SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVERNMENT DEGREE COLLEGE, TELIAMURA

KHASIAMANGAL TELIAMURA KHOWAI DISTRICT
799205
www.gdcteliamura.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Government Degree College,Teliamura started it's journey towards educatiopn in the year 2012.In an endeaver to boost the Higher Education at per with national main stream to make it reach to the remotest corners of the society to extend further ray of hopes to the disadvantage and the downtrodden sections of the society and at the same time to meet the aspirations of common people of Tripura, the Government of Tripura is dedicated to spread education to every nook and corner of the state. Higher Education was a distant dream to the many students hailing from different socio economic background fading away the dream to persue their studies away at home.Students hailing from poor economic background not in a position to prosecute their studies going outside their residential areas owing poor financial background and similarly owing to past social tradition that girls students are hardly allowed to persue studies away their home in the prevalent gender discrimination.

Taking all this into consideration visionaries of Govt. of Tripura contemplated to establish an institute of higher learning that guided to establish Govt. Degree College, Teliamura,which started its academic journey on 15th June,2012 along with other five Degree Colleges.This Institution was formally inaugurated on 3rd August, 2012 located itself at village Khasiamangal, under Teliamura subdivision,District Khowai,Tripura,amid panaromic beauty of lush green turf inviting serenity inviting virgin beauty of Tripura.The college started its functioning acomodating 334 students giving its share to section of students irrespective of their caste creed and gender.Its a matter of deep This college is in search of tapping potentiality of the rural students to make their inherent potential to become self reliant. The matriculation of students into this Institution from different strata and sects of society is an emblem of unity in diversity as the dignity and sanctity of all the students irrespective of their geneder caste are accomodated which helps to spin to maintain social equilibirium.Now students passing out from this Institution are working across the country to the excellence of the Institution.

Vision

The vision of the Institution is to become the role model inculcated with values and global perspective that can be useful and can serve the academic interest of Tripura.The aim is to provide not only education but also to cultivate human values and professionalism among its students, so that they can be able to compete and reach the realms of success and also proves to be beneficial not only for themselves but also to the society.

The College aims to be a leader in consolidating teaching and learning, in extension of knowledge base through research and scholarship and in endorsement/creation of leadership in service and other related fields beneficial for the Mankind. It also cherishes the vision of equipping the students, the future citizens, to cope with the socio-cultural milieu in a fast changing and complex society where every local issue or sphere of life is gaining global significance.

Mission

Our mission is to focus on the potentiality and merits of the student fraternity and to deepen and extend the knowledge and to make proper utilization of human capabilities. The mission of this college is to impart liberal and moral education to sensitize the students about their rights,environmental awareness, social awareness.

The institution tirelessly strives to function with the following missions-

impart liberal education

imbibe moral, spiritual values

Sensitize students about Environment-friendly values

produce intellectually sound, morally upright, socially concerned men and women

prepare young people to meet the challenges of a rapidly changing world,

equip the students to take their rightful place in society in this twenty first century

provide efficient and pragmatic training according to the changing demands of the present century.

The vision and mission of the institution are perfectly tuned to the objectives of the higher education policies in India. The students are taken to learning both in and outside the classroom and thus are motivated to be acquainted with the rural society, the nature as well as the moral foundations of the nation.

Socially and economically backward sections of the students are provided academic, cultural and financial support with a view to promote their position in the society. Free studentship, scholarships, library and Book Bank facilities, counselling, tutorial classes and many such programmes are provided to the students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The college is the newest college of Khowai district of the state. It caters to a large number of students (900) in the district belonging to all caste and creed hailing inclusive education policy.The college has an adequate area of 2.59 acres.The college has mainly one buildings namely Administrative Building which is extended as academic building.The college has one beautiful eographic location which provides education to the economically week students .The faculty strength is 14 among which number of Associate Professor is 02,

Assistant Professors is 06and that of Post Graduate Teachers is 06.The college offers Under Graduate Courses in Arts .Out of seven subjects the college offers Honours Courses in five subjects.The College has one (01) smart classrooms equipped with projectors and PA systems.Faculty members are involved in research activities.

Institutional Weakness

1. The catchment area of the college constitutes of rural and economically low income group which acts as an impediment/key hurdle in registering their names for enrolment in college. Although college tries its best and within its financial resources to attract such students by way of providing financial assistance/scholarships/post-matric scholarship out of different funds and by approaching state social welfare department.

2. Most of the departments are facing a huge shortage of faculty members. The average student teacher ratio is 1:64 which exhibits the weakness.

3. More Smart-classrooms are to be equipped with digital boards for more effective interactive classes.

4. Shortage of library staff affects the functioning of the library.

5. Shortage of Class-rooms in Academic block.

6. College doesn't have any Auditorium for organizing any big functions.

7.College doesn't have adequate modern sports equipment.

8. Shortage of teaching as well as non-teaching staff quarters.

9. Problem of drinking water and proper sanitation.

10. Departments are not equipped with books for ready-reference during college hours.

11. The college does not have well euipped computer lab with high speed internet connectivity

12.The college does not have any seminer hall.

Institutional Opportunity

1. If number of teachers is increased the students will get the actual academic benefit.
2. If number of efficient ministerial staff is increased the official work will run smoothly which will ultimately help the college academic environment.
3. Auditorium in the college campus is urgently required for maintaining cultural awareness and over all

development of the students of the college.

4. Building of teachers staff quarters are required for mitigating the problem of teachers' accommodation.
5. Increase in class rooms will boost the academic atmosphere of the college.
6. Enhancement of research activities.
7. Strategic priorities and initiatives to enhance faculty excellentce.

Institutional Challenge

1. If the college does not get proper infrastructure the meritorious students may move to colleges in neighboring areas.
2. The competitive ability may decline if students do not get proper facility and proper attention from faculty.
3. The employability ratio of graduate students.
4. Physical infrastructure is not in line with the growth in enrolment.
5. Insufficient & costly transport facilities from remote villages are leading to low attendance of students.
6. Most of the students belong to the economically backward sections of society who have to work for their daily bread and find it difficult to attend the classes regularly.
7. There has been a lack of basic skills of English language among the students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The Institution is affiliated to Tripura University and the curriculum and syllabi prescribed by Tripura University are strictly adhered to. Effective curriculum delivery is ensured through a process as given below:

Advance planning of academic activities

Formulation of objective driven teaching plan

Preparation of adequate learning materials

Though there is a separate placement cell in the college, the faculties of different departments regularly take initiatives for skill development ofthe students so that the student with an eye to make them more employable.

The Govt. Degree College,TeliamuraThe faculty members utilize ICT mode of teaching/using e-learning resources for effective lecture sessions. Departmental meetings are held every month to discuss distribution of topics, number of classes required and estimate the tentative dates to complete assigned Unit and if required take extra classes. offers a value based education at Undergraduate level.

Maintenance of course files by faculty

Periodic review of teaching-learning process

Systematic examination process

Refresher Courses, workshops and FDPs for upgradation of faculty's skills

Efforts relevant to gender-equality, environment, human values and professional ethics:

opportunities in terms of admissions, employment, training programmes, sports activities etc.,.

Curriculum includes courses on Professional Ethics, human rights and Environmental Science .

Structured feedback received from students, teachers, etc on academic develoipement.

Teaching-learning and Evaluation

The college follows the syllabi and curriculum as formulated by the Tripura University for all the semesters. as it does not have academic autonomy .

In 2012, General programs were introduced in Arts, After that Honours course in variour subjects of Arts Bengali,English,Education,History,Politrical Science also been started. Kokborok (General.) Computer Application has been introduced as a compulsory Foundation paper in the fourth semester for all students. Prospectus containing annual plan of the curricula is distributed among the students at the time of admission and the entire Semester planning is conveyed to the students during the Induction programme. Continuous evaluation method and corrective measures are adopted throughout the academic session. Two sessional examinations and one viva voce is taken which adds up to 20% 0f the total marks of the Final examination.

