Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**RAMTHAKUR COLLEGE**
Name of the head of the Institution	**Sri Dipak Bardhan**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03812370052**
Mobile no.	**9436510146**
Registered Email	**ramthakur.college@rediffmail.com**
Alternate Email	**iqacrtc@gmail.com**
Address	**Ramthakur College, Badharghat, Agartala P.O: A.D. Nagar, PIN: 799003**
City/Town	**Agartala**
State/UT	**Tripura**
Pincode	**799003**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Suvadip Paul**
Phone no/Alternate Phone no.	**03812370052**
Mobile no.	**9862124412**
Registered Email	**ramthakur.college@rediffmail.com**
Alternate Email	**iqacrtc@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.ramthakurcollege.nic.in/AQAR/2018-19_agar_report.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.ramthakurcollege.nic.in/DATA/academic%20calender-1920.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.27**	**2016**	**08-Jan-2011**	**07-Jan-2016**
2	**B**	**2.31**	**2021**	**15-Feb-2021**	**14-Feb-2026**

6. Date of Establishment of IQAC	**15-Jun-2011**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Conducted regular meetings of IQAC	16-Dec-2019 1	10
Collection and analysis of student satisfaction survey (SSS) on overall institutional performance	28-Jan-2021 1	516
Conducted Academic Audit for the period (2018-19) and prepared Academic Audit Report	28-Jan-2021 2	57
Conducted green audit and prepared green audit report	28-Jan-2021 5	5
Conducted symposium on Intellectual Property Rights for Faculty Members'	09-Dec-2019 1	32
Conducted workshop on Audit in Higher Education Institution	26-Sep-2019 1	141
[View File]()		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File]()
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File]()
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

One Week Online National level Workshop on Goods Services Tax (GST) from 22 to 28 July, 2020. 3 Day National level Workshop on 'Entrepreneurship in Micro and Small Sector' from 28 to 30 May, 2020 in collaboration with ESSOT. Inter State Webinar on 'Food Culture and Culinary Exchange Programme : Bihar Tripura' under the Govt. of India's 'Ek Bharat Srestha Bharat' National Programme on 16th June, 2020 in collaboration with Mahila Shilpa Kala Bhawan College, Muzaffarpur, Bihar. Relief Distribution during COVID19 pandemic situation on 7th June, 2020 in Adarsha Para (under Khas Madhupur Panchayat, Tripura), adopted village. Prepared and completed NAAC 2nd cycle of accreditation.

[View File](#)

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

Plan of Action	Achivements/Outcomes
To collect students' feedback, analyse, preparation of action taken report and uploading in the institutional website	Conducted on 28012021
To equip the smart classrooms of the College and well-equipped to the classroom N6	Done
To conduct Academic Audit for the year (2019-20).	Conducted on 28/01/2021-29/01/2021
To organise Seminars / Workshops / Discussion / Training on quality related themes/ outreach programmes/ initiatives across the Departments	Conducted Webinar/ Symposium / Workshop by IQAC and across the departments: 1. Workshop on 'Audit in Higher Education institution' was organised by Deptts. of Commerce and Economics in association with IQAC on 26-09-2019. 2. Symposium on 'Intellectual Property Rights for Faculty Members' was organised by IQAC on 09-12-2019. 3. 3-Day Workshop on 'Entrepreneurship in Micro and Small Sector' was organised by Ramthakur College in association with ESSOT on (28-30) May, 2020. 4. Inter-State Webinar on 'Food Culture and Culinary Exchange Programme : Bihar & Tripura'under the Govt. of India's 'Ek Bharat Srestha Bharat' National Programme was organised by Ramthakur College on 16-06-2020. 5. National Webinar on 'Impact of Covid-19 on Indian Economy: Issues and Challenges' was organised by Deptt. of Commerce on (27-28) June, 2020.
Documentation of the various programmes/activities for the period July 1, 2019 to June 30, 2020	Done

Preparation and submission of AQAR for the year (2019-20) before 31st December, 2020 as per NAAC guidelines	To be submitted
Pursue to introduce Botany Honours course for 20 seats.	In process
Maintenance of Microscopes and instruments for the Department of Botany and Human Physiology	Not done due to lack of fund
[View File](#)	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	10-Feb-2021
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	20-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Admission process in 1st semester is made computerised. Admission Merit List is prepared using a free software entitled 'Student Software' developed by a faculty Sri Ratul Chakraborty, Assistant Professor, Department of Statistics, M.B.B. College, Tripura. The library of the College is being automated using Integrated Library Management System (ILMS). Library automation is partially completed by using Egranthalaya (EG4 on Cloud) software with barcode. It deals with catalogues, searches and holdings data. The books available in the library can be searched choosing searches like: Title, Author, Subject, Publisher, Year of Publication, Classification Number, ISBN No., with exact location through Web and mobile OPAC. The library is registered for INFLIBNET access of the National Library and Information Services infrastructure for Elearning

resources (ebooks and ejournals) under NLIST programme. At present INFLIBNET access is provided to the 26 faculty members. The library is also linked with the National Digital Library of India through the College Web portal. The College website is connected with SWAYAM portal for online courses. The College is connected with online egovernance system of Govt. of Tripura for financial disbursement using the Human Resource Management System (HRMS) software. The list of eligible Post Matric Scholarship to ST category, SC category, OBC category students under central Govt. scheme and students under 'Ishan Uday' Special Scholarship Scheme for North Eastern Region is verified online through National Scholarship Portal (NSP). All sections of the College Administration are connected with BSNL internet connection. Work is in progress to launch an online portal for faculty members where faculty members can upload their professional and career records for easy access by the IQAC and college.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Ramthakur college is affiliated to Tripura University (A Central University) from 1987 and it has to follow the curriculum framed and modeled by the University. Up to 2013, curriculum based on Three Years Degree Course General / Honours (TDC/TDCH- 1+1+1 system) was followed in the institution. From 2014, onward, it has been replaced by Credit Based Six Semester Courses which follows the semester system and is termed as Three Years Degree Programme (TDP) and Three Years Honours Degree Programme (TDPH). As the courses offered have their relevance to the goals and objectives, the college aims to inculcate the highest intellectual standards through academic commitments. To ensure that the University curriculum is followed in the best of the spirit, the college academic calendar is prepared with the active involvement of the teachers. Central routine for Science, Arts and Commerce is prepared by the routine committee and thereafter each department prepares the departmental routine for allotment of classes among teachers. Each Department formulates its own action plan, course plan and also prepares teaching plan, teaching methods and discuss them among its faculty members. Apart from regular classes tutorials or extra classes are taken for enhancing the knowledge of students. The curriculum delivery is effectively done through lectures, by supplying study materials. Sometimes classes are also taken through power point presentations to make certain difficult topics easier. For making the classes lively and for active participation of students quiz, debate, group discussion, presentations are organized in the department. Apart from these educational tours, field trips,

