



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVERNMENT DEGREE COLLEGE KHUMULWNG

**GOVERNMENT DEGREE COLLEGE, KHUMULWNG, TTAADC HEADQUARTER,
JIRANIA, WEST TRIPURA-799045**

799045

www.khumulwngcollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government Degree College, Khumulwng, established in 2007, is a premier institute of higher learning registered under 2f & 12B of UGC Act 1956 and functioning under the Department of Higher Education, Government of Tripura. The College has a sprawling campus of 8.56 acres of land. This centre of higher learning has been making, since its inception, steady efforts towards illumination of the young minds through transmission of inclusive education and inculcation of supreme human values in allegiance to the ennobling concept of Man-Making education as enunciated by Swami Vivekananda. The College is affiliated to Tripura University (A Central University). It is located in the Tripura Tribal Areas Autonomous District Council (TTAADC) headquarters under Jirania Sub- Division, West district of Tripura. The College has been shifted from its old campus to the new academic campus in November 2019. The College embodies an aspiration of the locality for approaching the benchmarks of development through education which constitutes the matrix of progress in every age and clime. The college is one of the higher educational institutes operating within the radius of TTAADC headquarters besides Polytechnic College, Industrial Training Institute and other higher secondary schools.

Government Degree College, Khumulwng, is a Co-educational institute which operates under the Directorate of Higher Education, Government of Tripura. The College presently offers B.A Honours in Political Science, History, Bengali, Education, and English besides B.A General Courses in subjects mentioned above along with other elective subjects such as Philosophy, Hindi, and Kokborok,. The College also offers Foundational courses in English, Bengali, Kokborok, Heritage and Culture, Computer Skills, Environmental Studies and Public Administration besides soft skill courses in Human Rights and Gender Studies, Constitution of India & Planning and Disaster Management.

Vision

“Reaching Education to the unreachable and transforming society”

Mission

The College aims to:

1. Provide the basic needs of higher education to all by guiding especially to the educationally and economically backward sections of the society.
2. Nurture the students’ personality and making them a responsible citizen.
3. Seek the value of Quality education (Higher) to meet today’s global challenges.
4. Inculcate moral ethics; promote fraternity and humanism amongst the students.
5. Contribute to the nation-building process through all possible means.
6. Induce scientific temperament in the students enabling them to think logically and critically.
7. Uphold Patriotism and sensitizing on our rich history, cultural diversity and thereby promoting unity in diversity.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Government Degree College, Khumulwng possesses:

1. Separate building blocks for Administrative and Academic purposes.
2. Democratic and Dynamic leadership: The Principal undertakes all vital decisions with the consent of the Teachers' Council and ministerial staff.
3. Existence of Distance Education Centre under Tripura University (Central): The College began imparting Education in Distance mode since 2013 and has been successful in this mission.
4. Large number of students' enrolment every year.
5. Existence of Girls' hostel for students belonging to Scheduled Tribe (ST) community: The Hostel was established in 2016 with fifty (50) intake capacity. Basically, the Hostel is provided to the ST students of poor income group and those who hail from distant places.
6. Active participation of NSS and NCC units in promoting social responsibility among the students.
7. Active students' Union Council: Conducting any programme in the College is impossible without the assistance of the Students Council members. Thus, they play a vital role.
8. Existence of a mixed culture among students and staff of the College – something conducive to the spirit of 'Unity in Diversity' which is the cultural insignia of India.
9. Achievements in games and sports: The College is proud to show its achievements in Games and sports as it has good records.
10. Financial support to the students is provided through various scholarship schemes of the State and the Central government as advertised through National Scholarship Portal. Scholarships are provided to all categories of students.
11. Improved academic results of students compared to the overall performances of students in the university examination(s) across the state.
12. Preservation of trees and maintenance of cleanliness in the College campus.
13. A library with more than 7000 textbooks and reference books.
14. ICT enabled Classroom.
15. Proficient students in co-curricular activities.

Institutional Weakness

The Institutional weaknesses are:

1. Limited opportunity for research.
2. Paucity of funds.
3. Absence of Boys' hostel.
4. Absence of Science and Commerce streams.
5. No auditorium hall.
6. Absence of Boundary Wall.

Institutional Opportunity

The institution has the potential to create opportunities in:

1. Support and collaboration from the community and other institutions.
2. Continuous support from Government (Department of Higher Education).
3. Facility for professional development of the faculty members from Tripura University, NIT and NIELIT.
4. Making it a clean and green college.
5. To enhance research activities.
6. To introduce vocational/skill development courses.
7. To set up more smart class rooms.
8. To organize national/international seminars/conferences.
9. To avail eco- friendly renewable energy resources; like the usage of solar power and rain water harvesting and so on.
10. Availability of ample space in the campus for constructions as a part of providing new infrastructure to accommodate new programmes in future.
11. Opportunities to attend faculty development programmes like Orientation and Refresher courses etc.
12. Opportunities of pursuing Ph.D. degree from different universities as per government rules.

Institutional Challenge

The institution is challenged by:

1. Poor socio-economic condition of the students: Maximum number of students belongs to the low income group, Below Poverty Line (BPL) category.
2. Gap of teachers-students ratio: Due to shortages in faculty strength, the ratio has been high with the increasing intake capacity of the students.
3. Dearth of Computers: The number of computers to the total strength of students is highly disproportionate.
4. Limited and expensive transportation facility.
5. Employment oriented education.
6. Inadequate flow of funds.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College is permanently affiliated to Tripura University (Central). The institution adopts curriculum and conduct examinations according to the guidelines prescribed by the Tripura University. However, the college gives due attention to value based education so that the students can acquire knowledge with inculcated human values.

The goal of the college is to provide quality education by maintaining the principles of equity and freedom so as to produce competent, morally upright and socially committed citizens of the nation. The College has adopted advanced methods of teaching and learning with the implementation of ICT in teaching-learning process. Co-curricular and extracurricular activities are organized by the college to develop the sense of social responsibilities in the students.

Both the departmental action plans and the institutional action plan are prepared including curricular, co-curricular and extra-curricular activities at the beginning of each academic year. The action plans are evolved and developed by incorporating the activities proposed and outlined by the Tripura University in tandem with the Directorate of Higher Education (DHE), Government of Tripura.

The College has developed a sound mechanism to obtain feedback from the students by conducting sample questionnaires' survey among the students. The Students' Feedback Form is brought to the consideration of academic committee and IQAC and the outcomes/suggestions are implemented for a continuous improvement of the overall academic atmosphere of the college.

Teaching-learning and Evaluation

The traditional '**Chalk and Talk**' method is primarily used in teaching and learning besides the modern methodology of delivering lectures using LCD projectors in the college. The lecture topics are often provided well in advance before addressing the students. Curricular and extracurricular activities also involve seminars, workshops; debates, drama etc. which are regularly organized in the college.

Teaching, learning and evaluation form a continuous, tri-partite process which aims at not only the overall development of the students, but also a continuous improvement in the quality of teachers simultaneously. Publicity for admission process is made through prospectus and the college website. The Admission process is open to all eligible candidates. Due attention is given to physically challenged students and necessary support is provided for their comfort. Remedial coaching classes are a part of improvement programme for slow learners. The advanced learners are encouraged and motivated to study more sincerely by being provided with reference books and they are also suggested to use ICT in their learning process.

The principal monitors the progress of the academic activities in accordance with the academic calendar, teaching plan, the teachers' diaries from time to time with the help of the Heads in charge of departments.

As the college is managed by the Department of Higher Education, Govt. of Tripura, all the regular faculties are recruited by the said Department. Almost all teachers have got the opportunity to attend Orientation Programme[s] and Refresher Course[s]. Almost all the Assistant Professors have attended seminars, workshops and conferences organized by other institutions with due permission from /intimation to the parent body, ie, D.H.E Tripura. For the qualitative improvement of the teachers, the college has introduced evaluation of teachers by the students. To make the teaching, learning and evaluation process more effective and transparent, the administration, the IQAC and the academic coordinator and in-charges of all the departments, monitor progress (in different parameters) regularly and make arrangements whenever necessary.

Research, Innovations and Extension

As an undergraduate College and affiliated to the Tripura University (Central), the scope of research are limited. Nevertheless, the College has a research committee to monitor and address the issues of research. The college has recently organized departmental seminars in almost all the departments. It has successfully organized webinars on '*Online Teaching Assessment Tools*' by Department of Education, '*Ecocriticism*' by English Department and '*Role of Folktale and literature in North East India*' by Hindi Department during this ongoing Pandemic period. The College has launched a research journal named '**Khumulwng College Research Journal**' with ISBN number in 2016 with the aim to foster research activities. The Department of

Kokborok has also launched annual magazine named '**Khumulwng**' in January 2019 encouraging students to take up writings in the language. The College has also organized a series of 'Departmental Seminars' with the view to enable the students and faculties enriched their knowledge.

The scope of research for the students is restricted because the college is an undergraduate college. However, some quality research works are regularly published by some of the faculty members of the college in standard books as well as in several Journals of National and International repute. Moreover, a sizeable portion of the faculty members are undergoing PhD work. Some of them are engaged in Minor Research Projects funded by various governmental and non-governmental organizations. A good number of teachers regularly participate in Seminars, Workshops and Symposia etc. The institution organizes extension activities through NSS, NCC Cell etc.

Infrastructure and Learning Resources

The College campus has a sprawling total area of 8.56 acres of land in the panorama of ever increasing natural greenery. The college is housed with separate Administrative building and Academic Building. As it is a government college, the creation and enhancement of infrastructure solely depends upon the policies and financial supports of the Directorate of Higher Education, Govt. of Tripura. In Academic block, the College has adequate number of class rooms besides common rooms for both girls and boys and toilets at the end of each floor. In administrative block, there are rooms organizationally set up as Principal's Cabin, Office section, Staff room, NAAC & IQAC, Computer lab, library and reading room , Academic and Examination and so on. The College has installed CCTV surveillance Camera in both the administrative and academic blocks. The college also has a power backup facility, broadband with WLAN and Wi-Fi connectivity (for office use only). The College library consists of 7000 and above numbers of textbooks and references, although there is no separate building block for Library. Therefore, as far as the infrastructure and learning resources are concerned, the college has adequate infrastructural facilities although there are shortcomings to some extent.

Student Support and Progression

There are different types of stipends/scholarships offered to the students of all categories through DBT (Direct Benefit Transfer) and disbursed to students from time to time. Almost 100 percent of the students of all categories received financial assistances from the State and Central Government. The College also promotes NCC and NSS programmes. The College has an Alumni Association. The Alumni association meets once a year and discuss on the overall aspects in developing the College.

The College Grievance Redressal Cell and Sexual Harassment Prevention Committee keep a strict vigil. Although, no such cases have been reported till date.

Academic support to the students is provided with extra classes and remedial classes. The College in collaboration with National Institute of Electronics and Information Technology (NIELIT) have introduced a three months Course on Computer Concepts (CCC) free of cost to the STs, SCs since January 2019. In the past three years it has been observed that a good number of students have shown improvement in their performance in the University Examinations. It has also been reported that a good number of students have taken admission in pursuing higher studies either for Post-graduate (M.A) or B.Ed. courses in and outside the State. It has also been recorded that a good number of past pupils are employed in different departments of public and private sector. Therefore, it can be concluded that the students' progression to higher studies and employability is

remarkable.