Research, Innovations and Extension

The faculty members of the College have an inclination towards research work in their respective are engaged in individual research work for UGC Minor and Major Research Projects and for their Ph.D. programmes. Recently, 7 minor research projects (UGC) were sanctioned to the college. In addition to it, eight minor

research project proposals were submitted to the UGC.

Infrastructure and Learning Resources

The Policy of creation and enhancement of infrastructure that facilitates effective teaching and learning is framed according to the strength of faculty, office staff and students. Resolutions towards infrastructural development are usually made on the basis of interaction of the Academic, Development committee with adequate facilities for teaching-learning are available as given below:

7 classrooms

1 smart classrooms

1 library

The college has an adequate area 2.29 acres but was in need of separate Administrative Building,Classrooms, Auditorium,seminer hall , Library Hall etc., which was partially implemented through a perspective plan, submitted to Department.The extension work of the Administrative building is in progress d by the Housing Construction Board, Government of Tripura . The College is endowed with physical infrastructural facilities e,g., self-contained classrooms, one smart class rooms,separate common rooms for the girl and boys and a canteen to support the teaching-learning process ,

The Central Library has adequate but it has shortage ofr of books and journals, Internet, and other support facilities. All the departments, library, administrative block have ICT enabled facilities with Wi-Fi connectivity. The College needs constant drinking water supply for students, teaching and non-teaching staff. The college also needs proper washroom and sanitation for students and faculties .

Student Support and Progression

College publishes its Prospectus clearly stating the rules and regulations of admissions in all the classes. The information disseminated to students through the Annual Prospectus mainly comprise of relevant information for admission such as academic programmes/ courses offered and intake capacity, available subject combinations and degrees, restriction to the choice of subject combinations, admission criteria and fee structure for various programmes, medium of instruction, attendance instruction, dress code etc. The College channelizes financial aid to the economically and socially backward students through post matric scholarship provided by Government of India and Government of Tripura. There are also category specific stipends, LIG stipends, Book grants etc which are disbursed through DBT schemes to merit-cum-means students. The NSS unit of the college also organizes health awareness generating programmes and health checking-up programmes. In case of medical emergencies, the students are taken to the nearby Hospital if the doctor refers. The College has a career counselling cell but no placement unit. The faculty members provide academic and personal counselling to the students regarding choice of subjects during admission. Important advice and suggestions are imparted by teachers to the students in cases of low attendance, time-table management & learning techniques and also

how to improve poor marks in the sessional tests and also final examinations.

Governance, Leadership and Management

The college runs under the aegis of Department of Higher Education, Government of Tripura and the allocation of funds for general and infrastructure development, recruitment of teaching staff and non-teaching staff, fund for welfare schemes are managed by the Department. The Principal is the institutional Head, ex-officio President of the Teachers' Council of the college and also supervises the administrative section comprising of the Establishment, Accounts, Academic, Cash and Store Sections to manage the administrative affairs of the college. The academic affairs are handled by the academic departments, the Heads of the Departments uphold.a healthy interaction with their colleagues which helps in designing and implementation of the plans and policies. The College has a formally stated policy for the maintenance of quality which aims at excellence in academic pursuits as also stresses upon inclusive education. The college administration has opted for 'self-appraisal system' to evaluate the performance of the faculty. The Reports are evaluated confidentially by the Principal and sent to the Directorate of Higher Education, Government of Tripura for approval. The College also appraises the performance of its non-teaching staff at the time of promotion recommended by the Principal and approval by the DHE. Participatory management is encouraged and there is an attempt to groom leadership in various stages. An efficient administration is always helpful hence the Internal Quality Accreditation Cell (IQAC) ensures quality enhancement .

Institutional Values and Best Practices

Though the college is very young in age but inspite of its several shortage very rapidly t its gaining its seat of higher learning . Assuring inclusive education to the students-community of the state enables it to cater to the needs of the student community living in and around the periphery of the capital resulting in the steady growth of the student strength. A few innovations having a positive impact on the functioning of the College are:

1. New building of the institution is in its advanced stage.

2.The students are also involved in extension activities to sensitize them about their surroundings enabling them to cultivate a fellow- feeling, essential for their future

3.Students' excellence in diverse fields are encouraged, endorsed and recognised throughout the year.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT DEGREE COLLEGE, TELIAMURA
Address	Khasiamangal Teliamura Khowai District
City	TELIAMURA
State	Tripura
Pin	799205
Website	www.gdcteliamura.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Debabrata Roy	03825-262111	9436450869	03825-262833	gdcteliamura@gmail.com
Associate Professor	Gouri Majumder	03825-8119020723	8787888374	03825-8787888374	mousumi.payel@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	15-06-2012

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Tripura	Tripura University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	30-09-2018	View Document
12B of UGC	30-09-2018	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Khasiamangal Teliamura Khowai District	Rural	5.1	2368.49

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Department Of History	36	Higher Secondary	English,Bengali	20	20
UG	BA,Department Of English	36	Higher Secondary	English	20	20
UG	BA,Department Of Political Science	36	Higher Secondary	English,Bengali	40	40
UG	BA,Department Of Education	36	Higher Secondary	English,Bengali	20	20
UG	BA,Department Of Philosophy	36	Higher Secondary	English,Bengali	20	5
UG	BA,Department Of Kokborok	36	Higher Secondary	English,Bengali	120	120
UG	BA,Department Of Bengali	36	Higher Secondary	Bengali	40	40

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				2				6
Recruited	0	0	0	0	0	2	0	2	4	2	0	6
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				10
Recruited	8	2	0	10
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	2	0	5	0	0	7

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	5	3	0	8

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	267	0	0	0	267
	Female	219	0	0	0	219
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	95	50	52	74
	Female	55	36	27	58
	Others	0	0	0	0
ST	Male	70	63	70	78
	Female	42	40	50	64
	Others	0	0	0	0
OBC	Male	59	13	20	31
	Female	32	7	24	25
	Others	0	0	0	0
General	Male	69	64	52	84
	Female	45	80	57	72
	Others	0	0	0	0
Others	Male	2	0	6	1
	Female	1	0	3	2
	Others	0	0	0	0
Total		470	353	361	489

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 2

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	6	3	3	1

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
838	776	860	859	528

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
55	46	40	35	30

Number of outgoing / final year students year-wise during the last five years

Response:

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	12	9	9	8

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	12	9	9	8

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

3.4 Institution

Total number of classrooms and seminar halls

Response: 7

Number of computers

Response: 15

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
25	23	22	19	15

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college follows the syllabi and curriculum as formulated by the Tripura University for all the semesters and it does not have academic autonomy The curriculum prepared by the University which the college is affiliated to, is well transacted to the students after serious preparation by the faculty members. Different FDPs are attended by the faculty members to get themselves familiar with the latest trends of the curriculum. ICT enabled teaching environment is accessible for overall development of the teaching-learning practices in the institution they gather from the college specifically from feedback received from faculty, as well as students. For result oriented operationalisation of the crriculum. and for effective implementation of the curriculum the following steps are undertaken by the institution:

Planning and monitoring of the whole process is done by the Teachers` Council, IQAC and college administration..

Continuous evaluation method and corrective measures are adopted throughout the academic session.

Parents-teachers' meet is organized twice in a session i.e., one at the beginning and one at the end of the session. In case of implementation of new or modified syllabi respective departments are asked to give requisition for new books and other teaching materials.