interdisciplinary competitions, national and international seminars are organized by the college where teachers as well as students take part. Sessional tests are conducted in conformity with the academic calendar of the institution. Computer training as a part of skill development is included as a curriculum for the fourth Semester students. Each department periodically reviews the syllabus and students progression through departmental meetings. For the further progression of students, the college library conducts career guidance programme. Faculties encourage and equip the students to participate in various competitions outside the campus. Departmental wall magazines are also published by the students, where the students bring out their talents through various types of their write ups and paintings. All these programmes help the students to become self-dependent and intellectually competent. They also make the academic program relevant to the social context. Feedback from students are periodically collected to assess ourselves.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NA	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Zoology	81
BSc	Botany	22
BSc	Human Physiology	17
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	Nill
Alumni	Nill
Parents	Nill

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

Feedback Obtained
The Internal Quality Assurance Cell, Ramthakur College has collected the feedback of students of the college as a part of Quality Assurance. The feedback analysis highlights our strength and also makes us aware of the various aspects of the teaching learning process of the institution which deserve our attention. Students are given 5 options (1-Poor, 2-Fair, 3-Good, 4-Very good, 5-Excellent) to describe their satisfaction level. The feedback was based only on the current curriculum. The questionnaires are: Student's Feedback on Curriculum 1. Rate the syllabus of your course that you have studied 2. Rate the relevance of the units in Syllabus relevant to the course 3. Rate the offering of the electives in terms of their relevance to your course 4. Rate the size of syllabus in terms of the load on the student 5. Rate the evaluation scheme designed for your course 6. Rate the percentage of courses having LAB components (respond only science students) Regarding the syllabus, more than 96 of the students have given the rating as good or above (28.5 Excellent, 34.9 Very good, 33.5 Good). More than 94 of the students have found the relevance of the units in syllabus to the course as 'good' or better (24.8 Excellent, 33.9 Very good, 36.2 Good). Whether the offering of the electives is in accordance with the relevance to your course, 55 students have the opinion that it is excellent or very good while 40 students have found it as 'good'. 52.5 students have found the load of the size of the syllabus as 'excellent' or 'very good' while 40 students have rated this point as 'good'. 52 students have found the evaluation scheme to be 'excellent' or 'very good'. 41 students have rated it as 'good'. Regarding percentage of courses having LAB components 46 students are in favour of 'excellent' or 'very good' while 39 students have found it as 'good'. The feedback was discussed in the meeting of the Teachers' Council. As we dont have any direct access to the framing of the syllabus, the feedback is also shared with the senior teachers of the college who are the members of the Board of Studies of the affiliating Tripura University .

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bengali	75	51	51
BA	English	75	70	70
BA	Sanskrit	35	24	24
BA	Hindi	20	1	1
BA	Economics	25	20	20

BA	History	75	50	50
BA	Political Science	75	66	66
BA	Philosophy	35	21	21
BA	Education	75	64	64
BCom	Accountancy	50	48	48
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	4356	Nill	57	Nill	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
57	52	9	3	1	11
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Ramthakur College has adopted the mentoring system for effective teaching as well as a student support measure. All the Teachers are involved in the process of mentoring. Every mentor is allotted with about 60 to 70 students to take care of them depending upon the programme and division. Every mentor prepares a list of all the students allotted to him / her with details of Name, Class, Division, Roll Number, Contact Number and E Mail Id. The mentor has a chalked-out responsibilities to take care of all the mentees such as to provide them career counseling, to provide them personal counseling, to support them for any kind of difficulty in their curriculum, to make provision of remedial coaching for them and to always support them as and when required. The mentor also works for finding out hidden talent of the students in various aspects of academic, co – curricular, extra – curricular and extra mural activities so that they can be promoted to do various activities in the concerned area for their holistic development. The mentor also contacts and meets the parents of his / her mentees to discuss their progress and / or any other matter, as and when required. The mentor meets the student individually or the group of students once/ twice in a month and monitors, counsels, guides and motivates the students in all academic matters. Mentor advises students regarding choice of electives, project, etc. Special care/ assignments/ group discussions/ reexamination are taken, books are provided, help is extended in preparation of notes, continuous moral boost up is done prior to university examination. Mentor motivates to participate in the science fair/seminar/ poster presentation. The HOD/ In-Charge meets all mentor of his/her department at least once a month to review the proper implementation of the system and advice mentors wherever necessary.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4356	57	1:76

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
54	38	16	1	24

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Mihir Pal	Associate Professor	Winner of 3rd prize in All India essay writing competition (NCEWP) in the year 2019 on the topic of „Physics of your city, community and surroundings" conducted by Indian Association of Physics teacher.
2019	Dr. Sarmistha Banerjee	Associate Professor	Shikshak Sanman-2019 award by Govt. of Tripura

View File

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BNGH1	1st	27/11/2019	16/03/2020
BA	ENGH1	1st	27/11/2019	16/03/2020
BA	HINH1	1st	27/11/2019	16/03/2020
BA	SANH1	1st	27/11/2019	16/03/2020
BA	ECOH1	1st	27/11/2019	16/03/2020
BA	HISH1	1st	27/11/2019	16/03/2020
BA	PHIH1	1st	27/11/2019	16/03/2020
BA	PLSH1	1st	27/11/2019	16/03/2020
BA	EDCH1	1st	27/11/2019	16/03/2020
BA	BA1	1st	27/11/2019	16/03/2020

View File

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

The Internal Evaluation (CIE) mechanism is followed by the College as per Tripura University guidelines. The salient features initiated and followed on

CIE are: 20 marks of each paper in all semesters for all programmes is evaluated as internal assessment, which is divided into three parts – Sessional-I for 8 marks, Sessional-II for 8 marks and group discussion/seminar/assignment for 4 marks per paper. The question papers are set by concerned course faculty and submitted to HoD at least one day prior to the test for preparation of multiple copies. The answer scripts are evaluated by the concerned teachers and the marks are communicated to the students in the classroom and also displayed on the departmental notice boards. Evaluated answer scripts are given to the students to clarify their doubts and queries. The valued answer scripts are preserved and the marks obtained are submitted online through the examination portal. Project in Semester VI of 100 marks (out of which 80 marks is for project report submission and 20 marks is for viva-voice presentation) for all programmes are carried out under the guidance of departmental teachers which are then evaluated internally. The tentative schedule of the continuous internal evaluation mechanism is notified in the Academic Calendar which is published in the college Prospectus and displayed on the college Website. The Examination details about the pattern and schedule of the continuous internal evaluation system are decided in the Teachers' Council meeting. The examinations are conducted according to the timetable published by the Examination Committee. The departments conduct all of their Continuous Internal Evaluations within this framework. The above discussed patterns of CIE are followed for last few years. No extra reforms are initiated during this academic session.

