



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		BIR BIKRAM MEMORIAL COLLEGE
Name of the head of the Institution		Dr. SANJOY RAY
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0381-2516437
Mobile no.		9436130349
Registered Email		bbmcagartala@gmail.com
Alternate Email		bbmcexam@gmail.com
Address		AGARTALA COLLEGE
City/Town		AGARTALA
State/UT		Tripura
Pincode		799004
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Sri Gautam Saha
Phone no/Alternate Phone no.	03812516437
Mobile no.	9436484242
Registered Email	bbmcagartala@gmail.com
Alternate Email	bbmcexam@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.bbmc.nic.in">http://www.bbmc.nic.in</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://bbmc.nic.in/node/429">http://bbmc.nic.in/node/429</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.91	2018	03-Jul-2018	02-Jul-2023

<b>6. Date of Establishment of IQAC</b>	01-Apr-2014
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Department of Music and Department of Hindi organized an educational programme	27-Nov-2019 01	75
Conducted a week long	06-Nov-2019	94

classroom presentation session of honours students from 06.11.2019 by the Department of English of this college	07	
Admission of students to First semester classes endorsing merit as the main criteria	26-Jun-2019 15	1283
Awareness programmes on the Road safety is organized in the college and bird's eye view on the causes of road accidents are discussed by various persons including the representatives	25-Nov-2019 01	203
Blood donation camp in collaboration with students of the college is also organized	21-Nov-2019 01	30
Department of Commerce of BBM College organized an UGC sponsored National Seminar	18-Jan-2020 02	57
Organized a panel discussion on the occasion of celebration of International older person day	11-Oct-2019 01	42
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
BIR BIKRAM MEMORIAL COLLEGE	PROFESSIONAL SERVICES	STATE GOVERNMENT	2019 1	1495000
BIR BIKRAM MEMORIAL COLLEGE	CONTINGENCIES	GOVERNMENT OF TRIPURA	2018 1	59000
BIR BIKRAM MEMORIAL COLLEGE	SUPPLY MATERIALS	GOVERNMENT OF TRIPURA	2018 1	16343
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
1. ADMISSION OF STUDENTS TO 1ST SEMESTER CLASSES 2. CONDUCT OF INTERNAL EXAMINATIONS 3. UNDERTAKING BLOOD DONATION CAMP 4. PREPARING MCQ WITH ANSWER KEYS AND DISTRIBUTING TO THE STUDENTS AND DISPLAYING THE SAME IN COLLEGE WEBSITE 5. EVALUATION OF PROGRAMME WISE ACADEMIC RESULTS OF STUDENTS	
<a href="#">View File</a>	
<b>13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year</b>	
Plan of Action	Achivements/Outcomes
Feedback is collected from the students through questionnaire	Feedback process completed and analyzed
Conduct of college level seminar and Induction programmes etc	It is done
Preparing the academic calendar and evaluating the academic performances of students	Academic calendar is prepared and followed by the college
ADMISSION OF STUDENTS TO FIRST SEMESTER CLASSES	SO FAR STUDENTS ARE ADMITTED THROUGH MERIT
Conduct of Internal and university examination	It is done and the evaluated answerscripts are shown and the marks obtained by students are communicated
Making the code of conduct for the students and publishing the same	It is also done and displayed in the college website as well as distributed to the students at the time of first semester admission.
<a href="#">View File</a>	
<b>14. Whether AQAR was placed before statutory body ?</b>	Yes

Name of Statutory Body	Meeting Date
IQAC, BBMC and TEACHERS' COUNCIL, BBMC	20-Aug-2019
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes
Date of Visit	08-May-2018
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2020
Date of Submission	14-Feb-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The Institution manages all employee data through website and as salary of the Institution is done through Human RMS so all employee data are also maintained and secured here.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The Institution plans, monitors and executes its curricular aspects through a well-planned academic calendar and through various activities. In order to make curricular delivery effective and fruitful, the Colleges follows detailed programme, which inter alias include the following: 1. At the beginning of each semester/year, a meeting with all stakeholders is held where all details relating to the delivery and transaction of the curriculum is shared by the Principal, HoDs and administrative staff. These details are also communicated to the students and parents through literature published in the Prospectus of the college, Notices and the College website. 2. Academic calendar as prepared by the university is strictly followed for curricular transactions including the internal and end-semester examinations. The Departments also prepare course plan and maintain departmental diaries of classroom transactions. 3. Students are made aware of the requirements of completing syllabi and all other related issues. 4. Internal examinations, group discussions, seminars, quizzes, debates, assignments, etc are designed and completed keeping in view the needs of the curriculum in general and the need of making the learners as best human resources for the nation-building process. 5. Evaluated scripts with comments are shown to the learners. 6. Parent-Teacher-Student meetings are arranged both by the College and by respective teaching departments to have a first hand knowledge about the issues that perplex the learners/parents and efforts are

undertaken to address those issues. 7. Marks secured in the internal /periodical examinations are recorded and kept by the HoDs of the departments.

8. Structured Feedback forms are distributed to students and collected for analyzing and taking positive and corrective measures with regard to any lacunae/shortcoming in curriculum delivery. The College takes all possible efforts to integrate cross-cutting issues relevant to Gender, Environment and sustainability, Human Values and Professional Ethics into the Curriculum of the university. The following narratives are some initiatives in that direction :

1. Gender justice sensitization programmes are undertaken in the College through its Women Cell which organizes awareness programmes, seminars, workshops, etc on related issues like Women Empowerment, Health-issues of Women, Protection of Women in relation to Section 125 of Cr.PC, etc. It needs mentioning that about 40% of the total enrolment in the College are girls warranting the keen role of women' cell . 2. Green Audit is conducted in the College and students are made aware about environmental issues like environmental degradation, needs of afforestation, bio-diversity conservation, significance of the celebration of World Environment Day, etc. 3. Students are made aware about Swacch Bharat Abhiyan and they take part in any cleanliness drive organized both in the College and outside. 4 Students are taught about the importance of power conservation, water conservation, etc. They are instructed to keep off fans, lights, etc when not in use so as to save power. They have also been encouraged to maintain ecological balance, preserving water-bodies etc. through various academic activities including seminars, etc. 5. Besides a Course on Human Rights is also taught.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
0	0	Nil	0	0	00

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

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

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

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
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### 1.3.2 – Field Projects / Internships under taken during the year

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

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

#### Feedback Obtained

The institution collects feedback from its different stakeholders mainly students, Alumni and once in a year through a structured questionnaire. A copy of the questionnaires used for the purpose is appended in the college website. Feedback is analyzed based on five point scale against each parameter. The observations of students are graded and shown as Excellent, Very good, Good, average and below average. An overview of the feedback is given below based on 14 questions asked to students emphasizing on curriculum implementation and teaching-learning process in the college. Most of the questions aim at understanding the ability of faculties drawing attention of the students in the class, punctuality and regularity of the faculties, course taught by the faculty effectively, teaching methods employed by the faculties in the classrooms and examination systems adopted and finally the general ratings of Assistant Professor / Associate Professors etc.