Each department conducts monthly meetings throughout the year to discuss the issues relevant to curriculum delivery and communicate the report to the academic cell if required.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 250

1.2.1.1 How many new courses are introduced within the last five years

Response: 5

File Description	Document
Details of the new courses introduced	[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	[View Document](#)

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

Being a government institution affiliated to government universities, the College enjoys less flexibility and mobility to design or implement curriculum on its own. However, the faculty members of this college act as members/convenors etc. and this enables them to *integrate cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum.* The impact gets reflected in the following ways: The University has a foundation course named Environmental science. The department of English, Bengali, Kokbarok run Foundation/ MIL course meant for all the students. The syllabi of these literature contain texts by great writers which cover issues like Gender, Environment and Sustainability, Human Values and Professional Ethics. Besides, the college take the following initiatives :-

Besides these the institution also upholds the following practices :

Socio-cultural and environmental activists and experts are invited to our college on special occasions to interact with the students.

Debates and discussions on relevant issues are conducted in the college.

Important days like Gandhi Jayanti, Human Rights Day, International Yoga Day and the World Environment Day are observed in the college under the initiative of the various departments and clubs.

Symposia on Environment, Gender awareness, Health and Lifestyle and green campus are conducted.Staff

and students make concerted efforts for a smoke free and plastic free campus.NSS conducts a variety of awareness building programmes and undertakes creative activities.To create awareness about environmental hazards, mock performances are conducted within the college campus with the help of the different govt. Agencies/departments.

Planting of trees are undertaken on different occasion for the development eco friendly environment

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 0

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B.Any 3 of the above

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 66.37

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
352	342	474	336	350

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
600	600	600	500	500

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 98.33

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
55	46	38	35	29

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

At the beginning of the session the faculty members conduct individual interactive session with students, if required, to assess the same. True, there is no such mechanism to assess the learning levels of the students except the marks obtained by them in their last public examination. The Government rules too have hardly any provision to arrange any such tests for the students before their admission. But after the admission, the college has periodical tests to assess the progress of the students – thanks to the semester system introduced by the University. After every six months there is an end term examination for the students. And within this period, the students have to face two internal assessments which help the teachers to identify the progress of the students in respective subjects as well as identify the advance level learners and slow learners. Though it is not feasible always to give individual attention towards the slow learners because of the huge class-load and for the disproportionate student-teacher ratio, the teachers try to gear up the slow learners by encouraging them, providing them necessary notes and books etc. so that they can cope up with others in their academic activities.

the College identifies advanced learners by means of the database of the students. The internal tests and the model exams, which are a part of continuous internal assessment, help in evaluating the calibre of the students.

The methods used by various departments for categorizing the students include group discussions whereby the analytical skills and group dynamics of the students can be evaluated, and seminars, where the students' presentation skills can be assessed.

Various strategies and mechanisms for student centric learning are adopted by the teachers to cater to the diverse needs of students in the classroom. In most departments, the departmental teachers prepare Teaching Plan before every academic session which is discussed in the Departmental meeting and verified by the departmental head before implementation. The teaching plan includes

the following aspects:

Structure of session and schedule of the activities

Adopting best teaching and learning methods to achieve learning outcomes.

List of contents and key topics.

Learning resources to be given to the students.

Arranging quizzes, debates on topics taken from the texts.

Smart classroom are utilised for audio visual teaching. Students are more interactive when they enjoy the audio/ video format of texts .

2.2.2 Student - Full time teacher ratio

Response: 59.86

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

Response:

Various strategies and mechanisms for student centric learning are adopted by the teachers to cater to the diverse needs of students in the classroom. In most departments, the departmental teachers prepare Teaching Plan before every academic session which is discussed in the Departmental meeting and verified by the departmental head before implementation. The teaching plan includes the following aspects:

Structure of session and schedule of the activities.

Adopting best teaching and learning methods to achieve learning outcomes.

List of contents and key topics.

Learning resources to be given to the students.

Arranging quizzes, debates on topics taken from the texts. Students are asked to frame questions for quizzes. They participate in debates for which the subjects are chosen from the texts itself. Smart classroom are utilised for audio visual teaching. Students are more interactive when they enjoy the audio/ video format of texts or are impressed with a lecture from a renowned scholar of the country.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 57.14

2.3.2.1 Number of teachers using ICT

Response: 8

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 419

2.3.3.1 Number of mentors

Response: 2

2.3.4 Innovation and creativity in teaching-learning

Response:

Chalk and talk method is blended with ICT enabled teaching. LCD projectors are used by the teachers to make classroom teaching effective. Various efforts are made to bring innovation in teaching approaches by the faculty by incorporating.

Screening of short film depicting novels and drama makes classes of   language Departments more enjoyable .

Institution supports the faculty to adopt new and innovative methods of teaching.Computers, LCD, internet and library resources are provided to update their knowledge and teaching methods.

Staff members are motivated to undertake minor/major research projects.Teachers are encouraged to take

up MOOCs (Free Online Courses from worlds Renowned Universities) to bring about innovation in teaching.Books suggested by the faculty are purchased on a regular basis.

Besides these, there is a classroom which is used as seminar halls with LCD for multimedia projection.The computer lab of the college is equipped with few internet enabled computer system.Internet connection has been provided to the college through hotspot which is accessible to the staff and students.Students get opportunities to showcase their critical thinking and creativity in the following ways:

Preparation to publish a College Magazine is fully on swing which will enable young writers to explore their creativity.Participation in various competitions namely, quiz, debate and drama.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 5.32

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	0	0

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years

Response: 9.29

2.4.3.1 Total experience of full-time teachers

Response: 130

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Response: Being an affiliated institution of Tripura University, this college follows continuous assessment pattern as prescribed by the University for all programmes. Twenty percent of the total marks are allotted for continuous assessment(Internal Exam) in all programs. Of this twenty percent of the marks, sixteen marks are allotted for two sessional examinations(each carrying eight marks) and the remaining four marks has been allotted for seminar, assignment, and individual performance of the student in the class. The sessional examinations are conducted circulating notices at the beginning of every semester and one of these internal assessment is done at the mid of the semester and the other prior to the semester-end examination. They help in exploring new ideas and enhance the performance of the students. These techniques helped in improving the level of understanding, result percentage, reduce backlogs and detention and preparing more no. of students for higher studies. The internal assessments and other tools of continuous evaluation helped a lot both to the student community and faculty to understand the process. Students are allowed to see their evaluated scripts and discussion between the teacher and the students take place to clear the doubts, if any, of the students. Further the students are shown their weaknesses and suggestions are also given how to overcome those flaws. The college also

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

In case of internal written examinations, the answer papers after due evaluation are shown to the students. The students are allowed to discuss regarding the evaluated scripts if required. The same method is also followed in case of seminar, assignment etc. After completion of the evaluation process, marks awarded by the students are published on the notice board for their verification. There is an effective and transparent mechanism to redress their grievances in respect of internal evaluation. The answer scripts are scrutinsed by the HoD in case any question of under-marking or over marking is raised by the concerned student.As the present system of internal system is to conduct written examination following the guidelines of the University, there is very little chance of manipulation.The projects prepared by the students of Sixth Semester too are properly evaluated. The students need to present their findings in front of other teachers and the students of the department. They have to defend their findings and answer to the queries made by the teachers and students alike. On getting satisfactory answers, marks are awarded by the board.

