

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

FOR THE YEAR: 2017-2018

**SUBMITTED TO
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
(NAAC)**



WOMEN'S COLLEGE
Affiliated to Tripura University
(A central University)
B.K. Road, Agartala, Tripura (W)
Pin-799001

2018

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The Annual Quality Assurance Report (AQAR) of the IQAC Women's College, Agartala, Tripura For the year: 2017-18

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

Women's College

1.2 Address Line 1

B. K. Road

Address Line 2

Agartala

City/Town

Agartala

State

Tripura

Pin Code

799 001

Institution e-mail address

womenscollege1965@gmail.com

Contact Nos.

0381-232-6020 (O)

Name of the Head of the Institution:

Smt. Manidipa Debbarma, Principal

Tel. No. with STD Code:

0381-232-6020 (O)

Mobile:

+919436122769 (M)

Name of the IQAC Co-ordinator:

Dr. Gautam Chel,
Associate Professor

Mobile:

+919436503323 (M)

IQAC e-mail address:

wc.iqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

TRCOXX11627

1.4 Website address:

<http://www.womenscollege.nic.in>

Web-link of the AQAR:

<http://www.womenscollege.nic.in/AQAR 2016-2017>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2004	5 years
2	2 nd Cycle	B	2.61	2016	5 years
3	3 rd Cycle	NOT ACCREDITED			
4	4 th Cycle				

1.6 Date of Establishment of IQAC: DD/MM/YYYY

03/09/2014

1.7 AQAR for the year

2017-2018

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

- i. AQAR **2015-2016 submitted on** **30/06/2016**
- ii. AQAR **2016-2017 submitted on** **26/06/2018**
- iii. AQAR **2017-2018 submitted on** **29/12/2018**
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

 Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Tripura University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc. -NIL

Autonomy by State/Central Govt. / University	<input type="text" value="No"/>		
University with Potential for Excellence	<input type="text" value="NA"/>	UGC-CPE	<input type="text" value="NA"/>
DST Star Scheme	<input type="text" value="NA"/>	UGC-CE	<input type="text" value="NA"/>
UGC-Special Assistance Programme	<input type="text" value="NA"/>	DST-FIST	<input type="text" value="NA"/>
UGC-Innovative PG programmes	<input type="text" value="NA"/>	Any other (<i>Specify</i>)	<input type="text" value="NA"/>
UGC-COP Programmes	<input type="text" value="NA"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="7"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="Nil"/>
2.5 No. of Alumni	<input type="text" value="Nil"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="Nil"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	<input type="text" value="3"/>

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Encouraged each department to conduct extension activity for the benefit of the society.
- Assisted departments by preparing time schedule for conducting ICT based classes.
- Result analysis was done. Students' and teachers' feedbacks from the various departments were collected and analysed. The IQAC subsequently suggested steps to improve the overall teaching learning process of the college.
- Encouraged faculty members of various departments to generate resources by way of submitting research projects and undertaking consultancy.
- Motivated the students to involve in NSS and NCC and to engage in Community Services.
- Sensitized students to ecological and environmental issues.
- Encouraged the faculty members to participate in refresher course /orientation course.
- Encouraged the faculty members to submit MRP / to attend seminars / Conference & to publish papers in reputed Journals.
- Upgraded library and subscribed to INFLIBNET.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year 2016-17*

Plan of Action	Achievements
<p>1. To initiate learner-centric measures aimed at enhancing the academic performance, cultural and athletic potential, and social consciousness of students</p>	<p>To this end the academic performance of students of the college in the academic session showed a marked improvement. One student each of Botany, Economics, Hindi and Sociology Department secured Gold Medal from Tripura University in Final Semester Examination, 2017. Performances of students of other departments were also quite good. Total one hundred and five number of Honours students from various departments of the college secured first class marks in 6th Semester Examination, results of which were published in July, 2017.</p> <p>Students excelled in cultural activities, participated and did well in sporting events organized by various state bodies and also in NCC camps in their individual capacities. Two students secured third position in National Kick-Boxing in 2018. One student won State-Level Best Women Cricketer award and one secured gold medal in Lawn Tennis State Championship in 2017-18. Twenty-six students of the college won medals in various State-Level Sports Events. Nine students have been awarded in University Level and five students in State-Level NCC.</p> <p>In addition to the annual weeklong camp in the college, the NSS Unit of the college, like every year organised Blood Donation Camp, Career Counselling Session, conducted workshops on Self Defence, Awareness Programme on HIV/AIDS, etc. The NSS Unit also ensured students' participation in various State sponsored programmes.</p>
<p>2. The IQAC sought to enhance the professional qualifications and performance of faculty members by encouraging them to engage in research and consultancy.</p>	<p>Faculty members continued to remain focused on teaching and research and one of them was awarded Ph.D. degree on 28th February, 2018 while two of them submitted their Ph.D. theses in the academic year 2017-2018. Three faculty members attended Refresher Courses, one attended Orientation programme, and four faculty members attended Workshops. One Workshop, three seminars at National Level were organised by various departments of the college in collaboration with other institutes. Publication of scholarly papers in peer reviewed journals, presentation of papers at august conferences and seminars, contribution of articles on contemporary issues in national dailies are some of the important activities faculty members undertook.</p>

3. To conduct Awareness programme on different issues.	<ul style="list-style-type: none"> • Awareness program regarding HIV and its impact on the society has been organized jointly by Red Ribbon Club, AIDS Control Society and Women's College. • Awareness programs by Commonwealth Women's Parliamentarians regarding Regional Strengthening Activities was jointly organized by the college on the last week of August and first week of September, 2017.
4. Technology upgradation & computerization	The IQAC focused on improving the ICT facilities in the college and ensuring the use of the same. The Cell stressed the need to speed up library automation process. The IQAC also emphasized the use of smart class rooms and assisted the various departments by preparing time schedule for conducting ICT based classes. More computers and projectors have been installed for imparting digitization.
3. Submission of research projects	Nil
4. Feedback from stake holders	Feedback of the stake holders have been analysed and steps have been taken up.