A. Students Feedback from students about the teachers show an overall sense of satisfaction regarding the course taught by the teachers, regularity and punctuality, completion of syllabus, use of audio visual methods in teaching and well conduct of class tests and assignments. About 88 of the students have given positive responses with respect to the teachers relating to the course taught on a day to day basis, guiding the students outside the classrooms, time to time evaluation done by the teachers and their readiness and priority to explain the difficulties of the students. The analysis of feedback from students relating to the evaluation of course / syllabus shows that 85 of students are satisfied with the design of the syllabus for their academic development. With respect to the difficulty level of the syllabus, 10 students find the syllabus difficult while 5 students find the syllabus unacceptable. Regarding the points such as skill based outcome of the syllabus, its traits of employability and building competence to compete at national and international platform, 80 of the students have answered in negative and they do agree that the syllabus imparted does not add any skill to the basket of knowledge and the scope of employability after the completion of the programme would depend on the future preparations and trainings although overall students believe that the course taught, lessons imparted by faculties and ambience of the college could help them learn values of education and orient them to become a good citizen.

B. Parents : The feedback of parents is as follows : The analysis of the feedback from the parents is positive to a great extent on the facilities, academic and financial support extended from the college. According to the parents, both the teachers and non teaching staff are approachable and everybody extends fullest

cooperation. The parents do agree that they pay nothing towards the tuition fee to the college and they are found satisfied with the college about the discipline and the academic ambiance. About 95 Parents have reposed their faith on faculties and examination system as well.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	GENERAL COURSE	150	266	90
BCom	ACCOUNTANCY ( HONS )	80	184	22
BA	GENERAL	800	3130	775
BA	POLITICAL SCINECE	80	908	78
BA	PHILOSOPHY	80	42	20
BA	SANSKRIT ( HONS )	40	506	45
BA	ENGLISH ( HONOURS )	80	816	80
BA	EDUCATION (HONS)	80	804	80
BA	Bengali( Hons)	60	230	50
BSc	General course	50	716	50
BSc	Physics( Hons)	20	732	20
BSc	Mathematics ( Hons)	50	183	50
BSc	Chemistry ( Hons)	20	583	20

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1283	Nill	45	Nill	45

### 2.3 – Teaching - Learning Process

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



Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
45	40	9	3	5	3
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Although students mentoring system is not prevalent in a formal manner, keeping in view the diverse needs of students as well as the necessity of qualitative development of students, mentoring system on the following ways are put into practice 1. According to the IQAC and HoDs of the college, mentoring is essential for the 1st semester students who are unaware of the many things like the time of making registration, knowledge about the syllabi and features of semester system etc. Thus, total number of students in each subject is divided by the number of faculties in each subject becomes the student mentor ratio and each teacher keeps a direct contact with the such number of students arranged on the basis of roll number and each student from respective group in every subject contacts the faculty whenever s/he faces the problem. The mentor, if needed, talks with the HOD, office or the Principal as the case be. 2. Extra classes are arranged as per the demand of the students This is very much applicable for subjects having practicals. 3. It is fact that Departmental wall magazines are brought out by various departments in the college. Before the publication of departmental wall magazines, students lacking confidence on his writing and creative skill always seek the suggestions from the departmental faculties, who guide them properly and act as connoisseur. This in turn enables the students to express his/her literary talents and scientific temper. 4. Students are regularly groomed for the various competitions like speech competition, recitation, drama, essay and quiz competition. During these occasions, Drama, Debate and literary committee takes the proactive role of mentor and guide each and every student participating in the competition and improve the competitive mindset and temperament of such students. 5. Over the years Career Counseling Cell has been discharging the role of mentor. Students having passed the university examination seek suggestions and guidance on the next course of his/her future career. The HODs, faculties and member of career counseling feed the students on the right way and offer such suggestions amenable and suitable for the students as most of the faculties are aware of the strength and weakness of many students because of direct contact with the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2935	45	1:65

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

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

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr Arijit Das	Assistant Professor	Honorary Degree of Dr. of Science received from International Agency for Standard and Ratings
2019	Dr Snigdhatanu	Assistant	Sangeet Kala

	Banerjee.	Professor	Ratna received from Matri Udbodhan Ashram, Yarpur, Patna
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	Hons	6th	16/10/2020	11/11/2020
BA	Hons	6th	16/10/2020	11/11/2020
BSc	Hons	6th	11/11/2020	11/11/2020
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per the rules of the affiliating University, namely, M.B.B University, continuous internal evaluations are done for the UG level students of Arts , Science and Commerce. Even though the college can do only little regarding procedures of internal examinations, etc., the college, however, has been emphasizing on the continuous evaluation system so as to promote attendance of students in the classrooms and promote punctuality, sincerity of students and performance in assignments, home works, etc and intending to enhance the quality in higher education of the state . Some of the noteworthy practices comprise the following : 1. Feedback from mentors in evaluation in areas of attendance , punctuality and discipline and academic performance in the classrooms are taken 2. Topic based quizzes, debates, discussions, questioning sessions are held/ organized for internal evaluation. 3. Curriculum based extempore speech is also organized to assess the communication skill of the students. 4. Language and communication skill are also tested before awarding internal assessment marks to the students through the above mentioned ways. 5. Major students are asked to present topics in a seminar like environment. Performances are recorded and evaluated. It may be mentioned that the Affiliating University has come into being in 2017 and it has straightway implemented CBCS Semester pattern for UG courses in the affiliating colleges as well as the continuous evaluation process for UG courses in 2017 . The college follows continuous evaluation of the students as sought by the university. The internal assessment is made an integral part of the CBCS pattern and 20 per cent marks are earmarked for the internal assessment such as assignments, VivaVoce, performance in Unit Tests, and also attendance ( 5 marks ) and entire response of the students in the class room during that particular semester period. The measures for internal evaluation taken at institutional level are as under: 1. Every department of the institution conducts some additional periodic Unit Tests though it is one unit test is compulsory in every subject. At the beginning of the academic session, every department prepares Departmental Academic Calendar for continuous internal evaluation. 2. Annual test examination is also conducted in the programs in which annual pattern of examination is followed for Three year Degree Programme under Tripura University. 3. Question answer method is used in the classrooms by the teachers as a part of continuous internal evaluation. Internal evaluation, sometimes if needed, is conducted by the teachers through oral practices in the class rooms. 4. In each subject like commerce, home assignments are given to the students as

a part of continuous internal evaluation process. 6. After the unit tests and annual test examinations, the answer sheets after evaluation are given to the students for the purpose of further improvement in the university examination.