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

Response:

Regarding grievances with reference to evaluation, the student can approach the respective head of the departments immediately after the marks are exhibited on the notice board. The internal marks awarded by the departments are scrutinized firstly by the HoD concerned and then by the faculty members of the college before forwarding the same to the University. In case of internal examination, the candidates are allowed to carefully go through their evaluated answer scripts first. If they find any case of under marking or correct answer with no marks awarded, they are allowed to approach the HoD for further steps to reassess the script. The HoD takes steps immediate action to redress the grievance of the candidate concerned.In respect of grievances regarding external that is, University examination, the examination cell of the University has its own system of scrutiny/review of the answer scripts. The University offers opportunity to the students to get their answer scripts re-evaluated through scrutiny or review as the case may be within a stipulated time. The students are allowed to see the evaluated answer scripts if they apply through RTI. At present, the University has no provision for review of the answer scripts of a candidate

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

A central class-wise timetable is prepared for the next academic year by the Routine Management Committee towards the end of every academic year and distributed in advance to all the departments. This includes tentative dates and programme schedule for internal assessment. In fact, the University itself send to every affiliating college a guideline when the first internal assessment should be conducted and when the college should go for second internal assessment. As regards, viva-voce, the college as well as the University gives free hand to set the schedule of such viva voce. The departmental routine for theory classes and practical sessions is finalized by the head of the respective department and is made available to the faculty members at the beginning of the term. By the middle of every semester, the college is advised by the University to necessary steps so that they can take the first internal assessment. Generally,in case of even-Semester, the first internal assessment is conducted by the first week of September and the second one in early November. For odd Semester, the first internal assessment is held by the first week of March while the second assessment is to be held by the first week of May every year.Besides this, the department arranges internal tests in the form of tutorials to keep on checking the performance of the student.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are **clearly displayed/communicated to the stakeholders concerned.** Dates of Internal assessment are communicated to the teachers and the students through notifications hung in the notice board. After the evaluation is over, the teachers allow the students to go through the assessed scripts. When they are satisfied with their evaluation, the mark slips are pasted on the notice board. The Semester –end exams are conducted by the university. The dates of such examinations are notified by the University in their website well ahead of the exams. When the results are published, the same is given in the University websites. **The result sheet, when received from the university, is displayed in the Notice Board. The original mark-sheets in print form and the final certificate are sent to the institution and distributed through Academic Section of the same after keeping requisite records.** The results of tutorials are informed to the candidates personally.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

A large number of students take admission in our college every year and this being a Govt. college, the college cannot refuse admission to the intending students. The teachers of our college have an objective to

reach the multiple intelligence within the classroom. Some students are there who take less interest in the traditional course. Their cases are taken care of separately. As a result, teachers can make sure that they reach every student as far as practicable.The impact is positive. There are many students in our college who took admission having the pass marks only but they passed the BA scoring good marks in their final exams.The diversity of intelligence is also found in this program. There are good singers, players, painters, actors etc. among them. So the teachers encourage them to perform better in these areas. Along with their preferred area of interest, they are also advised to give some time for their studies.It yields positive results in most cases.

2.6.3 Average pass percentage of Students

Response: 97

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 388

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 400

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of project and grant details	[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.05

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 1

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 21

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

.We do not have any such infrastructure for creation of ecosystem, though the institution ceaselessly works on to create and maintain a green campus. The College takes pride in abundant greenery and is bordered with exotic varieties of trees and winding lake, an abode of migratory birds during the winter season. The natural surroundings of the institution itself is a boon which is protected and preserved by all means.

Being a predominantly undergraduate institution , GDC Teliamura, has no recognized Incubation centers associated with business start ups. But it appreciates and plays an encouraging role in promoting an ecosystem for innovation among the faculty members. This spirit of innovation encompasses various outreach programs for creation and transfer of knowledge

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	[View Document]

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	[View Document]

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Students, faculties and non teaching staff are sensitized to maintain ragging free campus through anti ragging campaign.Over the years the institutrions has been maintaining the tradition of community services among the students for developing them as good citizen.The institution promotes institution neighbourhood community network and student engagement in various ways.Variopus voluntary activities by the students to maintain cleanliness in and around the campus and neighbouring market of the Khaisiamangal locality to create awareness about the rule of clean environment in human health and contribute to the National **Swachh Bharat Abhiyan**.

3.4.2 Number of awards and recognition received for extension activities from Government

/recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document]

3.4.3 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 last five years

Response: 0

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document]

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 0.12

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-

wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	1	0	0

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document](#)

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document](#)

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Government Degree College, Teliamura spanning across compact area of boosts as the only Bachelor Degree College in the vicinity of the small town of Teliamura.Operating through from an area with fairly low economic developement.The college though situated a little further away from the town towards the village Khasiamangal, broadcasts itself as one of the few communication hubs in the locality.Erected only recently in 2012 , the college is ambitious in thre acquintances it keeps .The vision of the college is to constantly improve the students learning environment by providing infrastructure that is on par with the prestigious institutions of India. The college is actively trying to improve the quality of the knowledge imparted on the students, our policy allows us to be flexible and adapt to the current needs of our students so that we are able to bring the best out of them. The college is constructing a digital library.The college also organizes several talks, students awareness programmes related to various topics to keep everyone in college updated in their respective fields. The campus. comprising large buildings with classrooms with proper ventilation smart classrooms, library, indoor and outdoor stadiums. Restrooms are also provided for girls and boys.

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

Response:

Sports facilities have been provided for various games inclusive of Cricket, Football, Volleyball to ensure the focus of the institute in providing extra-curricular activities to both for girls and boys students. In the inner and outer courtyard, various sports activities are conducted.Within the campus a badminton court is present which is regularly maintained and cared for.For the lack of a sports room the storage room within the administration building doubles a repository of sports and support equipments.The college has teams that competes in various inter college or other level of competitions and achieved many prizes.The institution also provided various facilities for indoor games like carrom,chess ludo etc.

Cultural activities : Provided with a big hall with sound system, musical instrument like harmonium, tabla, synthesizer microphone etc.

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

Response: 14.29

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 1

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 23.89

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4.5	7.25	4.5	7.5	1.5

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The library is placed in the Administrative block library is the only room monitored with C.C.T.V camera.There is a Library Advisory Committee of which members are teachers, library staff and student representative. For effective and smooth functioning of Library System this committee conducts monthly meetings and attends the needs and requirments related to the following matters:

1. Modernization and updating of library resources.

2. Utilization of allocated funds.

3.Purchase of books and journals.

4. Action on student feedback.

However, to make the learnship process hassle free and for the ease of the students and staffs.Though the library is not so well stocked but there are plans to expand its store by a double from 3632 books within a

couple of years.Library have extra 862 books donated from BCSCL (Bir Chandra Central Library).Reading room facility is also available and studend teachers are using the books regularly.The library is mostly constituted with varous subject and itys reference books.To make up for the lack of books the computer system enabled in the room attempts to enrich the learning experience of the students through e-books.

The support provided by the Library staff to the students and teachers of the college is in the form of:

 Computers

Internet

 Library volunteers to help readers trace the books

 A separate study table for staff

Timely issue/return of books

Maintaining peaceful and academic environment

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Though the institution is very young in age and adequate shortage of infrastructurebandv funds ,there are some rare book in our library. However as the records show there are quite a number of Reports both national and state publications. We also have access to the E- resources as already state.

  Niow a dayts the   library is trying to be well equipped with a good number of e-resources like INFLIBNET, which help our students and teacher to enrich the store of their knowledge and complete their projects successfully

4.2.3 Does the institution have the following:

   1. e-journals

    2.e-ShodhSindhu

    3.Shodhganga Membership

    4.e-books

    5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	[View Document](#)

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.19

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
.52	.74	3	.92	.75

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document](#)

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 12.56

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 107

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has some WiFi hotspots with extenders provided to cover the wireless range throughout the college. All computers in the campus are connected to the internet through wifi routers as it is essential for them to work.Currently we are planning for upgradation of this internet facility by making use of t LAN and Wi-Fi. It has been extended to **Library section , Principal's chamber and office, Establishment section, accounts section, DDO Office,stipend section, academic section.**

4.3.2 Student - Computer ratio

Response: 55.87

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 5-20 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 100

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
25	23	22	19	15

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.