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

The College has a good practice of preparing the prospectus of institutional information, courses offered, eligibility criteria for every programme. It also prepares academic calendar three months prior to the reopening of the college based on University's Calendar of events and also UGC regulations. The number of working days are calculated and included by excluding national/state/regional or other holidays. The centralized or non-centralized internal tests are conducted as proposed in the academic calendar. The academic calendar is structured by taking the consents from Examination Committee, HoDs and faculty members. It is presented before the academic committee for approval and then with or without modification the same will be implemented to become effective. A keen and serious calculation is undertaken to make sure that there is sufficient time for syllabus coverage for each course. Teaching plan is framed in accordance to the availability of number of working days in each semester based on proposed academic calendar. The plan includes internal tests, evaluation/assessment of students and teaching methods followed and adoption of other teaching related student performance enhancing activity. The teaching plan of the college is put into action with provision for conducting two internal assessment tests at the mid and before the end of semester term. However, current students of UG programmes, internal assessment tests, component-1 and component-2 are conducted before the completion of 8th and 16th weeks, respectively. These compulsory tests are conducted by covering, at least first 50 of the syllabus for test and after completion of whole syllabus for second test. After evaluation of test papers the students are made to know their performance and progress. The slow learners (students with low performance level) are offered to take up remedial or special classes. In order to adhere to the dates mentioned in the calendar, HODs meetings are conducted frequently by the Principal to know the progress of the functioning of the department. The HODs, in turn, convene departmental meetings and motivate the faculty members to complete the syllabus and other teaching related activities within the stipulated time. The systematic planning of the lessons and the implementation of the planning are clearly indicated. The staff members prepare lesson plans before the commencement of every semester with a view to syllabus

coverage. Effective outcome of teaching plan is assessed by academic audit by visiting each department once in a year. Each department present their annual academic report before the committee by the end of the academic year.

2.6 – Student Performance and Learning Outcomes

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

https://ramthakurcollege.nic.in/pos.html

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
ACNH6	BCom	Accountancy	32	29	91
ECOH6	BA	Economics	14	11	79
HISH6	BA	History	40	37	92
PHIH6	BA	Philosophy	12	10	83
PLSH6	BA	Political Science	69	63	91
EDCH6	BA	Education	56	51	91
HINH6	BA	Hindi	2	2	100
SANH6	BA	Sanskrit	13	11	85
ENGH6	BA	English	48	43	90
BNGH6	BA	Bengali	58	52	90

View File

2.7 – Student Satisfaction Survey

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

https://www.ramthakurcollege.nic.in/documents/Students%20Satisfaction%20Survey19-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NA	0	0

No file uploaded.

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Symposium on Intellectual	IQAC, Ramthakur College	09/12/2019

Property Rights for the Faculty Members				

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nill	NA

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	1	4.23
National	Hindi	4	Nill
National	Bengali	1	Nill
International	Mathematics	6	0.56
International	Physics	2	0.49
International	Chemistry	1	Nill
International	Commerce	1	Nill
International	Education	1	Nill

[View File](#)

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

Department	Number of Publication
Commerce	5

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation

NA	NA	NA	Nill	0	NA	Nill

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nill	Nill	Nill	NA

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	8	1	7
Presented papers	2	3	Nill	Nill

View File

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NCC Girls Cadet and NCC Boyscadet participated in the State Level Childrens Day Programme at Rabindra Satabarshiki Bhavan, Agartala, Tripura on 14th Nov., 2019 with reference to the letter No F.2(631)-DHE/GTCA/2011/2288 (07), Dated 04/11/2019	Govt. of Tripura	2	29
Attended the Mountaineering 334 basic course held at Himalayan Mounteering Darjeeling from 19th Oct to 15th Nov 2019 (With reference to the letter no 3018/13Bn /TRG/Mountaineering /359-4), Dated 19th	NCC D.G, NCC, New Delhi	1	1

Aug., 2019			
NCC Girlscadets participated in the Annual Training Camp held at Sahid Bhagat Singh Youth Hostel, Agartala, Tripura from 3rd July to 12th July, 2019 (With Ref 3018 /13/Bn/TRG/ATC/213-52, dated-19th July 2019)	13th Tripura Bn NCC, Agartala	1	10
One NCC Girl Cadet attended special National Intergration camp held on 27th June to 8th July, 2019 at Ladakh	NCC DTE, Jammu and Kashmir, Ladakh	1	1
One NCC Boys cadet participated in the Covid-19 Training for NCC Cadetson 31st May, 2020 at Agartala	Deptt. of Personnel Training, Govt. of India	1	1
NCC Boys cadets participated in the Army Attachment Camp (SD) with Regular Army, held at Silchar from 6th January to 20th January, 2020	31 Field Regiment	1	2
NCC Boys cadets participated in the Combined Annual Training Camp, held at Lichu Baganl, Agarala, from 30th January to 8th February, 2020	15 Tripura (I) Coy NCC, Agartala	1	30
NCC Boys cadets participated in the Combined Annual Training Camp - 83, held at Sahid Bhagat Singh Youth Hostel, Agartala, Tripura from 16th October to 25th October, 2019	13th Tripura Bn NCC, Agartala	1	6
NCC Boyscadets participated in the Advance Leadership	15 Tripura (I) Coy NCC, Agartala	1	5

Camp-IV 2019, held at Sahid Bhagat Singh Youth Hostel, Agartala, Tripura from 17 November to 28th November, 2019				
NCC Boys cadets participated in the Combined Annual Training Camp, held at Shaheed Bhagat Singh Youth Hostel, Agarala, from 15th July to 24th July, 2019	15 Tripura (I) Coy NCC, Agartala		1	24

[View File](#)

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS Activities	Best NSS Volunteer Award, 2018-19	Govt. of Tripura	3

[View File](#)