The teachers make positive interactions with the slow as well as advanced learners for improving their academic performance in the university examination through the above activities thereby maintaining and enhancing Quality in higher education in the institution.

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

The IQAC of the college has played a prominent role in adhering to the institutional academic calendar for the conduct of continuous internal evaluation. The following measures are undertaken: 1. The IQAC of the college in every academic session prepares the academic calendar for the upcoming academic session. All the Heads of department are provided the institutional academic calendar to prepare departmental academic calendar. 2. In the departmental academic calendar, the schedule of internal evaluation for the academic session is planned. It is also conveyed to the students in the beginning of the session. 3. When the new students are admitted in the college, all the teachers are informed to make lists of slow learners and advanced learners on the basis of the score of percentage in their previous qualifying examination. This is also done after the teacher conducts the unit test at the beginning of the session. The encouragement is given to the teachers from the IQAC to assess the progression of the slow learners and the enrichment of the advanced learners from the continuous internal evaluation process. 4. The complete schedule for internal evaluation and the university examination is given in the institutional academic calendar. Every department prepares their departmental academic calendar in which nature of Unit tests and assignments are clearly mentioned and conveyed to the students. 5. The strict vigilance is maintained by the IQAC of the college led by the Principal regarding the adherence of the faculties to the departmental academic calendar with respect to the schedule of the internal evaluation and actual progress of internal evaluation by the departments. 6. The entire responsibility of conducting the internal examination and the works related to it, such as printing of the question papers and answer sheets, examination timetable, evaluation of the answer sheets by the respective teachers and these are handed over to examination committee in the college. The same committee makes planning to conduct the university examination as the college itself is one of the centres for the university examination. The institution has successfully adhered to the institutional academic calendar as well as the university academic calendar in order to make the process of internal academic evaluation more transparent and robust.

## 2.6 – Student Performance and Learning Outcomes

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

<http://bbmc.nic.in/node/431>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BCom	Pass	100	49	49
NA	BCom	Honours	29	14	48

NA	BSc	General	9	3	33
NA	BSc	Honours	56	37	66
NA	BA	Pass	533	240	45
NA	BA	Hons	273	206	75
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<http://bbmc.nic.in>. The filled in questionnaire are sent to the NIPEA , New Delhi for preparation of all India report .

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	0	0	0
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Sangeet Kala Ratna	Dr Snigdhatanu Banerjee	MATRI UDBODHAN ASHRAM, PATNA, BIHAR	16/07/2019	NATIONAL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Bengali	3	Nil
National	Chemistry	1	Nil
National	Mathematics	1	Nil
International	Chemistry	4	Nil
National	Commerce	6	Nil
<a href="#">View File</a>			

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

Department	Number of Publication
CHEMISTRY	2
Environment Science	1
Mathematics	1
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Ultrasonic assisted enhanced adsorption of methyl orange dye onto polyaniline polyaniline impregnated	Bhowmik, Kartick Lal	Ultrasonics Sonochemistry	2019	6.83	BIR BIKRAM MEMORIAL COLLEGE	Nil
Bimetallic and Trimetallic Cd(II) and Hg(II) Mixed-Ligand Complexes with 1,1-dicyanoethylene-2,2-dithiolate and Polyamines: Synthesis, Crystal structure, Hirshfeld	Arijit Das	Inorganica Chimica Acta, Elsevier	2020	0	BIR BIKRAM MEMORIAL COLLEGE	2

Surface analysis, and Antimicrobial study						
Bimetallic and Trimetallic Cd(II) and Hg(II) Mixed-Ligand Complexes with 1,1-dicyanoethylene-2,2-dithiolate and Polyamines: Synthesis, Crystal structure, Hirshfeld Surface analysis, and Antimicrobial study	Arijit Das	Inorganica Chimica Acta, Elsevier	2020	0	BIR BIKRAM MEMORIAL COLLEGE	2
Bimetallic and Trimetallic Cd(II) and Hg(II) Mixed-Ligand Complexes with 1,1-dicyanoethylene-2,2-dithiolate and Polyamines: Synthesis, Crystal structure, Hirshfeld Surface analysis, and Antimicrobial study	Arijit Das	Inorganica Chimica Acta, Elsevier	2020	0	BIR BIKRAM MEMORIAL COLLEGE	2
Bimetallic and Trimetallic Cd(II) and Hg(II) Mix	Arijit Das	Inorganica Chimica Acta, Elsevier	2020	0	BIR BIKRAM MEMORIAL COLLEGE	2

ed-Ligand Complexes with 1,1-dicyanoethylene-2,2-dithiolate and Polyamines: Synthesis, Crystal structure, Hirshfeld Surface analysis, and Antimicrobial study						
<a href="#">View File</a>						

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nil	Nil	Nil	0
No file uploaded.						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	17	3	12
Presented papers	Nil	1	Nil	Nil
Resource persons	Nil	1	Nil	Nil
<a href="#">View File</a>				

## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness program on HIV/AIDS	Tripura State AIDS Control Society	1	50
PILOT SURVEY ON STUDENTS SATISFACTION SURVEY	NIPEA	3	30
Health camp	Department of Youth Affairs and Sports , Government of Tripura	3	20

Awareness programme Campaign on ill effects of Firecracker	Tripura State Pollution Control Board	2	30
Blood Donation	NCC	29	45
Tree Plantation	NCC with BBM College	35	18
International Yoga Day	NCC	2	20
A door-to-door campaign on water conservation, under Jal Shakti Abhiyan , has been conducted by the volunteers of NSS Unit of the college on 19th September 2019	NSS and NCC	8	30
distributed masks and soaps to the economically poor households of Nepali Para Village (adopted by the college	NSS	7	20