Governance, Leadership and Management

As the College is a government institute, it follows the directives of Department of Higher Education, Government of Tripura, in respect of major policy decisions. However, as far as academic environment of the college is concerned, the authority and the faculty actively participate in the designing and implementation of any quality policy and plans conducive to the interest of the institution.

At the institutional level, the Principal is the academic and administrative Head of the institution who monitors all activities. The institution has an established IQAC. The IQAC has been able to initiate reformative process within the College, especially in the teaching-learning and evaluation practices. The College is managed through a democratic process of collective decision-making and participative management. Various committees are formed with faculty members and non-teaching staffs to fulfill the vision and mission of the institution. To maintain good governance in the institution, the Principal delegates' authority to the HOD's to chalk out various academic measures for an effective implementation of all programs.

The College is bound by the Right to Information Act and has a Public Information Officer to address all queries filed under the RTI. The Performance appraisal of the faculty is done as per the directions from the Directorate of Higher Education, Government of Tripura.

Institutional Values and Best Practices

The true purpose of education is not only to acquire the theoretical knowledge of the books, but also to imbibe the spirit of social responsibilities that entitle an individual to be a good citizen. Keeping this goal in mind, we promote 'man-making,' value-based education and try for the inculcation of the spirit of social responsibilities and good citizenship in the students.

The first Education Commission of India which is also known as Radhakrishnan Commission (1948), had given due attention to Research and allied issues while setting the aims and objectives of Higher Education. In India, Higher educational institutions are not only assigned with the duty of teaching, but also given the onus of igniting the spirit of research activities in teachers and scholars. Most of the research activities in India are either conducted by the Universities and/ or Colleges with infrastructural facilities.

The College has adopted **Social Awareness and Outreach programmes** as one of its first best practices and **Clean and Green campus and playing of National Anthem** as the second best practices with the aim to inculcate socio-cultural responsibility, empirical knowledge and experiences amongst the students. As the college is enriched with flora and fauna vegetation, it has taken initiative in plantation drive in beautifying the campus into clean and green. The college has also organized Swachha Bharat Abhiyan in and outside the campus promoting cleanliness within and outside the campus.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT DEGREE COLLEGE KHUMULWNG
Address	Government Degree College, Khumulwng, TTAADC Headquarter, Jirania, West Tripura-799045
City	Khumulwng
State	Tripura
Pin	799045
Website	www.khumulwngcollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Nityananda Das	0381-9436169246	9436169246	-	gdc_khumulwng@rediffmail.com
IQAC / CIQA coordinator	Daniel Debbarma	0381-7005242459	9436516757	-	danieldebbarma@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of establishment of the college	01-01-2007			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name		Document	
Tripura	Tripura University		View Document	
Details of UGC recognition				
Under Section	Date		View Document	
2f of UGC	04-07-2012		View Document	
12B of UGC	27-03-2017		View Document	
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Government Degree College, Khumulwng, TTAADC Headquarter, Jirania, West Tripura-799045	Rural	8.56	1627.628

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Political Science	36	class xii	English + Bengali	20	18
UG	BA,Education	36	class xii	English + Bengali	20	17
UG	BA,History	36	class xii	English + Bengali	20	18
UG	BA,Philosophy	36	class xii	English + Bengali	100	28
UG	BA,Bengali	36	class xii	Bengali	20	8
UG	BA,English	36	class xii	English	30	22
UG	BA,Hindi	36	class xii	Hindi	20	8
UG	BA,Kokborok	36	class xii	English + Bengali	400	285

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				10			
Recruited	0	0	0	0	1	1	0	2	6	3	0	9
Yet to Recruit	0				3				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						13
Recruited	10		3		0	13
Yet to Recruit						0
Sanctioned by the Management/Society or Other Authorized Bodies						0
Recruited	0		0		0	0
Yet to Recruit						0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	3	0	0	4
M.Phil.	0	0	0	0	1	0	0	0	0	1
PG	0	0	0	0	0	0	3	3	0	6

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

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

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	5		7		12

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	697	1	0	0	698
	Female	475	0	0	0	475
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	12	8	21	22
	Female	1	6	3	7
	Others	0	0	0	0
ST	Male	141	129	129	219
	Female	104	69	106	146
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
General	Male	25	16	26	57
	Female	10	3	10	24
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		293	231	295	475

Extended Profile

1 Program

1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
08	08	08	08	08
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
01	01	01	01	01

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
403	475	295	231	293
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
52	52	52	52	52

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
195	272	182	187	200

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
19	16	16	12	14

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
15	15	15	15	15

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 11**4.2****Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
4.99	2.25	3.14	8.45	12

4.3**Number of Computers****Response: 12****4.4****Total number of computers in the campus for academic purpose****Response: 07**

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Government Degree, Khumulwng established in 2007, is a Government Institution permanently affiliated to Tripura University (Central), hence the college follows the prescribed syllabus authorized by the University for undergraduate courses like Honours, general subjects as well as Foundation courses and soft skills.

1. The college is located in the headquarters of TTAADC, a tribal dominated area. Naturally, more than 80 percent of students of the college belong to STs (Scheduled Tribe) and the rest belongs to SCs, OBCs, UR, PWD and of course Religious Minorities.
2. On the eve of each semester, especially before the beginning of the first semester, an Induction programme is conducted among the fresher's addressing the structure of semester based undergraduate courses (Choice based credit system) through power point presentation.
3. Academic Committee consisting of the faculties prepares a master routine and an academic calendar which is being distributed among the departments before the beginning of each session.
4. Next to that, faculties of the department sit together to distribute the syllabus; classes are to be allotted through departmental routine, keeping in mind the faculties' teaching experience and specialization in the subjects.
5. Faculty members select the essential, available and prescribed books, reference books and other study materials for smooth conduction of classes, Guest faculties are recruited to conduct the curricular activities smoothly.
6. Faculties of the institution maintain the Teacher's Diary to execute the lesson plan in a systematic manner. The Principal, HoDs, IQAC and last but not the least Academic Committee of the College keep a regular vigil on the academia atmosphere of the College. The Principal and all the faculties use to evaluate the progression of the syllabus in a regular manner.
7. Internal tests comprising both written and viva along with group discussion are emphasized.
8. Question Banks covering all the subjects- Honours, General, Foundation Courses and soft skills along with multiple choice questions (MCQs) benefit the students in pursuing their studies with less difficulty.
9. Four languages are being taught in the College - Bengali, English, Hindi and Kokborok. Being a Scheduled Tribe dominated college; there is an enormous enrolment in Kokborok classes. Bengali and English both are the medium of instruction in general classes. English is the sole language in Foundation and soft skills classes.
10. Students are encouraged to visit the library on a regular basis for reading and taking notes from texts and reference books. Students are encouraged to borrow books-texts and references, to have a deeper understanding of the subjects beyond college hours.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Firstly, the Institution follows the official calendar prepared and published by the Department of Higher Education, Government of Tripura. In accordance to the official calendar, the institution prepares its own academic calendar in the beginning of the odd semester. The academic calendar contains the relevant information about the tentative days of normal classes held in a semester, the dates for internal examinations, tentative dates for Semester Examinations conducted by the Tripura University, including different programmes observed in the college, Holidays and vacations etc. As per the existing academic calendar, there are as many as 90 (ninety) classes which are generally conducted in every semester besides scheduled for Curricular, co-curricular and extension activities to be carried out in the college. The arrangements of internal examinations and End Semester Examinations are performed by the Examination Committee maintaining the Examination guidelines as prescribed by the Tripura University (Central).

The internal examinations/ assessments are basically conducted with the prior notification in advance. A total of 20 (Twenty) marks test is evaluated in a semester, 8 marks each for written and 4 marks each for viva-voce are conducted to both Honours and General curriculum. Internal tests are usually held twice in a semester. The remaining 80 (Eighty) marks examination is conducted in both odd and even semester. Besides, the departments also conduct class tests especially to the Major students with a view to examine their status in their understanding levels and improve further. Thus, internal evaluation is continuously carried out.

As per the schedule, the End Semester Examinations are conducted in the month of June and December, while Internal Assessments are conducted in February, April, August and October with Viva-voce.

The Institution basically commence with a new academic session from July to December (Odd semester) and January to June (Even semester) on every year. The Academic calendar is a record of dates and events planned and prepared for a year. It specifies the dates for the beginning of new session, routine classes, internal assessments and various other events and programmes to be conducted, observed in the Institution in a given year. Therefore, it specifies the dates for admissions, filing up examination forms, submission of fees, programmes to be organized etc.

According to the Tripura University Examination guidelines, it is mandatory for the 6th (sixth) semester students to prepare a project (80 marks) theory based on the topics of their own choices and submit within April. An internal assessments of 20 marks on the project is carried out along with presentation, viva-voce.

Therefore, the College adheres to the planned Academic calendar in continuously evaluating the internal assessments and prior notices are circulated if there are cases of unwanted circumstances such as Strikes, Bandhs, natural calamities etc. Hence, the Academic Calendar plays a vital role operating the College smoothly.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 01

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 1

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2019-20	2018-19	2017-18	2016-17	2015-16
01	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

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

Response: 0.45

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

2019-20	2018-19	2017-18	2016-17	2015-16
09	00	00	00	00

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

The concept of Gender Studies and Gender Equality are the integral parts of Human Rights. Being a Co-educational College, the College has ample opportunities of addressing such a vital issue of gender equality among the students. Human Rights and Gender studies are being taught as soft course in the 6th semester stressing on Religion, Caste, and Ethnic equality. Issues vulnerable to women such as Dowry problem, Female foeticide, infanticide, domestic violence are included and discussed in the classes. Besides, novels, poems, essays involving women causes are in the syllabus of Bengali, English, Hindi and Kokborok. The syllabi of Political Science Honours and general also deal with some topics of gender

issues.

International Womens Day (8th March) is being observed in a due manner every year. Teachers have their constant efforts to make an equal world of female and male. Environmental degradation, Global warming, pollution are the burning issues of today. The institution takes the responsibility of making the students well aware of environmental issues and overall sustainable development. Disaster Management as a part of Environmental sustainability has been included in the 6th semester syllabus indicating Hazards, Disaster and its management and planning with reference to Tripura.

The College has shifted to its new campus in November 2019, which is a truly environment friendly campus. It is a campus full of flora and fauna. It has almost 9 acres of land in its possession, consisting of huge bamboo bush, tapioca, teak, saal, and rubber forestry along with a small water body indicating the strong possibility of a sustainable development of environment in near future. The campus is a plastic free zone with a herbal garden, preservation of rain water is to be completed in the coming rainy season. World Environment Day (5th June) is observed every year with great pomp. Swachh Bharat Abhiyan, Van Maha utsav, college and community cleanliness campaign has been taken with all segments of the college along with N.S.S. Teachers also advise the students to switch off the lights, fans, etc when not in use. 'Save water and Earth'- has been the theme for promoting the essence of sustainable development.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**Response:** 46.4**1.3.3.1 Number of students undertaking project work/field work / internships**

Response: 187

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni****Response:** B. Any 3 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

- 1.Feedback collected, analysed and action taken and feedback available on website**
- 2.Feedback collected, analysed and action has been taken**
- 3.Feedback collected and analysed**
- 4.Feedback collected**
- 5. Feedback not collected**

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

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 76.07

2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
403	475	295	231	293

2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
500	500	400	400	400

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 53.08

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

2019-20	2018-19	2017-18	2016-17	2015-16
31	33	27	25	22

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

Upgrading the way of imparting knowledge to the students is done through class assessment and home assignment. After admission to the college, the college authority tries to assess the learning levels of the students. Generally, the merit list prepared by the college during admission to first semester is the reachable information to academic performance of the students and thus it is followed as the first indicator for assessing the learning levels of the students. This helps the faculty and college authority to develop the students from slow and advanced learners. Thereafter, students are again grouped into slow learners and advanced learners based on the performance, response, punctuality and personal interaction of students in the classroom.