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Collection for Communal Harmony Campaign week	NCC Boys Division, Ramthakur College, Agartala	SD NCC (Boys') cadets distributed Flag stickers and collected Rs.1103 form 240 students, teachers and office staff as voluntary contribution on the occasion of Flag Day and contributed Rs.1103 to Secretary, National Foundation for Communal Harmony	1	7
Collection for Communal Harmony Campaign week	NCC Girls Wing, Ramthakur College, Agartala	SW NCC (Girls') cadets distributed Flag stickers	1	10

		and collected Rs.626 form 53 students, teachers and office staff as voluntary contribution on the eve of observance of Communal Harmony Campaign Week 19th-25th Nov' and Flag Day		
Blood donation camp	Ramthakur College, Agartala	Blood donation camp for community on 22nd January, 2020	2	50
Visit to adopted village	IQAC, Ramthakur College, Agartala	Visited Anganwadi School in the Adopted Village, Adarsha Para, Tripura and distributed colour book, colour pencil packet, pencil, Amul chocolate to the ten enrolled children of the Anganwadi School and also a plastic mat worth Rs.1540	2	2
Tree plantation	Ramthakur College, Agartala	Tree plantation at Ramthakur College, Agartala on 5th June, 2020	13	26
Control Room Duty during COVID 19	Health Department, Govt. of Tripura	Participated in the Ex-Yogdan (NCC) Control Room Duty-COVID-19, Secretariat, Agartala	Nill	10
Swachha Bharat Programme	Ramthakur College, Agartala	Swachha Bharat Programme at Ramthakur College Campus	51	134

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	0

No file uploaded.

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

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

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nill	NA	Nill

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
44.32	44.32

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Campus Area	Existing
Laboratories	Existing
Seminar Halls	Newly Added
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing

4.2 – Library as a Learning Resource

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

Name of the ILMS	Nature of automation (fully	Version	Year of automation

software	or patially)		
Egranthalaya 4.0	**Partially**	**Cloud Version 4.0**	**2016**

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	**34124**	**Nill**	**211**	**24294**	**34335**	**24294**
Reference Books	**13643**	**Nill**	**38**	**4375**	**13681**	**4375**
Journals	**1**	**11600**	**Nill**	**Nill**	**1**	**11600**
e-Journals	**Nill**	**5900**	**1**	**5900**	**1**	**11800**
Digital Database	**5**	**5900**	**Nill**	**Nill**	**5**	**5900**
[View File](#)						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	**NA**	**NA**	**Nill**
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	**69**	**2**	**35**	**0**	**1**	**11**	**54**	**10**	**4**
Added	**8**	**0**	**0**	**0**	**0**	**1**	**2**	**0**	**0**
Total	**77**	**2**	**35**	**0**	**1**	**12**	**56**	**10**	**4**

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	**Nill**

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical

		facilities		facilites
18.3	18.3		21.22	21.22

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

For well maintaining and utilizing physical, academic and other support system Ramthakur College ensures optimal allocation and utilization of the available financial recourses. The college has initiated several procedures and policies as follows: Proper allocation of funds for maintenance and upkeep of different physical, academic and other support systems. The college development fund is generated and utilized for maintenance and minor repair of furniture and other electrical equipments. Annual maintenance is done for all the electronic equipments. The college has a number of computers in computer laboratory and in different departments. Computer maintenance is done regularly whenever it requires and non-repairable systems are disposed off. Stock register of laboratory equipments are maintained by the concerned departments. The microscopes and other equipments used for scientific experiments are cleaned and maintained by the concerned departments in every six months on the eve of every new semester. There is systematic disposal of waste of all types hazard items such as biodegradable and non biodegradable chemical wastes. The college library is enriched with number books for the interest of students. The books are properly maintained in different book shelves according to the DDC method. Class rooms, professor common room, departments, Office room, library reading room, smart class, conference room etc. are cleaned once in every week to keep dust free. Two full time sweepers are engaged for cleanliness of class rooms and toilets of the college. Modern equipped is used for cleaning and maintaining the college garden. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms. The college has a playground and maintained properly where students play different type of outdoor games like as football, crickets etc. The college has a sports store where all the sports materials and equipments are kept under the supervision of sports in-charge officer. Electricians, masons, plumbers, carpenter etc. for maintenance of classrooms and related infrastructure is outsourced time to time. All HODs are free to submit their requirements to the Principal regarding repairing and maintaining computer, classroom furniture, toilets etc. throughout the year. A suggestion box is installed inside the college campus for holistic development of the college premises.

https://www.ramthakurcollege.nic.in/NAAC_documents/c442.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	-	0	0
Financial Support from Other Sources			
a) National	Central Sector, ISHAN Uday, SC, PWD, OBC, MINORITY, ST, EBC, LIG, MERIT	1510	11392835
b)International	Nill	Nill	Nill

| 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc., |||| |

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Prevention of Drug Abuse and Role of Youth	01/10/2019	124	Brahmakumaries, Agartala

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	NA	Nill	Nill	Nill	Nill

No file uploaded.

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	2	8

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NA	Nill	Nill	NA	Nill	Nill

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	21	B.A Honours	Political Science	Tripura University	MA in Political Science
2020	7	B.A Honours	Education	Tripura University	MA in Education
2020	23	B.A Honours	Bengali	Tripura University	MA in Bengali
2020	19	B.A Honours	English	Tripura University	MA in English

2020	6	B.A Honours	Sanskrit	Tripura University	MA in Sanskrit
2020	4	B.Sc Honours	Mathematics	Tripura University	M.Sc in Mathematics
2020	5	B.Sc Honours	Chemistry	Tripura University	M.Sc in Chemistry
2020	4	B.Sc Honours	Physics	Tripura University	M.Sc in Physics
2020	5	B.Sc Honours	Zoology	Tripura University	M.Sc in Zoology
2020	4	B.Com	Commerce	Tripura University	M.Com

[View File](#)

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

Items	Number of students selected/ qualifying
Any Other	3

[View File](#)

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

Activity	Level	Number of Participants
Swaraswati Puja-2020	Intra College	759
Freshers Welcome-2019	Intra College	803
Celebration of Republic Day-2020	Intra College	69
Celebration of Independence Day-2019	Intra College	86
Celebration of Teachers Day-2019	Intra College	131

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Wako India Senior National Kick Boxing Championship 2019	National	1	Nill	1913001575	Mukta Debnath
2019	Wako India Senior National	National	1	Nill	1913001575	Mukta Debnath