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Swachh Bharat Summer Intership	Cash AWARD OF RS 20000	MHRD	1
Debate Competition At The Event Of Celebration Of International Women's Day	2nd Prize	Social Welfare And Social Education Department, Tripura State Government	1
Speech Competition On Celebration Of 125th Anniversary Of Chicago Speech	3rd Prize	Vivekananda Kendra, Kanyakumari And Tripura State Government	1
DEBATE COMPETITION ON SHYAMAPRASAD MUKHERJEE	2ND PRIZE	DEPARTMENT OF INFORMATION AND CULTURAL AFFAIRS , GOVERNMENT OF TRIPURA	1
ESSAY COMPETITION ON ROAD SECURITY	3RD PRIZE	DEPARTMENT OF FACTORIES AND BOILERS ,	1



		GOVERNMENT OF TRIPURA	
State level NSS Awardee	Best Volunteer Award in the state	Tripura State NSS Cell , Government of Tripura	5
Republic Day Celebration in New Delhi in 2019	Selected from the state in New Delhi for Republic Day Parade in 2019	Government of Tripura	2
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Interaction On Engagement Of College Students In Teaching English At Schools	Department of Higher Education	Awareness programme	3	3
Inclusive Growth and Good Governance Through Cooperatives for Rural Prosperity,,	Department of Cooperation , Government of Tripura	Essay competition	2	3
Speech Competition On Celebration Of 125th Anniversary Of Chicago Speech	Vivekananda Kendra, Kanyakumari And Tripura State Government	Speech competition	2	2
Celebration Of International Women's Day	Social Welfare And Social Education Department, Tripura State Government	Debate competition	1	4
Universal Brotherhood Day	Vivekananda Society, Agartala	Quiz competition	1	8
Lecture on Deen Dayal Upadhaya	Department of Information and Cutlural Affairs , Government of Tripura	Debate competition	1	2
<a href="#">View File</a>				

### 3.5 – Collaborations

#### 3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Increasing the scientific temper of students	30	Tripura State Council for Science and Technology	1
Pilot Survey on Students satisfaction survey with NIPEA	30	Nil	1
Tripura State AIDS Control Society	30	Rs 4000	1

[View File](#)

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Nil	Nil	0

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
00	Nil	0	Nil

No file uploaded.

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
8876263	7572566

#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Campus Area	Existing
Class rooms	Existing
Classrooms with Wi-Fi OR LAN	Existing

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## 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Library Automation (including data entry)	Partially	1.0	2014

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	36837	1000000	71	12293	36908	10012293

[View File](#)

### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Null

No file uploaded.

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	48	1	1	2	1	6	4	10	0
Added	10	0	1	0	0	0	0	0	0
Total	58	1	2	2	1	6	4	10	0

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

10 MBPS/ GBPS

### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
00	<a href="#">00</a>

## 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical
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	facilities		facilities
1.5	1.45	1.7	1.67

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

Bir Birkam Memorial College Agartala is Government college. Procedures and policies for maintaining Physical, academic and sports facilities are governed by applicable government rules of Tripura as stipulated by Delegation Financial Power Rules , 2017 etc and other memorandum as published by Finance Department , Government of Tripura from time to time. As per norms , requisition are collected from different HODs/ Convener of different committees for furniture, equipment and chemicals and sports goods and books , computers and classroom furniture based on departmental requirement. Conveners of different committees like sports committee requisitions for sports goods, books by the Library committee and class room furniture and supporting infrastructure by the convener of Development committee of the college with the name of goods, equipment, sports goods etc and an estimate of fund required . Thereafter the principal sends budget proposal to the Department of Higher Education for the allocation of fund. Having received the fund, the Principal convenes a meeting of Lower Purchase Committee with the representatives of various departments/ conveners and resolves the policy of procuring the equipment , furniture , computers etc. The college authority generally procures the goods , articles , equipment through tender and quotations based on the necessity in each case. If the cost of goods is less than Rs 25000 in each case, the principal is authorized by the Delegation of Financial Power Rules ,2017 to procure the goods without tender or quotation. Otherwise through tender. Once the tender is floated mostly through the newspaper , the quotations received are processed through a tender / quotation evaluation committee formed by the principal and lowest rates quoted are determined and party quoting the lowest rates are given the supply order .as per the terms and conditions laid down in the tender within a specific time period. Having received the goods/ articles/ equipment etc . as per the supply order , the goods are received by stores section of college and these are recorded in the stores ledger of the college and later on the goods are verified by stores officer. Subsequently the respective goods/ articles and equipment etc are handed over to the department / section that requisitioned those goods. The requisitioning department/ section receives the goods and sign at the back of the invoices and certifies the bill specifying the fact that the goods are received in good condition and as per specification and returns the invoices / challan and bills to the stores section. The stores section later on the with the counter signature of stores officer engaged from an Assistant Professor of this college sends the bill to the Accounts section of the college for making the bill as per allocation available to the college and arranges the payment from to the party through Public Fund Management system to his/ her bank account. Movement of all stores are shown in the receipt side of stores ledger and handing over the articles are shown as issues with balance of stock clearly visible from stock

[www.bbmc.nic.in](http://www.bbmc.nic.in) ( Various resolutions of Lower purchase committee are available in college website for information )

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	ST/SC/OBC Post Metric Scholarship	1409	5684500

Financial Support from Other Sources			
a) National	ST /SC /OBC scholarship	1409	5684500
b)International	0	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
One week classroom presentation session of honours students	11/11/2019	250	Department of English, BBMC
A programme regarding Placement of students related to their future career	23/08/2019	200	Placement Cell, BBMC
Mentoring Programme	30/08/2019	150	M.B.B. University, Agartala
Lectures on the contribution of Iswar Chandra Vidyasagar on Society, Literature and Education	26/09/2019	225	BBMC/ Department of Bengali and Retired Professors of the college
One day seminar on skill development courses	22/11/2019	100	George Telegraph Training Institute, Agartala
Debate Competition held on the auspicious occasion of Gandhi Jayanti	02/10/2019	150	Directorate of Higher Education, Govt. of Tripura
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	0	Nil	Nil	Nil	Nil
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	7