* Academic Calendar of the year 2017-2018 as Annexure I. – attached

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

1. Awareness programme are organised on pertinent issues, viz., **Health & Hygiene, AIDS-control, Workshop on Self-Defence, Lecture on Human Rights, Career Opportunities, use of technology in day-to-day life** by experts in the respective fields are some of the prominent innovative measures that are adopted by the institution. **Blood-Donation Camp, Cleaning Programmes** are organised.
2. Faculty members of various departments are encouraged to submit research projects.
3. Feedbacks from the students and parents are taken and actions are then accordingly.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	22	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	22	0	0	0
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni Parents Teachers Students
(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

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

No

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
72	21	24	0	27

2.2 No. of permanent faculty with Ph.D.

27

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

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

Not applicable for Govt. Degree College

2.4 No. of Guest and Visiting faculty and Temporary faculty

39

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	-	4	-
Presented papers	-	4	-
Resource Persons	-	-	-

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

1. The extensive use of smart class rooms and other ICT facilities to disseminate knowledge through audio-visual means are some of the prominent innovative processes that are adopted by the institution in Teaching and Learning. Special Lectures by noted academicians regularly organized by the various departments expose students and thereby widen their academic horizons.
2. Departmental class tests are taken to improve the performance of students in sessional as well as end semester examination. Tutorial classes are also conducted.
3. Interactive sessions are arranged regularly among the students and faculty members regarding teaching learning methods for internal motivation.

2.7 Total No. of actual teaching days during this academic year (2016-17)

188 days

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

**As per University Norms
Sessional Assessment Tests are
being conducted, Departmental
unit tests are taken.**

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

10

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage: (2017)

Title of the Programme	Total no. of students appeared	Division				Total Pass %
		Distinction %	I %	II %	III %	
B. A. Honours	386	This system is abolished from Tripura University	47.7			99.0
B.A. General	525		19.0			76.2
B.Sc. Honours	80		71.3			100
B.Sc. General	77		39.0			100

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

The IQAC of the college guides the Teaching-Learning process in a number of ways:

- i) It helps departments in chalking out Departmental Plan of Action at the beginning of Academic Year.
- ii) It also encourages departments to set academic benchmarks and provides with suggestions about how to attain them.
- iii) It collects annual reports from the departments and also suggests the departments to organise seminars, workshops etc.
- iv) IQAC encourages students to participate in extracurricular activities to fulfil the objective of imparting holistic education.
- v) The Cell also continuously monitors the activities of the Departments and various Committees to ensure that they work cohesively and harmoniously.

2.13 Initiatives undertaken towards faculty development **2017-2018**

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	02
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	04
Others	04

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff		NA	NA	NA
Technical Staff		NA	NA	NA

NA- Data not available.



Criterion – III

3. Research, Consultancy and Extension

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

The support of IQAC is provided to enable implementation of research schemes in following ways-

1. Adequate infrastructural support such as library, laboratory and reprographic facilities are provided from the college authorities.
2. Institutional support is provided in the autonomy of the principal investigator.
3. Timely availability & release of fund is facilitated.
4. Internet facilities are ensured for carrying out research work.
5. Encouragement is provided to the faculty members to apply for research grant projects.
6. IQAC has taken initiatives to sensitize the faculty members to prepare their study materials in consultation with several sites through internet. For that internet connection has been provided in a common place like Staff Room for the convenience.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	-	-	-
Outlay in Rs. Lakhs	3.1	-	-	-

3.4 Details on research publications:

	International	National	Others
Peer Review Journals	4	5	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.7 No. of books published i) With ISBN No Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		03			
Sponsoring agencies		1.UGC 2. Ministry of Tribal Affairs, Govt. of India.			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
0	0	0	0	02 PhD	0	0

3.18 No. of faculty from the Institution who are Ph.D. Guides and Students registered under them

Nil
Nil

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:	University level	Nil	State level	Nil
	National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:	University level	09	State level	05
	National level	-	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	Nil
NCC	11	NSS	6
		Any other	Nil