	Kick Boxing Championship 2019						
2019	1st prize in X World cup diamond kickboxing wako 2019	International	1	Nill		1913001575	Mukta Debnath
2019	2nd prize in X World cup diamond kickboxing wako 2019	International	1	Nill		1913001575	Mukta Debnath
2019	3rd prize in X World cup diamond kickboxing wako 2019	International	1	Nill		1913001575	Mukta Debnath
2019	Wako India Senior National Kick Boxing Championship 2019	National	1	Nill		1913001575	Mukta Debnath
View File							

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

Ramthakur college believes in youth empowerment through quality education. Hence enough space is given for co-curricular, extracurricular activities of the students. The students are involved in number of activities at institution level and also at society level. Student's Council is set up as per the norms and meetings laid down by the Department of Higher Education, Government of Tripura. Student's Council election is conducted for selecting student's representatives in the various arena for the benefit of the students. However, from 2018 onwards Student's council election was not held. However, there are un-elected representatives for rendering a helping hand to fellow mates. The student's representatives encourage and motivate other students to participate in student's oriented programmes such as Blood donation camp, Freshers welcome, Swaraswati puja, Republic day, Independence day, Voters day, Yoga day, Rabindra Jayanti, Nazrul Jayanti, Environment day, etc. Students representative assist teachers in making any such events successful. The student's representative also ensures to maintain discipline in the college by encouraging students to follow the rules and regulations laid down by the college and insist other students to maintain a green, plastic-free campus. Simultaneously, NCC unit both male and female wings also help to maintain discipline of the college. Student representatives play their important role in officially recorded academic and administrative bodies, like as: 1. IQAC, 2. Placement Cell, 3. Fund Management Committee, 4. Canteen Committee. Moreover, in different meetings of the various committees, like Admission Committee, Social and

Cultural Committee, Sports Committee, Anti Ragging Committee, Discipline Committee etc. of the college, members of the student representative are called for suggestions. They also look up student in assisting them during admission as well as effective communication between students and authority, maintaining discipline in the college premises. NSS and NCC together help in the beautification of the college. With the help of the student's representative, sports and cultural events, competitions, tree plantations in the college are organized. So the student council actively plays an important role in upgrading the image of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The registered Alumni Association of the College is 'Alumni Association of Ramthakur College', Registration No.4470 of 2004 under the Societies Registration Act 1860. Contribution of Alumni Association to the Institution (during the year): The alumni association of the College provides financial as well as non-financial support to the Institution. The association contributes to the development of the Institution. The alumnus of the college are placed in the different corporate sector, education, business, professional fields, media industry, political field, social work, academics and accessories. The association are engaged in different social activities. In previous years, the association of the college contributed a lot for institutional development. They also participate in our large gathering programmes, rally, sports, quiz competition, debate competition, cultural programmes, blood donation camp, annual Bidyarthi Baran Utsav etc. In the previous years, they also organised Mega Health Camp for all stakeholders. The members of Alumni Association also perform other extension activities and extend their helping hands whenever the college seeks for. Some of the alumni are actively participating in social service combined with creative activities in nearby societies. Alumni have played an important role in the pandemic hour thus putting an example to the present students.

5.4.2 – No. of enrolled Alumni:

161

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

11350

5.4.4 – Meetings/activities organized by Alumni Association :

During the period, one meeting of Alumni Association was held. In the pandemic situation, alumni association took an active part to serve the poor and distress. They were involved actively in various programmes conducted by the college like blood donation, campaign against AIDS etc.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Practice 1 (Decentralized and participative role of top management): Top management, the Principal and the faculty play a decentralized and participatory role in the development and implementation of the organizations quality policies and plans. The principal secretary of Higher Education, the Director and joint directors of Higher Education, and the Principal of the College comprise the top level of the management to run the college. The middle

level management team is made up of all of the department heads (19), and the lower level management team is made up of the entire remaining teaching faculty. The top management makes all the strategic decisions in the best interests of the college. Through departmental involvements, the middle level management works effectively for the overall improvement of the college. The ground level management is involved in all departmental activities. Practice 2 (Decentralized internal institutional structure and participatory decision making process): The Principal is the institutions administrative head. The Teachers Council, with various Committees and Subcommittees (consisting of Convenor and members from faculty members and student representatives) is formed to coordinate both academic and administrative matters in the college. In addition to the Teachers Council, the College has IQAC and the RUSA Committee. Aside from the mentioned committees, some committees function, such as the Development Committee, Placement Committees, and so on, where student representatives are also taken into account. Throughout the academic year, all subcommittees work together to resolve issues in the best interests of the institution, with each committee member having the freedom to participate in decision making. Students play an active role in the administration of campus activities. This results in effective and proper work execution and promotes cooperation among management, staff, and students. The Heads/Heads in Charge of various departments are in charge of the departments day-to-day operations. As drawing and disbursing officer in charge, a senior faculty member of the college assists the Principal.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The Department of Higher Education of the State Government begins the admissions process by placing advertisements in local newspapers and on the website of Higher Education. • The College publishes a prospectus that contains detailed admissions information. • The Admission Committee uses software to create a merit list based on H.S.(2) or equivalent academic performance and adheres to the Government of Tripuras reservation policy. The selected candidates are given a certain amount of time to apply for admission. The College Notice Board displays admission merit lists. Vacant seats are filled using a merit-based system.
Human Resource Management	In some departments, the College lacks an adequate number of teaching staff. Guest Lecturers are assigned to this role at the start of each semester. When a teacher goes on leave, a stand-in routine is put in place to ensure that classes are not disrupted. The attendance of all faculty and staff

	is monitored on a regular basis using a biometric attendance system. To protect the interests of female employees at work, the College has a Sexual Harassment Redress Committee.
Library, ICT and Physical Infrastructure / Instrumentation	The library is housed in its own building at the college. Procurement is carried out in accordance with the requirements and financial resources available. • Connectivity providing 10 mbps speed internet connection for automation and ILMS named E-Granthalaya with bar code facility OPAC services through mobile and computer. • Database link with National Digital Library of India • Delegated to librarian for library automation training (hands on practise) through E-Granthalaya software for other libraries and library professionals through INFLIBNET NLIST programme.
Research and Development	The college provides infrastructural support to faculty members in the department and across the College, including digitization of library stock, access to e Resources and online database links under inflib-net, laboratory facilities, computer facilities, and in campus internet access. • The College authority provides institutional support for the smooth progress of research projects. • Teachers are encouraged to attend workshops, seminars, and conferences, and they are also encouraged to attend and publish their research findings. During the year, the faculty published 16 research papers in peer-reviewed national/international journals and 5 books/articles in edited books.
Examination and Evaluation	The examination/evaluation methods introduced by the affiliating University are followed by the College. A credit-based (six-semester) system was implemented beginning in the academic year: 2014-15, The salient features adopted are: • Credit based (six) semester system. • Grade system • 20 marks of each paper is evaluated as internal assessment (CIE) • (Manual) MCQ with OMR • In the final semester, 100-point projects are completed under the supervision of departmental teachers and then evaluated internally by the department. • RTI for review of University results. • The parent university publishes the results within