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	Nil	Nil	TATA CONSULTANCY SERVICE	12	Nil
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.A (General)	Hindi	Tripura University	M.A in Hindi
2019	8	B.Com (General)	Commerce	Tripura University	M.Com
2019	1	B.Com (Hons)/Major	Commerce	Tripura University	MBA
2019	4	B.Com (Hons)/Major	Commerce	Tripura University	M.Com
2019	2	B.A General course	Music	Tripura University	B.Ed (Distance Mode through written test)
2019	2	BA (Hons)/Major	Sanskrit	Rashtriya Sanskrit Sansgthan	M.A in Sanskrit
2019	1	B.A (General)	Music	Tripura University	M. Music
2019	2	B.Sc (Hons)/Major	Mathematics	Tripura University	M.SC. in Mathematics
2019	3	B.A Hons/Major	Sanskrit	Tripura University	M.A in Sanskrit
2019	3	B.A Hons/Major	Economics	Tripura University	M.A in Economics
2019	5	B.A Hons/Major	Philosophy	Tripura University	M.A in Philosophy
2019	1	B.A Hons/Major	History	Tripura University	M.A in Liberal Arts

2019	5	B.A Hons/ Major	History	Tripura University	M.A in History
2019	12	BA Hons/ Major	Education	Tripura University	M.A in Education
2019	2	B.SC Hons / Major	Chemistry	ICFAI University, Agartala	M.SC in chemistry
2019	1	B.SC General	Chemistry	Tripura University	M.Sc in Chemistry
2019	1	B.SC Hons/ Major	Chemistry	NIT , Agartala	M.Sc in Chemistry
2019	5	B.SC Hons/ Major	Chemistry	Tripura University	M.Sc in Chemistry
2019	11	B.A Hons / Major	Bengali	Tripura University	M.A in Bengali ( Distance mode through Written test)
2019	5	B.A Hons / Major	English	IGNOU , Agartala Regional Office	M.A in English ( Distance mode)
2019	1	B.A Hons / Major	English	Barasat College , west Bengal	B.ED course
2019	1	B A Hons / Major	English	M.B.B University	M.A in English ( Regular)
2019	6	BA Hons / Major	English	Tripura University	MA in English ( Regular)
2019	8	BA Hons / Major programme	Bengali	Tripura university	MA in Bengali ( Regular mode)

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	Nill
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
State level NCC cultural Activites	State level	4
Participation in Road safety awareness run	state level	10

150th Birth Anniversary of Mahatma Gandhi	State level	70
Vanomathsav	College level	20
National Deworming Day	College level	10
State level Independence Day Parade	State level	8
Mega Blood Donation Camp	State level	10
Blood Donation Camp	college level	25
INTRA COLLEGE ANNUAL GAMES AND SPORTS	COLLEGE LEVEL	207
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	SILVER	National	1	1	1702AG04 0120	TANMOY DAS
2019	SILVER	National	1	1	1612019980	GOBINDA BHAUMIK
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is a provision for students council in the general degree colleges of Tripura. Elections as per norms are held once in a year . There is a specific guidelines for the election to students council and it provides for election of 18 office bearers and class representatives(CR) based on the number of students in each class subject to a minimum of one CR per class. Elections, if held , is conducted through secret ballot and the whole process of students council election gets completed within 15 days from the date of notification by Directorate of Higher Education on a single day across the state comprising 22 general degree colleges in Tripura. Students council always takes a proactive role in the academic as well as institutional development of the college. Without the active cooperation of students , the college authorities can hardly manage the smooth discharge of many academic activities of the college particularly during the period of admission of students to 1st semester classes. The students council take a leading role in various inter and intra college competitions irrespective of drama, sports and other literary and cultural activities of the college. Some of important cultural activities that the students council undertakes include Nabin Vidyarthi Baran Utsav, Celebration of Saraswati Puja etc. Students help the college administration in the maintenance of discipline, during the period of online filling up forms for registration , examination and online scholarship forms and quick dissemination of all important information on behalf of the college authority and extends unflinching support when any seminar and workshop or awareness programmes are carried out in the college. Students council helps the various HODs when departmental wall magazines are brought out. The representatives of students are ensured in various important committees of college like Discipline committee, IQAC, College placement cell, Internal Complaint Committee,



Admission Committee etc. As per the recent directives of Directorate of Higher Education, Government of Tripura, the representation of one member from students council / students is must in Development committee which looks into the various development activities of college with the fund collected from students @ Rs 100 per semester.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

212

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The institution has a statutory body for adequate democratic functioning in accordance with the vision of the institution. 1. The vision of the institution is to become a model institution rooted in traditional values with global perspective while competently serving to the academic necessity of Tripura. The ultimate aim is inclusive education, to inculcate highest human values and professionalism among its students so that they become intellectually competent, morally upright and sensitive to the needs of the society in particular and the humanity as a whole. As per the recent directive of the Department of higher education and Delegation of Financial rules 2017, Government of Tripura, University Grants Commission, every college should form an Academic Committee, Lower Purchase Committee, College Development Committee, College Placement Cell, RUSA committee Internal complaint committee while the formation of Internal Quality Assurance Cell is must within the ambit of National Assessment and Accreditation Council. The management of B.B.Memorial College is no exception to it. Besides the aforesaid committees, the college has a Teachers' council elected by faculties of the college, that takes a pivotal role and helps the Principal in the day to day management of the college. With a view to achieving the goals and missions of the institution and smooth conduct of normal activities in the college, the various committees are constituted in the Teachers' council where the Principal is president of the council. All committees are headed by a convener and joint convener with some members nominated in the committee for a specific purpose. All committees are entrusted with necessary authority by the principal barring the financial power. However, in most of the cases, the principal agrees to the proposal of various committee including the budget as proposed by the committee unless such proposals are not inhibited by the financial power rules. All important decisions whether financial, academic and administrative matters are discussed at the appropriate committees and decisions are taken based on decentralization and participative management basis. College Development Committee (CDC) decides all development matters of college and the amount collected @ Rs 100 from each student at the time of admission is spent on the basis of approval of the

committee. Examination committee is the supreme as regards the conduct of internal and university level examinations including the examinations likely to be conducted in the college on behalf of Tripura Public Service Commission , Tripura Teachers' Recruitment Board and etc. . The IQAC chalks out the perspective plan of the institution for every academic year and recommend to the statutory body Teachers' council for its approval and implementation. RUSA committee has been implementing the fund received from RUSA and developed some infrastructure in the college. Admission committee of the college is facilitating the admission of students to 1st semester classes based on decentralized management principle. The above account best exemplify the practices of decentralized and participatory management in the college

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	Efforts are being made to make an interaction with the company. Due to the presence of very limited industries in the state , there is a very scarce opportunity regarding such interaction with the industries. Placement cell is formed and all kinds of help sought by different agencies regarding the placement of students in different companies/enterprises whenever contacted are complied with for which one member of the Placement cell named Dr Banti Ganguly , Assistant Professor in Chemistry is entrusted with the task.
Curriculum Development	As the institution runs the programmes in humanities, social science and basic science subjects at UG level, mostly the curriculum itself emphasizes on the learning of human values. Apart from the core courses, the institution conducts the courses and programmes to address the issues of Gender, Environment and sustainability, Human Values and Professional ethics. 1. Gender Sensitization: The institution is a coeducation institution and the girls are less/ minority compared to the number of boys. Thus sensitizing the students about gender equality and gender discrimination is unavoidable necessity for which the women's Cell of the institution has conducted some programs during the last one year. 2. Environmental Studies: Environment Studies is one of the compulsory subjects taught in 1st semester of the

degree courses focusing on environmental pollution, protection of environment, global warming, deforestation, water conservation, nonconventional energy production, etc . 3. Human rights : It is also taught to the students in the sixth semester classes and makes the students aware about the right to life.