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

- # NSS volunteers of the college participated actively in the cleaning programme (Swachh Bharat Abhiyan) within the college-campus, neighbourhood premises and public places.
- # The NSS unit observed Deworming Day and distributed deworming tablets among the students of the college.
- # On 19th March 2018, the NSS Unit of the college collaborated with TIME Institute and organised a lecture on Career Opportunities.
- # The NSS volunteers participated in the Blood donation camp in the college with great enthusiasm.
- # On 20th March 2018, the NSS team attended Skill Development Programme organised by SIPARD.
- # NSS, NCC Unit & faculty members motivated the students towards social responsibility, tradition of philanthropy, harmony, tradition of culture etc.
- # The International Women's Day was observed in a befitting manner on 8th March, 2018.
- # The Red Ribbon club organised a HIV awareness programme in a befitting manner.
- # NCC Unit of the college participated in Disaster Management Rally, Swachh Bharat Abhiyan.
- # NCC girls also took active part in International Yoga Day, World Environment Day.
- # NCC and NSS Unit of the college participated in Swachh Bharat Summer Internship at Natun Nagar Gram Panchayat.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8.26 acre	Nil	Director of Higher Education, Govt. of Tripura.	8.26 acre
Class rooms	34	0		34
Laboratories	21	0		21
Seminar Halls	02	0		02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	16	0		16
Value of the equipment purchased during the year (Rs. in Lakhs)		200000	Director of Higher Education, Govt. of Tripura, UGC	
Others (RUSA)		284243	RUSA	

4.2 Computerization of administration and library

- LAN facilities have been developed in the library with six computers. This facility is available to the students and faculties with internet facilities and access to the e- journals and e-books.
- The office of the administrative building having eight computers- serves the purpose of administrative work.
- Automation regarding information of books and journals in the library runs properly.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37552		05	810	37557	
Reference Books	3552		08	5825	3563	
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	06		06			
e-Journals	INFLIBNET	5,500.	Nil	Nil	Nil	Nil
Digital Database	05					
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)						

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	81	02	Yes, connected to 10Mbps speed	Principal Room, other science Departments, Staff room	01	20	59	02
Added	12	Nil	Internal network systems are available to every Department, library and Office , Staff room		Nil	Nil	Nil	Nil
Total	93	02		14 Rooms	01	20	59	02

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

The college has provided Laptops and internet facilities to a number of departments. The college has its own Website. Students are allowed to learn basic knowledge of computer literature.

4.6 Amount spent on maintenance in lakhs:

i) ICT

4.69143

ii) Campus Infrastructure and facilities

47.71998

iii) Equipments

13.26242

iv) Others

10.02146

Total :

75.69529

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

For the awareness a display board is kept in a prominent place where the name of co-ordinators along with mobile number is given for the following cells:-

- RTI
- Anti- ragging
- Grievance and Redressal
- Against sexual harassment

A complaint box is set up at the college.

5.2 Efforts made by the institution for tracking the progression

- Principal has constituted core committee which coordinates among the students' welfare & teachers' participation in various affairs. Head of the Departments look after students' welfare as and when needed.
- Departmental faculty members and the Placement Cell counsel the final semester students regarding the career choices. The Alumni Association maintains a directory of former students, updating the same from time to time.
- Social networking sites are also used to keep track of the progression of the students to subsequent sphere of activity after graduation.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4269	-	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

	No	%		No	%
Men	0	0	Women	0	100

Last Year(2017-18)						This Year(2018-19)			
General	SC	ST	OBC	Physically Challenged (Visually)	Total	General	SC	ST	OBC
								Physically Challenged	Total
1131	778	1655	609	13	4269	Admission will start from July, 2017			

Demand ratio: 2.06:1

Dropout %: 5.23

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

Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

A career counselling cell is actively engaged to look after the diverse aptitude of the students.

No. of students benefitted

-

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

Three gender sensitization programmes were held, from the department of Education, Political Science and Sociology.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	Nil	Nil
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	05	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil.



Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Women's college was established in 1965 and has placed itself as a prestigious institute for women.

Vision: Strive to give quality education with values in a holistic way and to inculcate wisdom, growth of inner strength, nurturing hidden talents, intellectuality etc.

Mission: To motivate the students to pursue their carrier, inculcate moral values, sensitise to be responsive as womenfolk, create awareness regarding health and hygiene and inject the virtue of camaraderie.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

The college follows the syllabus and curriculum of Tripura University. Hence there is no scope for internal curricular designing.

6.3.2 Teaching and Learning

- College organises an induction programme at the inception of the session 2017-18 in a befitting way.
- Seminars and workshops on recent trends on researches are organised by the science departments.
- English deptt. has organised 7 day workshop in collaboration with CDAC, West Bengal during March,2018.
- Botany deptt. has organised a UGC sponsored National Seminar on September,2017.
- Sociology deptt in collaboration with Tribal Research Institute has organised a National Seminar on Tribal Issues on April, 2018.
- As per the syllabus of the University the Science and the Social science deptts carry out various field study programmes and on that basis project works are done in an intensive way
- Students and faculty members participate in various workshops organised by various govt. deptts . viz. CWCB, Bamboo Mission. , different agencies regarding student friendly apps. etc.
- A serious effort is being carried out to install Modern Interactive Boards in the classroom of various deptts

6.3.3 Examination and Evaluation

- Two sessional examinations and evaluations are conducted by the respective deptts of the college and the end semester examinations and evaluation are conducted by Tripura University
- Teachers are judiciously engaged in conducting the examinations as well as evaluation of the papers both in the college and in the university respectively

6.3.4 Research and Development

- The faculty members are constantly encouraged for applying for the minor research projects (MRP) and seminar proposals
- Technical support and uninterrupted internet facility are provided by the authority for carrying out research work
- Faculties are sensitised to submit seminar synopsis.
- Release of funds and time needed for the research work are facilitated by the college authority
- By the active initiation of the Science Forum, various deptts organise popular lectures on various burning issues

6.3.5 Library, ICT and physical infrastructure / instrumentation

With the active cooperation of IQAC ---

- New computers have been installed in the Library for automation regarding books and journals
- A computer with internet facility has been provided to the teachers' in the Teachers Staff room
- Latest books are purchased for the students
- Some deptts like Music, Zoology are provided with computer facilities.
- Introduction of automation is done extensively in the office to carryout administrative and academic activities.