	30 days (approximately) after the end of the examinations.
Teaching and Learning	At the start of each academic year, the institutions academic calendar and departmental syllabus plan are prepared. • Teachers in the department provide extra/tutorial classes, mentoring, and assistance to students as needed. Sessional examinations as part of continuous evaluation, group learning, periodic assignments (in some departments), and project-based learning are all used. HODs keep track of syllabus coverage. • Faculty members have been given access to the internet as well as computers in the Department and an ICT-enabled classroom in order to prepare aided teaching and learning materials. • Study tours (field trips) are organised on an as-needed basis (in some departments) to enhance the experimental learning process.
Curriculum Development	As an affiliated college, the college follows the Tripura Universitys curricula/syllabi and communicates with students, teachers, and other stakeholders via departmental display board, different official whatsapp groups and the institutional website. For the designing or development of the curriculum, there is a Board of Undergraduate Studies (BUGS) in Tripura University, which has been also formed departmentally for all the courses. When the parent university calls a BUGS meeting and invites teachers to discuss curriculum changes or updates, the college sends faculty members to communicate/exchange ideas/suggestions. During the year, 17 faculty members from the College were members of the BUGS of the affiliating university.

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

E-governace area	Details
Planning and Development	The planning and development committee has been assigned to ensure proper planning and development. IQAC contributes significantly to the colleges overall development by lending a helping hand in planning and development. The college has a website/portal that handles various activities such as events, notices, tenders, and other information about the college that is updated on a regular basis. • An email address and

	an official whatsapp group are functional for effective and easy communication among the faculties and with the other stakeholders. • CCC TV camera has been installed on the college grounds to monitor any unfair or illegal activities.
Administration	• The college has taken steps to ensure digitization and has begun the process of implementing biometric attendance for both teaching and non-teaching personnel. • Urgent corresponding is done among the faculties throughofficial whatsapp group and email. • CC TV camera has been installed for performing good administration.
Finance and Accounts	• The College uses the Human Resource Management System (HRMS) software to connect to the Govt. of Tripuras online e-governance system for financial disbursement. The remuneration bill is generated centrally using HRMS software, with adjustments made by the college Accounts Section as needed. • With the exception of a few petty expenses, all government funds are credited directly to bank accounts, and payments are made via bank cheques in favour of beneficiary accounts. • Scholarships for post-secondary education are verified through the National Scholarship Portal (NSP). • The Public Financial Management System (PFMS) portal is used to make payments from the RUSA fund, and the college maintains bank accounts for various government and non-government funds, as well as manual cash books.
Student Admission and Support	• In the year 2019-20, the College used a admission software developed by a faculty member, Sri Ratul Chakraborty, M.B.B. College, a Govt. college of Tripura, to make the admission process more transparent, and the Govt. is planning to implement the entire admission process centrally through online from the year 2020-21. • Students fill out their stipends online at the National Scholarship Portal (NSP), where the list of eligible Post Matric Scholarships is verified and financial aid is directly credited to the students individual bank accounts under the Direct Benefit Transfer (DBT) scheme. • Students can use e-granthalaya-4 to access Online Public

| | Access Cataloguing (OPAC), which is supported by NIC. • The library is linked to the National Digital Library of India (students have access) and the INFLIBNET NLIST programme for electronic resources (students are allowed accession through their Departments). |
| Examination | • Internal marks are uploaded by the college authority to the University website through a specific university portal within a specific time period, and students can download their admit cards and obtain their end semester results from the Tripura University website. During the COVID period, students appeared at the online examinations and correctly submitted their answer scripts. |

6.3 – Faculty Empowerment Strategies

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

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

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

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

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Entrepreneurship: Research, Critical Thinking and Innovation	1	22/04/2020	28/04/2020	7
Science and	3	11/09/2019	25/09/2019	15

Technology for Social Development				
Case Discussion Methodology for Entrepreneurship Development	1	26/06/2020	30/06/2020	5
Reconfiguring the Mind: Post Covid Consciousness	1	23/06/2020	27/06/2020	5
NRDMS-DST Winter School on Geospatial Technologies	1	29/11/2019	19/12/2019	21
Refresher Course in Commerce	1	01/10/2019	31/01/2020	120
One Week Online Faculty Development Programme (FDP) on Research Methodology and Statistical Data Analysis through SPSS	1	22/06/2020	28/06/2020	7
Advance Methods in Teaching and Research	1	11/02/2020	24/02/2020	14
Application of Digital Tools and Technology in Teaching and Learning	1	16/06/2020	29/06/2020	14
Rural Development, New Media and Social Change	2	01/07/2019	14/07/2019	14
[View File](#)				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund	General Provident Fund	Post Matric / Merit cum

| facilities Group Insurances Scheme Gratuity pension facilities. Facilities of Child Care leave(for female employees), maternity leave and paternity leave Medical reimbursement facilities as per State Government norms | facilities Group Insurances Scheme Gratuity pension facilities Benefits for special leave, maternity leave and paternity leave, Medical reimbursement as per State Government norms. | Means Scholarships for SC, ST, OBC, EBC, LIG, Merit, Girls and eligible students under State and Central Government schemes. |

6.4 – Financial Management and Resource Mobilization

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

Internal financial audits: No. However, accounts are maintained by the Accounts Section of the college which are checked and supervised by the Drawing and Disbursing Officer (DDO) regularly External financial audits: External financial audits are conducted by the Directorate of Audit, Govt. of Tripura and Accountant General (Audit office), Tripura, Govt. of India separately. The external financial audit was conducted on 22/08/2019 by Office of the Accountant General , Tripura

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Students development fund	500000	Parmanent and temporary development of the institute.
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nill	Nill	Yes	IQAC
Administrative	No	Nill	No	Nill

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

NA

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

One day (03/08/2019) Sub-Divisional Level Training-cum-Workshop Programme on implementation of Post Matric Pre-Matric (IX-X) Scholarship to (ST/SC) students through National Scholarship Portal 2.0

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

1. Conducted Academic Audit for the period (2018-19) and prepared Academic Audit Report 2. Workshop on Audit in Higher Education institution was organised by Deptts. of Commerce and Economics in association with IQAC on 26-09-2019. 3.