Different strategies are adopted for slow and advanced learners. Both the groups are provided necessary supports by our faculty. For slow learners, special classes, remedial and tutorial classes are arranged and important concepts are discussed. Besides, slow learners who need additional help are also given some remedial classes, suggestive questions and question bank. The question of previous years are discussed with them and solved so that they comprehend the pattern of the university question papers themselves. They are also encouraged to study in the common room to utilize their time in the college. The advanced learners are recommended some additional books. The entire possible questions are discussed with them and they are encouraged to prepare the answers to the questions on their own and then required feedbacks are given for further improvements. They are asked to use the library extensively to satisfy their queries. Advanced learners are also given various leadership roles in the college. Advanced learners also act as ambassadors for the college and represent the college in various competitions like debate, quiz, extempore speech etc in College and University level. They are asked to anchor various programmes held in the college like Fresher's social meet, literary talks and participate in departmental seminars as speakers etc. All the students are encouraged to share their learning books, and study material with each other. Students are requested to contact their faculty so that they can access the teachers anytime they required and ask for specific help and support. Whatsapp groups are also created on department wise to share their knowledge and ideas among themselves.

Thus, the institution adheres to guide both the slow and advanced learners with the objective to improve the student's personality, career opportunities with the hope to see them as nation builders and leaders in the coming days.

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

Response: 21:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

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

Response:

Generally, College uses different methods of learning for the students such as classroom interaction, group discussion, class test, and special class i.e. tutorial classes/ remedial classes. Other than that, organizing seminar, project works, assignment, departmental wall magazine, discussion about subject related topic, question bank, lesson plan analysis and interacting quiz are also held for teacher-students interactions.

Learning facilities for the students like smart classroom, literary with sufficient books and reading room are also provided by the college. The examination committee conduct two internal assessments per semesters as per Tripura University rules. They always interact with the teachers for examination preparation. Teachers help them by giving them required study materials for preparing themselves for the examination and assignment. More than that they also avail facilities of collecting sufficient books from library.

Preparation of individual projects is compulsory for all the Sixth semester students, which are guided by the teachers. Co-curricular activities form another important part of the college, where it is worth mentioning that the students participate regularly in cultural activities, workshops, quizzes/debate competition and different activities organised by N.S.S and N.C.C.

Celebration of Teachers' Day , Saraswati puja, Fresher's Welcome along with the observance of Independence Day, Republic Day, Yoga Day, Constitution Day, Human Rights Day, take place in the College in a befitting manner.

Departmental seminars also form parts of teachers-students interaction which are organised by different departments in the college. All departments have organized Seminars based on their subject topics. Recently, Department of Education has organized one day workshop on **“Online Assessment tools” on 30th May 2020**. Department of English has also organized Two days National webinar on **“Ecocriticism and Indian Literature: Re-citing the Perspective in the Present Scenario” on 29th and 30th June 2020. This is the only webinar with paper presentations in Tripura till today.**

Department of Hindi has also organized Two days' National Webinar on **“Folklore and Cultural identities of North East India” on 15th and 16th July 2020.**

Thus, the College is working hard to enhance the teaching methodologies and resolving the barriers, obstacles with the objective of improving teaching-learning methods and making education student-centric.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Information and Communication Technology (ICT) in education is the mode of education that uses information and communications technology to support, enhance, and optimize the delivery of information.

The number of teachers using ICT in the College is limited as many of them are not well trained in computer. As there is only two LCD projectors, the scope of using it is limited. However, a routine schedule is framed Department wise in using the projector.

With all such constraints, the College is endeavoring to promote and provide ICT based classroom facilities keeping in mind the improvement in the quality of education. Basically, the teachers follow the traditional way of teaching, lecturing methods which is common however, there have been efforts to train teachers wherein a two days' workshop was organized on 'Cyber security and use of ICT' in collaboration with NIELIT, Agartala.

The ICT instruments used are LCD projector, laptops and sound system enhancing the delivery of knowledge, information and making convenient for the students in gathering and understanding the subject better. The presentations are carried out in power point, MS word and PDF files. Pictures, short videos and other relevant documents are also presented with the aim to induce better learning scope to the students. The presentation datas are also shared among the students. The students are also advised to use their smartphones in collecting study materials on topics which are not found in any textbooks or elsewhere. However, the students are also instructed not to fully rely on some links which can be malicious or spam. Thus, encouraging the students to learn new techniques of learning through the use of technology devices.

Besides, ICT, green board is used to teach and learn. Thus, intertwining both traditional and modern ways of teaching and learning tactics.

All these would result in flexible and considerably smoother learning environment and this would facilitate better results and the accreditations too.

ICT and Teacher Professional Development: Teachers need specific professional development opportunities in order to increase their ability to use ICT for formative learning assessments, individualized instruction, accessing online resources, and for fostering student interaction and collaboration. Such training in ICT should positively impact teachers' general attitudes towards ICT in the classroom, but it should also provide specific guidance on ICT teaching and learning within each discipline. Without this support, teachers tend to use ICT for skill-based applications, limiting student academic thinking. To support teachers as they change their method of teaching, it is also essential for education managers, supervisors, teacher educators, and decision makers to be trained in ICT use.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	View Document

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

Response: 21:1

2.3.3.1 Number of mentors	
Response: 19	
File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
Response: 102.67	
File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)				
Response: 22.05				
2.4.2.1 Number of full time teachers with <i>Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.</i> year wise during the last five years				
2019-20	2018-19	2017-18	2016-17	2015-16
5	3	3	3	3
File Description	Document			
Institutional data in prescribed format	View Document			
Any additional information	View Document			

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

Response: 1.37

2.4.3.1 Total experience of full-time teachers

Response: 26

File Description	Document
Institutional data in prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The mechanism of Internal Assessment is transparent, accountable and strictly adheres to the Tripura University Examination Rules and Regulations. The Internal assessments are conducted twice in a semester which comprises of 20 marks, of which 8 marks each for theory and 4 marks each for Viva-voce or group discussion. The test consists of both descriptive and objective (MCQ) kind of questions which are asked in either first or second internal tests. The students are notified on the internal assessments scheduled well in advance, wherein the faculties discuss on the questions pattern and clarify doubts, questions, if any, so that the students are able to perform well.

After the written assessment is taken, the faculty members discuss the strength and weakness of the students and give feedbacks accordingly. The answer scripts are shown to respective students so that they are able to analyze their performance and if any students fail to secure the minimum pass marks, they are allowed to reappear in the Tests for the improvement of their marks. Further, if some students fails to appear in the internal test, they are allowed to re-appear only with a valid reason with their parents' consent.

According to the Tripura University Examination Guidelines, it is mandatory for the 6th (sixth) semester students of both Honours and General courses, to undertake a project work on 100 marks, of which 80 marks are for theory and 20 marks for presentation or viva-voce. The students are permitted to choose the topic of their interests and are guided by the subject expert as per their project topic. Undertaking and working on these projects had resulted in the improvement of the students' thinking and writing capabilities thereby enhancing their idea of research and its necessity. In fact, the teachers guide the students in selection of topics and appraises of the structure and modus operandi of writing the project, which resultantly brings a radical transformation in the writing and thinking capacity of the students.

The teachers initially discuss the structure and make them understand each step of the project and then from time to time, the guide teachers assist the students to complete their projects. Projects are assessed on the basis of the rubrics shared with the students in advance. Assignments are also given to the students so that in order to go deeper into the topic, they may also feel urged to study the reality of their localities and in this way, the students may often relate the topic with the domain of knowledge relating to the subject. Teachers assess the learning of the students on a continuous basis by asking questions, observation, quizzes and by class tests. Marks are allotted by the concerned faculty members and then these are overseen by the HODs. Students can contact respective subject teachers in case of any grievance about the marks they

scored and this is verified immediately if found under- valued or ill-evaluated etc.

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

Response:

The Mechanism to deal with the Internal Examination related grievances can be explained as:

1. The Internal Assessments are basically conducted with the decision undertaken by the Examination Committee with regard to the dates and time schedule pertaining to the Tripura University Examination guidelines.
2. The Departments prepare and submit the question papers to the Examination Committee prior to the scheduled dates. The information on the question pattern, marks distribution is discussed to the students in advance so that they are able to prepare and perform well.
3. The Internal Tests are basically conducted twice in a semester, the first test in August and the second on October for Odd Semester and first test on February and second test on April for Even Semester. A total of 20 marks' test is conducted, in which two questions of 8 marks each are for theory and 4 marks each are for viva-voce/ group discussion.
4. If the students have any grievances for marks obtained in the Internal Assessment, he/she may instantly contact the concerned faculty against his / her dissatisfaction regarding the mark secured. Generally, it is the responsibility of the concerned faculty to resolve the matter as soon as possible. And, if there are students who fail to appear in the test due to some unavoidable circumstances, he/she is given a chance to appear for the test only with a valid reason.

If the student is still un- satisfied with the reply of concerned faculty, the aggrieved student may take the matter to the notice of the Principal in writing. The principal generally examines the merit of the grievance of the student and if required the Principal either himself or with the help of some experienced faculty, arranges the re-examination of the answer script and settle the matter amicably. Till date no such report is there that the students had to knock at the Principal for a redressal regarding undervaluation / poor evaluation / nor any aggrandizement / personal resistance of any teacher towards students relating to answer script evaluation. The concerned department or the convener, Academic Committee addresses the matter promptly.

Therefore, the mechanisms in dealing with the internal examination grievances are kept transparent, accountable, reliable and effective to the extent of supporting the students in learning.

2.6 Student Performance and Learning Outcomes

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

Response:

Government Degree College, Khumulwng communicates the information of all the programmes and courses to the students by arranging the Induction programme on the very first day of the new academic session. Program Outcomes for General Higher Education Programmes, as identified by the National Assessment and Accreditation Council (NAAC) and, adopted by our college are mentioned below. Students of all undergraduate General and Honours degree programs should have acquired the following abilities/ values at the time of graduation:

PO1. Critical Thinking: It is the objective analysis and evaluation of an issue in order to form a judgment.

PO2: Effective Communication: Speak, read, write and listen clearly and make meaning of the world by connecting people, ideas, books, media, and technology.

PO3. Social Interaction: A social interaction is an exchange between two or more individuals and is a building block of society.

PO4. Effective Citizenship: Demonstrate empathetic social concern and equity-centered National development, and the ability to act with an informed awareness of issues and participate in civic life through volunteering.

PO5. Ethics: Recognize different value systems including your own, understanding the moral dimensions of decisions, and accepting responsibility for them.

PO6. Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.