Teaching and Learning

Since its inception the IQAC has been playing a crucial role in the development of teaching and learning processes of the college. IQAC of the college has taken the following steps basically for teachers and students:  
 For faculty: 1. The IQAC encourages and helps faculty members to undertake research keeping in mind the benefit of the society at large, the students and the college. 2. Encouraging faculty members to have extensive use of ICT in teaching and learning. 3. Preparing academic calendar to apprise all concerned about examination schedules, teaching days, important celebrations, declaration of results as per University schedule, holidays, vacations, etc. 4. Preparing feedback format and collecting report from all stakeholders. 5. Organizing student centric activities and programmes 6 Preparation of Teachers' Diary and format for self appraisal of teachers  
 For students: The IQAC has been 1. Organizing events/programmes for students keeping in mind the specific and general needs of the students. 2. Monitoring the progress of students over the years/semesters 3. Analyzing examination results and apprising the parents/guardians .

Examination and Evaluation

As a part of the continuous evaluation process, students were given Objective Type and Multiple Choice Questions. Open Quiz Programmes were also organized to bring about a change in Examination and Evaluation. As per the norms of M.B.B University, the college has to arrange one internal examination according to convenience and methods the college desires besides the term end examination conducted by the university. It needs to be mentioned that only 20 marks are meant for internal examination while 80 marks are earmarked for term end examination and the evaluation of answerscripts for

the term end examination is conducted by university at its own center . Broadly speaking , the college has been implementing the following practices relating to Continuous Internal Evaluation for the students

1. Feedback from mentors regarding evaluation is collected emphasizing on attendance, punctuality, sincerity and performance in assignments, home works, etc.
2. Topic based quizzes, debates, discussions, questioning sessions are held/ organized for internal evaluation.
3. Curriculum based extempore speech is also organized to assess the communication skill of the students
4. Language and communication skill are also tested before awarding internal assessment marks to the students through the above mentioned programmes.
5. Major students are asked to present topics in a seminar like environment. Performance is recorded and evaluated.
6. Internal assessment marks are displayed in the general/departmental notice boards.

Research and Development

At the very outset , it needs to be mentioned that present academic ambience does not allow the faculties to be deeply involved in research because of work load , lack of adequate research facilities, laboratory set up and lack of flow of funds. However , faculties are undertaking some minor research projects as available from the UGC, DST and ICSSR . At present there 5 faculties who have got their Minor research projects from the UGC and these are on the verge of completion. Besides , some faculties are doing some research work in their individual capacity for which the college authority always extends necessary support .

Library, ICT and Physical Infrastructure / Instrumentation

The college has a very good library which is only specious but it has large collection of books more than 41000 books. Every year some books are purchased . Some rare collections are there and the subscription to INFLIBNET is made. The library has a e corner with 6 computers linked with internet and the students may access the internet. Library is automated . ICT infrastructure is good and the college has about 54 computers with one computer lab . The whole office work is

computerized and emphasis is given on e office system. Most of the communications with the faculties and higher education department is done through emails. Besides the salary of all staff is on PFMS basis. The college has adequate number of class rooms, girls common room , one conference hall, Boys Common Room , One playground, One canteen , cycle stand etc. Laboratories of science department and Music department has adequate instruments and Xerox machines are available in office , professors common room , examination room , accounts section of the college. The college always emphasizes on the need of developing of adequate physical facilities and best utilization of existing available resources.

**Human Resource Management**

At present the college has 75 regular faculties besides there are 30 nonteaching staff( support staff. Out of the 75 faculties , 45 are permanent and regular faculties drawing salary while 30 faculties are guest lecturers engaged on yearly contract of a maximum 180 class @ Rs 400 per class. The college authority based on demand of the Heads of different departments and number of unattended classes in respective department gives requisition to the higher authority for the sanction of Guest lecturers and the higher authority thereafter sanctions the adequate number of GL and earmarks fund. Based on the sanction of posts , the college authority engages the faculty as per eligibility norms of UGC through a notice circulated in 5 ( five ) local dailies .

**Admission of Students**

Admission of students is administered based on merit strictly and applications are invited through publication of notice by the department of Higher education , Government of Tripura. There is reservation of 31 seats for ST and 17 for the SC students of this state. Generally lists of candidates selected for admission to 1st semester classes and those in waiting list are published and admission period comprises 15 days. As many as 1283 students are admitted to 1st semester classes in various programmes.

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

E-governance area	Details
Examination	Under Tripura university/ M.B.B University , examination related correspondences including of the payment of fee , generation of admit cards are brought under e governance. Thus the college is bound to follow the same.
Planning and Development	All plans relating to future planning and development as envisaged in RUSA scheme are being implemented through e governance
Administration	Important correspondences with the higher authority and the faculties and even with some private parties are done through e mode.
Finance and Accounts	Salary bill and personal bills of faculties and staff like reimbursement of medical bill/ TA bill or payment of government fund are being done through PFMS mode for which compliance of e governance is must.
Student Admission and Support	All admission matters right from declaration of list of students and necessary notification and registration of students are based on e governance mode.