Response:

- Being a Govt. institution, maintenance and up gradation of infrastructural facilities are generally executed by Department of Higher Education, Govt. of Tripura through state agencies like Public Works Department, Tripura Housing and Construction Board etc.
- An internal electric wing of TSECL is also situated in the campus for necessary maintenance work.

- In addition to all these, the college authority looks after the emergency requirement for a repair as and when necessary.

- All the precision equipments are calibrated periodically by the experts of the supplier companies.

- As far as possible, the concerned department conducts the process of calibration by using the service of the faculty concerned periodically.

- Sufficient power back-up facilities are installed to protect the sensitive equipments.

- The computer lab is equipped with online UPS facility.

- Individual UPSs are provided to each computer installed in other than computer labs.

- The college has underground water reservoir to meet any emergency

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 67.51

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
513	478	514	674	404

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 100

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
838	776	860	859	528

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**

> 3. Soft skill development
> 4. Remedial coaching
> 5. Language lab
> 6. Bridge courses
> 7. Yoga and meditation
> 8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 2.39

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
100	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 6.16

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
150	100	0	0	0

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	[View Document](#)

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 24.09

5.2.2.1 Number of outgoing students progressing to higher education

Response: 66

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
226	145	167	116	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

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

Response: 7

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

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	3	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The Students' Council is elected through election held at the same time throughout the state for an academic session . The office bearers of the Council are elected by the voting of general candidates and the class representatives are elected by the voting of particular class. The Students' Union Council comprises of both boys and girls students from all streams to represent the whole students' body. There are 18 Office bearers – Vice president, General Secretary & Assistant General Secretary, Secretary & Assistant Secretary Social Entertainment, Secretary & Assistant Secretary Games and Sports, Secretary & Assistant Secretary Common Room (for Men), Secretary & Assistant Secretary Common Room (for Women), Secretary & Assistant Secretary Literary Activities-Debates, Secretary & assistant Secretary Drama, Editor & Sub-Editor (Men & Women) College Magazine. . The Principal of the College is the President of the Council by virtue of post.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 7.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	10	6	6	5

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Though the Institution is started its journey only six years back.Only four batch of students are passed out till now. The institution has an Alumni Body of former students and it is led by an ad-hoc committee that comprises of President, Joint Convenors, Treasurer, and Members of the older students of this institution are in regular contact with each other and with the institution through this Alumni Body. The Cell started functioning through some cultural and social activitiues . initiatives taken for students' welfare and social welfare

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document]

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 2

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	[View Document]

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision

The institution emerge as a "Centre of excellence" offering Graduation opportunities to students from low econonic and social background, develop the total personality of the individual and instil high levels of discipline and to set global standards, making our students educationally sound and ethically strong, who in turn shall contribute to the advancement of the society and humankind.

Mission

We dedicate and commit ourselves to achieve, sustain and excellence in Education. To this end, we will pursue continuous development of infrastructure and enhance state-of-the-art equipment to provide our students, a up-to date and intellectually inspiring environment of learning, research, creativity, innovation and professional activity and inculcate in them ethical and moral values.

The institution has a perspective plan for development. Modernization of the existing facilities, library resources, class rooms, meeting halls and sporting facilities are the usual criteria in the annual plan of the institution. The academic plan (semester wise) is prepared by the Principal and academic committee after having discussions with the HODs. The scheduling of various awareness programs , special talks, seminars, social activities, sports tournaments,cultural functions is done after having discussions with the HODs, conveners and team leads.

The teachers are also committed to keep free-flow communication with the parents through the meetings of Parent- teacher Association for sometimes to discuss the overall progress of the students. Parents give constructive advice and are considered as valued stake holders of the college.

Though the , IQAC is very new in this colleger it collected feedback from three year students which are incorporated within the preview of the future plan of action of the institution. Moreover, under the guidance and leadership of the academic committee , all Faculty members actively participate in designing and implementing the strategic action plans as well as maintain a green and clean college . In order to alleviate the rigours of a demanding college curriculum, the students are encouraged to participate in co-curricular activities such as Special talks , Quiz, Debates, Inter-college competitions, Workshop, NSS weeks,m Annual college sports and Cultural programmes

6.1.2 The institution practices decentralization and participative management

Response:

The institution functions with the method of decentralized governance system. The head of the department

has been bestowed with the authority of deciding the activities and delegating the responsibilities to the staff members. The department decides on timetable, subject allocation, purchase and maintenance of equipment and organizing various cultural and awareness programs , special talks, and recommends social activities. The institution is functioning effectively with the culture of participative management which enables the faculty and students to give their opinion and suggestions for improvement. All the academic activities are decentralized and decisions are taken based on discussion and deliberations in the Teachers' Council meetings, department meetings, faculty meetings, HODs' meetings with Principal . The Principal coordinates with the departments and   administration and provides extensive scope for having collaboration among the departments and ensures the quality of of all the activities in the institution uniformly and as a team. Principal will convene the HODs' meeting. HOD.

Various activitiues like Induction Day, Vanomohotsob, Teachers' Day, , National Voters Day, Traffic awareness program,Blood donation camp and otrher Culturals and sports activities are organized regularly.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Strategy: Digitize student records and Online Admission System. Action Plan: Introduce Online Admission System for bringing transparency in Admission system. To identify the requirements for the academic session. To select suitable online admission system provider through web tendering process. To implement the system and optimise its efficiency through real-time monitoring

Enhancement of Infrastructure

The management council monitors the performance and the progress of the institute to ensure the fulfillment of the goals. To ensure consistency in academic excellence, upgradation of facilities in needed spheres is the standard agenda in the council meetings. Resolutions are made as per requirements and they are implemented to enrich teaching - learning process in a broader perspective.

The institution had a humble beginning with one main block and year after year the institution is witnessing upward journey in creating and expanding infrastructure facilities. The institution is now functioning with thirteen main blocks. At Sairam, the quality of student experience is our main priority. We seek to ensure that our students benefit from a high quality learning environment that includes spacious classrooms, well-equipped laboratories, state-of-the-art computing facilities, rich and diverse knowledge resource centres, smart class rooms, video theatres, seminar halls, auditoriums, first class sporting facilities with indoor and outdoor complexes, practice and rehearsal halls for cultural activities, feel at home hostel accommodation facilities and extensive facilities for on-campus training and placement. At Sairam, quality education is more than a philosophy, it is the very essence of our existence.

With the intension of providing ample avenues, enhancing the infrastructure facilities by means of construction of new blocks, class rooms, laboratories, auditoriums, and library facilities have been in the

agenda of the continuous process. Though the needed facilities are in place as per requirements and the recommendations of the affiliating university, they are enriched with the aim of fulfilling the goals in the strategic plans which go beyond the syllabus as well to make the student fraternity not only thorough professionals but also responsible citizens who can contribute for the development of the society and the nation. The quest for enriching the facilities goes beyond the mandatory facilities to execute activities like a few cited below.

Entrepreneur Development Cell (EDC)

Higher Education Cell (covers area/ classrooms for training for UPSC Exams, and others competitive exams)

Centre for Soft Skills and Latest Trends

Club Activities Discussion Rooms

Practice Rooms / Green Rooms (for Boys and Girls Separately)

Seminer Hall

Smart Class Rooms

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The receptive management stands as an asset to the system and stakeholders. The Governing Council takes the responsibility of monitoring the implementation of activities in the institutional strategic plan. Though a few vital goals are achieved within a short span of time, the council of top management, HOI, HODs, teaching, non-teaching, students and stake holders work as a team to reinforce the culture of excellence. "We build a better Nation through Quality Education" being the motto of the institute, excellence in every sphere is ensured not only through the mission and strategies but also in various programmes executed. The below is the list of pivotal activities.