Symposium on 'Intellectual Property Rights for Faculty Members was organised by IQAC on 09-12-2019. 4. 3-Day Workshop on 'Entrepreneurship in Micro and Small Sector' was organised by Ramthakur College in association with ESSOT on (28-30) May, 2020. 5. Inter-State Webinar on 'Food Culture and Culinary Exchange Programme : Bihar Tripura' under the Govt. of India's 'Ek Bharat Srestha Bharat' National Programme was organised by Ramthakur College on 16-06-2020. 6. National Webinar on 'Impact of Covid-19 on Indian Economy: Issues and Challenges' was organised by Dept. of Commerce on (27-28) June, 2020. 7. Initiated computerized examination management system.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Conducted regular meetings of IQAC	25/09/2019	25/09/2019	16/12/2019	66
2020	Collection and analysis of student satisfaction survey (SSS) on overall institutional performance	28/01/2021	28/01/2021	28/01/2021	516
2020	Conducted Academic Audit for the period (2019-20) and prepared Academic Audit Report	28/01/2021	28/01/2021	29/01/2021	57
2020	Conducted green audit and prepared green audit report	30/01/2021	30/01/2021	30/01/2021	5
2019	Conducted symposium on Intellectual Property Rights for Faculty Members	09/12/2019	09/12/2019	09/12/2019	32
2019	Conducted Workshop on Audit in	26/09/2019	26/09/2019	26/09/2019	141

Higher Education institution					

<div align="center">

[View File](#)

</div>

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NCC Day at Ramthakur College, NCC Girls Wing organised by 13 Tripura Bn NCC	25/11/2019	25/11/2019	Nill	22

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

Percentage of power requirement of the University met by the renewable energy sources
In order to foster environmental consciousness the initiatives undertaken are: (1) Waste Management: (a) Made use of more waste boxes in different corners of the College campus (b) Time to time wastages are collected from the College campus by recycling vendor Agency, Agartala Municipal Corporation. (c) Plastic free campus – made use of paper cup in lieu of plastic tea cup in the College canteen. (2) Efforts practiced by the College for minimising Carbon Emission: Use of LED bulbs. (3) Regular nourishment plantation of trees in the College campus in different seasons which helps in reducing the carbon dioxide emission. (4) Environmental awareness and sensitisation campaign for the students and the community around the college regarding sustainable environment by organising discussions, drama, rally etc. (5) Cleaning and sweeping the College campus : (i) on 05/03/2020 by NCC Girls' cadets (ii) on 30/09/2019 by NCC Boys' cadets (iii) on 01/03/2020 by NSS volunteers, NCC Cadets, teaching non-teaching staff to observe Sachhatahi Seva launched by the Government of India. Fostering environmental Sustainability, the measures undertaken are: (1) Monitored Environmental status of Ramthakur College through (a) air quality and (b) noise level monitoring, (c) drinking Water quality monitoring by Tripura Pollution Control Board, an external agency. (2) Identification and specification of plants in the College campus with botanical name, family name, common name and local name (3) Hazardous Chemical Management: One number of chemical wastage pit is made nearer to the Chemistry laboratory of Science Block (4) Energy conservation to reduce the usage of electricity (a) replacing cathode ray tube (CRT) monitors to LCD monitors and laptops (b) installation of LED lights (c) postering in the classroom and office room as 'Switch Off Lights, Fans, Computers' when not in use.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	Nill
Ramp/Rails	Yes	6
Braille	No	Nill

Software/facilities		
Rest Rooms	Yes	1
Scribes for examination	Yes	3
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	16/10/2 019	4	Traffic Duty during DURGA PUJA-2019	Regulated heavy Traffic during Durga Puja-2019	5
2020	1	1	08/03/2 020	1	INTERNA TIONAL WOMAN'S DAY.	A State Level Seminar On Intern ational Woman's day 2020. Organised by – Education Departmen t Govt.Of Tripura.	25
2020	1	1	06/05/2 020	1	Swachha Bharat Programme at Ramthakur College Campus organised by Ramthakur College, NCC Girls Wing	Cleanli ness drive	18
2020	1	1	22/01/2 020	1	BLOOD DONATION CAMP. A	NSS VOL UNTEER'S Donated	20

					Blood Donation camp was Organised In RAMTHAKUR COLLEGE AT 10 AM. MLA. MIMI MAJUMDER Was Chief Guest In the Inaugural Programme	blood and worked As volunteer's for Smooth functioning of the programme	
2020	1	1	07/04/2020	1	DONATION IN CHIEF MINISTER RELIEF FUND	To Fight Against Covid 19 Pandemic RAMTHAKUR COLLEGE NSS UNIT Donated R.S.-3000/-	10
2020	1	1	07/06/2020	1	DONATION OF VARIOUS FOOD ITEMS TO THE POOR AND NEEDY VILLAGERS OF AMTALI ADARSHA PARA.	RAMTHAKUR COLLEGE NSS UNIT And TEACHERS Counsil of RAMTHAKUR COLLEGE Jointly Donated Fifty(50) Bags Food Items.	25
2020	1	1	27/06/2020	4	COVID – 19 TRIPURA STATE CONTROL ROOM DUTY	Service during pandemic period	5
2020	1	1	26/02/2020	1	Volunteer service in BOOKFAIR	NCC Boy's Cadet provided Volunteer Service in Book Fair	15
2019	1	1	14/11/2	1	Childre	NCC	20

| 2020 | 1 | 1 | 12/01/2020 | 1 | "FIT INDIA SWASTH TRIPURA" | Observed By Tripura Police week 2020. | 5 |

n's Day | Cadets participated in rally, organised by Tripura State Government and attended the program of Children's Day at Rabindra Bhawan

019

<div align="center">

[View File](#)

</div>

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

Title	Date of publication	Follow up(max 100 words)
NA	Nill	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
GANDHI JAYANTI at Rabindra Bhawan, Agartala	02/10/2019	02/10/2019	18
Celebration of Independence day at college	15/08/2019	15/08/2019	14
FIT INDIA SWASTH TRIPURA" Observed By Tripura Police week 2020.	12/01/2020	12/01/2020	5
KOKBOROK Day 2020. Observed on At 12:30 PM In Room No-17 at College	18/01/2020	18/01/2020	109
Matri Bhasa Diwas	21/02/2020	21/02/2020	14
Tree Plantation at Ramthakur College, Badarghat organised by 13 Tripura Bn NCC	06/05/2020	06/05/2020	18