PO7. Self-directed and Life-long Learning: Acquire the ability to engage in independent and life-long learning in the broadest context socio-technological changes.

The subject teachers communicate the students about the Course Outcomes and Programme Outcomes in the beginning of the session. Course outcomes are mentioned in the printed syllabus and also available on the college website. As an example the Programme specific outcome of Political Science (H) is given below:

Programme Specific Outcomes of BA in Political Science**A. Academic Competence**

PSO1: Disciplinary knowledge and methods including familiarity with data

PSO2: Ability to use various resources and develop skills of academic writing and presentation

PSO3: Articulating ideas and identifying interconnections between arguments

PSO4: Dealing with contending paradigms and learning to identify their strengths and limitations

PSO5: Understanding the boundaries of the discipline and its engagements with other disciplines

B. Personal and Behavioural Competence

PSO7: Developing social awareness and mutual understanding

PSO8: Developing sensitivity to diverse social backgrounds

C. Social Competence

PSO9: Analysing political problems, their genesis and complexity

PSO10: Gender Sensitization and Gender Justice

The course broadens the horizons of the text by project work which is flexible, and enhances the creativity of the student.

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

Response:

The evaluation of the students is very important to know the efficacy of entire teaching learning system. It is an integral part of teaching and learning. The semester examinations are conducted in the institution on behalf of the university. The question papers of examinations are designed and provided by the university and the answer scripts are evaluated at the central level by the examiners appointed from among the faculty members of the colleges. Two sessional examinations of 8 marks each along with a viva of 4 marks are held in every semester as per the guidelines of the university with a weightage of 20 marks in each paper. From the very beginning of the academic year, the entire process of evaluation is systematically planned and presented before the students. At the beginning of the session, faculty members share the syllabus, course objectives, nature and pattern of question papers and the weightage of marks for the topics prescribed as per the norms and regulations. Continuous multimodal evaluation is conducted for the internal assessments of the students in the form of Unit Tests, Oral Tests, Project writing, Home-Assignments, Observation, Field-Tours, Site Visits etc.

The evaluation processes implemented by the institution are as follows:

1. Written Assessment: Written assessments are conducted for the internal assessments and the Semester Examinations. This helps the students to improve their writing skill, logical thinking, communication skill, composition skill etc.

2. Oral Assessment: Oral assessments are parts of Internal Assessments and used extensively during classroom assessments. This develops communication skill, confidence and personality among the students.

3.Project-work:All the students of 6th Semester are given projects as per the guidelines of the university. The teachers evaluate the projects on the basis of the work done by the students and adjudge the learners' active participation in and completion of the project. The objective behind assigning projects to students is to enhance critical thinking, analytical skill, and collaborative learning skills in them. These target skills in the learners can be achieved only through project works.

4.Assignments: The students are asked to submit Home-Assignments as per the schedule fixed by the departments. This develops in the students writing skill, learning skill, capacity for analysis and comprehension of the topics.

Besides, throughout the session, academic performances of the students are evaluated by the faculties through group discussion, questioning and participation in the class.

2.6.3 Average pass percentage of Students during last five years

Response: 92.04

2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
206	284	190	153	140

2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
209	284	190	167	200

File Description

Document

Upload any additional information

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Paste link for the annual report

[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 3

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	00	00	00	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 2.5

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

2019-20	2018-19	2017-18	2016-17	2015-16
01	00	00	00	00

3.1.2.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
08	08	08	08	08

File Description	Document
Supporting document from Funding Agency	View Document
Institutional data in prescribed format	View Document
Paste link to funding agency website	View Document

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 12

3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
12	00	00	00	00

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

3.2 Research Publications and Awards

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

Response: 0.84

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	02	02	08	01

File Description	Document
Institutional data in prescribed format	View Document

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 0.52**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
01	00	01	01	05

File Description	Document
Institutional data in prescribed format	View Document

3.3 Extension Activities**3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

Our College is situated in a tribal dominated, remote area which is full of enormous natural beauty and the residents of this locality are very simple by nature. They belong to mostly rural indigenous communities. The socio-economic condition is very poor and most of the residents are illiterate. Keeping all these things in mind, we take up a particular area/ village named Kritibashi Para as a model village. We along with the students, often visit this village. We inspire our students (in groups) to provide them education, health-consciousness and sometimes we offer them books, notebooks, pens, first aid equipment's (thermometer, bandage, parafine oil, paracetamol, ORS plus, digene tablets etc. sometimes we arrange health camp, social camp against superstitions etc. The local people, due to lack of good education are highly superstitious. Sometimes, we find some difficulties in motivating them because of their rigidity. Apart from these, we provide de-worming tablets, malaria preventive measures and medicines too. Recently, in this pandemic period, the College has taken initiative in providing essential goods to the needy. In doing such activities, we the teachers take initiatives to mobilize the students to take responsibility on their own. By this way, we try to enhance their sense of responsibility towards the society because we know the students are the backbone of our Nation. Among them we will have our leaders who will lead the society. Their strong participation will impact the local people more rapidly. Since it is a remote area, it is highly detached from the mainstream of our life. So most of them are shy by nature, but our students can motivate them easily. Our motto is not only to grow a positive attitude among the students but also to improve the overall status of that village. In doing so, we find a communication gap due to language. Our students play a great role in conveying our message to the local people. On the other hand, we also take care that our students are first informed of the culture and the depth of the tradition of those people so that they can be aware of the real worth of their venture. Our process is still on and the students are doing their best to uplift their position in the society.

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**Response:** 0**3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description**Document**

Institutional data in prescribed format

[View Document](#)**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)****Response:** 11**3.3.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
02	03	03	02	01

File Description**Document**

Reports of the event organized

[View Document](#)

Institutional data in prescribed format

[View Document](#)**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years****Response:** 9.74**3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC**

etc., year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
24	33	30	34	32

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

3.4 Collaboration

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

Response: 7

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

2019-20	2018-19	2017-18	2016-17	2015-16
06	00	01	00	00

File Description	Document
Institutional data in prescribed format	View Document
e-copies of linkage related Document	View Document

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 1

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

2019-20	2018-19	2017-18	2016-17	2015-16
01	00	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	View Document
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The College began its journey in 2007 with just five classrooms, one office room, Principal's room and a staff room in the previous old campus. At present, it has sufficient number of classrooms for the students. Adequate numbers of Desks and benches to accommodate the students. The college has one Academic building and one Administrative building. There are a total of 10 classrooms, one computer lab, one library room, one reading room, and two smart class rooms. Two lavatories each for both boys and girls. There is no separate departmental room and departmental library rooms. There is one common room for girls but no common room for boys. On the other hand, there is a room for Student Union Council. There is a room for NAAC and IQAC for proper coordination and working on the overall aspects of the College.

The College also has a Girls hostel with 50 bedded intake capacity, particularly for the STs and low income group. There is a power backup facility and it is for official purpose only. The College also has installed a broadband connectivity with limited Wi-Fi usage. It has also installed CCTV surveillance camera in both the building blocks. The College library is under automation process. The institution has ramps in both the building blocks for easy access to the differently abled students.

The college, being a government college under the Department of Higher Education, Government of Tripura from time to time provides facilities for up gradation of infrastructure. The College library has around 7261 books. The college has three laptops, 12 desktops and one projector. The college offers only B.A (Bachelor of Arts) as of now.

File Description	Document
Upload any additional information	View Document

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

Response:

To rejuvenate the young minds, the college provides adequate sports facilities. The college has provisions for both outdoor and indoor games. The college has one volleyball court, a badminton court for the students and staff of the college. The college also has carom board, chess, ludo, etc. amongst the indoor games facilities. The students also participate at regular interval in the inter-college sports meet every year organized by Tripura University. The college also encourages the students to participate in various cultural activities. The students also engage in various programs at the sub-division and district level cultural programs. The cultural activities of the college are observed in a befitting way. At the beginning, the Freshers' Welcome Program enable students to get acquainted with the college atmosphere and the seniors

thereby pledge to help the new comers in the college. Various national festivals and state festivals are observed in the college.

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 18.18

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 2

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 86.01

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
1.50	2.25	3.14	8.45	12

File Description	Document
Upload audited utilization statements	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

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

Response:

The College library contains a stock of around 7261 books. The Library automation is under process. The

library committee of the college looks after the library management.

The Institution has no separate library building; it has been adjusted and accommodated within the Administrative Building. The library has two rooms, one for reading purpose and E-corner and the other one for lending books rack. **E-Shodshindu and E-Granthalaya** software is recently installed in the institution library. One computer is place for facilitating works in the library. The students are allowed to take not more than two books using their library cards. The Institution has subscribed an Employment related newspaper with the motive of encouraging and informing the students on various career opportunities at national, regional and state levels. The students are also encouraged to read news on daily basis in English, Bengali and Hindi on their smart phones. The library plays a very important role in catering the learning of the students and teachers.

The library has no rare books or manuscripts as such, but it owns some course related books and many other knowledge resources book. The college has a rich and varied collection of the books in the library as follows:

- Dictionaries – 22
- Bengali – 1774
- English – 638
- Hindi – 325
- Kokborok – 808
- History – 540
- Education – 605
- Political Science – 465
- Philosophy – 135
- Religious book – 25
- Disaster Management – 21
- Computer and IT book - 93
- Environmental studies – 27
- Health and History of North East India – 32
- Autobiography of great person – 248
- Economy – 25
- Other books - 1259

File Description	Document
Upload any additional information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: D. Any 1 of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.83

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	0.72	00.25	2.73	0.46

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 13.27

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

Response: 56

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The Government Degree College, Khumulwng, situated in a rural area under the Tripura Tribal area Autonomous District Council, has a lot of issues relating to internet connectivity. In spite of the remoteness, the college tries to provide the best IT facility available to the students. The college has a computer center with 5 computers for the easy access of students. A projector is made available to the faculties for taking special classes using ICT tools for the students.

The college has a permanent internet connectivity to give internet facilities to the students and staffs, the college makes internet availability through BSNL FTTH connecting the computers of the college. The use of wi-fi is limited to the office use.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 58:1

4.3.3 Bandwidth of internet connection in the Institution

Response: B. 30 MBPS – 50 MBPS

File Description

Document

Details of available bandwidth of internet connection in the Institution

[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 61.48

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

2019-20	2018-19	2017-18	2016-17	2015-16
1.79	1.30	1.87	7.39	8.01

File Description

Document

Institutional data in prescribed format(Data template)

[View Document](#)

Audited statements of accounts

[View Document](#)

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

Response:

The Government Degree College, Khumulwng, works under the supervision of the Directorate of Higher Education, Government of Tripura. Hence the college implements the instructions that come on various occasions from the Directorate of Higher Education. The college through its various cells and committees tries to implement the orders of the higher authority. The college buildings are directly monitored by the Public Works Department, Government of Tripura. The electricity requirement and maintenance are provided by the TSECL. The college development committee puts forward the requirement of the college to various agencies for maintaining the various infrastructure of the college.

The library committee set up various rules to maintain the library. The Academic committee of the college looks into the academic activities of the college. The college has computer center where the teacher of IT is engaged with all management of the center. Students can avail of all computer facilities except internet. The sports committee of the college looks into the issues relating to the games and sports of the college.

All the rooms are maintained in terms of cleanliness by out-sourcing personnels..

