with the teachers' council secretary, teachers, office in charge, students council and the convener and coordinators of the various committees and cells. The teachers' council secretary, conveners and coordinators of the different cells and committees are meeting regularly for executing the action plans efficiently and effectively. The following are the some committees and cells that continuously support and participate in the college management.

- **College Development committee Academic and Examination Committee Discipline Committee**
- **IQAC**
- **Internal Complain Committee**
- **Library Advisory Committee**
- **Anti-Ragging Committee**
- **Anti sexual Harassment Committee**
- **Placement Cell etc.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

There is a perspective plan of government of Tripura for higher education that accommodates the A.M.B.S. Mahavidyalaya also. The college has perspective/ strategic plans of several issues which are taken by the resolution in the meeting of Teachers Council, Staff

meeting and the meeting of different Cells and Committees. The plans are prepare in the college whenever it is necessary for the smooth functioning of the college. The Principal conducted the meeting with the Heads of the Departments, Committees, Cells and students periodically or whenever require to discuss the policies and plans and how to implement the plans and policies. Meetings of several committees are regularly held for effective implementation of the plans.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	View File

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

The college is a Government college, The Directorate of Higher Education of Tripura acts as a governing body of the college. The Principal/Principal in Charge is a head of the institution. He guides all the committees, Cells and Clubs in their activities. Recruitment policies and other main policies, administrative setup, function of the various bodies, service rules, procedures, recruitment, promotional policies all are look after by the Directorate of Higher Education, Government of Tripura. So the sole role of the Principal and head of the various Committees is to implement the policies which are given by the Directorate of Higher Education, Government of Tripura.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support	**A. All of the above**

Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

Yes, the college has given some welfare measures for teaching and non-teaching staff. These are follows:

- **Faculty members are allowed to pursue their higher education. Leave is permitted for doing PhD.**
- **Any decision is taken by the meeting resolution and everyone has given the opportunity to place his/her words.**
- **The college gives the permission to attend in seminar, workshop and any other academic related activities.**
- **The college has well equipped common room for teachers. Separate toilets facilities are available for Men and Women staff.**
- **Filtered drinking water facilities are available.**
- **Library facilities are there; willing teaching or non-teaching staff can take the books at the home or read the books in the library.**
- **There is a refrigerator in the college which is very helpful during the summer days.**
- **Facilities like group insurance, leave salary, maternity leave, paternity leave, leave travel concession are offered to the employees.**

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

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

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

`00`

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

`00`

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

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

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

4	

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

The college follows the direction of the Directorate of Higher Education, Government of Tripura for the promotion and other performance appraisal system for teaching and non-teaching staff. The Directorate of Higher Education, Tripura has introduced the performance based appraisal system for the college teachers on the pattern designed by the University Grants Commission. The performance is based on the (i) Teaching Learning related activities, (ii) Co-curricular and extension related activities and (iii) Research and Academic contribution.

The college has also encouraged the faculties to participate in Orientation Programs, Refreshers Course, Induction Training Program conducted by the various Universities. Faculties are motivated to participate and to conduct the Seminars and Workshops etc. And regarding the non-teaching staff's performance appraisal system the college has follows the Tripura Government Civil Service Rules and Regulations.

The welfare measures for the teaching and non-teaching staff are decided by the Govt. are governed by the regulations and policies of the Govt. and it is modified time to time when recommendations of the pay commissions are accepted. In case of regular teaching staff, the recommendations of the UGC are accepted. A few welfare measures that enjoy the staff are mentioned below;

- **Salary is revised time to time as per the recommendations of UGC, Pay commission/committee,**
- **annual increment is given every year,**

- DA is given time to time. Promotion/ Career Advance Scheme is in vogue for all the regular staff as per the guidelines of the UGC/State Government.
- General Provident Fund Account is available for the regular staff.
- Medical Bills are reimbursed in case of any medical issue but those (Group C & D Staff) who are not entitled to receive medical reimbursement , are given monthly medical allowance.
- Faculty members are encouraged to participate in Orientation programme. Staff can avail leaves on various grounds after getting approval from the concerned authority.
- On the completion of Ph.D programme, the faculty members receive benefits as recommended by the UGC.
- All the regular staff of the college enjoy all other benefits like HRA, DA,Gratuity, Group Insurance as applicable to the state Govt employees.