6.3.6 Human Resource Management

Management of human resource is done in a democratic way. The students' affairs are looked after and managed by the Students Council which is guided by the Principal as the President. Members are elected annually as per govt. Directives. In the Academic arena, the Teachers Council render the cooperation in various aspects from time to time to the authority for smooth functioning of the institution. Grievance redressal cell, Placement cell and RTI cell are being constituted for the betterment of the students. A Core Committee comprising three senior most teachers of this institution is constituted for maintaining the holistic welfare of the institution.

6.3.7 Faculty and Staff recruitment

Tripura Public Service Commission and Higher Education Deptt. Govt. Of Tripura are the legal authority for the recruitment of staff. Any Guest faculty required for the college is also recruited as per directives of Higher Education Department.

6.3.8 Industry Interaction / Collaboration

- Seminars and workshops are organised in collaboration with Science and Technology, Pollution Control Board, Central Water Commission Board, Biodiversity Board etc.
- Field visit and industrial visit of different places are conducted by various deptts.
- Some faculties have participated in International conferences in foreign countries.

6.3.9 Admission of Students

- Being a government college, the admission criteria for the students is made by the Department of Higher Education maintaining the norms set by Tripura University.
- The admission process is done by the college in accordance of merit.
- Students are provided with the Admit Cards online.
- Form fillup of various examinations undertaken by the University are done online.

6.4 Welfare schemes for

Teaching	As per Govt. Rules.
Non teaching	As per Govt. Norms.
Students	Merit scholarship from appropriate authority

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	No		Yes	Deptt.of Higher Education

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Nil

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

No such initiative has been taken.

6.11 Activities and support from the Alumni Association

Nil

6.12 Activities and support from the Parent – Teacher Association

Nil

6.13 Development programmes for support staff

- Health awareness programme

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

- Tree plantation
- Garbage- free college premises

Criterion – VII

7. Innovations and Best Practices

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

- Faculty members were felicitated for their achievements in academic arena
- Students were felicitated for their outstanding performance in various fields like sports, NSS, NCC, etc.
- Selected students from various deptts. have been encouraged and trained by the faculty members of the college and sent to know the technical knowhows for cracking various administrative jobs in the country through reputed institutions.

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

Point	Action taken
Workshop/ Seminars conducted	A seven day workshop on transformation of language through computer has been organized by English deptt. National Seminar: 3 Seminars have been organized by the deptt. Of English, Botany and Sociology.
Benefits of students	Some deptts have organized an outreach programme to the village for health awareness during their field trip. Education deptt. Carried out a slum development programme
Intercollegiate cultural function & Sports	<ul style="list-style-type: none">• Students have participated in state programme like Bhasha Divas (2018), Rabindra Jayanti (2018), Nazrul Jayanti .• Participated in Republic Day programe.• Participated in Debate and Quiz competition held in the commemoration of Ambedkar Jayanti.• Quiz competition was held among the students on the occasion of National Voters Day.• Elocution competition and quiz regarding “Violation of Human Rights” with special emphasis on women, was jointly organized by Police Accountability Commission and the college.• Participated in Sports & Cultural Meet in Tripura University.• Participated in Sports meet in North eastern States.• Participated in NCC camp.

Community services	<ul style="list-style-type: none"> • Blood donation camp is organized by NSS and Students Council in the college premise. • Distribution of fruits and sweets in the orphanage, Nirmala Shishu Bhaban, by the NSS volunteers. • NSS volunteers have organized a seven day program regarding Environment Awareness and Sanitation. Swaach Bharat Abhiyan have been carried out by the staffs and students of the college
Alumni meet	A meeting has been organized in the college for the various academic perspectives
Academic review activity	Principal used to organize various meetings with all the faculty members and HOD's from time to time to review the overall performance of the college

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

- Students are encouraged to participate in community services such as conducting health and sanitation awareness programs in the slum areas.
- Students actively participate in debate, quiz and poster competitions on various topics such as communal harmony etc. with great enthusiasm.
- Awareness program regarding HIV and its impact on the society has been organized jointly by Red Ribbon Club, AIDS Control Society and Women's College.
- Awareness programs by Commonwealth Women's Parliamentarians regarding Regional Strengthening Activities was jointly organized by the college on the last week of August and first week of September, 2017.

7.4 Contribution to environmental awareness / protection

- NSS volunteers actively campaign regarding various environmental protection issues.
- GREEN campaign by planting trees during Vanmahostav.
- Cleanliness drives are initiated, for e.g. placing bins at various strategic positions in the college.
- Installation of aquaguards for safe drinking water at different corners.
- Lavatory facilities have been upgraded.
- Proper maintenance of the solar panel in the Science deptt. has been carried on.

7.5 Whether environmental audit was conducted?

Yes No

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

- More computers and projectors have been installed for imparting digitization.
- Library up gradation has been undertaken.
- Computerized cataloguing of books in the library is in progress.
- Hostel kitchen has been provided with uninterrupted gas line.