Adopting procedures for contemporary teaching learning processes Monitoring the procedures and Progress by the HODs & HOI Analyzing the feedback from students, Parents and experts Understanding the above said feedback and improving services

Principal is the chairperson of administrative and academic activities of the institution. Heads of the departments take the responsibility of heading all the administrative and academic activities of the department. The HODs possess both the academic and the financial autonomy in accordance with all academic aspects. They are entitled to take decisions as per the needs of the situations in exigencies and get them ratified by the Head of the Institution subsequently at a later stage. The Principal, HODs and Team leads are sanctioned imprest amount, for seeing the execution of multiple events scheduled. Based on the experience and the expertise of the faculty members, team leads have been identified to lead different teams which are functioning effectively. They can act spontaneously for moulding / grooming the members of their teams and they have been identified as second rung leaders.

Principal executes any academic and administrative plans and policies with the help of several sub-committees.

- IQAC Cell
- NAAC Committee
- Academic Sub-Committee
- Admission Sub-Committee
- Library Sub-Committee
- Routine Sub-Committee
- Examination Committee (Semester and Internal)
- Cultural Sub-Committee
- N.S.S
- Sports Sub-Committee
- Career and Counselling Cell
- Canteen Sub-Committee
- College Website Sub-Committee
- College Magazine Sub-Committee
- Grievance Redressal Cell sub committe

6.2.3 Implementation of e-governance in areas of operation

1. **Planning and Development**
2. **Administration**
3. **Finance and Accounts**
4. **Student Admission and Support**
5. **Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

i. Teaching and learning:

Quality improvement strategy of the institution to help faculty improve their teaching
includes:
a) Attending workshops
b) Leadership training programmes
c) Capacity building programmes
d) Seminars
e) Research

* The teachers give class assignments to students andconduct periodic tests to assess the performance of the students and improve the
quality of learning.
* Teachers make themselves available for remedial classes to slow learners.
* Internal examinations and model examinations before the semester exams are conducted and feedback is given to the students as well as the results are shared with them.

ii. Research and development

* The college allows the faculty to offer their research expertise even outside the institution.
* Teachers are encouraged to participate in national and international seminars and workshops.
* Teachers are encouraged to publish research papers in leading national and international journals.

6.3 Faculty Empowerment Strategies

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

Response:

- The institution always encourages the teaching facultiues to attend orientational , refresher courses and Faculty Development programs.
  The College also arranges Faculty Enhancement Programmes, workshops on
- The college promotes staff participation in seminars/conferences/workshops and other training programmes.
- The college encourages the faculty to do undertake research leading to DoctoralnDegrees by making adjustments especially in timetable without affecting the regular functioning of the college.
- The College encourages and supports guest teachers to write professional andompetitive exams like NET and SET .
- Teachers are advised to become members of National/International Professional Societies and Associations.
- For non-teaching staff, we organize periodic meetings with the Principal and Administrator where they are made to evaluate their performances and issues and concerned are attended to.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 20.32

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	3	2	2	2

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The college uses self-appraisal method and evaluation by students as well as feedback to improve teaching and research of the faculty. Self-assessment proformas, prepared as per the guidelines of DHE, Govt. of Tripura are filled by each and every member of the faculty at the completion of every year. This exercise makes every individual alert and motivates him/her to upgrade teaching and research. Students' response too scans the strengths and weaknesses of individual teachers and gives

direction regarding what more is required in teaching. As far as evaluation by peers is concerned, it is done mostly verbally and informally but proves to bemotivating and encouraging. However, Head of the Institution is formally involved in checking and verifying the authenticity of the self-appraisal by the faculty member.

Class – IV employees, also observes the quality of services provided by them and seeks the

improvement, if need be.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The financial management of the college is jointly managed by the Office of the Principal and DDO of the college. The college receives grant in aid from UGC and State Government. There are separate accounts being maintained for the respective purpose. All such accounts have also being regularly audited.The Principal constitutes different Committees for monitoring effective and efficient use of available financial resources namely UGC Committee, Development Committee and Lower Purchase Committee. The College obtains funds primarily from State Government Grants. However, following are the major components of financial assistance:

The component of salary bill of the staff is disbursed by Government of Tripura.

The financial receipt on library books/journals is received from the Government of Tripura and UGC fund.

Student scholarships are received from various schemes under Government of India and Government of Tripura.

An annual charge @Rs.70/- from the students is collected at the time of admission.

The different kind of grants for updating/purchasing equipments/ teaching aids/ infrastructure for co-curricular development is received from the Government of Tripura.

The grants for organizing seminars/workshops are received from UGC(NERO) /DST/TPCB/ICSSRNERC and other state funding agencies. Funds for organizing extension and outreach programmes

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The institution gets funds mainly from Directorate of Higher Education, Tripura. The college sends proposals for grants to the Directorate of Higher Education, Tripura in order to meet expenses for construction, repair and renovation of the college building and premises. After receiving the grant it goes through various processes involving the DDO who is the Chief Disbursing Officer, and thereafter it is allotted to different sectors through bodies like purchase committee, Teachers council etc. The financial management of the college is jointly managed by the Office of the Principal and DDO of the college.

The component of salary bill of the staff is disbursed by Government of Tripura.

The financial receipt on library books/journals is received from the Government of Tripura and UGC fund.

Student scholarships are received from various schemes under Government of India and Government of Tripura.

An annual charge @Rs.70/- from the students is collected at the time of admission.

The different kind of grants for updating/purchasing equipments/ teaching aids/ infrastructure for co-curricular development is received from the Government of Tripura.

The grants for organizing seminars/workshops are received from UGC(NERO) /DST/TPCB/ICSSRNERC and other state funding agencies. Funds for organizing extension and outreach programmes

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

Response:

1. Strengthen Research Culture in the Institution IQAC encourages and motivates Teachers and Students to actively participate in research activities.

2., IQAC proposes to the college development committee to provide modern ICT gadgets, access to electronic learning materials etc.

3. All Teachers are encouraged to pursue their PhD work & college also provides relaxation in workload for carrying out research Support and motivation was given to the faculty to take up Major/ Minor research

projects.

4. Faculty members are granted leave to participate in short term courses and various workshops related to Research methodology. Teachers, who have completed their Ph.D.s, are facilitated by the Teachers' Council & the Governing Body of the College Emphasizing upon faculty members to publish research papers in reputed Journals. Some of the Outcomes are: one of our faculty members has completed one minor research project under Tripura University.

5. For holistic development of students, IQAC introduced one Skill-Will club to provide vocational training to the students.

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

Response:

The under graduate course of B.A Honours and General are taught by qualified and efficient teachers who are continuously worth trying for the benefit of the students of the college.Academic atmosphere is always monitored and updated. It is monitored through different institutional mechanisms like Class test,Internal assesment, terminal examination and Project evaluation (for 6th semester) etc.The results are discussed in the academic commitee meeting and suggestion and recommendation are sent to the concerned departments for its follow up action. Often intra departmental meeting is convened to review and make an action plan for future qualitative improvement of teaching learning process.The Institution communicate its quality assurance policies, mechanisms and outcomes by

·Holding meeting

·College prospectus

·Wall up the notice

·Last but not the least the college website www.gdcteliamura.in

Letters on the policies are discussed in details in the meeting of the Teachers' Council and meeting of the different sub-committee, meeting of the H.O.D or Departmental-In-charge of several departments of the college.