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	000	00	00	Nill
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	00	00	Nill	Nill	Nill	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Mentoring Skill	1	05/08/2019	07/08/2019	3
<a href="#">View File</a>				

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
YES	YES	YES

**6.4 – Financial Management and Resource Mobilization**

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

Bir Bikram Memorial College is a government Institution. Internal Audit is carried out by Department of Audit , Finance Department , Government of Tripura from time to time. An Internal Financial Audit was carried out by the Directorate of Audit, Finance Department, Government of Tripura in 2018. The Auditor's Report thereon reveals no major objections or contrast. However, upon few minor discrepancies, the Head of the Institution was requested to take necessary actions. Thereafter no Financial Audit has been done so far. Besides , the college keeps the records of finance and accounts in computers for transparent functioning under Accounts department of the college. Store and library verification are done at regular intervals. Departments maintain stock registers of laboratory equipment and chemicals. Library registers of Departmental Library are maintained by the Head /Incharge of the departments. Stock verification is also done by college from time to time. With a view to bringing transparency in the stock record registers and regularizing the records of stores , One Stores officer in the rank of an Assistant Professor is also engaged . External audit as desired by Controller and Auditor General (CAG) is done at regular intervals. Resource Mobilization Policy depends on the nature of developmental plans and the needs of the college. The college is fully funded by the Department of Higher Education, Government of Tripura. The principal sources of fund for the college in 201920 are State Government Budget and RUSA fund .Besides some fund is collected from the students as, admission fees , university exam fees , college examination fees and other fees for social functions, nabin baran festival for the freshers etc. The utilization of funds is ensured as per government rules and regulations. Admission fees collected from the students and these are deposited to the government . A part of university examination fees is retained by the college and used during the university examinations for procuring the stationery, supply materials , purchase of Xerox and computer inks etc. Different committees and cells constituted in the college give their opinions for optimum utilization of funds for the interest of the students, staffs and development of the college. All purchases above Rs 25000 are made following the norms of Delegation of Financial Power Rules , 2017 for which either tenders are floated or quotations obtained or at GeM rates depending the need of the college. With a view to administering the expenditures in right way, a lower purchase committee is constituted in the college while Development Committee takes a pivotal role in

developmental expenditures and day to day maintenance of the college including the minor repairs of physical facilities available , Jungle cutting and fitting and fixing the infrastructure of the college.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Students	321200	For college development
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

1329540
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Nil	Nil
Administrative	Yes	Directorate of Audit , Government of Tripura	No	Nil

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

1 Parents of the poor performing students had been called and they are accordingly informed. 2. About 50 guardians of the poor performing students met the principal and assured that they would monitor and supervise the academic activities in the college . 3. Results of the students whose parents turned up and met the college authority are reported to be good and disclosed by some students. 3. The below par attendance of students have dramatically improved after the meet of the parents .and even the results of such students .

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

1 Training is arranged for two office staff on the PFMS and treasury related issues so that the office work functions properly. 2. Accounts training programme 3. Training on e tendering process/ e procurement and Financial Management 4

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

1. Introduction of PG courses in the college. M.B.B. university has already accorded permission to the college for the commencing PG courses in three subjects and the ball now lies with the state government for its approval 2. Introduction of Integrated Teacher Education Programme (ITEP) at the college. Both the state government and M.B.B University have accepted and approved the course but it is pending approval from National Council for Teacher Education ( NCTE) for which online application is already submitted by the college complying all rules and regulations of NCTE on 30/7/2019. 3. A network is established with a Panchayat ( village community ) and it has strengthened its activities in the local area. 4. IQAC is reinvigorated with some new members and it has been strictly monitoring the teaching learning process , collecting feedback from students and analyzing the same.

6.5.5 – Internal Quality Assurance System Details



a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Induction programme	19/08/2019	27/08/2019	27/08/2019	250
2019	Jal Shakti Abhijan	31/08/2019	06/09/2019	06/09/2019	200
2019	Seminar of Vidyasagar	26/09/2019	26/09/2019	26/09/2019	100
2020	UGC sponsored National Seminar "on Contemporary issues in banking in India"	18/02/2020	18/01/2020	18/01/2020	75
2019	Celebrated "Constitution Day" and National Campaign for creating awareness about the "Fundamental Duties" as part of 70 <sup>th</sup> Anniversary of adoption of the Constitution of India was also made.	26/01/2020	26/01/2020	26/01/2020	200
2019	One day seminar on skill development courses	22/11/2020	22/11/2020	22/11/2020	100

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the	Period from	Period To	Number of Participants
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programme				
			Female	Male
0	Nil	Nil	Nil	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
<p>On 6th September 2019, Jal Shakti Team of Bir Bikram Memorial College organized an Awareness Campaign on Water Conservation under the Prime Minister's Water Conservation Campaign Jal Shakti Abhiyan, in collaboration with Department of Environmental Science and N.S.S Unit of Bir Bikram Memorial College, Agartala. With water crisis being rampant in many parts of India due to lack of adequate rainfall, depletion of groundwater and scorching heat, Union Ministry of Jalshakti introduced an Awareness Campaign on Water Conservation which is known as Jal Shakti Abhiyan. Inspired by the Hon'ble Prime Minister's impetus on Jal Sanchay, the Jal Shakti Abhiyan is a time-bound mission-mode water conservation campaign. A door-to-door campaign on water conservation, under Jal Shakti Abhiyan, has been conducted by the volunteers of NSS Unit of the college on 19th September 2019. The team visited a good number of households in the village (Nepali Para), and made the residents aware of various readily available techniques of water conservation. The cadets of NCC wing of the college also joined the team and made the endeavour, a success. An initiative has been taken by NSS Unit of the college to prepare a garden in front of academic building, for the purpose of campus beautification. H</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Provision for lift	Yes	150
Ramp/Rails	Yes	100

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	29/04/2020	1	distributed masks and soaps to the economically poor households of Nepali Para Village (adopted by the college) under Mal oynagar	Awareness to Covid 19	20

					Gram Panc hayat.		
2020	1	1	04/06/2020	1	Relief has been distributed to economically poor households of adopted village during lockdown due to Corona virus pandemic	Relief distribution	25

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for the students	01/07/2019	Code of conduct for the students is published by the college and it is distributed free to the students at the time of admission to 1st semester students what to do and what not to do by each students so that they may have birds eye view on the institution on the 1st day of the college. It makes a student aware on the rights and duties of a college student. In a nutshell , it makes the college life a student very easy going if he/she goes through the rules and regulation .

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebrated "Constitution Day" and National Campaign for creating awareness about the "Fundamental Duties" as part of 70 th Anniversary of adoption of the Constitution of India was also	26/01/2020	26/01/2020	200

made.