Library:

The library follows certain procedures in the usage of books. When books are purchased, these are enlisted in the accession register with serial numbers and then made available for distribution to the students with the support of a register for lending books to the staff and students.

At the beginning of the first semester, each student is encouraged to make his/her library card. Each student can borrow two books at a time and he/she is eligible to borrow again only after the previously borrowed books are returned in good condition. At the end of every semester, all the students must return the books to the library. Mark-sheets are given only after getting a clearance certificate from the library. Likewise, the teachers are allowed to take any number of books after making necessary entries in the issue register of books meant for Teachers. They also need to return the books after they finish reading. Return of books is compulsory for all irrespective of students and faculties at the time of leaving the institution, be it a student or a faculty and obtain a no dues certificate from the librarian.

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

Computers: Students can access computers when they have their practical classes. Otherwise, they can use it during the time of making projects or for any activity but with permission from the teachers.

The specific guidance relating to admission of the students is received from the department before each session begins. The admission policies adhere to the norms prescribed by Tripura University with regard to the selection of students. The students need to fill in the online application form and then they are to submit the printed form at the college. Application forms are then scrutinized and admissions are done on the basis of merit in a very transparent manner. Generally, all the students applying for admission to B.A. General course are admitted to the college but the opportunity of admission to honours programmes and

science programmes is limited to the approved intake capacity of students earmarked for the college.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 198

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

2019-20	2018-19	2017-18	2016-17	2015-16
924	826	793	584	191

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

- 1.Soft skills
- 2.Language and communication skills
- 3.Life skills (Yoga, physical fitness, health and hygiene)
- 4.ICT/computing skills

Response: D. 1 of the above

File Description	Document
Institutional data in prescribed format	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

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

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: C. 2 of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document

5.2 Student Progression

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years**Response:** 38.46**5.2.2.1 Number of outgoing student progressing to higher education.**

Response: 75

File Description	Document
Upload supporting data for student/alumni	View Document
Institutional data in prescribed format	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**Response:** 20**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
03	00	00	00	00

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
03	00	00	00	00

File Description	Document
Upload supporting data for the same	View Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

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

Response: 9

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

2019-20	2018-19	2017-18	2016-17	2015-16
01	04	00	02	02

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document

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

Response:

The Students' Council of Government Degree College, Khumulwng has been established to promote the interests of the college with the involvement of students in the affairs of the institution. The Board of Management has the authority to dissolve the Students' council as and when it deems appropriate. The purpose of the Students' council is to give students an opportunity to develop leadership by organizing and carrying out college activities and service projects. In addition to planning events that contribute to the team spirit and community welfare, the students' council is the voice of the student body. They help each other, share ideas, interests and concerns with the college's wider community.

The Students' council primarily provides an opportunity for students by enabling them to work in partnership with staff, management and parents. The students' council may also provide a forum for

students to enhance their leadership and communicative skills; encourage an atmosphere of co-operation between students and staff and also provide opportunities for fundraising for students' activities etc. The council encourages the students to act in a democratic manner and be independent. It assists with the organization of college events and extracurricular activities by providing an opportunity for students to consider policies relevant to them.

Government Degree College, Khumulwng is having various students units such as NSS, NCC, units for Cultural and Social Entertainment programmes, Games and Sports events etc. The Principal of the College, who is the Chairperson to the Students' Council and all other units by virtue of his rank and status, ensures that meetings are conducted in a democratic order and businesslike manner. Students who are interested in leadership, organizational behaviour, event planning and feel an urge to get more and more involved in the activities of the college, are welcome to be the part of the student council.

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 1.8

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

2019-20	2018-19	2017-18	2016-17	2015-16
01	04	00	02	02

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

5.4 Alumni Engagement

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

Response:

Alumni engagement:

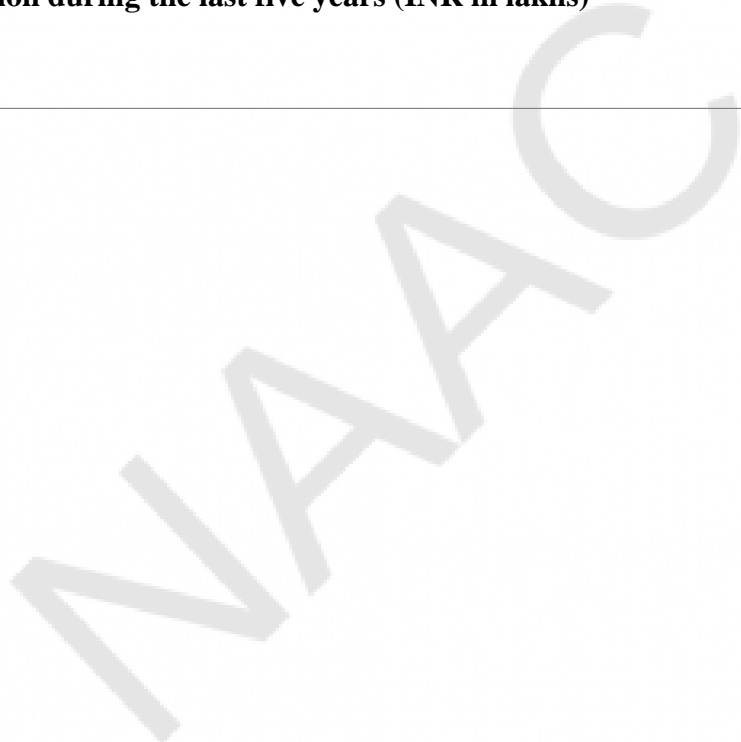
Government Degree College, Khumulwng has formed its Alumni Association as Khumulwng College Association (KCAA) on 5th September, 2019 with overwhelming participation of the former pupils of the institution from across the state. The aims and the objectives of the association are to keep in touch with their (the members') Alma Mater, and their friends and colleagues whom they met in the days at college. To give continuously moral support, to give back to the college and the society at large

some of the precious gifts they received from the institution are also some of the ennobling reflex of the association. The motto of the association is: “Thansa” which means -“working together” which will lead towards the moral code “Tong Kaham- Tong Kwthar- tong Kubui “(“Good life, Holy life and Truthful life).

File Description	Document
Upload any additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs



Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Government Degree College, Khumulwng is situated amidst the stretch of lush green with traditional habitat of indigenous people residing all around. Natural tranquility prevails over here. We teachers as well as students feel as if the healing touch of nature in the soothing drapery of verdure in this place of Tripura and the college located at the heart of it, reminds one of *Gurudev Tagore's Shantiniketan* which means an abode of peace. With the maintenance of the primeval sanctity of the environment at any cost as the topmost priority, responsible faculties along with the sincere and innocent learners are involved in the ennobling system of Man-making education as envisioned by Swami Vivekananda. Simplicity and commitment to ideology are reflected in the governance of the college. The decision making process of the college is based on democratic ideology and above all transparency in every respect.

Different sub-committees are formed after liberal discussion in the Teachers' Council for the effective functioning of the college and these are reformed at the beginning of every academic year, if necessary. The sub-committees comprise the teaching staff of the college. Meeting of the Teachers Council is held on a regular basis and sometimes the meeting is also arranged where non-teaching staff and student representatives remain present. The Teachers' Council and sub-committees extend assistance to the Principal on academic and administrative matters. A congenial atmosphere is created in the classroom for the students' effective participation in the two-way traffic of teaching-learning process. Teachers ensure that the students are free from fear and without hesitation to ask questions in the class and satisfy their queries as in the modern system, education is actually more a learner-centric activity than a teacher-centric performance. It is equally essential also to ensure that students can give feedback so that the authority can take indispensable steps to enhance their learning participation in different activities and programmes; to boost up confidence in the students and thus to help them become responsible citizens of the country in the long run.

The Principal, i.e, the authority of the college, keeps up pace with the rules framed by the department from time to time for smooth running of the college. Transparency is writ large everywhere in the college. Moreover, it ensures a spontaneous disclosure of data reinforced by sharing relevant information with all the stakeholders in various meetings, and uploading the important information in the college website. Audit, RTI and all administrative parts of the institution aim at working with core values of the institution prioritizing healthy interpersonal relations for effective cooperation and all activities are in perfect consonance with the mission and vision of the college. They provide a caring and supportive climate to students and encourage them express their opinions freely. To ensure the participation of students in the functioning of the college as well as in different programmes of the college, the General Secretary of the Students' Council plays a vital role.

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

Response:

The Principal as the head of the institution leads the administration collectively in consultation with the Secretary, Teachers Council and Office Superintendent in running the College. A meeting of the Teachers' Council is held in the first week of every month to discuss the various issues of the college with prior emphasis on improving the teaching-learning methodologies of the college. The college administration is decentralized and many sub-committees are formed at the beginning of the academic year to support the system. Decentralization and participatory management practiced in the college can be discussed as follows:-

1. Admission committee manages the admission of the college.
2. The Examination committee supervises, regulates and manages all arrangements for both internal assessment and end semester examinations.
3. Cultural committee takes sincere initiative in conducting all the co-curricular activities in the college.
4. The HoDs in-charge of departments play a crucial role to ensure the quality in teaching-learning in their respective departments. As a matter of fact, all faculty members are committed to aid, encourage, motivate, and guide the students whenever they are asked to.
5. The Placement Cell works with the aim of providing gateway of opportunities to the students.
6. Purchase Committee was formed on 2007 (i.e) with the inception of the college. The committee headed by the Principal and in consultation with the D.D.O. Teachers Council Secretary and other members discusses and decides in procuring all necessary articles and things.
7. Games and Sports committee which was also formed in 2007, undertake all necessary arrangements in participating at state levels, inter-college levels. The College had won Gold medal in judo in the women category at university level, it has been a runner-up in Kabadi (Boys) in the university level in 2019, and a champion in volley ball in 2018 at the university level.
8. Anti-ragging committee and committee against sexual harassment exist in the college. Members of the committees supervise and check and prevent any such untoward incident among the students and faculties. Although, the campus is free from any such unpleasant incident till date, these principles are highly observed by the members..
9. The Internal Quality Assurance Cell (IQAC) has been taking overall initiatives and efforts in improving and implementing the action plans decided in the different rounds of meetings held in the college.

Basically, a Convener heads each committee and sub-committee, chaired by the Principal. The committees plan and execute those plans for efficiently running the college. The Teachers' Council plays a significant role in the overall development of the College. Although, there is no Board of Management in the college, it takes advices from the localities in developing the college. The Students' Council also plays an active role in executing the plans. Feedbacks are collected from the students with the aim to improving the quality of services rendered. The Students' Council under the guidance of teachers, organize various programmes such as Freshers' Social meet, Van Maha utsav, Independence Day, Republic Day, Kokborok Day, and

various other programmes.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Different plans are prepared by the Development Committee of the College after consultation with respective departments and sub-committees and these get incorporated in the College's Academic Calendar at the beginning of the new session. The Principal conducts meetings frequently with the Teachers' Council and conveners of various sub-committees and Students' Council to discuss the policies and plans and methods of implementing them.