Though the IQAC is formed newly in the college The following action planes are introduced by the IQAC for quality improvement in teaching and learning:
 The IQAC plans for introducing more teaching aids to improve the quality of teaching-learning process.
The IQAC took initiave to meet regularly and discusses various matters relating to teaching-learning process. It tries to encourages students to participate in seminars, inter-discipline interaction,cleanliness activities etc. to increase awareness on social and academic issues.
The IQAC introduces the system of teacher's evaluation by the students through feedback system, aiming for improving the overall quality of teaching.
It suggests organizing parent-teachers meeting in all departments for exchange of the ideas and views

relating to teaching-learning process amongst the stakeholders.
It is trying to take care for improving infrastructural facilities.

The IQAC sends its suggestions and recommendations to the Principal for approval and implementation. The Authority of the college tries its best to make a balance between the recommendation of IQAC keeping in mind the availability of resources, and infrastructural components.

The decisions of IQAC are discussed in the meeting of the Teachers' Council and the outputs are conveyed to the non-teaching staff and the students if required and subsequently plans and programmes are communicated to the concerned persons. This is observed that IQAC makes positive impacts to enrich the academic environment and all the departments and student union council provides wholehearted effort to make it a success.The IQAC took initiave to make the college as a plastic free zone.The students and students union council of the college gives various suggestion regarding more classroom, library service, canteen service, to increase faculty members and ministerial staff etc. The members of Alumni association holds few meetings to discuss about the development of the college. The members of alumni association discuss among themselves how the college can get various helps from the member of alumni association who are established in different fields. The secretary and the members of alumni association put their views to IQAC about infrastructure and academic development .The Internal Quality Assurance Cell (IQAC) of the college was established at the end of the year 2018 and we have not faced NAAC till date. The IQAC of our college has functioned conceptualizing its own thoughts to develop a various academic and extra-academic activities of its own.

The college authority submits various proposals for seeking financial assistance from different funding agencies like NEC and also from State Government.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0.8

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for**

> **improvements**
> 2. **Academic Administrative Audit (AAA) and initiation of follow up action**
> 3. **Participation in NIRF**
> 4. **ISO Certification**
> 5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

2013-2014-The B.A pass course in Bengali,English,History,Education ,Political Science and Philosophy was successfully introduced.Various sub-committees were formed before the
beginning of the new academic session and the name ofthe convener of each committee had been decided in theTeachers Council Meeting

2014-2015- Honours in Political Science and Bengali with seat capacity 20, was introced. The college implemented CBCS system in the three years degree course as per the Tripura Universaity rules.

2014-2015-The Kokborok subject was introced in B.A General course with 20 intake capacity.

2015-2016- Another three Honourse Subjects History,English and Education was also introduced with 20 intake and the Bengali and Political Science was increased to 40 intake capacity.

2016-2017- Online Examination form fill up was introduced as per the Tripura University guidelines.Process of COSA (Computerisation of Salary Accounts) has been implemented.Awareness program on road safety week was organized.

2017-2018- Academic calendar for the session July 2016 – June 2017had been prepared before the commencement of new academic session to ensure effective implementation ofthe curriculum .Online Admission was introduced to ensure transparency in the admission process by the Director of Higher Education.The IQAC cell is established.An alumni associatiopn was formed.The college submitted the

IIQA for facing NAAC cycle 1.Feedback Collected from 100 student's on Teaching-Learning and Evaluation process,infrastructure and learning resources and basic facilities and analysed.After analysis of the feedback

necessary steps are taken for improvement.The NSS started functioning.An NSS special camp inluding blood donation and educational field trip was organised.Several awareness program like Vigilence awareness week,Voter awareness program,Internal yoga day observation Constitution day etc was organised.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 0

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

    1. **Institution shows gender sensitivity in providing facilities such as:**
        1. **Safety and Security**
        2. **Counselling**
        3. **Common Room**

Response:

The institution aims to groom students to be self-reliant, specialists in their chosen discipline, continuous learners, effective communicators, respectful of different cultures, socially responsible, aware of their social and civic responsibilities, sensitive to gender issues with zero tolerance towards sexual harassment, women safety and security, and environmental consciousness. One of the objectives of this institution is to promote education that would be sensitive to the needs of the various sections of society with special emphasis on gender equality and gender sensitivity. Students of both the genders are given equal opportunities to grow and develop into able, responsible citizens of the future. College makes efforts to maintain gender balance among the faculty members. Departments headed by Women are almost equal to the other departments. Female teaching and non-teaching faculty are more in number than the other gender. Similarly, the number of women in the administrative and housekeeping departmentsare high. The college has installed closed circuit (CC) cameras to monitor the security and safety of the girl students. A complaint box has been installed on the premises of the college to ensure redressal of grievances. Lectures on women safety are also conducted.   The college has separate common rooms for boys and girls.

7.1.3 Alternate Energy initiatives such as:

1.Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 540

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	VIEW Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 2

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 10.8

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 540

File Description	Document
Details of lighting power requirements met through LED bulbs	VIEW Document

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid Waste Management:-

Solid wastes generated in the college is of biodegradable type which is actually gathered, collected together and then composted in pit and further more the waste after conversion is used as as fertilizer for the plantation purpose in the college. Thus ecological sustenance is maintained and a healthy environment is maintained in the college.Single sided used papers are reused for writing and printing in all departments. Less plastic waste policy is taken by few departments, office, etc., it is collected and given to the vendor on a regular basis.

Liquid Waste Management:- As the college has no science discipline and there is no chemical lab no liquid waste is generated for which no such care is taken till now.

E-Waste Management:

Electronic waste, such as discarded computers, office electronic equipments, mobile phones, television sets and refrigerators are disposed off as per their conditions. Recycling and disposal of e-waste involves risk, it is handed over to expert persons only for dismantling or recycling.

There is no facility for liquid waste management in the college.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

At present there is no provision for rainwater harvesting in the college , though this is included in the future plans of the college. There are some infrastructural contstrains in implementing this project . There is a huge space crunch and a proposal for implementation of water treatment plant has been sent and has been duly sanctioned by our controlling authority. However, Identification of proper space for installing rainwater harvesting system is under active consideration of the college management.

7.1.7 Green Practices
• **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
• **Plastic-free campus**
• **Paperless office**
• **Green landscaping with trees and plants**

Response:

a) Bicycles: College provides a separate corner for parking the bicycles used by the students.

b) Public Transport: Most of the students, teachers and non-teaching staffs avail public transport specially auto service for commuting through and fro the college. Personal cars are provided with parking space in the parking lot around the college. Since the college is located in the remote area therefore the demand for separate bus service to and fro the college is from the beginning.Though there is no separate car parking inside the college but availability of parking space inside the college is satisfactory.

Plastic free campus: The college took a policy to be a Plastic Free Zone. The teaching faculties always tries to generate awareness among the student about the hazards of plastic and to get out of this.

Paperless office: As the college has shortage of computers with internet connectivity and office staffs and the other departments are not provided with adequate computers,the institute is not fully paperless till now but the maximum official records are maintained through soft copies and its a proper step towards a paperless office.