Children Day Programme at Rabindra Satabarshiki Bhawan, Agartala organised by Govt. of India	14/11/2019	14/11/2019	15

[View File](#)

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

To make the campus eco-friendly, efforts undertaken by the College are: 1. Faculties of Department of Botany arranges special classes for all students of Bio-Science taxonomically identifying the plant species in different ecological conditions. 2. The NSS unit of the College undertakes various activities, like organizing a talk on several aspects, staged a drama on use and abuse of water, avoid using plastics, etc. 3. NSS Unit, NCC Wing and Students' Representative celebrate annually Vanamahotsav Day. 4. Observed Schhata-e Seva at the college premise.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-1 1. Title of the Practice: Developing Empathy through Community Service. 2. The Context: Empathy involves putting ourselves in the other person's situation and understand their problems. Students become active and more responsible citizens of our country by engaging themselves in social works. In the way of helping the person in need they develop strong personality with the ability of critical thinking, problem solving and decision making in difficult situations. With this community services, in addition to traditional classroom learning, students can build up a sense of societal responsibility, acceptance and teamwork. 3. Objectives of the Practice: The objectives of the practice are: The objectives of the practice are: (a) to involve students in social activities in order to prepare them for their future life (b) to generate association between institution of higher learning and society (c) to involve students in solving different social problems. 4. The Practice: The Teachers' Council, nonteaching staff, NSS unit, NCC (Girls') Wing, NCC (Boys') Wing, Students' Council, Science Forum, Alumni Association of Ramthakur College arrange different activities extension and outreach programmes in partnership with community and government/ nongovernment organizations, extension activities in the adopted village, voluntary blood donation camps, health camps, awareness generating campaigns / drama/ discussions/ seminars/ symposiums, cleaning within the college campus and beyond the college campus, donations during natural calamities, etc. Best Practice 2 1. Title of the Practice: Promotion of Environmental Consciousness 2. The Context: Title of the Practice: Promotion of Environmental Consciousness 2. The Context: The College is aware about accountability in plantation work and maintaining cleanness in and around the campus, in this manner impacting on the health of students and providing better environment for study. 3. Objectives of the Practice: The objective of the practice is to provide an atmosphere for better learning experience for students and help to maintain the health of all the inmates. 4. The Practice: Plantation and forestation is the need of the hour for maintaining a healthy and pollution free atmosphere not only for the college but for the planet . Plantation practice is one of the most significant and strong tradition that the college performs at regular intervals and so the college campus is essentially lush green. The plantation area of the College is spread over 12 plots with various plant species and multi-coloured seasonal flowers. A canopy of large leafy trees provides shade and an attractive

environment to the entire surrounding. Dr. Juthika Bhattacharjee, former Principal of the College was the key person for establishing this beautiful garden which was initiated in the year 2009. The Department of Botany has identified and documented the green plant assets of the college. The flora includes approximately 150 species. To make the campus eco-friendly various initiatives have been undertaken by the College. The College arranges special programmes for generating awareness among students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.ramthakurcollege.nic.in/NAAC_documents/Best%20Prac.pdf

7.3 – Institutional Distinctiveness

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

Ramthakur College perennially strives to prepare its students not just for examinations, but for the journey of life in future. The Institution seeks to make an impression upon its students, the significance of navigating from beginning to end the journey using knowledge, virtue, bravery and humanness as the guiding lights. With this aim in mind, the Institution uses all resources at its disposal to support the development of qualities and personality. fineness in training through mentoring of students, one to one interaction all through the tutorial classes, participative learning through group discussion, cheering vivid students to act as Proctors and distribute knowledge, improving the performance of slow learners by paying personal attention, are some of the ways through which the Institution accomplishes its task. Many of its alumni and alumnae have qualified the NET/SLET/TET or have attained doctoral degrees, cracked the state civil services exam and other examinations conducted by the Public Service Commission, and established themselves in every walk of life. To translate their goal into reality, the institution has launched several outreach initiatives in order to build a spirit of empathy and social concern. The institution has a thriving and lively campus ambiance which emanate, inter alia, from the extra and co curricular activities. Such activities bring hidden talents to the fore, as is evident from Mukta Debnatha student of third Semester, B.A. Honours making her mark in an international sporting event. She made the institution proud by winning gold silver and bronze medals in the World Kick Boxing Championship held at Sports Complex, Maharshi Dayanand University, Rohtak, Hayana, in the month of July, 2019. NCC cadet Puja Roy, a student in 4th semester participated in Republic Day Camp at New Delhi, Rajpath organised by NCC Directorate, Govt. of India on 26th January,2020. Puja Banik, another brave NCC Cadet participated in Mountaineering Courses at Himalayan Mountaineering Institute, W.B. organised by D.G NCC, New Delhi. 18 NCC boys Cadet passed NCC B CERTIFICATE examinations. The Institution's constant, ceaseless and committed striving towards excellence in all spheres academic, sports and cultural – flows from the focused initiatives aimed at translating the Vision and Mission statement into concrete realities and achieve its goal of becoming an "Establishment for Accomplishment". The main aim is to empower our students and shapes the learners into better citizens enriched with self-confidence, diligence, loyalty and sympathy.

Provide the weblink of the institution
https://www.ramthakurcollege.nic.in/NAAC_documents/c731b.pdf

8.Future Plans of Actions for Next Academic Year

A plan of action for next academic year is chalked out: (a) To collect semester wise department wise students' feedback, analyse, preparation of action taken report and uploading in the institutional website (b) To take an initiative for

the blockwise cleanliness drive into the College campus under the supervision of NSS, NCC and Class representatives of different semesters (c) To install modern teaching tools in the smart classroom (d) To collect feedback from all stakeholders, analyse, preparation of action taken report and uploading in the institutional website (e) To conduct Academic Audit (biannual) for the year (2000-21) (f) To organise Seminars / Workshops / Discussion / Training on quality related themes outreach programmes. (g) To celebrate/ observe national/ international important days in a benefitting manner (h) Documentation of the various programs/activities and to prepare the Annual Report of Ramthakur College for July 1, 2020 to June 30, 2021 (i) Preparation and online submission of AQAR for the year (2000-20). (j) Prepare for the 2nd cycle of NAAC accreditation. (k) Extend helping hands in the adopted village if the pandemic situation repeats. (l) Training to improve technical skills for online classes.