The College has the following plans subject to the availability of physical resources and the same are to be submitted to the Department of Higher Education, Government of Tripura: -

1. To introduce Department of Physical Education, Sociology, and Geography subjects as most of the Schools surrounding the radius of the College are offering those subjects.
2. To introduce Entrepreneurship and skill development courses in collaboration with NIELIT (National Institute of Electronics and Information Technology) Agartala.
3. Developing bio-degradable waste bin, Herbal Garden along with Flower garden and tree plantation.
4. To introduce Honours Course in Hindi and Philosophy with the intake capacity of at least 20 seats.
5. To organize seminars, workshops and webinars through paper presentation mode.
6. To conduct Study tour/ Excursion to renowned historical sites etc.
7. Organizing Parent –Teachers meetings quarterly and department wise.
8. To ensure Alumni Meet at least once per semester.
9. Installing at least two smart classrooms.
10. Creating Volley ball and badminton Court.
11. Installing first aid and fire extinguisher in both building blocks.
13. Conducting NCC and NSS camp.
14. Hosting sports meet annually.

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

Response:

1. Functions of the Principal:

1.1. The Principal is the Head of the Office and the Institution.

1.2. He/she presides over all the meetings of the Teachers Council and other sub-committees.

1.3. He/she encouraged, supports the Teachers, staffs to execute their coherent plans imparting quality based education.

1.4. He/she ensures students active participation in the development of the College.

1.5. He/she executes its actions according to the guidelines prescribed by the Department of Higher Education, Government of Tripura and led the overall matters of the College.

1.6. He/she acts a medium of communication between the University, the Department of Higher Education and provides all information and reports as and when asked by the concerned authorities.

1.7. He/she supervises, regulates all the funds, grants received from the authorities with the aim of maintaining the transparency in the flow of funds.

1.8. The Principal leads, guides all the sub-committees and ensure the plans are carried out accordingly for the overall development of the College.

2. Functions of the different bodies in the College:-

The Principal administers, assists, directs and assess the functioning of the different committees, sub-committees formed in the College.

Some of the key committees are:

2.1. Teachers' Council,

2.2. Admission Committee

2.3. Academic Committee

2.4. Examination Committee

2.5. Internal Quality Assurance Cell (IQAC)

2.6. Anti-ragging and anti-sexual harassment committee

2.7.Cultural and literary committee

2.8.Placement cell

2.9. Grievances and redress cell

3. Service Rules:

All the employees of the College adhere to the Tripura Civil Service (Conduct) Rules 1988 as they are under the Government of Tripura.

4. Procedures:

The College follows standard Administrative procedures for the proper functioning of the college. Various sorts of files, registers and assets are recorded through the system adopted in the government offices. Transparency in governance is ensured by the accessibility of information to stake holders subject to official procedure. The college ensures adherence to RTI Act and appoints the SPIO and ASPIO.

5. Recruitment:

The recruitment procedure of regular faculty, non-teaching staffs is done through the Tripura Public Service Commission (TPSC), Government of Tripura but the recruitment of Guest faculties is done through the recommendation of Department of Higher Education, Government of Tripura by maintaining the UGC guidelines.

6.Promotional policies:

Career Advancement Scheme (CAS) of the regular Faculty from the entry level of Assistant Professor to Associate Professor, appointment of Principal is carried out through the Department of Higher Education according to the prescribed UGC norms. Promotion of non-teaching staffs is also carried out through the authority as per the norms of Government of Tripura.

7. Grievance Redressal Mechanism:

The college has Grievances and redress cell, a committee against sexual harassment and also an anti-ragging committee. The cells look upon all the issues, complaints after verifying those issues and take measures to address respectively.

File Description	Document
Upload any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: B. 3 of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3 Faculty Empowerment Strategies**6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:**

The College has an effective measure for teaching and non-teaching staff. All the regular employees are under G.P.F (Government Provident Fund) and are eligible to receive gratuity, Earn leave and other benefits upon superannuation as per Tripura Civil Service Rules 1988 in concurrence with the Finance Department, Government of Tripura. As a matter of fact, the welfare measures are decided by the Government and it is modified time to time when recommendations of the Pay Commissions are accepted. In case of regular teaching staff, the recommendation of the UGC is accepted.

Some welfare measures that is enjoy by the regular staffs are mentioned below:

1. Salary is revised time to time as per the recommendation of the UGC, Pay Commission/ Committee. Annual increment is given in July every year. D.A is given earlier but it is been almost three years, no D.A has been provided.
2. Promotion/ Career Advance Scheme is on for all faculties and are advise to undergo faculty development programmes such as Orientation, Refresher courses on time.
3. General Provident Fund Account is available for the regular staff.
4. Faculty members with MPhil, Ph.D. received benefits as per the UGC norms.
5. The staffs enjoys leaves on different grounds after due permission from the authority.
6. Regular staffs enjoy other benefits such as D.A, HRA, Group Insurance, Gratuity etc as applicable to the State Government Employee.
7. As medical allowances are not provided, the employees' medical bills can be reimbursed after producing valid documents. However, the Group-C, D received medical allowances monthly.

8. Medical Leave & Maternity leave for eligible staff members.

9. Faculty members are eligible for Earned Leave.

10. Faculty development programs (FDP) for faculty members on regular basis.

11. Automation of attendance and leave using biometric system.

12. All the staff members are treated on par with each other in obtaining benefits from the institution.

File Description	Document
Upload any additional information	View Document

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

Response: 1.25

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	01	0	0	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 9.87

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

2019-20	2018-19	2017-18	2016-17	2015-16
07	01	01	00	00

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

Institution has performance appraisal system which evaluates the performance of the existing employees that help to understand the abilities of a person for further growth and development. It encourages the accountability and responsibility of the employees. The faculties are given formats for their self-appraisal. They are also being encouraged to use Teachers Diary to record their activities and maintain it on a regular basis from this academic year. The appraisal forms are assessed by the Principal and he ensures the required support and guidance for better performance. Non-teaching staff are not given any appraisal forms but their performance is assessed by the Principal informally by looking at their punctuality and sincerity to work.

Following are the requirements for promotion:

1. Movement of Assistant Professor from AGP-6000 to Assistant Professor AGP-7000:

- A) 06 (six) years of service as an Assistant Professor (AGP-6000) without Ph.D./MPhil with an Orientation courses/ Faculty Development Course.
- B) 05 (Five) years of service as an Assistant Professor (AGP-6000) with MPhil and Orientation course.
- C) 04 (Four) years of service as an Assistant Professor (AGP-6000) with PhD Degree and orientation course.

2. Movement of Assistant Professor from AGP-7000 to Assistant Professor AGP-8000:

A) Completion of 5 years' service as Assistant Professor in AGP-7000 with Refresher Course.

3. Promotion of Assistant Professor from AGP-8000 to Associate Professor AGP-9000

A) Completion of 3 years of service as Assistant Professor (AGP-8000).

Along with the self-appraisal and assessment the Principal sent to the Department of Higher Education.

As the stage of Assistant Professor is a crucial phase in all matters to service and career. It is important to note that an Assistant Professor must perform well in getting promotion under Career Advancement Scheme. In addition, the Department of Higher Education has in its latest orders created the post of Professor pertaining to the UGC guidelines.

File Description	Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

As the College is run by the State Government, it follows State Audit mechanism. The College maintains its cash books, stock registers, and other financial records as per the guidelines and procedures followed in the Government offices.

An internal audit has been done by the Directorate of Audit, Department of Finance. There is one internal audit performed during the last five years. The Internal Audit Report on account of the Principal, Government Degree College, Khumulwng was held for the period **from 01/04/2010 to 30/06/2015.**

There was no discrepancy reported during the period. This Audit was conducted by the **Directorate of Audit, Department of Finance, and Government of Tripura.**

File Description	Document
Upload any additional information	View Document

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

The College does not have any resource mobilization policy because it is a Government institution. It is fully funded through the Department of Higher Education, Government of Tripura. The main source of funds, grants is the State government budget and utilization of funds is ensured according to the government rules and regulations. Admission fees collected from the students are not retained in the institution but remitted to the governing body. However, a lesser portion of the examination fees collected is retained in the institution for procuring examination related materials.

6.5 Internal Quality Assurance System

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

Response:

According to the guidelines of the UGC, Internal Quality Assurance Cell (IQAC) was created in the College in 14th September 2018, but due to unavoidable circumstances it became defunct and it was reformed on 3rd May, 2019 comprising the requisite members in accordance to the guidelines. It has played a pivotal role in organizing, executing and fulfilling the numbers of action plans. The two practices institutionalized as a result of IQAC are:

1.Creative Corner:

IQAC has given an opportunity to the students to explore their hidden innovative talents and creativity. The creative corner is the presentation of writings, paintings, pasting on the wall/ board enabling the students to share, express and learn together. It was one of the initiatives of the IQAC action plan.

2. Inspire Yourself:

'Inspire yourself' is the name of the board which is used for pasting inspirational quotes. The quotations are changed after every 5 days. All staffs and students are asked to collect inspirational quotes, references. The main objective of this is to educate, inculcate those values, thoughts and learn to lead a better life.

Besides, the IQAC has also undertaken other action plans such as:

- a. Teachers' Diary and students records department wise.
- b. Upgrading the College website.
- c. Self-appraisal of the faculty members.
- d. Question bank
- e. Receiving feedback from the stake holders
- f. Organizing Departmental seminars and webinars.
- g. Organizing training/ workshops in collaboration with other public organizations.
- h. To increase the ICT enable classroom
- i. To conduct examinations fairly
- k. Clean and green campus
- l. Providing first aid facility
- m. Village adoption
- n. Installing Internet and wifi facility.
- o. Procurement of computers, LCD projectors
- p. Installing power backup facility.
- q. Biodegradable waste bin.
- r. Organizing study tours.

s. Parent-teachers meetings quarterly and department wise.

t. Alumni meets.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

As mentioned earlier, the IQAC came into existence in 2018, but due to unavoidable circumstances, it became defunct and had to be reconstituted in May 2019. The college reviews its teaching-learning process, structures & methodologies of operations and learning outcomes at periodic intervals in regular Teachers' Council meetings. HODs also convene departmental meeting to review the teaching-learning process of the concerned department and take required steps for further improvement. HODs meet with the Principal time to time to review the areas mentioned above. Receiving feedbacks from the various stakeholders helps to take required steps. The Sessional Examinations and regular class tests help in assessing the learning outcomes. All the meetings, feedbacks and assessments contribute to improve the teaching-learning process in the college, develop some structures and methodologies of operations. The teachers began to use 'Teacher's Diary' and fill up Self-Appraisal Forms. Departments began to adopt strategies for completing syllabus in time keeping in mind the need of the advanced and slow learners.

Over the last five years, mammoth development has come up in the college right from the growth of infrastructure to diversity of courses and increase in number of faculties . A laconic presentation is

given below .

1.Distance Education : The college is a centre of distance education which offers undergraduate courses under Tripura University(Directorate of Distance Education).

2.Introduction of NSS AND NCC: The college became a unit of NSS in the year 2015 and since then it has been functioning quite well under the leadership of the college faculty.

3.Establishment of Placement Cell. Recently a Placement Cell has been established in the college for guiding and training the students of final semester.

4.Introduction of Biometric Machine: The institution has recently bought a biometric machine for recording the attendance of both Teaching and official staffs.

5.Village Adoption: The college has adopted Krittibashi Para for learning through rendering service. The College has also adopted five (05) villages under Unnat Bharat Abhiyan Scheme.

6.Formation of Student Council : Student Council was formed in the college since 2013 and functions efficiently for the development of the college.