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1 Green landscaping. 2. Rain water harvesting. 3. Energy conservation. 4. Plastic free campus. 5. Solid waste management and liquid waste management with e waste management . 6. Observed Vanomohatsob

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

**Best Practice -1** 1. Encouraging Students' Participatory Activities Goal: Goals of this Practice are to facilitate students a varied and veritable exposure to external resources and platforms, to give space for students' potentials and to hone their skills. Context: An effective Teaching-Learning process entails adoption and implementation of more and more students' participatory mode. This institution embraces the notion and consciously attempts to encourage students' involvement in participatory activities. Practice: Students are informed and encouraged for participation in various programmes and activities like classroom seminar presentation, workshop participation, participation in various national/state level and cultural celebrations, participation in Career/Placement related skill-development awareness programmes, preparation and publication of wall magazine etc. has remained a distinguished feature of this academic institution for the session 2019-2020. Evidence of Success: Problems Encountered: This institution is home to a great number of students. At times it becomes difficult to cater required attention to all the students. The practice of involving students in participatory activities has not been a 100 percent due to tight schedule of traditional classroom teaching process in semester system which we cannot but avoid. Another constraint remains that being a government institution, the institution stumbles at points where organizing/hosting participation-based programmes requires funding. **BEST PRACTICE-2** Regular transmission of all academic and administrative information related to stakeholders' interest. Goal: Goals of this Practice are to facilitate all stakeholders of this institution a varied and veritable exposure to internal and external information, to give space for student related notices, orders and instructions, and to showcase extraordinary achievements of the students in various fields. Context: A well-organized and regular system of transmission of important information positively marks the note of transparency and fastness in communication which is an essential feature of an educational institution. Practice: All important notices pertaining to admission, registration, examination and academic results, notice on organizing various programmes, Departmental notifications, orders etc. are well circulated and displayed in college website, students' notice board, staffroom notice board, different students' and employees' Whatsapp groups and, if necessary, in local dailies for wider circulation and transparency Evidence of Success: It requires hardly any effort to realize that regular and timely transmission of important information is clue to functioning of an institution. The internet based communication system became a wonderful platform facilitating students, administration and teachers remain in constant touch. The unprecedented "ONLINE MODE EXAMINATIONS" for 2019-20 was made possible only because of this. Besides, administrative orders, notices and directives reached the employees/teachers in time during this period accelerating necessary action or execution of the same. Problems Encountered: As such no great difficulties were faced in continuing this practice.

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

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision of the institution is to become a model institution rooted in traditional values with global perspective while competently serving to the academic necessity of Tripura. The ultimate aim is inclusive education, to inculcate highest human values and professionalism among its students so that they become intellectually competent, morally upright and sensitive to the needs of the society in particular and the humanity as a whole. The central emphasis of college authority is the inclusive education and make the students responsible citizen of the country with a human face. The role of faculties , principal and office staff and other stakeholders are ingrained in this manner and all are committed to meeting the academic interests of students on priority basis. Emphases are on all round development of students. Right from creating an ambience of quality education in the different programmes introduced in the college, emphases are given on co curricular and extracurricular activities .

Debates and literary activities , boosting self confidence and personal development buttressed by efforts on increasing the skill of students are given proportionate weightage so that students become true human being. Showing respect to teachers, understanding the essence of discipline , punctuality and rule of life and caring elderly , aged , underprivileged section are also being imbibed to the students through special campaigns propagated by the NSS . The students could learn to believe that there is no substitute to relentless effort which is the bedrock of success . Nothing can be gained without sustained efforts and no work is less abortive if it involves an honest cent per cent endeavour. Thus students should never be disappointed with the end result for his/ her tireless efforts. Hardly all experiments bear fruit at maiden attempt for which fathomless efforts are the impeccable choices. This country is proud of own culture and civilization and Tripura is no exception to it. Its history is chequered with many glories of royals ruled the state till October 1949. The tumultuous events occurred after the sudden death of Maharaja Bir Bikram Manikya brought a gloomy fate in the boundaries of the state causing the loss of chaklaroshnabad , the most fertile and revenue earning landscape and rendered this part of land a geographically isolated due to loss of railway connectivity to erstwhile East Pakistan or now Bangladesh. But the students are not abreast of many things and even so called history textbooks do hardly . History , culture and own language are sitting at the back of their mindset. With a view to reviving the old culture and making known the true history of the state , long journey is awaited. Most of students in this college are also not aware of the real history. On the contrary to it , this college , over the last two years, is trying its best to unfold the many facets of glorious past remained in obscurity led by the Department of History in particular.

Provide the weblink of the institution

<http://bbmc.nic.in/node/433>

### 8.Future Plans of Actions for Next Academic Year

1I Introduction of Integrated Teacher Education Programme at the college in one of the future plans. Necessary online application in respect of the approval of the course in already submitted to National Council for Teacher Education in July , 2019 . Both Directorate of Higher Education , Government of Tripura and Maharaja Bir Bikram University has accorded approval in respect of 5 year integrated course in Teacher Education . The college has adequate number of classrooms and other infrastructure for the introduction of this course and the intake capacity of students is proposed as 100. If NCTE accords approval , the

college may start the course in the coming academic session . 2. As a part of the recommendation of NAAC Peer team visited the college on 7th and 8th May, 2018, the college authority has proposed to Maharaja Bir Bikram University for according permission for introduction of some PG courses in the college. It is worth mentioning that the affiliating university has agreed in principle to allow the college run PG courses in three subjects mainly commerce, History and Education vide its letter No F 15(17) /MBBU/Academic / New PG courses /2018 /417080 dated March 2019 vide the minutes of the second Meeting of the committee constituted by the Maharaja Bir Bikram University council from the academic session 2020 21 . The minutes is already placed by the university to the Department of Higher Education , Government of Tripura for which the placement of at least six faculties are important. The matter is under active consideration of the government . Once the Government of Tripura grants 'go ahead' signal , the college authority may introduce at least one PG courses out of the three already proposed. 3 The Bir Bikram Memorial College, Agartala had been established as an Evening college in September 19 , 1969 and accordingly 2019 is the golden jubilee year of its establishment. With a view to making the 'Golder Jubilee year' a memorable and historic one, the Teachers' Council of the college has unanimously resolved to celebrate the year in a befitting manner for which a committee under the leadership of Principal and the secretary Teachers' council is formed . The council has resolved to invite all alumnus for a meeting in third week of September , 2019 and form a joint committee for formulating a comprehensive annual programme across the year . The decision of Teachers' Council is also brought to the notice of government of Tripura for the allocation of special fund to commemorate the golden jubilee year. 4 Extension of girls' common room and refurbishing the Boys' Common Room and remodeling of the Chemistry department are also in the agenda from the RUSA fund as available under 3rd installment infrastructure grant. 5. Lack of adequate potable water is common problem in all parts of the country. This college is not different from it . To address this issue it is resolved to establish some more water purifiers with water coolers.