8. Plans of institution for next year

- Biometric attendance system is to be introduced.
- Sanitary winding machine is to be installed.
- Construction of new buildings for Common Room for students and Canteen is underway.
- Emphasis will be given to organize seminars on social issues.
- Initiative will be taken for the proper maintenance of the college garden.
- Special attention will be paid for upgradation of the kitchen in the hostel.
- Special tutorial classes will be arranged for the weaker students by the faculty members in a comprehensive way.
- Renovation works is to be carried on regarding lavatory and wasted land.



Name

Gautam Chel

Name

Manidipa DebBarma

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

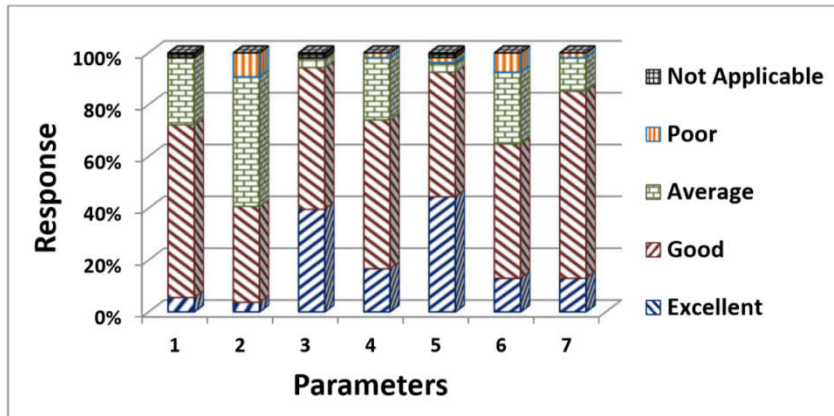
Annexure I: ACADEMIC CALENDER (2017-18)

MONTH	PROGRAMME
July, 2017	Admission and commencement of classes for semester students
August, 2017	Class tests
September, 2017	First sessional examination for 1 st , 3 rd & 5 th semester
October, 2017	Puja vacation
November, 2017	Second sessional examination for 1 st , 3 rd & 5 th semester
December, 2017	University 1 st , 3 rd & 5 th semester examination
January, 2018	Commencement of classes for 2 nd , 4 th & 6 th semester
February, 2018	First sessional examination for 2 nd , 4 th & 6 th semester
March, 2018	Class tests
April, 2018	Second sessional examination for 2 nd , 4 th & 6 th semester
May, 2018	Preparatory classes
June, 2018	University 2 nd , 4 th & 6 th semester examination

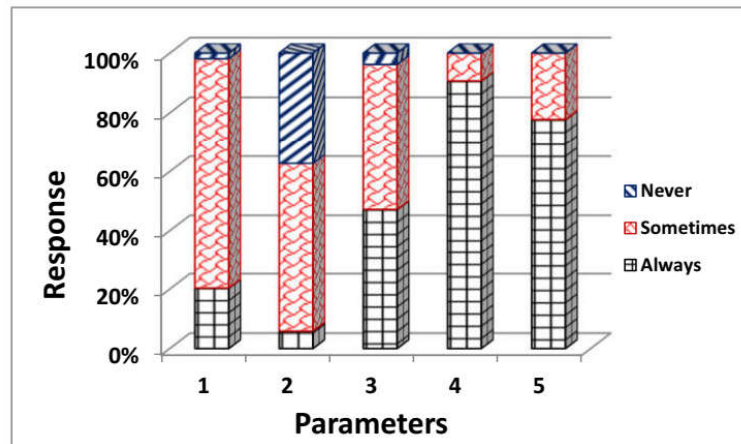


Annexure II:

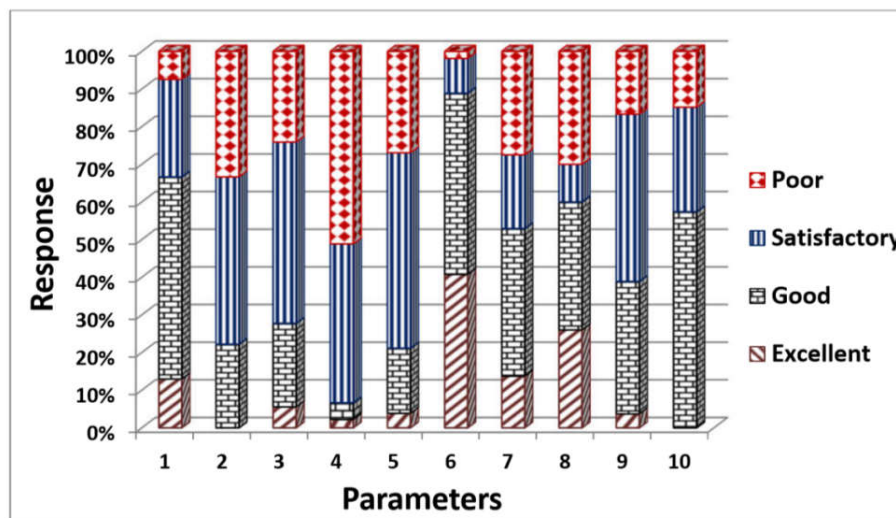
Teachers' Feedback



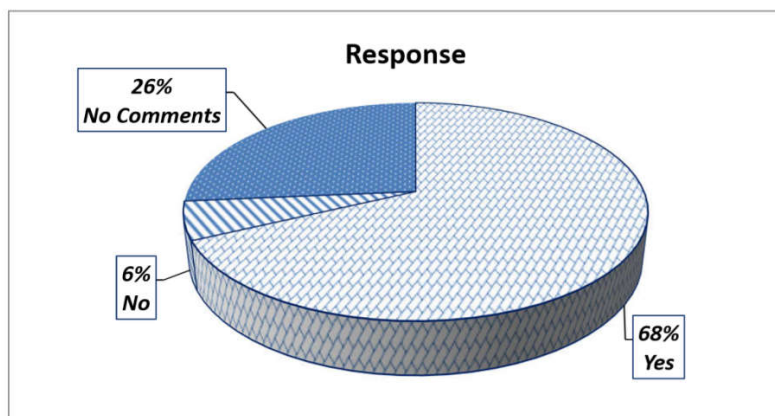
1. Quality of most of the Hons. students you come across:
2. Quality of most of the general students you come across:
3. Hons. Students' attention in your class:
4. General Students' attention in your class:
5. Hons. Students' regularity in your class:
6. General Students' regularity in your class:
7. Your students' interest and participation in co-curricular activities:



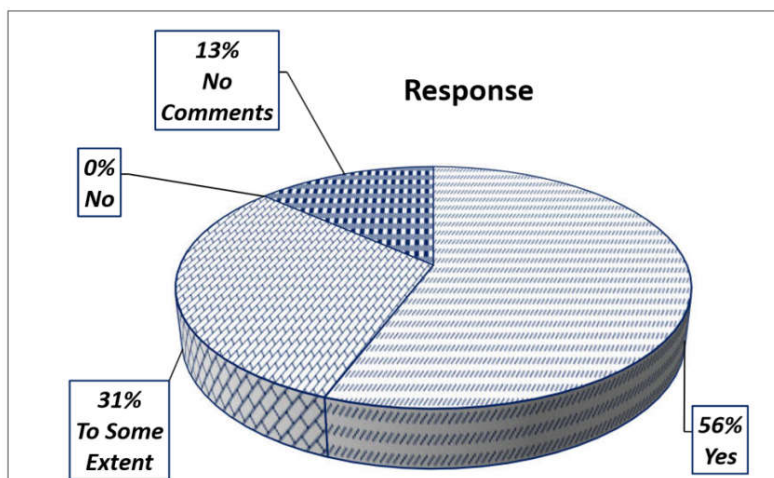
1. Application of the innovative ideas in the class:
2. Use of ICT facility in the classroom:
3. Attending personal problems of your students:
4. Do you tell the students to switch off lights and fans when they are not necessary?
5. Do you wipe the board at the end of the class?



1. Library facility in the college is:
2. Availability of journals in the Library is:
3. Availability of latest edition books in the library:
4. Availability of research equipments in the College:
5. Availability of modern teaching tools in the College:
6. Work-friendly atmosphere in the college:
7. Accessibility of computer in the Department:
8. Availability of internet facility in the Department:
9. Washroom facility in your building:
10. Cleaning of College campus:



Do you feel that the teachers should be rewarded for doing well?



Do you feel your administrator relies on your way of working?

Analysis: About the students, teachers found that the quality of the Hons. students are mostly good in comparison to the general students. In general category there are some poor quality students also. The attention and regularity of these two category students are going hand to hand. Among Hons. students the regularity mainly excellent and good, whereas the regularity of the general students is mostly good, not excellent.

The participation of the students in co-curricular activities is good.

In the teachers' own assessment, the application of the innovative ideas and ICT usage are the areas to be improved by the teachers.

The library facility though mostly good, the availability of the journals and latest edition books are only satisfactory. The availability of the research equipment is quite frustrating as most of the teachers indicated it poor. The availability of the teaching tools in the college is mostly satisfactory followed by an opinion of poor. Still it is a matter of pleasure that the teaching community feels the working atmosphere of the college is almost either excellent or good. As many departments have no departmental room the availability of the computer as well as internet is not up to the mark. The washroom facility of the all the buildings of the college are not same, so there is an opportunity to improve this parameter. Last but not the least about the cleaning of the college campus is mostly good and satisfactory.

Most of the teachers feel that teachers should be rewarded, but possibly due to some constraints it was not possible. Most of the teachers agree that the administrator relies on their way of working.

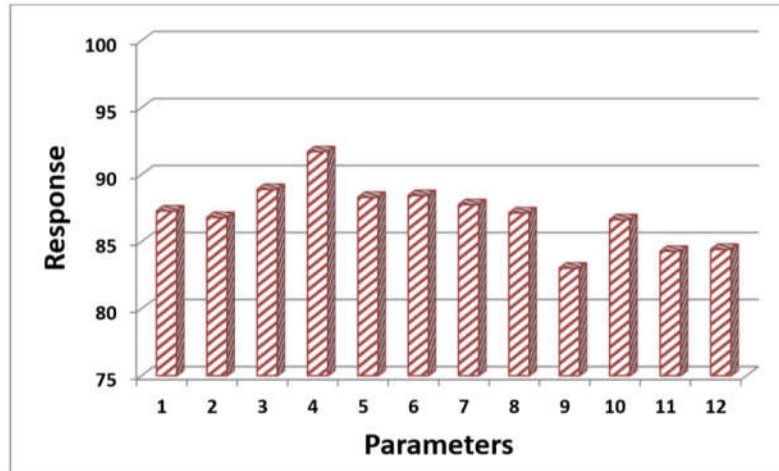
Comments of the teachers about their administrator (consolidated):