7.Plantation in and around the campus: Plantation drive is being done in the college campus on the occasion of World Environment Day and observation of Van Mahautsav with the assistance of CRPF 71st Battalion Khumulwng in order to keep the college green and beautiful.

8. Conducting webinars and seminars: The College has conducted series of departmental seminars/talks, workshops/ training in collaboration with NIELIT, Agartala and national webinars in department of Education, English and Hindi. The IQAC also has plans to host many more webinars in the rest of the departments.

9. Teachers Diary and students records department wise.

10. Upgrading the College website.

11. Self-appraisal of the faculty members.

12. Question bank

13. Receiving feedback from the stake holders

14.To increase the ICT enable classroom

15.To conduct examinations fairly

16. Library automation

17. Installing Internet and wifi facility.

18. Procurement of computers, LCD projectors

19. Installing power backup facility.

20. Biodegradable waste bin.

21. Organizing study tours.

22. Parent-teachers meetings quarterly and department wise.

23. Alumni meets.

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: C. 2 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The concept of Gender Equality which is an integral part of Human Rights, forms the major thrust of the subject known as Gender Studies. Education is one of the powerful means available for providing women with the knowledge, skills and self-confidence they need to participate equally in the development of the society. Being a Co-educational institution, the Govt. Degree College Khumulwng utilises ample opportunities to generate the understanding of the concept 'gender equity' in the students because, assuring women and girls to have equal access to quality education, healthcare, work opportunities and political representation, is crucial for sustainable development and economic prosperity of a nation. Human Rights and Gender studies are being taught as soft courses in the 6th semester stressing on such issues as Religion, Caste and Ethnic equality. Issues to which women folk fall easy victims such as Dowry problem, Female foeticide, infanticide, early marriage of girls, domestic violence -- are included for discourse in the curricula of higher learning anywhere in India and here too, they are discussed in the classes. Besides, novels, poems, essays involving women's causes are in the syllabus of Bengali, English, Hindi and Kokborok. Political Science Honours and general subject also deal with some topics of gender issues. International Womens' Day (8th March) is observed in the college every year in a due manner. The teachers make their constant efforts to envision an equal world of female and male in the college which is only a miniature section of the society.

Our institution shows gender sensitivity in providing facilities such as:

1. Safety and Security:

The institution has functional CC-TV cameras and monitoring system installed to record the activities of students. Our institute has recently shifted to new academic campus without boundary walls and gate but the college authority has been mobilising resources to get these works completed soon. The institute further adopts fair and effective measures to accommodate the safety and security of its girl students within the given infrastructure and resources available. There is an anti-ragging, anti-sexual harassment and grievance redressal cell to monitor and manage the security of the female students. It is happy for us that till today, not even a single report/complaint of the occurrence of any such incident within the campus is received. There are separate toilets for both male and female students. There is also a Girls' hostel for accommodating girl students who belong to the Scheduled Tribes.

2. Counselling:

All the teachers of our College have a mission to create a consciousness among female students against different social evils facing the women. The students are advised to think on the position of women in our society and learn the laws preventing and protecting the women's rights. The faculty members play a pivotal role as counsellors -- to make the girls understand the prevailing situations and cultivate a sense of self-respect and dignity; to build self-confidence in them through motivations in the classroom.

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

Solid Waste Management:

The College has its own process of waste management. Dustbins are kept at every corner of both the academic and administrative buildings. All dry wastes that are biodegradable in nature, are collected and dumped at a garbage pit behind the building. These wastes are burnt and the ashes are used as fertilizer in the flower garden. In the same way, the non-biodegradable wastes, particularly plastic bags are also collected in another dug out pit. The college is a plastic free zone and presently, taking cue from the Central Government's policy of using plastic like non-biodegradable elements in the maintenance of roads as flashed in social media, the college cherishes the intention of utilizing these plastics in tar-mat roads to check water-logging. The college organizes cleaning drives such as *Swachh Bharat Abhiyan* within and without the campus involving all students, staff etc.

Liquid waste management:

The College has adequate number of washrooms for both male and female students and staff. The waste waters are drained out through the drainage system. Hence, There is no risk of leakages.

File Description	Document
Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.5 Green campus initiatives include:

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

Response: C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards

5. Beyond the campus environmental promotion activities

Response: D.1 of the above

File Description	Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Govt. Degree College Khumulwng is a premier institution of higher learning in the hilly terrain of Tripura which imparts learning to a vast multitude of educands who hail from diverse cultural, religious, ethnic, linguistic origins. Throughout the plan and scope of the syllabus introduced and implementation of scholarship schemes of both the Central and State Governments, the observance of national and local festivals with equal enthusiasm in the academic session, sincere and motivating programmes of International Language day and Kokborok day, the Department of Higher Education, Govt. of Tripura strives to create an inclusive environment of learning that would prove to be psychologically motivating both for the teachers and students. The teaching-learning process is an inherently social act, and here the college authority and the teachers are very mindful of the quality of the social and emotional dynamics in the curriculum, because they impact learning and performance. The college holds the following ABCs of inclusive environment:

- A = affirming a sense of identity in students.
- B = Building a sense of community in them
- C = Cultivating leadership in students.

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**Response:**

Government Degree College, Khumulwng believes in transforming students of today into responsible citizens of tomorrow. Teachers of our college promote greater values of life among the students. Several awareness and cultural programmes are being organized in the college to create consciousness among the students of the rich heritage and culture of our nation. All important days in the multiform life of the nation such as -- like Netaji Birthday, Republic Day, Independence Day, Constitution Day, Ishwar Chandra Vidyasagar birthday, Birthdays of Dr. BhimRao Ambedkar, Mahatma Gandhi, Rabindranath Tagore, are also observed in our college. Besides, Teachers day, Kokborok Day, Womens' Day, Vanmahautsav are also observed.

The hoary tradition and culture of our land celebrated all over the country including educational institutions, are safeguarded by our constitution in the form of different declared rights, principles and directives that maintain the democratic and secular fabric of our country. The *zeitgeist* of our national life lies in the conglomeration of certain values such as: sovereignty, socialism, secularism, democracy, republican character, justice, liberty, equality, fraternity, human dignity and the unity and integrity of the Nation. Government Degree College, Khumulwng in its academic calendar, reserves space for occasions of local, regional, national and even international significance only in order to groom the young learners with the right kind of mindset which would complement their learning and as a result, the learners would grow up as ideal citizens of our country with the ideal sort of education that teaches the inculcation of several values with the motto of what Swami Vivekananda wished as - 'man-making' and 'character-building.'

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: D. 1 of the above

File Description	Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**Response:**

The Institution observes and commemorates some of the local, national & international days. A few of the

important days are in the following:

- 1. Netaji Birthday** -- Each year, the Birthday of Netaji Subhas Chandra Bose is duly celebrated in the college on 23rd January. The programme generally starts with hoisting of Indian tri-colour by the Principal of the college, followed by talks on different aspects of Netaji's life by the Principal and faculty members, singing of INA song *Kadam kadam baraye ja* by some NSS volunteers and finally the chanting of national anthem .
- 2. Republic Day** -- Govt. Degree College Khumulwng observes the Republic Day on 26th January, each year, in the college campus with due honour and dignity. The Principal hoists the National flag amidst the National song *Vandemataram* sung in chorus.
- 3. Saraswati Puja** : Being a seat of learning, the college celebrates *Saraswati Puja*, the worship of Goddess *Saraswati*, the deity of learning, on *Basant Panchami* every year, with utmost enthusiasm and religious fervour.
- 4. International women's Day** - The International Women's Day is celebrated on 8th March every year in the college. Some faculty members along with Invited Speakers also deal with the perpetuating modes of patriarchy in the way of removing gender discrimination.
- 5. World Environment day** -Each year the college celebrates the World Environment day on June, with plantation drive and other programmes.
- 6. International Yoga Day** - Govt. Degree College Khumulwng also celebrates International Yoga Day on 21st June with the ardent enthusiasm of the teachers and students.
- 7. Teachers' Day** -- Government Degree College Khumulwng also celebrates the Teachers' Day on September 5, the birth anniversary of S. Radhakrishnan in due manner with the revaluation of the traditional bond of *guru –shishya* (Teacher-Student) relationship.
- 8. Independence Day** – Govt. Degree College, Khumulwng every year celebrates Independence Day on 15th August with utmost enthusiasm and traditional fervour.
- 9. Constitution Day** – Every year, G.D.C Khumulwng meticulously observes on 26th November, the adoption of Constitution by Indian Republic.
- 10. Gandhi Birth Day** – The institution scrupulously observes the Birthday of Gandhiji, the Father of the Nation on October, 2 every year, to commemorate the contribution of Gandhiji in the social, political and cultural life of India.
- 11. International Language Day** – Government Degree College Khumulwng, observes **International Language Day**, otherwise known as *Matrivasha Dibas*, on February 21, every year. The Principal in charge, enumerates the ways how a particular mother tongue (Bengali) language that led to the global recognition of the dignity of every mother tongue through the declaration of 21st February as International Language Day by the U.N. General Assembly in 2007.
- 12. Kokborok Day** – Like all other educational institutions of the state, G.D.C Khumulwng also observes Kokborok Day on 19th January every year to commemorate the official recognition of the day by the Govt.

of Tripura on 1979.

File Description	Document
Any other relevant information	View Document

7.2 Best Practices

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

Response:

Best Practice 1

1. Title of the Practice: *Sensitizing students to Social Awareness and Outreach programmes.*

2. Objectives of the Practice:

As the solitary institution of higher education in an obscure, hilly part of Tripura State densely inhabited by tribal people, the Govt. Degree College, Khumulwng upholds the ennobling principles of Man-making and Character-building education of the youngsters as envisioned by Swami Vivekananda which would inculcate values in them so that they become active agents for ushering in social change. Judged from this perspective, the modern concept of social outreach programmes also have their roots in the Swami's vision that education should reach the doors of such poor and uneducated masses who pass their life in the dar of ignorance and superstitions. However, the objectives behind the *modus operandi* of this practice in our institution are as follows:

- To generate social awareness of and alertness to the superstition and prejudice prevalent in rural people.
- To increase the spirit of participation of students in socio-cultural activity.
- To equip the students with valuable, empirical knowledge and experiences so that they feel urged and also confident to apply the concepts gained on social awareness at the level of community life.

3. The Context

The institution is situated in the outskirts of the town Khumulwng, the headquarters and the largest town of the TTAADC, ie, Tripura Tribal Areas Autonomous District Council. The place is inhabited by more than 90 percent people of tribal origin with a distinct identity of their own. They are mongoloid people and speak Sino-Tibetan (Kokborok) language like the rest of Northeast India's Indigenous native peoples. A vast majority of people in the surrounding villages are farmers, landless labourers providing first generation learners and the plight of these rural people more or less shows them still steeped in the mires of

chill penury, age-old superstitions and abject apathy to health issues. Keeping in view the local needs of the place, the college has taken some effective strategies for not only promoting social awareness in students but also transmitting the same among the village folk in order to dispel the ills of superstitions and unhygienic habits from their life.