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

6.4 - Financial Management and Resource Mobilization

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

Being a Govt. college, the audits are done only by the initiatives of the Department. The college maintains its cash books and stock registers as per the guidelines received from the departments and procedures followed in the Govt. offices. The college has taken actions on the findings of the auditor and brought some changes to systematise the procedures to maintain finance. The college follows the codal formalities in procuring the various assets for the college. Purchase Committee is formed for taking the decisions relating to purchase. Recently a committee for GeM has been constituted for making the purchases online. All vouchers are audited by an internal financial committee on half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The same process is being followed for the last five years.

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

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

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

00

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

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

The college does not have any strategies for mobilization of funds or resource mobilization policy of itsown. The college is fully dependent on the Government fund. The Directorate of Higher Education allocates the funds as per the college requirement. Moreover if the college requires emergency funds then the Head of the institution i.e. the Principal of the college send the proposal for funds for which it is required. Utilization of funds is ensured as per the government rules and regulations and for which the fund is given to the college. The examination fees are collected by the college and the college retains a portion of the amount as per the University guidelines and meet expenses related to examination from this fund. Different Cells and Committees give their views and take initiatives regarding the optimum utilization of funds for which the funds are given to the college by the Higher Education Department, Government of Tripura.

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

6.5 - Internal Quality Assurance System

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

The main function of the Internal Quality Assurance Cell is to develop, arrange and provide quality education for the students of the institution. It is the prime responsibility of the IQAC to initiate, plan policy and supervise various activities that are necessary to increase the quality of the education imparted in an institution. The role of IQAC is maintaining standards in teaching, learning and evaluation and ensuring quality of education for the students. Keeping in mind the implication of IQAC, our college has established the said cell on 3rd May 2018. Since then, our college has been more active and working better than before in respect of quality education. Due to the IQAC`s initiative, the faculties are becomes more serious, aware and consciousness about their quality of teaching and learning skill. 1. Through the initiative of the cell, the feedback response from students was collected on November, 2018. The feedback response from students was about the performance of teaching and learning skill of the faculties. The feedback was done well and owing to this initiative, now all faculties are able to know about their ability, capacity and weakness of teaching skill. Consequently, all teaching staffs are trying to improve and make up their weakness. 2. Two days National seminar on Right to Information Act-2005 was held on 24th -25th August, 2018. Before the commencement of the seminar all staffs were had to work in a team spirit manner to make it grand success. As a result, all teaching and non-teaching staffs have come more close and familiar. In this way, the objectives of IQAC are achieved within the short period of its establishment. This IQAC team is wishing all the best to all for their cooperating and coordinating approach among the college staffs. Further, it is also hoped in future day to come with the realization that its success depends upon the sense of belongingness and participation in all the constituents of the institution.

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

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

As mentioned earlier, the IQAC came into existence only a few years earlier but the college reviews its teaching-learning process, structures & methodologies of operations and learning outcomes at periodic intervals in regular Teachers' Council meetings. HODs also convene departmental meeting to review the teaching-learning process of the concerned department and take required steps for further improvement. HODs meet with the Principal time to time to review the areas mentioned above. Receiving feedbacks from the various stakeholders helps to take required steps. The Sessional Examinations and regular class tests help in assessing the learning outcomes.All the meetings, feedbacks and assessments contribute to improve the teaching-learning process in the college, develop some structures and methodologies of operations. The teachers began to use Teacher Diary and fill up Self Appraisal Forms. Departments began to adopt strategies for completing syllabus in time keeping in mind the need of the advanced and slow learners.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college shows gender sensitivity in providing facilities within the given structure of the Government. The college has separate toilets for girls' students and boys' students. The separate toilets facilities are also available for the women teaching and non-teaching staff. There are two security guards at the main gate; one of the two guards is women security guard. Any outside person can enter the college campus by showing identity card or by writing his/her name and address and the purpose of entering the college on the visiting register. The college has the Anti ragging, Anti sexual harassment Committees and Internal Complaint Committee to look after and take initial steps to any kind of incidents relating to gender sensitivity.

Apart from the syllabus related teaching, the teachers also discharge the role as counselor for different gender issues. All the teachers continuously motivate to the students specially girl students in building a sense of self- respect, self reliance and self confidence. Because without the self confidence we cannot do anything. Since the vision and the mission of the college are all round development of the students and to prepare them for the workplace. All the students can participate in all the activities irrespective of gender, caste and class.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

Waste management :

Since the sceince department is not fully started, laboratory waste ws not a problem. However it is decided that the laboratories waste will be dumped in deep burial pits . Our campus was declared as plastic free campus, so there is no dumping of non-biodegradable wastes. Regular cleanliness of the campus is maintained by one and all.

e-waste management:

The college is under constitution of Government, and e-waste cannot be disposed without permission of Government bodies responsible for e waste management, waste products are kept safely to avoid environmental hazards.The college gives less importance in using CDs and DVDs.All the teaching staffs,non-teaching staffs and students are trained to save their data in Google drive.Moreover, the Computers that get out of order are repaired and reused. No e-waste

till date has been disposed from this institute. The college maintains zero tolerance towards any kind of pollution

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**No File Uploaded**

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	View File

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

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

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

diversities (within 200 words).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day, AIIDS. This establishes positive interaction among people of different racial and cultural backgrounds. There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

The Institution believe in unity in diversity that's why our students respect the different religion, language and culture. Students and Teachers greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony. Similarly our students also celebrate the different festivals with joy and enthusiasm which help them to implant the social and religious harmony. The diversity in Tripura state is unique. Tripura presents varieties of physical features and cultural patterns. It is the land of many languages and many tribes. To represent our Indian culture, on the eve of our college annual gathering and Freshers' Welcome program we organize a traditional dance competition along with modern . In this competition/event students wore the different attire representing the different tribes, religions and cultures. Through this activity students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

AMBSM undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Every year on 26th Nov, Constitution day was celebrated at college premises. The Principal and the senior teachers of the college narrated the fundamental rights, Duties, Values and responsibilities of citizens as stated in Constitution of India. Students are also participated in this event. All the speakers appealed to all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity ,equality, Social justice ,Human rights and freedom ,Rule of law ,equity and respect and superiority of constitution in the national life .The whole country is government on the basis of the rights and duties enshrined in the Constitution. The college offered a compulsory paper on the Constitution of India at Degree level across all disciplines to create awareness and sensitizating the students and employees to constitution obligation .As a part of strengthening the democratic values.

The college has also Electoral literacy club and voters awareness forum are created to literate the students and the general public about the Democracy. A voters pledge programme is organized every year on the day of National Voters day. College level essay/ quiz competition both in Bengali and English was organized on this day. The activities relating to this task were undertaken by our NSS and NCC Volunteer. Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Similarly constitution day also would be celebrated on 26th Nov every year. Independence day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional	B. Any 3 of the above

ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

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

Our college, with its aim towards developing students into responsible, accountable citizens organizes that promote greater values of life like love, integrity, fraternity and patriotism within their personalities. Celebrations of National festivals and birth or death anniversaries of the great Indian personalities areobserved regularly by the college. The following days are celebrated : Independence Day: Every year we celebrate that day with respect. Many children of the neighbouring villages present in this program. At the beginning the national flag is hoisted by the principal with great honour. After that national anthem is sung by everyone. Then principal sir and other faculty members give speech about independence day so that everyone can realize the importance of this day. At the end of program sweets and chocolates are distributed among people.

Republic Day: the republic day is also celebrated in the college with great honour and respect. The celebration starts with the formal hoisting of the national flag in presence of the staff, students and village children. Principal and other staffs and student give valuable speech about that memorable day.

Teacher's Day: Teacher's day is also celebrated in our college. Our students arrange a program to pay their tribute to their teachers. They express their respect, honour and gratefulness to their teachers with cultural program, giving flowers. The celebration continues to remind the most important thing i.e. the

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	[View File](#)

7.2 - Best Practices

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

Best Practice 1

1. Title of the Practice:

A Model for Village Development

2. Objectives of the Practice:

To secure the livelihood of the people of through awareness of various schemes of the Government To Empower women and To ensure primary education and medical care for children.

3. The Context:

The Program Officer and the volunteers of the N.S.S. Unit of the college visited this village and were shocked at the poverty, illiteracy, infant mortality and unemployment of its people. Most of the villagers are unaware about the various schemes of the Government which is running for the development of the village people. Since they are totally unaware about the scheme, so they cannot take the benefit of it. Program Officers and volunteers interacted with the villagers and found that they resigned to their fate and resistant to any idea of change. The women wanted to stay behind their door and veils. Since the village was in close proximity with the college, almost at a walking distance it was decided that to adopt the village and thereafter regular interactions, camps, awareness programs of various topics and schemes followed.

4. The Practice:It was decided to focus on three major issues-

(i) awareness of various schemes of the Government

(ii) Empower women and ensure primary education and medical care for children. The villagers started to communicate each other regarding the issue of various schemes of the Government which are running for the development of livelihood of the village people. Periodically they meet, discuss about the Governmental Schemes, take primary decision for enrich their livelihood. Women were encouraged to form Self-Help group to carry on small scale saving, sanitation and anti liquor campaign programs. To encourage the girl students, N.S.S. Unit and NCC UNIT of the college annually distributes the pen and papers. Not only that sports items like foot ball, tennis ball and toilets soaps are also given for hygienic life style. The unit also organized seminar on various related issues of Women Empowerment, women education and role of women in family welfare etc. All the parents are now motivated to send their children to school and also to have been motivated to have the mandatory vaccination for their new born child.