I feel my administrator is strong in these areas:

She is a proficient administrator, sincere, disciplined, energetic, honest and hardworking and has strong tenacity in dealing with intricate issues of the college. She takes active interest in all areas related to holistic development of the college. Maintaining internal discipline and office order, punctuality, transparency in the college are some of the traits of our administrator. She believes

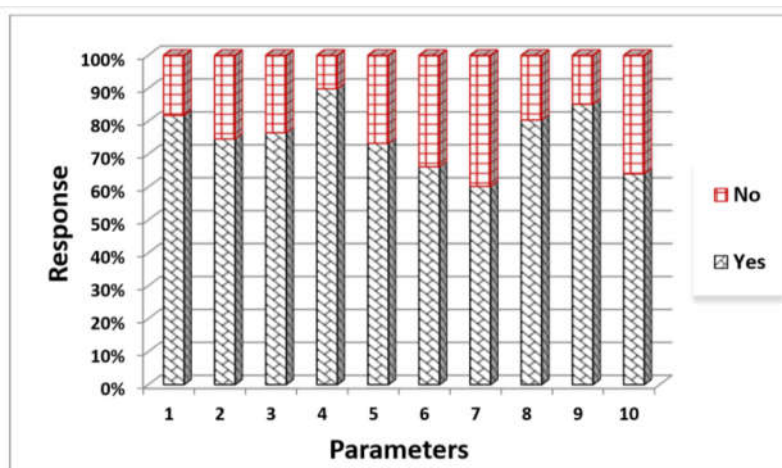
in team work and involves the teachers in decision making processes of the college. Monitoring the teaching learning process, college curriculum, attendance, financial activities, sports and games, cultural activities, students' welfare and maintaining a clean campus contour the persona of our administrator. She is very particular about attending any problem of students and also has a good relation with the staff and students.

Students' Feedback



Parameters 1-12 are four-point markings by the students (normalised to percentage)

1. Ability to bring conceptual clarity and promotion of thinking ability by teacher
2. Communication Skill
3. Regularity and Punctuality
4. Subject Knowledge
5. Motivation and Inspiration provided
6. Confidence provided
7. Completion and Coverage of course
8. Ability to make the subject/ learning interesting
9. Complements theory with practical example
10. Solving and satisfying your queries/ difficulties on time
11. Contributing to your all-round development/ inclusive growth
12. Interaction and guidance outside of the class



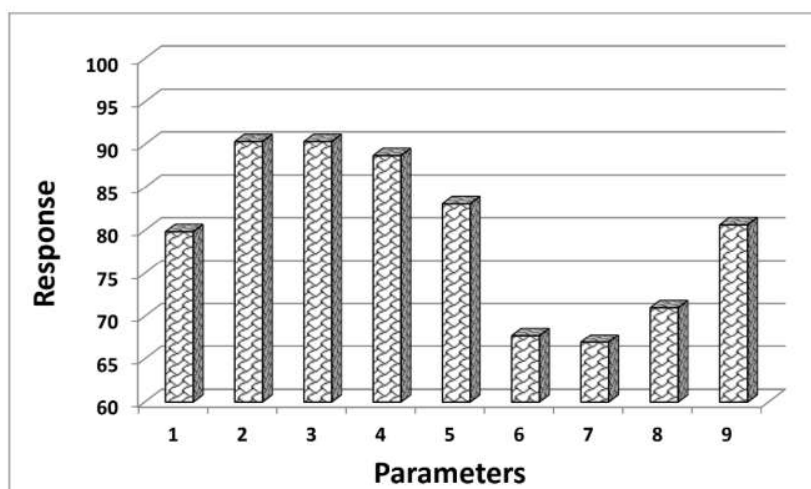
Parameters 1-10 are single-point markings by the students (normalised to percentage)

1. Whether adequate drinking water facility is available in the College?
2. Whether adequate washroom facility is available in the College?
3. Is the environment of the campus pollution-free?
4. Are there adequate safety measures in the College campus?
5. Is the study material in the library adequate?
6. Do you avail the IT facility of the College?
7. Is the IT facility adequate?
8. Whether office of the College helps you?
9. In your opinion, is the syllabus adequate?
10. Whether College-campus is clean?

Students' Feedback Analysis: The most of the qualities of the teachers like ability to bring conceptual clarity, promotion of thinking ability, communication skill, regularity, punctuality, subject knowledge, providing confidence, completion and coverage of the course, ability of making the subject interesting and solving the queries are certainly satisfactory because students give more than 85% marks. We are proud that the subject knowledge of our esteemed teachers is more than 90%. The complements of theory with practical example, contributing to the all-round development of the students and interaction/guidance outside the class are the parameters where we have to improve.

About the college the students' most satisfaction zone is adequacy of the safety measures in the college whereas the most inadequate parameter is the accessibility of the IT facility, which is below 60%.