4. The Practice: Even in the 21st century, one finds no dearth of superstition and prejudice in vast multitudes of people and in India, the dichotomy provides ample opportunities to educational institutions to ignite a sense of social awareness by cultivating a rational and scientific outlook in the young learners by way of devising so many techniques other than teaching the syllabus content by rote. The faculty members with active patronage from the Principal, organize awareness programmes, survey, conducting door to door visit into hamlet to name a few of such techniques adopted to create social awareness in students.

1. Evidence of Success: The qualitative and psychological inputs/values in the learners are not subject to factual yardsticks of judgment and can be experienced only in real-life situation. Yet, the institution can justifiably boast of the students' ardent participation in social awareness programmes and community service. The N.S.S unit of the college meticulously observes throughout the academic sessions so many programmes that are integrated to social awareness and community affiliation. Here are just some of them mentioned below:

- They have taken a lead-role in organizing Blood-donation and health check up camps in recent years.
- The N.S.S unit of the college took the initiatives in distributing clothes among the poor in the village Nakashipara on the occasion of *Durgapuja*.
- A token amount of money was sent on behalf of our institute to the Chief Minister's Flood Relief Fund, Kerala, mainly at the behest of the N.S.S unit of the college in very recent past. Contribution also was made via State N.S.S cell to the calamity-hit people in Nepal (2015).
- The N.S.S cell also organized Awareness Campaigns on HIV/AIDS, Women's Rights, Legal Affairs, Dowry System in the college (2014-15).
- N.S.S cell also joined the District –level (West) Youth Integration Camp (March,1-2,2016) with 11 participants and N.S.S Special camp with 45 volunteers (Feb,17-23, 2017).
- Observance of N.S.S day (September, 24) at College,
- The NCC unit though with a limited manpower also participates in awareness programmes and extension services.

1. Problems Encountered and Resources Required:

It's only natural that to change the mindset in ordinary, rustic people who are accustomed to the superstitious kind of living within the framework of age-old community practices, is a Herculean task. Educational institutions like ours, that have to work within so many constraints including the financial as the major one, can only motivate the learners to keep on pursuing the practice with redoubled enthusiasm.

Best Practices 2.

1. Title of the Practice: *Clean and Green Campus.*

2. Objective:

In the context of environment pollution going global and the menace facing humanity in general, modern

institutional pedagogy has evolved the concept of 'Green Campus' as one of the best practices to be followed in schools and colleges since these are only miniature forms of the society. The term generally implies an institutionalized effort to combine education and eco-friendly measures for a sustainable development in the environment. Govt. Degree College, Khumulwng has adopted the policy of 'Green Campus' as one of the best and most effective practices in the campus.

2.1. Context:

Govt. Degree College, Khumulwng was shifted to its new campus in November 2019, which is a truly environment friendly campus. The campus is resplendent with the beauty and plethora of flora and fauna with an encompassing verdure stretched over miles. Yet in order to add to the natural beauty of the campus and give a systematic look to the same, the college undertakes several eco-friendly measures in addition to plantation programme which constitutes the core of a green campus.

2.2. Practice:

The college has almost Nine (9) acres of land in its possession, consisting of huge bamboo bush, tapioca, teak, *saal*, and rubber forestry along with a small water body indicating a sustainable development of environment in near future. The campus is also a plastic free zone and is decked with a small herbal garden; preservation of rain water is likely to be completed in the coming rainy season. The observance of the important days such as World Environment Day (5th June), Anti-Tobacco Day (May, 31) is scrupulously followed every year with great pomp and éclat. Similarly, the national cleanliness drive like *Swachh Bharat Abhiyan*, the festival of forestry known as *Van Mahautsav*, College and Community cleanliness campaigns are also observed with utmost zeal and enthusiasm involving all the segments of the college along with N.S.S and also N.C.C unit.

Govt. Degree College, Khumulwng thus protects its own environment with its green campus initiatives and keeps an almost pollution free campus. . In fact, 'Green Campus' as a motto is writ large in every activity of the management, faculty members as well as students of the college. The college maintains an environmental policy as stated below:

- i. To create awareness regarding environmental policy amongst the students and the management
- ii. To maintain pollution free campus by avoiding tobacco, *pan-masala*, chewing on the campus. As per the govt. rules and regulations regarding the instructions of tobacco free campus, signboards are displayed at various places on the campus.
- iii. To use the solid waste through vermin-compost on the campus and use it as a fertilizer.
- iv. To use 'Use me' dustbins in the college campus so as to keep college campus clean.
- viii. To protect over all and nurture the Flora and Fauna in the campus

2.3. Evidence of Success:

In absence of any heavy industry in the vicinity and due to less movement of motor vehicles in the road passing by, the campus is almost free from pollution and the soothing cover of green enveloping the whole campus would surely strike an outsider with an impression of environmental bliss. In addition to

conducting eco-friendly measures such as plantation drive, waste management, eschewal of plastic from the campus etc.etc., on a regular basis, Govt. Degree College, Khumulwng also seeks to transform the idea of *Green Campus* almost into a sort of academic activism so to say, and a recently held **National Webinar** entitled ***Ecocriticism and Indian English Literatures: Re-citing the perspective in the present scenario*** (June 29-30, 2020) organized by the Department of English of this college, is a ready instance at hand which evoked a remarkable response from not only the students and faculty members of the college, but also from some eminent scholars and academicians all over the country.

2.4. Problems Encountered and Resources Required:

The main problem behind implementing the Green Campus project *in toto* is insufficiency of fund. As the college is a Govt. institution, allocation of fund is made only from the Directorate of Higher Education, Govt. of Tripura. It is again due to the lack of fund that still now, the newly constructed college building is not provided with a concrete boundary wall. However, the college authority is trying hard to mobilize sources necessary for the purpose[s].

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

1. Title of the practice: Quest for Academic Excellence along with the promotion & preservation of Kokborok language

The Context: In spite of running a single stream and bearing the tag of a so-called 'small college' in the public eye, Government Degree College, Khumulwng has ever sought to achieve academic excellence in terms of not only the performance of students in curricular or co-curricular aspects, but also the activities of faculty members towards the directions of academic achievements and scholarly contributions. One significant pointer to the institutional distinctiveness of the college is *Khumulwng College Research Journal*, a Multidisciplinary Research Journal with ISSN number (2455-0795) run by the college which, being the only of its kind in the whole of Tripura state, testifies to the quest for academic excellence and distinctiveness that the institute constantly strives for. This aspect gets further fortified by the uniform character of scholarly contribution by some of the faculties in the form of publications in books and journals of national and international repute along with the awards and achievements given to some faculties at different points of time. The number of projects undergone by different faculties and the new ones undertaken as cited in respective criterion of the SSR, unfailingly points to the institutional distinctiveness of Government Degree College, Khumulwng in promoting scholarship and research.

Being situated at the TTAADC headquarters which is predominantly populated by the Kokborok speaking communities and also having almost 80% students of tribal origin, Government Degree College, Khumulwng, finds it convenient to make efforts so as to promote the use of Kokborok language and carry out social activities with regard to the development of the concerned language. Kokborok as an ancient language of Tripura had no proper documentation as such, with exceptions to a few traditional resources such as *The Rajmala*, which again, was written in Sanskrit and later translated to Bengali. The actual

development of the language took off only after the 1960s when the Government of Tripura undertook some measures in documenting different folktales, folklores etc., associated with the language. Thus, in order to promote learning and writing practice among the students, documentation has been one of the main objectives for the preservation of the language.

Objectives of the Practice:

1. Encouraging students to learn and write Kokborok short stories, poems as a means of contribution to the development of the language.
2. Correlating folk tales, folklore, and folksongs with the language.
3. Organizing seminars/ workshops.
4. Campaigning on the importance of the language.
5. Promoting and preserving culture through the development of Kokborok literature.

Practice:

With the objective of promoting and preserving Kokborok language, the practices undertaken by the college (in consonance with the policies of Directorate of Higher Education Tripura in this direction) till date are:

1. Observance of Kokborok Day on 19th January every year, as it had been recognized by the Government of Tripura since 1979.
2. Conducting Seminars at all levels, inviting distinguished experts and scholars throughout the state.
3. Campaigning on the importance of the language at educational institutions such as schools, colleges nearby.
4. Participating in programmes on the development of the language organized by the Government of Tripura.
5. Publishing articles, short stories, poems in recognized Government journals, magazine books. E.g. 'Twi' journal run by Tribal Research Institute, Government of Tripura.

Evidence of success:

Within many constraints and challenges, the practices of promoting and preserving the Kokborok language have succeeded to some extent. Some of the achievements are:

1. Conducting a Departmental Seminar at the College on 13th November, 2019 on the topic "The role of Kokborok and other vernaculars in Community building." This was a successful one.
2. The rally organized on Kokborok day (January, 19) evokes a stupendous response from the students, teachers and most significantly, from the surrounding communities. A souvenir in magazine format containing short stories, poems has been launched on 19 January, 2020.

Problems Encountered and Resources Required:

Some of the problems encountered in executing the plans are:

1. Non-availability of primary resources that has been a major problem.
2. Lack of funds is another major problem hampering the plan.

3. Lack of interests (to a requisite level) among the students in contributing to the language.
4. Dilemma on the use of script. However, students are permitted to use both Bengali and Roman script.

To develop the practice of the language as a part of the academic *modus operandi* of the college, we require resources in abundance. More financial assistance, long-term strategic plans to be implemented through the language cell of TTAADC, more and more scientific planning and research works on an intensive measure regarding the script of the language and enrichment of the Kokborok Library in the area would infallibly come to the help of the institute's vision about the promotion of Kokborok language and literature.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

- Strengthening the formal feedback from students for quality improvement in teaching: Course and Program-wise feedback is collected on teaching-learning and shared with faculty members.
- Organization of more seminars and conferences to encourage the spirit of research activities in students.
- Extension of the Existing Academic and Administrative Complex.

- Introduction of Career-oriented Vocational Courses.

Concluding Remarks :

Government Degree College Khumulwng, starting its journey way back in 2007, has been trying to flag up its status as a centre of excellence in imparting higher education in the region of the hilly state of Tripura where almost ninety (90) percent of the population belongs to the scheduled tribes and with a sizeable portion of them falling Below Poverty Line. Even after being shifted to the new campus in November 2019, the College still faces several odds in the infrastructure such as -- inadequate number of qualified faculty members and lack of separate rooms for respective departments; absence of a fully computerized and automated library and a separate library building; scarcity of smart class rooms, limited opportunity for research and lack of a well-equipped auditorium, play ground, Boys' hostel and staff-quarters etc.etc. Nevertheless, the institute continues its efforts in imparting an inclusive, value-based education to the students coming from diverse cultural backgrounds. The academic calendar devised by D.H.E Tripura is scrupulously followed only in order to achieve course and programme objectives within stipulated periods of time.

Through different academic wings constituted from among the faculty members, the institute constantly monitors not only the progress in the teaching-learning process with regard to the performance of both advanced and slow learners involving the practices to be undertaken thereof, but also the output of education in terms of the students' co-curricular activities such as games and sports, Social Outreach programmes, Awareness drives etc.etc., to name a few. In recent times, owing to the exigency of situations arising out of the alarming spate in the pandemic, the institution, in addition to conducting online classes for students, also hosted a *One Day Online National Workshop* titled **Online Assessment Tools** organized by the Department of Education in collaboration of the IQAC cell of the college on 30th May, 2020 which marked a huge success in inviting opinions and scholastic insights about the subject from all over the country.