5. Evidence of Success:

Women have become articulate, aspiring and capable of taking leadership of the community to bring the conclusive decision. The villagers are more conscious about the various schemes of the Government which are running for the development of the villagers. Consumption of liquor has been reduced to a great extent by the efforts of women. All the children are school-going. Children are completing their primary education in the village school. And those students who are completed primary school are sent to other higher school for further education. Also all the infants in the village have been duly vaccinated. On the whole, the efforts have had a salutary impact on village life.

6. Problems Encountered and Resources Required:

It has been very difficult to dissuade ignorant and illiterate villagers from consumption of liquor, encourage them to send their children to school and refrain from quacks for redressing their ailments. The establishment of primary school and regular health program in the village has created a favorable for children to be induced to come in the school. Motivators – mainly teachers and students, locals youth, NGOs and officials of the line departments because these are such kinds of issues which any single department cannot work properly, it is possible only collective efforts.

Best Practice 2

1. Title of the Practice:

Respect and Caring for Senior Citizens

2. Objectives of the Practice:

To awaken the sense of responsibility amongst the students towards their parents and grand parents To help the senior citizens residing in nearby old age homes, villages and To understand the psychology of the aged and help them to lessen their pain and emotional stress.

3. The Context:

With the advancement of the medical science today the life expectancy has been increasing resulting in the phenomenon of 'population ageing'. This significant rise in the number of senior citizens and their proper health care and privilege for them are matters of great concern and challenge before us especially before higher education. Institutions can orient common people towards this noble task.

4. The Practice:

The teachers and the students of the various organs of the college like NSS, NCC visit village located nearby college and try to understand the life style of the old aged people. They also enquire their requirement; problems, demands etc. and how the government tries to reduce their problems, the volunteers of the NSS and NCC are also study. The college observed the International Day of Older Person on 1st October each year. The students are encouraged to write and to express their views, experiences about the Older Person. And also take pledge to be sensitive to the needs of the old person in their family and surroundings. The objective is that to develop the sense of value in the mind of students that every person whether the person is young or the old, every person is valuable by own quality. To reviving the old age culture of India that regard the old as an asset and not a burden and give them the much needed company and feeling of belongingness.

5. Evidence of Success:

In the present day society, the emotional bond between parents and the children seems weakening for various reasons. For the old, indifference by the family members has assumed menacing proportions. In this context, this practice has certainly made an impact. It has extended a helping hand to the aged of the locals and surrounding

areas, and also infused a sense of responsibility and respect amongst the students towards the aged people. The Colleges can awaken the students to realize their responsibility towards the senior citizens. 6. Problems Encountered and Resources Required: There are always financial constraints. These are sought to be overcome with the help of various clubs and societies of the locality. Finance is the crucial resource.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

It is very much importance in the overall progress and development of the institution. With this view our college has its own mission statement accordingly we always try to function uniquely, innovatively and distinctively from the other institutions. As far as our Mission and Vision is concerned, college always try to implement the distinctiveness in the work. Our college has students from the surrounding villages. Most of the students from rural areas & poor background, but they are not poor in talent, knowledge and humility. Our college staff identify their talent and encourage them as per our mission statement, 'our aim is to bring the girl students into the main stream of higher education'. The main aim was to provide an opportunity to the rural students of this area especially the rural girl students to pursue the higher education for their development and progress of the family.

HEI gives exposure to the girl students to get an opportunity to participate in every curricular, extracurricular and extension activities very actively. Through the NSS, NCC, Red Ribbon Club the girl student get a stage and dais to develop their academic as well as professional, cultural, social consciousness, alertness, responsiveness. The college organises the women empowerment programs for making them confident enough to struggle the battle of life. Various eminent woman personalities are being invited for the guidance on several issues. Special health related Seminars, work shop were organised and health check up camps has been organised to find out the health issues and provided them with Government hospital help in the form of consultancy and expenditure. We constructed special girl students to facilitate them.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- **Systematic collection of feedback and its use for governance.**
- **Mentorship Program**
- **Building Research Culture.**
- **Establish inter and intra collaboration for academic upliftment.**
- **Self- appraisal forms for the academic faculty to be revised.**
- **Academic Audit to be conducted.**
- **To adapt rural village as part of Outreach Program.**
- **Filling up NIRF Form**
- **Submitting the AQAR for the year.**