Guardians' Feedback



1. How much are you satisfied with the progress of your daughter/ward, who is undergoing study at Women's College?
2. How much do you think that teachers of the college have been able to make your daughter/ward interested in the subject/ subjects?
3. How much has your daughter/ ward ever spoken favourably about any teacher of the college?
4. How much do the teachers complete their syllabus in time?
5. How much are you satisfied with the evaluative process of the teachers?
6. How much are you satisfied about the help extended by the academic/ administrative section of the college?
7. How much are you satisfied about the existing infrastructure/ facilities of the college?
8. How much are you satisfied with the library facilities of the college?
9. How much are you satisfied about the extra-curricular activities (NSS/NCC/ Sports and Games/ Cultural) of the college?

AGARTALA □ ESTD.1965

Guardians' Feedback Analysis: Guardians are also very much satisfied with the activities of the teachers, but they are not satisfied with the existing infrastructural facilities.

Annexure III:

I. Title of the Practice: *To Undertake Student Welfare Measures*

Goal: The goal of Women's College is not only to motivate the students in pursuing their career but also to create awareness among them regarding health and hygiene, the environmental issues and the fast changing world so that they can grow up as healthy and competent women.

Context: The College is a grown-up institution covering the voyage of 54 golden years and is playing a pivotal role in disseminating higher education among the women of the state. But under the context of the competitive and challenging world, the college feels the responsibility to come up with more welfare measures for the students so that they can bloom with all their inner and hidden capabilities.

The Practice:

- i) Organizing invited talks, workshops, lectures; awareness programs have become regular activities of the college.
- ii) Faculties, NCC and NSS Units, have taken proper initiatives in organizing such programs.

Evidences of Success:

In the last one year, faculty members in association with other organizations arranged a number of programs which are listed below:

1. A three-day workshop on 'Machine Translation' was organised for the students jointly by the Department of English and CDAC, Kolkata from 21st to 23rd February, 2018.
2. Internal Quality Assurance Cell of Women's College organised a lecture on 'Cyber Laws- Recent Issues in India' which was delivered by Shri Shyamtanu Pal, Assistant Professor, School of Law, GD Goenka University, Gurgaon on 21st July, 2017.
3. A one -day training programme on 'Yoga and Mental Health' was organised by the Department of Physical Education on 21st June, 2018.
4. A one-day seminar on 'Women's Health and Hygiene' was organised jointly by Tripura Women's Commission and Women's College in 2018.
5. Science Forum of Women's College celebrated National Science Day on 28th February, 2018 and organised a lecture on 'Science and Technology for a Sustainable Future'. In the NSS Special Camp arranged in the college students were trained with the following skills:
 - i) Use of technology
 - ii) Basic Computer Skill
 - ii) Craftwork
 - iv) Career Counselling
 - v) Self-Defence Techniques
6. Deworming Day was observed in the college on 18th January, 2018 where deworming medicines were distributed among the students.
7. All individual departments arranged invited talks on relevant issues in the college at regular intervals. Several departments unveiled wall magazines through which students were able to exhibit their talents. Students of Education Department organised an exhibition with their handmade craftworks.

8. Students attended a Skill Development Programme on 20th March, 2018 at SIPARD.

Problems encountered and resources required:

- . Constraints of fund in organizing such events
- . Inadequate number of faculties and supporting staff

II. Title of the Practice: *To Inculcate Social Bonding among the Students through Community Service*

Goal: Inculcating moral values, ethics and social responsibilities among the students in course of pertaining day to day education is one of the missions of Women's College. The Principal, faculties as well as the office staff work in a team spirit to ignite national feeling, communal harmony and brotherhood among the students.

Context: In the modern world of absurdity, where young minds are suffering with hopelessness and drudgery and the moral values are also seen decreasing, the need to implant the seeds of moral, ethical and social responsibilities among the students is the need of the hour. Women's College, being a premier institute catering to the needs of women students from every nook and corner of the state bears the responsibility of educating the students in nurturing moral and social values side by side their formal education.

The Practice:

- i) Students are encouraged to participate in community services such as conducting health awareness programs, cleanliness drives, spreading education among the mass in the slum areas.
- ii) Apart from giving the students quality education, the faculties work tirelessly to inject the virtue of wisdom, intellectuality and fellow-feeling among the students.

Evidences of Success:

1. NSS volunteers raised fund from teaching, non-teaching staff and students of Women's College to help the Kerala Flood victims which was subsequently deposited to State NSS Cell, Tripura.
2. NSS Volunteers adopted a village named Nutannagar and cleaned the filthy areas as a part of Swachh Bharat: Summer Internship Programme on 26th July, 2018.
3. Red Ribbon Club is existed in the College and an Awareness Programme on 'HIV/ AIDS' was organised in the college on 20th March by NSS and Red Ribbon Club in collaboration with Tripura State AIDS Control Society. Quiz competition and Extempore Speech Competition were conducted among the students where a Running Trophy was given to the winner of the Speech Competition.
4. All important Days such as International Yoga Day, National Education Day, International Women's Day, National Science Day, International Youth Day, International Matribhasha Dibas, Birthdays of National figures were celebrated in the college with great fervour in order to sensitize the students to be responsive regarding the national and international issues. Two students attended the National Youth Day Program in Rajasthan in January, 2018.
5. A Blood Donation Camp was organised in the college jointly by NSS and NCC Units, Teachers' Council and Students' Union Council on 15th March, 2018. Students also participated and donated blood in other Blood Donation Camps organised outside the campus.

Problems encountered and resources required:

- . Fund-constraints in organizing such events
- . Inadequate number of supporting staff

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