Green landscaping with trees and plants:-This Institution has amid panaromic beauty of lush green turf inviting serenity inviting virgin beauty of Tripura The college has successfully retained a patch of green amidst the concrete landscape around.It has a lush green ground surrounded by greeneries all around.The garden has tall trees and fruit bearing plants interlaced by bushy flowering plants. The winter season is cherished by growing vibrant seasonal flowers and the premises becomes a feast for eyes.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: E. None of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 2

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 1

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: No

7.1.13 Display of core values in the institution and on its website

Response: No

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document]

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 18

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	3	3	3

File Description	Document
List of activities conducted for promotion of universal values	[View Document]

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian

personalities

Response:

National festivals and birth / death anniversaries of the great Indian personalities

Yoga day 21st June, 2018

Kokborok Day 19th January 2018

Kokborok Day 19th January 2019

Republic Day   26th January every year

Independence Day 15th August Every year

Birth Anniversary of Mahatma Gandhi   2nd October 2018

Constitution Day 26th November 2018

 National Voters Day 25th January 2019

Vanmahotsav June to July Every year

Ambedkar Jayanti 14th April 2016

Birthday of Ishwar Chandrasagar 26th September 2018

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Our institution maintains complete transparency in its financial, academic, administrative and auxiliary functions. A complete transparency is maintained in our college in the areas of finance, academic, administration and others. In the academic sector the teachers monitor the students' progress and performance by a number of evaluative methods such as class room interaction, assignment, project, seminars, and class test etc. The process of internal assessment is very transparent. It is same as in financial and administrative section. The college administrates under various curriculum and evaluation is done in the specified time for the welfare of the students. In the financial side also we maintain complete transparency in all transactions such as students, staff and parents. There is no indirect fee, we have given receipt to all their payments.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1. Title of the Practice :

Participation of the students in the maintenance of cleanliness the inside and outside the college campus.

2. Goal :

The goal of the practice is to involve students in the maintenance of cleanliness around the college premises and the adjacent areas and thereby inculcate in them service mindedness, good environmental practices and raise their level of awareness about the usefulness of swachhata for worth and healthy living .

3. The Context:

The inner and outer area of the college is an important section of the institition establishment which can play a vital role in elevating the standard of living and academic achievement of the students. It is expected that the students taking entry in a graduate level programme have the habit of thinking of creating and maintaining a good environment around them.Unfortunately the level of library consciousness and awareness of good library practice of the students of the college is not up to the mark possibly due to the rural settings of the institution with first generation learner students coming mostly form very low income and backward sections of the society. This lead the institution to design and implement the practice of involving the students in the maintenance of the library.

4. The Practice
Month Long ?Swachh Bharat Abhiyan or cleanliness programmes are arranged taking around 50 (fiftyty) odd students from across all the departments of the college. During the programmes the students are imparted with human values to make the inhabitant of the local village peoples so that they also make habit of this type of practice in their homes.
5. Evidence of Success:- Positive attitude developed in the participating students alongwith awareness about the value of a clean institute services resulting in developing their civic sence and a healthy atmosphere . In addition, the adjacent village people are also interested in maintaining such practices.

6. Problems Encountered:- As the Ampi-Teliamura road passes through the college premise it is very difficult to maintain the cleanliness.

7. Contact Details

Name of the Principal: Debabrata Roy.

Name of the Institution: Government Degree College, Teliamura

 Town: Teliamura

Village: Khasiamangal

 Pin Code: 799285

Accredited Status: Going for 1st Cycle accreditation

Work Phone : 03825-262-215 Fax: 03826-262-215
Website: www.gdcteliamura.in

1.Title of the Practice : Elevating the academic performance through teacher student bonding .

2. Goal:

- To strengthen further the bonds of appreciation and affection that exists between Teaching Staff and students.
- To provide guidance to weaker students in the areas of study habits and help them to be more focused by assisting them to set academic targets for the current year
- To provide the necessary platform for students to air their grievances

3. The Context: A significant decline in enthusiasm to attend lectures / other teaching-learning processes was observed by the teachers, which they thought could be attributed to general indiscipline among students. However, the results of a survey (conducted to ascertain the reasons for this phenomenon) revealed that almost 30% of our student community lacked the requisite motivation to pursue their undergraduate courses with the kind of seriousness they deserved. Some of the issues which surfaced were that

- Firstly, there appeared to be a general belief among the students that attending lectures would not significantly improve their chances of securing an assured future.
- Secondly, students, from schedule tribe community who have problems of language ore adjustment into their new environment.
- Thirdly, those who were coming from very poor family .

Having ascertained the reasons, the teachers along with the Principal, decided to introduce the 'Tutor-Ward system' to help motivate students in the right directions. The practice yielded almost immediate results. The same group of students, just by having the opportunity to talk with concerned adults about their lives helped them feel less stressed. Others, while not being inveterate 'bunkers' began to come back to their classes and participate more actively in curricular as well as extra-curricular events of the College. All in the College (especially the teaching Staff and the students) felt the positive effects of deeper bonding.

4. The Practice: Every member of the teaching faculty is entrusted with the task of a mentoring 20 students. The faculty members of each department collectively decide on the particular group of students which each teacher of the department will be entrusted.

The whole process is divided into two sessions. During the first session, we have selected the students who were unsuccessful in the scheduled sessional examinations . Each student meets his / her de[partmental teachere in some subjective special sessions. Faculty members of each department meet again and information procured from the responses and from the mentoring session is recorded and the weak topics of each student are looked into with an adequate level of seriousness.

two weeks later another sessional examination is held to monitor progress in implementation of goals set earlier . At the end of the second sessional the faculty members of each department meet once again to collate the responses procured from the students

5. Evidence of Success: Reports from various Departments have suggested significantly positive feedback on the interactive sessions. More than 90% of those who have been involved have displayed a noticeble result and appreciate the closeness they now enjoy with their teachers. The system of mentoring is found to be successful for monitoring all round development of a particular student. It has tremendously helped in the improvement of the students' performance. It has improved the one-to-one interaction between the students and the teachers, which has helped to solve many of their academic and other problems. The net result of this exercise is the overall improvement not only of the students, the solving of their problems, but it also makes teaching more effective, after receiving student feedback.

6. Problem Encounterted:- Poor financial background and being engaged with other earning means leads to the poor attendance in class lectures .

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Government Degree College, Teliamura, affiliated to Tripura University was established in the year 2012 with the vision of providing higher education to the students coming from a very diverse social and economical background. The college ensures to impart quality education to all of its students not only through enhancing their intellectual ability but also by nurturing their talents. The college shapes the learners into better citizen enriched with self confidence, perseverance, patriotism and humanity. It imparts holistic education and develops young folks as eligible in the . Our ambition is to empower our future generation with authority and position.

5. CONCLUSION

Additional Information :

The automation of the library is underway. Modernization of conventional classrooms has been undertaken through introduction of ICT enabled classrooms. Apart from regular under-graduate courses the college needs to organize more seminar and workshop to facilitate the all round development of students. In order to alleviate the rigours of a demanding college curriculum, the students are encouraged to participate in various co-curricular and extra-curricular activities. The Alumni association needs to strenghen itself for betterment of the college. The Teachers' Council is a vibrant body which works closely with the Principal and deals with issues pertaining to the functioning of the institution. Govt. Degree College,Teliamura has an active NSS unit as a part of its social extension programme. The institution has to take more initiatives towards green environment-based activities to create holistic consciousness among students and staff.

Concluding Remarks :

As founded in 2012, Government Degree College,Teliamura did not get so much time,but still its trying earnestly in imparting comprehensive education to young, aspiring girls and boys from diverse socioeconomic backgrounds. Inspite of it's all shortcomings college has continued its efforts to further improve its infrastructural and academic parameters in pursuit of realizing the mission and vision of the college. All members i.e the Principal and Teaching and Non-teaching Staff of the college unitedly work to achieve this fundamental aim of the institution. The dedicated Teaching Staff primarily focus on its diverse student community and the curriculum is regularly revised and updated through innovative teaching and learning methods as well as a transparent feedback system involving students, their parents as well as the teachers themselves. The college follows the curriculum framedn by the Tripura University . In order to constantly refresh and upgrade their knowledge, teachers participate
as resource persons in National and International conferences, and are encouraged by the institution to engage in active research and publication, all of which is invigorating and prevents intellectual or academic stagnation. The administration diligently works towards developing the infrastructural and learning resources thereby enhancing the institution's tireless efforts to achieve excellence.